



Village of Bayside
9075 N Regent Road
Board of Trustees Meeting
October 19, 2023
Village Board Room, 6:00pm

MEETING AGENDA

PLEASE TAKE NOTICE that a meeting of the Bayside Village Board will be held at the Village Hall of the Village of Bayside, 9075 N. Regent Road, Bayside, Wisconsin in addition to virtually. Public can access this meeting of the Village Board by phone or by computer. The phone number is: **+1 312 626 6799**. The Zoom Meeting code is: **825 8379 6334** and the Passcode is: **906476**. Persons desiring to speak in the remote format during Agenda Item III, Citizens, and Delegations, should register twenty-four hours in advance by calling (414) 206-3915. The following items of business will be discussed and possibly acted upon:

I. CALL TO ORDER AND ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. CITIZENS AND DELEGATIONS

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

IV. CONSENT AGENDA

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

Approval of:

- A. August and September 2023 Financial Statement.
- B. Board of Trustees meeting minutes for August 17, 2023 and August 21, 2023.
- C. Summary of Disbursements for August 5, 2023, through October 10, 2023 in the amount of \$2,013,589.82.
- D. August and September 2023 Community Impact Report.
- E. Police Department General Order 1101, 5402, 4201, 5407, 5307, 4307, 2202, 2201, 2101, and 1102.
- F. Memorandum of Understanding between Village of Bayside and Wisconsin Elections Committee regarding Badger Books.
- G. Bureau of Justice Assistance grant award in the amount of \$830 for FY23 Bulletproof Vest Partnership Program.
- H. CVMIC Law Enforcement Risk Mitigation grant award in the amount of \$2,500.
- I. CVMIC Member Spotlight Award for Grazing Goats program and grant award of \$2,000.
- J. Wisconsin Department of Agriculture, Trade and Consumer Protection Clean Sweep Agriculture and Household Hazardous Waste grant award in the amounts of \$2,712.19 and \$3,626.18, respectively.
- K. Wisconsin Elections Commission 2023 Absentee Ballot Envelope Subgrant Program grant award in amount of \$455.42.
- L. WE Energies Foundation Rewarding Responders Grant Program grant award in the amount of \$1,981 for Automatic External Defibrillator.
- M. Contract Change Order with Stark Pavement Corp. for 2023 Road Construction Project.

V. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Public Works Committee

- a. Discussion/action on August and September 2023 Department of Public Works

- Report.
- b. Discussion/update on 2023 Capital Projects.

2. Public Safety Committee

- a. Discussion/action on A Proclamation Recognizing the Heroic Action of Lieutenant Cory Fuller and Officer Randy Santarelli.
- b. Discussion/action on August and September 2023 Communications Center Report.
- c. Discussion/action on August and September 2023 Police Department Report.

3. Finance and Administration Committee

- a. Discussion/action on August and September 2023 Administrative Services Report.
- b. Appointment of Nicole Maurer as Deputy Clerk/Treasurer pursuant to Section 2-108 and Section 2-131 of Municipal Code.

4. North Shore Fire Department

- a. Discussion/action on Resolution 23-14, A Resolution Recommending a Single or Multi Year Capital Budget for 2024-2028
- b. Discussion/action on Resolution 23-15, A Resolution Recommending the 2024 North Shore Fire Department Fee Schedule.
- c. Discussion/action on Resolution 23-16, A Resolution Recommending adoption of a Resolution Allowing an Option for Member Municipalities of the North Shore Fire Department to an Exception to the Levy Limits for Charges for the North Shore Fire Department Pursuant to 2005 Wisconsin Act 484
- d. Discussion/action on Resolution 23-17, A Resolution to Unanimously Recommend Amendment No. 9 to the North Shore Fire Department Agreement to provide, general, non-policy clean-up of the North Shore Fire Department Agreement.

5. Library Board

- a. Discussion/action on August and September 2023 Library Report.

6. Plan Commission

- a. Discussion/action on the request for land division and certified survey map for the property located at 202 W Brown Deer Road and creation of adjacent lot at 214 W Brown Deer Road.

VI. VILLAGE PRESIDENT'S REPORT

VII. VILLAGE MANAGER'S REPORT

VIII. VILLAGE ATTORNEY'S REPORT

IX. MOTION TO ADJOURN TO CLOSED SESSION

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

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

- A. Action on items in closed session.

XI. ADJOURNMENT

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



Village of Bayside
9075 N Regent Road
Board of Trustees Meeting
October 19, 2023
Village Board Room, 6:00pm

SUPPLEMENTAL AGENDA NOTES

- I. CALL TO ORDER AND ROLL CALL
- II. PLEDGE OF ALLEGIANCE
- III. CITIZENS AND DELEGATIONS
- IV. CONSENT AGENDA

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- M. Contract Change Order with Stark Pavement Corp. for 2023 Road Construction Project.

Consent agenda items are recommended for approval.

V. BUSINESS AGENDA

- A. COMMITTEE AND COMMISSION REPORTS
 - 1. Public Works Committee
 - a. Discussion/action on August and September 2023 Department of Public Works Report.

Included in the packet is the August and September 2023 Department of Public Works Reports. Of significant note, the Department is wrapping up several projects, including the 2023 street and stormwater management project, east side sanitary sewer relief project, and green swale project. Approval is recommended.

b. Discussion/update on 2023 Capital Projects.

• ***I-43 North-South***

The I-43 North-South project includes the expansion of I-43 from four to six lanes, the reconstruction of five existing interchanges along the corridor, a new interchange at Highland Road, and the replacement of the Union Pacific railroad bridge over I-43 in Glendale. The project also includes the expansion of a section of Port Washington Road in Glendale from two lanes to four lanes.

Within Bayside, the I-43/Brown Deer Road interchange will be reconfigured into a diverging diamond. The previous northbound ramps are permanently closed, and new ramps are currently under construction. The Noise Mitigation Wall (approved by vote of impacted properties) is currently under construction. The new stormwater management pond, located at the previous Port Washington Road off ramp, is now complete. The new traffic signal at County Line Road and Port Washington Road was anticipated to be installed August 14, but has been delayed as the DOT is trying to locate poles for the signals. Significant work and closures continue at the Brown Deer Road / I-43 interchange.

• ***Brown Deer Road Sanitary Sewer Replacement***

The MMSD Brown Deer Road Sanitary Sewer Replacement is complete. Minor punch list items remain.

• ***2023 Road Project***

The streets that were resurfaced and accompanying stormwater work included North Sequoia Drive, West Duchess Court, West Jonathan Lane, and North Apple Blossom Lane. Final landscaping work is anticipated to be completed by the Village Board meeting.

• ***Tennyson Drive Stormwater Management Infrastructure Project***

The project has been completed. The final punch list items are being completed.

• ***East Bayside Sanitary Sewer Relief System***

The project is complete and outstanding punch list items are being completed. The final asphalt will be laid in the Spring to allow for any additional compaction to occur, given the depth of excavation on the project.

• ***Brown Deer Road Sanitary Sewer Infrastructure Study***

The Village Engineer is completing a work plan to identify sewer capacity and develop engineered solutions to enhance sanitary sewer capacity in the 8-block area bounded 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 and develop recommendations for consideration.

• ***MMSD Fish Creek Study***

The scope of the project generally consists of the following:

- Reviewing the hydrologic and hydraulic modeling done by WisDOT and SEWRPC. Fish Creek and its tributaries will be evaluated.
- Examining and documenting field conditions, paying particular attention to stream erosion potential.
- Analyzing alternatives for mitigating flooding within the Village of Bayside.
- Recommending an alternative to reduce risk of flooding to structures in the Village of Bayside while protecting downstream reaches from erosion.
- Producing preliminary engineering plans, specifications, and cost estimates for the selected alternative.
- Facilitating stakeholder workshops and public meetings.

The Consultant's evaluations and recommendations will be summarized in the Preliminary Engineering Design Report to be delivered to the Village soon.

- **MMSD Private Property Infiltration and Inflow Reduction Program**

The Milwaukee Metropolitan Sewerage District Private Property Infiltration and Inflow Reduction project is a pilot project to allow MMSD to rehabilitate the area near the Bay Point lift station. Funded through a grant, MMSD will engineer, project manage, and rehabilitate the private laterals through the MMSD PPII program allocation for the Village. MMSD, in conjunction with the Village, submitted 3 competitive applications which were accepted for this program. The 3 applications cover construction repairs, 5 full lateral replacements, and investigative work.

2. Public Safety Committee

a. Discussion/action on A Proclamation Recognizing the Heroic Action of Lieutenant Cory Fuller and Officer Randy Santarelli.

On September 13th, Lieutenant Fuller and Officer Santarelli were requested to assist the Milwaukee County Sheriff's Office with an unresponsive person at the BP Open Pantry. A vehicle that contained the unresponsive person had exited the freeway and stopped at the BP upon exiting. It was determined the unresponsive subject was suffering from an opioid overdose. Bayside officers administered two doses of Narcan and Officer Santarelli performed CPR, ultimately resuscitating the individual. He was transported to the hospital by North Shore Fire/Rescue for further treatment. No drugs or paraphernalia were found on scene, however, the individual stated he had taken what he thought was cocaine, but it is believed to have been laced with fentanyl.

Approval is recommended.

b. Discussion/action on August and September 2023 Communications Center Report.

Included in the packet is the August and September 2023 Communications Center Reports. Of significant note, BCC completed all the requirements for the accreditation process. **Approval is recommended.**

c. Discussion/action on August and September 2023 Police Department Report.

Included in the packet is the August and September 2023 Police Department Reports. Of significant note, the Department completed the annual jail inspection with no violations. **Approval is recommended.**

3. Finance and Administration Committee

a. Discussion/action on August and September 2023 Administrative Services Report.

Included in the packet is the August and September 2023 Administrative Services Report. Of significant note, the final tax settlement for 2022 was completed and continued the banking transition to Horicon Bank. **Approval is recommended.**

b. Appointment of Nicole Maurer as Deputy Clerk/Treasurer pursuant to Section 2-108 and Section 2-131 of Municipal Code.

Municipal Code requires that in the event the same person is appointed to both the Deputy Clerk and Deputy Treasurer, the appointment be confirmed by the Village Board. **Approval is recommended.**

4. North Shore Fire Department

a. Discussion/action on Resolution 23-14, A Resolution Recommending a Single or Multi Year Capital Budget for 2024-2028

b. Discussion/action on Resolution 23-15, A Resolution Recommending the 2024 North Shore Fire Department Fee Schedule.

- c. **Discussion/action on Resolution 23-16, A Resolution Recommending adoption of a Resolution Allowing an Option for Member Municipalities of the North Shore Fire Department to an Exception to the Levy Limits for Charges for the North Shore Fire Department Pursuant to 2005 Wisconsin Act 484**
- d. **Discussion/action on Resolution 23-17, A Resolution to Unanimously Recommend Amendment No. 9 to the North Shore Fire Department Agreement to provide, general, non-policy clean-up of the North Shore Fire Department Agreement.**

Attached in the packet are four items that are being recommended for approval by the North Shore Fire Department Board of Directors. The first three items, the multi-year capital budget, fee schedule, and levy limit exemption are annual housekeeping measures. The fourth item, Amendment 9 of the NSFD Agreement, is a general housekeeping update. **Approval of each item is recommended.**

5. Library Board

- a. **Discussion/action on August and September 2023 Library Report.**

Included in the packet is the August and September 2023 Library Reports. **Acceptance is recommended.**

6. Plan Commission

- a. **Discussion/action on the request for land division and certified survey map for the property located at 202 W Brown Deer Road and creation of adjacent lot at 214 W Brown Deer Road.**

The Plan Commission will meet on Monday, October 16, 2023 at 5:00pm to consider the request.

VI. VILLAGE PRESIDENT'S REPORT

VII. VILLAGE MANAGER'S REPORT

VIII. VILLAGE ATTORNEY'S REPORT

IX. MOTION TO ADJOURN TO CLOSED SESSION

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

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

- A. Action on items in closed session.

XI. ADJOURNMENT

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdg Used
Fund: 10 GENERAL FUND						
Account Category: Revenues						
TAXES						
10-00000-41100	PROPERTY TAXES	3,325,474.00	3,325,474.02	418,834.14	(0.02)	100.00
10-00000-41300	INTEREST ON DELINQUENT TAXES	12,000.00	20,806.74	49.54	(8,806.74)	173.39
10-00000-41500	PAYMENT IN LIEU OF TAXES	48,290.00	48,372.01	0.00	(82.01)	100.17
	TAXES	3,385,764.00	3,394,652.77	418,883.68	(8,888.77)	100.26
INTERGOVERNMENTAL						
10-00000-43210	COMMUNITY DEVELOPMENT BLOCK GR	5,998.00	7,472.45	1,981.00	(1,474.45)	124.58
10-00000-43225	PUBLIC SAFETY COMMUNICATION AD	102,421.00	102,421.00	0.00	0.00	100.00
10-00000-43235	NORTH SHORE LIBRARY REVENUE	19,812.00	19,811.86	0.00	0.14	100.00
10-00000-43240	TID ADMINISTRATION	15,000.00	15,000.00	0.00	0.00	100.00
10-00000-43410	STATE SHARED REVENUES	60,298.00	9,044.63	0.00	51,253.37	15.00
10-00000-43415	VIDEO SERVICE PROVIDER AID	14,470.00	14,470.35	0.00	(0.35)	100.00
10-00000-43510	RECYCLING GRANT	25,704.00	25,716.59	0.00	(12.59)	100.05
10-00000-43523	PUBLIC SAFETY GRANT	26,000.00	11,412.19	4,487.92	14,587.81	43.89
10-00000-43530	EXEMPT COMPUTER AID	15,160.00	15,159.62	0.00	0.38	100.00
10-00000-43535	PERSONAL PROPERTY AID	1,738.00	1,737.78	0.00	0.22	99.99
10-00000-43540	STATE TRANSPORTATION AIDS	372,627.00	279,470.40	0.00	93,156.60	75.00
10-00000-43545	ST 32 HIGHWAY AIDS	17,013.00	12,775.95	0.00	4,237.05	75.10
10-00000-43555	INTERGOVERNMENTAL GRANT	6,025.00	0.00	(1,998.68)	6,025.00	0.00
10-00000-43600	EXPENDITURE RESTRAINT	78,786.00	78,785.92	0.00	0.08	100.00
10-00000-48215	INTERGOVERNMENTAL REVENUE	27,450.00	27,449.58	0.00	0.42	100.00
	INTERGOVERNMENTAL	788,502.00	620,728.32	4,470.24	167,773.68	78.72
LICENSES & PERMITS						
10-00000-44100	OPERATORS LICENSE	900.00	1,760.00	0.00	(860.00)	195.56
10-00000-44120	LIQUOR LICENSE	2,880.00	3,000.00	0.00	(120.00)	104.17
10-00000-44140	CIGARETTE LICENSE	300.00	300.00	0.00	0.00	100.00
10-00000-44220	ANIMAL LICENSES	1,300.00	1,090.52	0.00	209.48	83.89
10-00000-44300	CABLE FRANCHISE FEES	60,000.00	27,297.80	10,436.64	32,702.20	45.50
10-00000-44415	ARC APPLICATION FEES	2,500.00	3,775.00	375.00	(1,275.00)	151.00
10-00000-44420	OCCUPANCY PERMITS	31,100.00	31,100.00	0.00	0.00	100.00
10-00000-44435	TRANSIENT MERCHANT PERMIT	100.00	250.00	0.00	(150.00)	250.00
10-00000-44460	BUILDING PERMITS	338,310.00	344,358.02	27,875.17	(6,048.02)	101.79
10-00000-44480	VACANT PROPERTY FEE	1,000.00	500.00	0.00	500.00	50.00
10-00000-44495	EXCAVATION/RIGHT OF WAY/PRIVLE	10,000.00	12,500.00	950.00	(2,500.00)	125.00
10-00000-44525	FILL PERMIT	0.00	4,510.00	0.00	(4,510.00)	100.00
10-00000-44530	RUMMAGE SALE PERMITS	200.00	165.00	15.00	35.00	82.50
10-00000-44535	DUMPSTER PERMITS	10,500.00	10,900.00	370.00	(400.00)	103.81
10-00000-44540	SIGN PERMITS	200.00	750.00	60.00	(550.00)	375.00
10-00000-44550	CONDITIONAL USE APPLICATION	600.00	600.00	0.00	0.00	100.00
10-00000-44555	BOARD OF ZONING APPEALS FEES	500.00	1,500.00	500.00	(1,000.00)	300.00
10-00000-44570	SPECIAL EVENT PERMITS	50.00	150.00	50.00	(100.00)	300.00
	LICENSES & PERMITS	460,440.00	444,506.34	40,631.81	15,933.66	96.54
FINES & FORFEITURES						
10-00000-45100	FINES & FORFEITURES-NSMC	35,000.00	24,621.78	2,890.01	10,378.22	70.35
10-00000-45105	FINES & FORFEITURES-BAYSIDE SD	10,000.00	6,484.08	1,309.73	3,515.92	64.84
10-00000-45125	NOTARY/FINGER	100.00	50.00	25.00	50.00	50.00
	FINES & FORFEITURES	45,100.00	31,155.86	4,224.74	13,944.14	69.08

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdg't Used
Fund: 10 GENERAL FUND						
Account Category: Revenues						
PUBLIC CHARGES FOR SERVIC						
10-00000-46110	PROPERTY STATUS REVENUE	4,000.00	3,010.00	650.00	990.00	75.25
10-00000-46120	PUBLICATION FEES	200.00	200.00	0.00	0.00	100.00
10-00000-46125	PROFESSIONAL SERVICE INVOICING	40,000.00	46,455.63	5,753.00	(6,455.63)	116.14
10-00000-46130	DATA SALES	250.00	50.00	0.00	200.00	20.00
10-00000-46310	SPECIAL PICKUPS	12,000.00	9,021.68	1,526.68	2,978.32	75.18
10-00000-46315	MULCH DELIVERIES	6,000.00	5,745.00	0.00	255.00	95.75
10-00000-46330	WELL PERMIT/ABANDONMENT FEES	0.00	225.00	0.00	(225.00)	100.00
10-00000-46400	EQUIPMENT RENTAL- SEWER FUND	20,600.00	20,600.00	0.00	0.00	100.00
10-00000-46415	EQUIPMENT RENTAL- STORMWATER F	20,600.00	20,600.00	0.00	0.00	100.00
10-00000-46710	PARK FACILITY RENTAL & PROGRAM	6,500.00	5,425.50	6.50	1,074.50	83.47
10-00000-46715	PUBLIC WORKS SERVICE REVENUE	14,684.00	6,334.92	4,487.02	8,349.08	43.14
	PUBLIC CHARGES FOR SERVIC	124,834.00	117,667.73	12,423.20	7,166.27	94.26
MISC REVENUE						
10-00000-48100	INTEREST	364,744.00	386,905.94	52,719.74	(22,161.94)	106.08
10-00000-48120	REALIZED/UNREALIZED GAIN/LOSS	0.00	(157,625.69)	(165,295.86)	157,625.69	100.00
10-00000-48200	MISCELLANEOUS REVENUE	500.00	878.54	212.69	(378.54)	175.71
10-00000-48210	COPIES	500.00	953.85	46.00	(453.85)	190.77
10-00000-48220	FALSE ALARM FEES	2,500.00	(299.50)	65.00	2,799.50	(11.98)
10-00000-48230	RECYCLING PROCEEDS	15,000.00	803.04	0.00	14,196.96	5.35
10-00000-48240	CREDIT CARD REVENUE	7,000.00	4,722.36	1,175.34	2,277.64	67.46
10-00000-48260	INSURANCE AWARDS/DIVIDENDS	9,098.00	13,765.00	0.00	(4,667.00)	151.30
10-00000-48310	EQUIPMENT SALE PROCEEDS	1,000.00	4,060.50	0.00	(3,060.50)	406.05
10-00000-48500	DONATIONS	8,000.00	12,537.25	1,066.00	(4,537.25)	156.72
	MISC REVENUE	408,342.00	266,701.29	(110,011.09)	141,640.71	65.31
	Revenues	5,212,982.00	4,875,412.31	370,622.58	337,569.69	93.52
Account Category: Expenditures						
GENERAL GOVERNMENT						
10-51000-51100	WAGES FT	319,365.00	172,597.64	28,743.63	146,767.36	54.04
10-51000-51170	HEALTH INSURANCE BUYOUT	1,810.00	1,237.97	166.65	572.03	68.40
10-51000-51190	DENTAL INSURANCE BUYOUT	147.00	84.05	11.33	62.95	57.18
10-51000-51200	TRUSTEE WAGES	8,400.00	5,600.00	700.00	2,800.00	66.67
10-51000-51250	ELECTION WAGES	3,453.00	3,452.75	0.00	0.25	99.99
10-51000-51300	ELECTIONS SUPPLIES	4,500.00	3,238.01	167.38	1,261.99	71.96
10-51000-51500	WISCONSIN RETIREMENT SYSTEM	26,506.00	12,933.45	1,791.37	13,572.55	48.79
10-51000-51510	SOCIAL SECURITY	25,437.00	14,622.63	2,025.08	10,814.37	57.49
10-51000-51520	LIFE INSURANCE	478.00	320.77	33.91	157.23	67.11
10-51000-51530	HEALTH INSURANCE	31,270.00	19,981.77	2,173.54	11,288.23	63.90
10-51000-51540	DENTAL INSURANCE	881.00	455.11	52.78	425.89	51.66
10-51000-51800	RECRUITMENT	120.00	89.85	0.00	30.15	74.88
10-51000-52100	CONTRACTUAL SERVICES	27,000.00	33,949.41	734.05	(6,949.41)	125.74
10-51000-52110	LEGAL COUNSEL - CONTRACTED	85,000.00	66,114.76	10,443.78	18,885.24	77.78
10-51000-52130	LEGAL COUNSEL-PERSONNEL	1,500.00	1,295.00	0.00	205.00	86.33
10-51000-52140	AUDIT SERVICES	24,002.00	21,001.79	0.00	3,000.21	87.50
10-51000-52170	PUBLIC HEALTH SERVICES	30,522.00	22,891.50	0.00	7,630.50	75.00
10-51000-52190	ASSESSOR SERVICES	24,900.00	21,165.00	0.00	3,735.00	85.00
10-51000-52210	TELECOMMUNICATIONS	2,358.00	1,877.41	159.23	480.59	79.62

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

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Fund: 10 GENERAL FUND						
Account Category: Expenditures						
GENERAL GOVERNMENT						
10-51000-52250	COMPUTER SUPPORT	1,000.00	0.00	0.00	1,000.00	0.00
10-51000-52260	BENEFIT ADMINISTRATIVE FEES	2,600.00	1,269.05	1,269.05	1,330.95	48.81
10-51000-52300	MATERIALS & SUPPLIES	2,700.00	851.53	179.42	1,848.47	31.54
10-51000-52380	FINANCIAL ADVISING SERVICES	3,000.00	0.00	0.00	3,000.00	0.00
10-51000-53000	ADMINISTRATIVE	1,000.00	0.00	0.00	1,000.00	0.00
10-51000-53100	OFFICE SUPPLIES	4,000.00	1,002.12	127.57	2,997.88	25.05
10-51000-53110	POSTAGE	5,000.00	2,453.58	0.00	2,546.42	49.07
10-51000-53210	DUES & SUBSCRIPTIONS	6,373.00	4,836.05	0.00	1,536.95	75.88
10-51000-53220	TRAINING, SAFETY & CERTS	9,255.00	5,512.13	283.70	3,742.87	59.56
10-51000-53240	PUBLICATIONS/PRINTING	104.00	104.48	0.00	(0.48)	100.46
10-51000-55000	CONTINGENCY	53,174.00	0.00	0.00	53,174.00	0.00
10-51000-55100	GENERAL LIABILITY	36,732.00	36,732.33	0.00	(0.33)	100.00
10-51000-55110	AUTO LIABILITY	5,345.00	5,345.00	0.00	0.00	100.00
10-51000-55120	BOILER INSURANCE	854.00	0.00	0.00	854.00	0.00
10-51000-55130	WORKERS COMPENSATION	35,232.00	26,423.25	0.00	8,808.75	75.00
10-51000-55150	COMMERCIAL CRIME POLICY	210.00	210.00	0.00	0.00	100.00
10-51000-55160	PROPERTY INSURANCE	8,321.00	8,321.28	0.00	(0.28)	100.00
10-51000-55200	TAX REFUNDS/UNCOLLECTIBLES	3,876.00	3,876.04	0.00	(0.04)	100.00
10-51000-55910	MUNICIPAL CODE	2,658.00	0.00	0.00	2,658.00	0.00
GENERAL GOVERNMENT		799,083.00	499,845.71	49,062.47	299,237.29	62.55
POLICE						
10-52100-51100	WAGES FT	1,116,742.00	663,846.40	78,643.84	452,895.60	59.44
10-52100-51110	OVERTIME	40,500.00	35,003.42	5,457.73	5,496.58	86.43
10-52100-51150	GRANT OVERTIME	26,000.00	4,504.61	245.04	21,495.39	17.33
10-52100-51160	HOLIDAY PAY	37,340.00	3,841.13	630.88	33,498.87	10.29
10-52100-51170	HEALTH INSURANCE BUYOUT	18,900.00	0.00	0.00	18,900.00	0.00
10-52100-51180	SHIFT DIFFERENTIAL PAY	4,500.00	1,732.50	60.00	2,767.50	38.50
10-52100-51500	WISCONSIN RETIREMENT SYSTEM	157,315.00	93,180.06	11,139.19	64,134.94	59.23
10-52100-51510	SOCIAL SECURITY	93,740.00	52,873.48	6,305.50	40,866.52	56.40
10-52100-51520	LIFE INSURANCE	1,144.00	850.00	97.97	294.00	74.30
10-52100-51530	HEALTH INSURANCE	157,227.00	89,413.44	10,253.86	67,813.56	56.87
10-52100-51540	DENTAL INSURANCE	4,230.00	1,783.18	202.95	2,446.82	42.16
10-52100-51800	RECRUITMENT	750.00	57.45	57.45	692.55	7.66
10-52100-52090	HOUSE OF CORRECTION FEES	300.00	0.00	0.00	300.00	0.00
10-52100-52100	CONTRACTUAL SERVICES	30,274.00	23,722.92	1,061.17	6,551.08	78.36
10-52100-52110	LEGAL COUNSEL-CONTRACTED	29,236.00	16,874.48	2,060.33	12,361.52	57.72
10-52100-52130	LEGAL COUNSEL-PERSONNEL	1,000.00	162.50	0.00	837.50	16.25
10-52100-52150	MADACC	1,633.00	1,225.14	0.00	407.86	75.02
10-52100-52210	TELECOMMUNICATIONS	8,483.00	5,417.50	501.40	3,065.50	63.86
10-52100-52250	COMPUTER SUPPORT SERVICES	3,510.00	0.00	0.00	3,510.00	0.00
10-52100-52300	MATERIALS & SUPPLIES	7,500.00	4,511.86	330.87	2,988.14	60.16
10-52100-52310	FLEET MAINTENANCE	7,000.00	1,925.52	23.89	5,074.48	27.51
10-52100-53100	OFFICE SUPPLIES	250.00	0.00	0.00	250.00	0.00
10-52100-53110	POSTAGE	800.00	723.00	0.00	77.00	90.38
10-52100-53210	DUES & SUBSCRIPTIONS	1,100.00	660.00	0.00	440.00	60.00
10-52100-53220	TRAINING, SAFETY & CERTIFICATI	6,500.00	5,322.34	0.00	1,177.66	81.88
10-52100-53230	AMMUNITION	4,000.00	3,999.65	0.00	0.35	99.99

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdg't Used
Fund: 10 GENERAL FUND						
Account Category: Expenditures						
POLICE						
10-52100-53300	UNIFORM SUPPLIES	7,475.00	4,493.97	166.35	2,981.03	60.12
10-52100-53400	FUEL MAINTENANCE	21,000.00	11,507.65	1,449.57	9,492.35	54.80
10-52100-53900	EMPLOYEE RECOGNITION	100.00	0.00	0.00	100.00	0.00
	POLICE	1,788,549.00	1,027,632.20	118,687.99	760,916.80	57.46
NORTH SHORE FIRE DEPT						
10-52200-52240	NORTH SHORE FIRE DEPARTMENT	893,225.00	669,918.00	0.00	223,307.00	75.00
10-52200-53760	FIRE INSURANCE DUES	0.00	27,449.58	0.00	(27,449.58)	100.00
	NORTH SHORE FIRE DEPT	893,225.00	697,367.58	0.00	195,857.42	78.07
BUILDING INSPECTION						
10-52400-51100	WAGES FT	20,000.00	20,000.00	0.00	0.00	100.00
10-52400-52500	BUILDING INSPECTIONS	189,042.00	170,304.62	100,091.36	18,737.38	90.09
	BUILDING INSPECTION	209,042.00	190,304.62	100,091.36	18,737.38	91.04
DEPT OF PUBLIC WORKS						
10-53000-51100	WAGES FT	305,444.00	163,654.55	17,449.65	141,789.45	53.58
10-53000-51110	OVERTIME	5,100.00	3,897.71	0.00	1,202.29	76.43
10-53000-51120	WAGES PT	14,400.00	5,017.50	1,050.00	9,382.50	34.84
10-53000-51170	HEALTH INSURANCE BUYOUT	3,000.00	1,841.81	257.55	1,158.19	61.39
10-53000-51190	DENTAL INSURANCE BUYOUT	317.00	132.16	18.88	184.84	41.69
10-53000-51500	WISCONSIN RETIREMENT SYSTEM	19,649.00	11,205.64	1,185.34	8,443.36	57.03
10-53000-51510	SOCIAL SECURITY	24,537.00	12,747.05	1,381.93	11,789.95	51.95
10-53000-51520	LIFE INSURANCE	495.00	240.47	17.17	254.53	48.58
10-53000-51530	HEALTH INSURANCE	69,488.00	42,629.52	3,281.94	26,858.48	61.35
10-53000-51540	DENTAL INSURANCE	1,641.00	839.93	71.05	801.07	51.18
10-53000-51800	RECRUITMENT	535.00	535.47	0.00	(0.47)	100.09
10-53000-52000	FACILITY MAINTENANCE & SUPPLIE	21,937.00	8,852.11	1,029.91	13,084.89	40.35
10-53000-52010	CLEANING & JANITORIAL SERVICES	11,640.00	7,035.67	620.40	4,604.33	60.44
10-53000-52020	HVAC MAINTENANCE	5,627.00	1,124.00	0.00	4,503.00	19.98
10-53000-52100	CONTRACTUAL SERVICES	40,847.00	28,061.01	7,308.24	12,785.99	68.70
10-53000-52160	ENGINEERING	26,010.00	17,723.35	1,496.67	8,286.65	68.14
10-53000-52200	UTILITIES	43,640.00	28,280.26	5,224.29	15,359.74	64.80
10-53000-52210	TELECOMMUNICATIONS	768.00	495.52	57.90	272.48	64.52
10-53000-52300	MATERIALS & SUPPLIES	7,250.00	4,170.29	57.72	3,079.71	57.52
10-53000-52310	FLEET MAINTENANCE	40,000.00	20,412.29	218.82	19,587.71	51.03
10-53000-52330	TOOLS	2,124.00	2,195.51	72.86	(71.51)	103.37
10-53000-53100	OFFICE SUPPLIES	150.00	38.56	0.00	111.44	25.71
10-53000-53210	DUES & SUBSCRIPTIONS	522.00	501.00	0.00	21.00	95.98
10-53000-53220	TRAINING, SAFETY & CERTIFICATI	1,950.00	765.30	0.00	1,184.70	39.25
10-53000-53300	UNIFORM SUPPLIES	2,200.00	1,361.00	0.00	839.00	61.86
10-53000-53340	WINTER OPERATIONS	39,498.00	29,714.26	0.00	9,783.74	75.23
10-53000-53400	FUEL MAINTENANCE	35,700.00	13,113.57	3,212.82	22,586.43	36.73
10-53000-53500	EQUIPMENT REPLACEMENT	500.00	459.47	0.00	40.53	91.89
10-53000-53600	EQUIPMENT RENTAL	8,700.00	5,700.00	0.00	3,000.00	65.52
10-53000-53700	TIPPING FEES	75,000.00	41,883.50	8,067.77	33,116.50	55.84
10-53000-53770	YARD WASTE TUB GRINDING	11,000.00	0.00	0.00	11,000.00	0.00
10-53000-53900	PUBLIC RELATIONS	100.00	0.00	0.00	100.00	0.00
10-53000-54000	STREET MAINTENANCE	9,890.00	0.00	0.00	9,890.00	0.00

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdgt Used
Fund: 10 GENERAL FUND						
Account Category: Expenditures						
DEPT OF PUBLIC WORKS						
10-53000-54500	SIGNAGE	3,500.00	2,281.42	90.87	1,218.58	65.18
10-53000-54600	FORESTRY & LANDSCAPING	9,106.00	6,109.13	0.00	2,996.87	67.09
	DEPT OF PUBLIC WORKS	842,265.00	463,019.03	52,171.78	379,245.97	54.97
NORTH SHORE LIBRARY						
10-55100-52270	NORTH SHORE LIBRARY	168,243.00	168,243.35	0.00	(0.35)	100.00
	NORTH SHORE LIBRARY	168,243.00	168,243.35	0.00	(0.35)	100.00
PARKS						
10-55200-51100	WAGES FT	5,600.00	3,285.71	400.00	2,314.29	58.67
10-55200-51510	SOCIAL SECURITY	398.00	251.35	30.60	146.65	63.15
10-55200-52300	MATERIALS & SUPPLIES	750.00	380.73	280.73	369.27	50.76
10-55200-52350	COMMUNITY EVENTS	15,000.00	7,508.63	3,210.91	7,491.37	50.06
	PARKS	21,748.00	11,426.42	3,922.24	10,321.58	52.54
	Expenditures	4,722,155.00	3,057,838.91	323,935.84	1,664,316.09	64.76
Fund 10 - GENERAL FUND:						
	TOTAL REVENUES	5,212,982.00	4,875,412.31	370,622.58	337,569.69	
	TOTAL EXPENDITURES	4,722,155.00	3,057,838.91	323,935.84	1,664,316.09	
	NET OF REVENUES & EXPENDITURES:	490,827.00	1,817,573.40	46,686.74	(1,326,746.40)	
	BEG. FUND BALANCE	1,696,002.53	1,696,002.53			
	FUND BALANCE ADJUSTMENTS		(326,630.80)			
	END FUND BALANCE	2,186,829.53	3,186,945.13			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

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GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdgt Used
Fund: 20 SANITARY SEWER FUND						
Account Category: Revenues						
INTERGOVERNMENTAL						
20-00000-43210	INTERGOVERNMENTAL GRANTS	0.00	1,374.09	0.00	(1,374.09)	100.00
	INTERGOVERNMENTAL	0.00	1,374.09	0.00	(1,374.09)	100.00
PUBLIC CHARGES FOR SERVIC						
20-00000-46410	RESIDENTIAL SEWER	828,800.00	857,215.54	44,910.80	(28,415.54)	103.43
20-00000-46420	COMMERCIAL SEWER	80,500.00	69,833.96	0.00	10,666.04	86.75
20-00000-46425	POLICE LEASE REVENUE	5,498.00	5,498.00	0.00	0.00	100.00
	PUBLIC CHARGES FOR SERVIC	914,798.00	932,547.50	44,910.80	(17,749.50)	101.94
MISC REVENUE						
20-00000-48100	INTEREST	200.00	1,804.69	252.27	(1,604.69)	902.35
20-00000-48260	INSURANCE AWARDS/DIVIDENDS	0.00	17,821.00	0.00	(17,821.00)	100.00
	MISC REVENUE	200.00	19,625.69	252.27	(19,425.69)	9,812.85
	Revenues	914,998.00	953,547.28	45,163.07	(38,549.28)	104.21
Account Category: Expenditures						
GENERAL SEWER						
20-51000-51100	WAGES FT	138,738.00	59,121.37	8,252.48	79,616.63	42.61
20-51000-51110	OVERTIME	1,000.00	0.00	0.00	1,000.00	0.00
20-51000-51170	HEALTH INSURANCE BUYOUT	750.00	309.52	41.66	440.48	41.27
20-51000-51190	DENTAL INSURANCE BUYOUT	81.00	28.01	3.77	52.99	34.58
20-51000-51500	WISCONSIN RETIREMENT SYSTEM	9,434.00	3,942.82	503.69	5,491.18	41.79
20-51000-51510	SOCIAL SECURITY	10,613.00	4,381.24	563.29	6,231.76	41.28
20-51000-51520	LIFE INSURANCE	259.00	93.17	8.42	165.83	35.97
20-51000-51530	HEALTH INSURANCE	26,185.00	5,974.75	213.97	20,210.25	22.82
20-51000-51540	DENTAL INSURANCE	448.00	125.75	5.39	322.25	28.07
20-51000-52100	CONTRACTUAL SERVICES	280,000.00	175,295.70	3,629.20	104,704.30	62.61
20-51000-52140	AUDIT SERVICES	3,900.00	3,881.38	0.00	18.62	99.52
20-51000-52160	ENGINEERING	88,852.50	45,590.83	966.67	43,261.67	51.31
20-51000-52200	UTILITIES	6,749.00	2,927.53	0.00	3,821.47	43.38
20-51000-52210	TELECOMMUNICATIONS	120.00	193.86	38.03	(73.86)	161.55
20-51000-52260	BENEFIT ADMINISTRATIVE FEES	43.00	43.00	0.00	0.00	100.00
20-51000-52300	MATERIALS & SUPPLIES	1,750.00	1,519.33	155.00	230.67	86.82
20-51000-52310	FLEET MAINTENANCE	2,000.00	442.40	0.00	1,557.60	22.12
20-51000-52320	LIFT STATION MAINTENANCE	14,200.00	540.00	540.00	13,660.00	3.80
20-51000-52340	DIGGERS HOTLINE	2,150.00	1,841.60	78.40	308.40	85.66
20-51000-53110	POSTAGE	400.00	400.00	0.00	0.00	100.00
20-51000-53220	TRAINING, SAFETY & CERTIFICATI	2,000.00	242.00	0.00	1,758.00	12.10
20-51000-53400	FUEL MAINTENANCE	4,000.00	4,000.00	0.00	0.00	100.00
20-51000-53500	EQUIPMENT REPLACEMENT	12,194.00	12,193.35	0.00	0.65	99.99
20-51000-53600	EQUIPMENT RENTAL-GENERAL FUND	20,600.00	20,600.00	0.00	0.00	100.00
20-51000-55100	GENERAL LIABILITY INSURANCE	1,726.00	1,726.00	0.00	0.00	100.00
20-51000-55130	WORKERS COMPENSATION	1,704.00	1,704.00	0.00	0.00	100.00
20-51000-55150	COMMERCIAL CRIME POLICY	14.00	14.00	0.00	0.00	100.00
20-51000-55160	PROPERTY INSURANCE	3,215.00	3,215.04	0.00	(0.04)	100.00
20-51000-58010	CAPITAL PROJECTS	735,681.50	111,369.92	13,874.33	624,311.58	15.14
20-51000-58030	CAPITAL EQUIPMENT	20,149.43	0.00	0.00	20,149.43	0.00
	GENERAL SEWER	1,388,956.43	461,716.57	28,874.30	927,239.86	33.24

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

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GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdgt Used
Fund: 20 SANITARY SEWER FUND						
Account Category: Expenditures						
DEPRECIATION						
20-53000-57000	DEPRECIATION	225,000.00	0.00	0.00	225,000.00	0.00
	DEPRECIATION	<u>225,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>225,000.00</u>	<u>0.00</u>
DEBT						
20-58100-56170	PRINCIPAL REDEMPTION - CWFL	84,673.00	0.00	0.00	84,673.00	0.00
20-58100-56180	PRINCIPAL REDEMPTION - BOND	185,000.00	0.00	0.00	185,000.00	0.00
20-58100-56210	INTEREST - BOND	53,509.00	27,079.95	9,915.00	26,429.05	50.61
20-58100-56260	INTEREST-CLEAN WATER FUND LOAN	3,484.00	0.00	0.00	3,484.00	0.00
	DEBT	<u>326,666.00</u>	<u>27,079.95</u>	<u>9,915.00</u>	<u>299,586.05</u>	<u>8.29</u>
	Expenditures	<u>1,940,622.43</u>	<u>488,796.52</u>	<u>38,789.30</u>	<u>1,451,825.91</u>	<u>25.19</u>
Fund 20 - SANITARY SEWER FUND:						
	TOTAL REVENUES	914,998.00	953,547.28	45,163.07	(38,549.28)	
	TOTAL EXPENDITURES	<u>1,940,622.43</u>	<u>488,796.52</u>	<u>38,789.30</u>	<u>1,451,825.91</u>	
	NET OF REVENUES & EXPENDITURES:	<u>(1,025,624.43)</u>	<u>464,750.76</u>	<u>6,373.77</u>	<u>(1,490,375.19)</u>	
	BEG. FUND BALANCE	3,349,873.15	3,349,873.15			
	END FUND BALANCE	2,324,248.72	3,814,623.91			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdgt Used
Fund: 22 STORMWATER UTILITY FUND						
Account Category: Revenues						
INTERGOVERNMENTAL						
22-00000-43210	INTERGOVERNMENTAL GRANTS	98,652.00	0.00	0.00	98,652.00	0.00
	INTERGOVERNMENTAL	98,652.00	0.00	0.00	98,652.00	0.00
PUBLIC CHARGES FOR SERVIC						
22-00000-44560	TREE PROGRAM	0.00	5,075.00	0.00	(5,075.00)	100.00
22-00000-46405	RESIDENTIAL STORMWATER	408,543.00	415,808.69	7,740.00	(7,265.69)	101.78
22-00000-46425	COMMERCIAL STORMWATER	154,000.00	77,538.49	0.00	76,461.51	50.35
22-00000-46430	RIGHT-OF-WAY MANAGEMENT	15,000.00	41,800.00	400.00	(26,800.00)	278.67
	PUBLIC CHARGES FOR SERVIC	577,543.00	540,222.18	8,140.00	37,320.82	93.54
MISC REVENUE						
22-00000-48200	MISCELLANEOUS REVENUE	0.00	17,414.03	0.00	(17,414.03)	100.00
	MISC REVENUE	0.00	17,414.03	0.00	(17,414.03)	100.00
	Revenues	676,195.00	557,636.21	8,140.00	118,558.79	82.47
Account Category: Expenditures						
DEPT OF PUBLIC WORKS						
22-53000-51100	WAGES FT	144,536.00	104,898.88	17,924.66	39,637.12	72.58
22-53000-51110	OVERTIME	950.00	0.00	0.00	950.00	0.00
22-53000-51120	WAGES PT	0.00	5,012.25	2,147.25	(5,012.25)	100.00
22-53000-51170	HEALTH INSURANCE BUYOUT	750.00	309.64	41.69	440.36	41.29
22-53000-51190	DENTAL INSURANCE BUYOUT	81.00	28.19	3.78	52.81	34.80
22-53000-51500	WISCONSIN RETIREMENT SYSTEM	9,828.00	7,064.96	1,162.62	2,763.04	71.89
22-53000-51510	SOCIAL SECURITY	11,057.00	8,119.32	1,436.67	2,937.68	73.43
22-53000-51520	LIFE INSURANCE	262.00	149.12	26.81	112.88	56.92
22-53000-51530	HEALTH INSURANCE	25,103.00	13,503.82	2,106.93	11,599.18	53.79
22-53000-51540	DENTAL INSURANCE	512.00	293.40	46.22	218.60	57.30
22-53000-52100	CONTRACTUAL SERVICES	12,088.00	11,821.96	108.30	266.04	97.80
22-53000-52140	AUDIT SERVICES	1,822.00	1,822.21	0.00	(0.21)	100.01
22-53000-52160	ENGINEERING	46,000.00	14,678.32	3,486.66	31,321.68	31.91
22-53000-52200	UTILITY EXPENSES	2,300.00	1,438.43	210.80	861.57	62.54
22-53000-52210	TELECOMMUNICATIONS	100.00	0.00	0.00	100.00	0.00
22-53000-52260	BENEFIT ADMINISTRATIVE FEES	43.00	43.00	0.00	0.00	100.00
22-53000-52300	MATERIALS & SUPPLIES	2,300.00	1,465.11	186.20	834.89	63.70
22-53000-52320	LIFT STATION MAINTENANCE	2,000.00	500.00	0.00	1,500.00	25.00
22-53000-52380	FINANCIAL ADVISING SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
22-53000-53220	TRAINING, SAFETY & CERTIFICATI	750.00	0.00	0.00	750.00	0.00
22-53000-53270	CULVERT MATERIALS	40,000.00	31,279.30	9,467.45	8,720.70	78.20
22-53000-53280	LANDSCAPING MATERIALS	40,000.00	14,893.66	3,500.00	25,106.34	37.23
22-53000-53290	EXCAVATION AND DISPOSAL	17,500.00	0.00	0.00	17,500.00	0.00
22-53000-53400	FUEL MAINTENANCE	5,000.00	5,000.00	0.00	0.00	100.00
22-53000-53600	EQUIPMENT RENTAL	20,600.00	20,600.00	0.00	0.00	100.00
22-53000-55100	GENERAL LIABILITY INSURANCE	4,625.00	4,625.00	0.00	0.00	100.00
22-53000-55130	WORKERS COMPENSATION	1,704.00	1,704.00	0.00	0.00	100.00
22-53000-55150	COMMERCIAL CRIME POLICY	14.00	14.00	0.00	0.00	100.00
22-53000-55160	PROPERTY INSURANCE	3,026.00	3,025.92	0.00	0.08	100.00
	DEPT OF PUBLIC WORKS	394,951.00	252,290.49	41,856.04	142,660.51	63.88
TRANS TO OTHER FUND						

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdgt Used
Fund: 22 STORMWATER UTILITY FUND						
Account Category: Expenditures						
TRANS TO OTHER FUND						
22-59200-59000	ADMINISTRATIVE/TRANSFER TO	73,598.00	73,598.00	0.00	0.00	100.00
	TRANS TO OTHER FUND	73,598.00	73,598.00	0.00	0.00	100.00
CAPITAL PROJECTS						
22-53000-53500	EQUIPMENT REPLACEMENT	102,646.00	103,328.86	0.00	(682.86)	100.67
22-53000-58010	CAPITAL PROJECTS	249,816.96	27,477.93	0.00	222,339.03	11.00
	CAPITAL PROJECTS	352,462.96	130,806.79	0.00	221,656.17	37.11
	Expenditures	821,011.96	456,695.28	41,856.04	364,316.68	55.63
Fund 22 - STORMWATER UTILITY FUND:						
	TOTAL REVENUES	676,195.00	557,636.21	8,140.00	118,558.79	
	TOTAL EXPENDITURES	821,011.96	456,695.28	41,856.04	364,316.68	
	NET OF REVENUES & EXPENDITURES:	(144,816.96)	100,940.93	(33,716.04)	(245,757.89)	
	BEG. FUND BALANCE	1,070,712.11	1,070,712.11			
	END FUND BALANCE	925,895.15	1,171,653.04			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdgt Used
Fund: 23 COMM DEVELOPMENT AUTHORITY						
Account Category: Revenues						
MISC REVENUE						
23-00000-48200	MISCELLANEOUS REVENUE	111,000.00	17,977.19	4,977.00	93,022.81	16.20
	MISC REVENUE	111,000.00	17,977.19	4,977.00	93,022.81	16.20
	Revenues	111,000.00	17,977.19	4,977.00	93,022.81	16.20
Account Category: Expenditures						
GENERAL GOVERNMENT						
23-51000-52300	PROFESSIONAL SERVICES	150,000.00	53,348.69	5,050.00	96,651.31	35.57
	GENERAL GOVERNMENT	150,000.00	53,348.69	5,050.00	96,651.31	35.57
TRANS TO OTHER FUND						
23-59210-59000	TRANSFER OUT	15,000.00	15,000.00	0.00	0.00	100.00
	TRANS TO OTHER FUND	15,000.00	15,000.00	0.00	0.00	100.00
	Expenditures	165,000.00	68,348.69	5,050.00	96,651.31	41.42
Fund 23 - COMM DEVELOPMENT AUTHORITY:						
	TOTAL REVENUES	111,000.00	17,977.19	4,977.00	93,022.81	
	TOTAL EXPENDITURES	165,000.00	68,348.69	5,050.00	96,651.31	
	NET OF REVENUES & EXPENDITURES:	(54,000.00)	(50,371.50)	(73.00)	(3,628.50)	
	BEG. FUND BALANCE	(69,425.17)	(69,425.17)			
	END FUND BALANCE	(123,425.17)	(119,796.67)			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdgt Used
Fund: 26 PUBLIC SAFETY COMMUNICATIONS						
Account Category: Revenues						
TAXES						
26-00000-41100	PROPERTY TAXES	313,023.00	313,023.00	0.00	0.00	100.00
	TAXES	313,023.00	313,023.00	0.00	0.00	100.00
INTERGOVERNMENTAL						
26-00000-46220	INTERGOVERNMENTAL REVENUE	422,796.00	315,131.32	8,750.00	107,664.68	74.54
26-00000-47130	CONTRACT REVENUE	2,191,160.00	1,718,678.35	0.00	472,481.65	78.44
	INTERGOVERNMENTAL	2,613,956.00	2,033,809.67	8,750.00	580,146.33	77.81
MISC REVENUE						
26-00000-48100	CONSOLIDATED SERVICE BILLINGS	70,308.00	52,763.15	0.00	17,544.85	75.05
	MISC REVENUE	70,308.00	52,763.15	0.00	17,544.85	75.05
	Revenues	2,997,287.00	2,399,595.82	8,750.00	597,691.18	80.06
Account Category: Expenditures						
PUBLIC SAFETY COMM						
26-51000-51100	WAGES FT	1,585,281.00	977,934.19	137,413.83	607,346.81	61.69
26-51000-51110	OVERTIME	127,000.00	73,841.41	4,801.53	53,158.59	58.14
26-51000-51160	HOLIDAY PAY	31,541.00	4,841.02	97.92	26,699.98	15.35
26-51000-51170	HEALTH INSURANCE BUYOUT	4,785.00	2,952.33	458.33	1,832.67	61.70
26-51000-51190	DENTAL INSURANCE BUYOUT	524.00	222.78	37.76	301.22	42.52
26-51000-51500	WISCONSIN RETIREMENT SYSTEM	113,660.00	70,510.14	8,487.40	43,149.86	62.04
26-51000-51510	SOCIAL SECURITY	127,868.00	76,156.75	9,066.49	51,711.25	59.56
26-51000-51520	LIFE INSURANCE	2,735.00	1,684.69	209.24	1,050.31	61.60
26-51000-51530	HEALTH INSURANCE	367,644.00	203,854.42	25,158.12	163,789.58	55.45
26-51000-51540	DENTAL INSURANCE	8,953.00	4,303.73	552.95	4,649.27	48.07
26-51000-51800	RECRUITMENT	3,500.00	3,619.79	277.95	(119.79)	103.42
26-51000-52000	FACILITY MAINTENANCE & SUPPLIE	29,133.00	7,409.12	2,109.80	21,723.88	25.43
26-51000-52010	CLEANING & JANITORIAL SERVICES	11,659.00	9,942.27	929.42	1,716.73	85.28
26-51000-52100	CONTRACTUAL SERVICES	9,819.00	9,121.81	(353.24)	697.19	92.90
26-51000-52140	AUDIT SERVICES	2,222.00	1,822.21	0.00	399.79	82.01
26-51000-52200	UTILITIES	26,480.00	16,180.63	4,849.15	10,299.37	61.11
26-51000-52210	TELECOMMUNICATIONS	138,690.00	63,708.36	18,164.61	74,981.64	45.94
26-51000-52250	COMPUTER SUPPORT SERVICES	3,500.00	548.44	0.00	2,951.56	15.67
26-51000-52260	BENEFIT ADMINISTRATIVE FEES	860.00	400.00	400.00	460.00	46.51
26-51000-52300	MATERIALS & SUPPLIES	10,000.00	2,917.42	417.88	7,082.58	29.17
26-51000-52360	LICENSING & MAINTENANCE	235,767.00	222,706.16	2,246.20	13,060.84	94.46
26-51000-53100	OFFICE SUPPLIES	1,800.00	0.00	0.00	1,800.00	0.00
26-51000-53110	POSTAGE	500.00	432.40	0.00	67.60	86.48
26-51000-53210	DUES & SUBSCRIPTIONS	3,400.00	510.00	0.00	2,890.00	15.00
26-51000-53220	TRAINING, SAFETY & CERTIFICATI	11,000.00	6,395.12	0.00	4,604.88	58.14
26-51000-53300	CLOTHING/EMPLOYEE EXPENSES	840.00	0.00	0.00	840.00	0.00
26-51000-53900	EMPLOYEE RECOGNITION	250.00	149.50	0.00	100.50	59.80
26-51000-55000	CONTINGENCY	30,000.00	0.00	0.00	30,000.00	0.00
26-51000-55100	GENERAL LIABILITY	7,274.00	7,274.00	0.00	0.00	100.00
26-51000-55130	WORKERS COMPENSATION	2,385.00	1,788.75	0.00	596.25	75.00
26-51000-55150	COMMERCIAL CRIME POLICY	118.00	118.00	0.00	0.00	100.00
26-51000-55160	PROPERTY INSURANCE	4,350.00	4,349.76	0.00	0.24	99.99
	PUBLIC SAFETY COMM	2,903,538.00	1,775,695.20	215,325.34	1,127,842.80	61.16

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdgt Used
Fund: 26 PUBLIC SAFETY COMMUNICATIONS						
Account Category: Expenditures						
TRANS TO OTHER FUND						
26-59217-59000	ADMINISTRATIVE/TRANSFER TO	102,421.00	102,421.00	0.00	0.00	100.00
	TRANS TO OTHER FUND	102,421.00	102,421.00	0.00	0.00	100.00
	Expenditures	3,005,959.00	1,878,116.20	215,325.34	1,127,842.80	62.48
Fund 26 - PUBLIC SAFETY COMMUNICATIONS:						
	TOTAL REVENUES	2,997,287.00	2,399,595.82	8,750.00	597,691.18	
	TOTAL EXPENDITURES	3,005,959.00	1,878,116.20	215,325.34	1,127,842.80	
	NET OF REVENUES & EXPENDITURES:	(8,672.00)	521,479.62	(206,575.34)	(530,151.62)	
	BEG. FUND BALANCE	781,049.83	781,049.83			
	END FUND BALANCE	772,377.83	1,302,529.45			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdgt Used
Fund: 30 LONG TERM FINANCIAL FUND						
Account Category: Revenues						
TAXES						
30-00000-41100	PROPERTY TAXES	819,601.00	819,601.00	0.00	0.00	100.00
	TAXES	819,601.00	819,601.00	0.00	0.00	100.00
INTERGOVERNMENTAL						
30-00000-47115	B SERIES ADMIN FEE	11,541.00	0.00	0.00	11,541.00	0.00
	INTERGOVERNMENTAL	11,541.00	0.00	0.00	11,541.00	0.00
LICENSES & PERMITS						
30-00000-44350	CELL TOWER FEES	26,244.00	18,287.20	2,318.90	7,956.80	69.68
	LICENSES & PERMITS	26,244.00	18,287.20	2,318.90	7,956.80	69.68
MISC REVENUE						
30-00000-48300	NSFD	168,796.00	165,137.50	0.00	3,658.50	97.83
	MISC REVENUE	168,796.00	165,137.50	0.00	3,658.50	97.83
OTHER FINANCING SOURCES						
30-00000-49250	TRANSFER FROM STORMWATER FUND	73,598.00	73,598.00	0.00	0.00	100.00
	OTHER FINANCING SOURCES	73,598.00	73,598.00	0.00	0.00	100.00
	Revenues	1,099,780.00	1,076,623.70	2,318.90	23,156.30	97.89
Account Category: Expenditures						
DEBT						
30-58100-52150	MADACC	1,788.00	220.28	0.00	1,567.72	12.32
30-58100-55950	PAYMENT TO ESCROW AGENT	6,500.00	1,400.00	0.00	5,100.00	21.54
30-58100-56100	2021A GENERAL OBLIGATION	155,000.00	0.00	0.00	155,000.00	0.00
30-58100-56110	NSFD STATION #5	165,000.00	165,000.00	0.00	0.00	100.00
30-58100-56140	UNFUNDED LIABILITY PRINCIPAL	31,697.00	31,697.37	0.00	(0.37)	100.00
30-58100-56190	2016 GENERAL OBLIGATION	135,000.00	135,000.00	0.00	0.00	100.00
30-58100-56200	2018 GENERAL OBLIGATION	55,000.00	55,000.00	0.00	0.00	100.00
30-58100-56210	INTEREST ON BOND	165,778.00	112,826.25	20,820.00	52,951.75	68.06
30-58100-56230	UNFUNDED LIABILITY INTEREST	1,664.00	1,664.11	0.00	(0.11)	100.01
30-58100-56240	2021 B GO DEBT	330,000.00	0.00	0.00	330,000.00	0.00
	DEBT	1,047,427.00	502,808.01	20,820.00	544,618.99	48.00
	Expenditures	1,047,427.00	502,808.01	20,820.00	544,618.99	48.00
Fund 30 - LONG TERM FINANCIAL FUND:						
	TOTAL REVENUES	1,099,780.00	1,076,623.70	2,318.90	23,156.30	
	TOTAL EXPENDITURES	1,047,427.00	502,808.01	20,820.00	544,618.99	
	NET OF REVENUES & EXPENDITURES:	52,353.00	573,815.69	(18,501.10)	(521,462.69)	
	BEG. FUND BALANCE	564,629.77	564,629.77			
	END FUND BALANCE	616,982.77	1,138,445.46			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdgt Used
Fund: 40 POLICE CAPITAL						
Account Category: Revenues						
TAXES						
40-00000-41100	PROPERTY TAXES	40,000.00	40,000.00	0.00	0.00	100.00
40-00000-41130	FIRE & RESCUE PROPERTY TAXES	46,086.00	46,086.00	0.00	0.00	100.00
	TAXES	86,086.00	86,086.00	0.00	0.00	100.00
INTERGOVERNMENTAL						
40-00000-43210	INTERGOVERNMENTAL GRANTS	2,125.00	7,613.00	0.00	(5,488.00)	358.26
40-00000-43215	POLICE REVENUE	12,000.00	0.00	0.00	12,000.00	0.00
	INTERGOVERNMENTAL	14,125.00	7,613.00	0.00	6,512.00	53.90
LICENSES & PERMITS						
40-00000-44350	CELL TOWER FEES	98,000.00	56,000.00	0.00	42,000.00	57.14
	LICENSES & PERMITS	98,000.00	56,000.00	0.00	42,000.00	57.14
	Revenues	198,211.00	149,699.00	0.00	48,512.00	75.53
Account Category: Expenditures						
CAPITAL PROJECTS						
40-91000-58010	CAPITAL PROJECTS	46,086.00	42,091.00	0.00	3,995.00	91.33
40-91000-58020	CAPITAL LEASE	5,498.00	5,498.00	0.00	0.00	100.00
40-91000-58030	CAPITAL EQUIPMENT	132,714.00	64,302.90	825.00	68,411.10	48.45
	CAPITAL PROJECTS	184,298.00	111,891.90	825.00	72,406.10	60.71
	Expenditures	184,298.00	111,891.90	825.00	72,406.10	60.71
Fund 40 - POLICE CAPITAL:						
	TOTAL REVENUES	198,211.00	149,699.00	0.00	48,512.00	
	TOTAL EXPENDITURES	184,298.00	111,891.90	825.00	72,406.10	
	NET OF REVENUES & EXPENDITURES:	13,913.00	37,807.10	(825.00)	(23,894.10)	
	BEG. FUND BALANCE	38,886.25	38,886.25			
	END FUND BALANCE	52,799.25	76,693.35			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdgt Used
Fund: 41 DEPARTMENT OF PUBLIC WORKS						
Account Category: Revenues						
TAXES						
41-00000-41100	PROPERTY TAXES	150,000.00	150,000.00	0.00	0.00	100.00
	TAXES	150,000.00	150,000.00	0.00	0.00	100.00
PUBLIC CHARGES FOR SERVIC						
41-00000-46320	GARBAGE CONTAINER & FEES	5,000.00	7,880.40	352.50	(2,880.40)	157.61
41-00000-46725	MAILBOX REPLACEMENT	0.00	3,200.00	0.00	(3,200.00)	100.00
	PUBLIC CHARGES FOR SERVIC	5,000.00	11,080.40	352.50	(6,080.40)	221.61
MISC REVENUE						
41-00000-48200	MISCELLANEOUS REVENUE	0.00	90.00	0.00	(90.00)	100.00
41-00000-48260	INSURANCE AWARDS/DIVIDENDS	0.00	7,219.00	0.00	(7,219.00)	100.00
	MISC REVENUE	0.00	7,309.00	0.00	(7,309.00)	100.00
	Revenues	155,000.00	168,389.40	352.50	(13,389.40)	108.64
Account Category: Expenditures						
CAPITAL PROJECTS						
41-91000-58010	CAPITAL PROJECTS	318,872.44	55,165.89	1,863.25	263,706.55	17.30
41-91000-58030	CAPITAL EQUIPMENT	161,000.00	36,420.58	0.00	124,579.42	22.62
	CAPITAL PROJECTS	479,872.44	91,586.47	1,863.25	388,285.97	19.09
	Expenditures	479,872.44	91,586.47	1,863.25	388,285.97	19.09
Fund 41 - DEPARTMENT OF PUBLIC WORKS:						
	TOTAL REVENUES	155,000.00	168,389.40	352.50	(13,389.40)	
	TOTAL EXPENDITURES	479,872.44	91,586.47	1,863.25	388,285.97	
	NET OF REVENUES & EXPENDITURES:	(324,872.44)	76,802.93	(1,510.75)	(401,675.37)	
	BEG. FUND BALANCE	1,753,066.50	1,753,066.50			
	FUND BALANCE ADJUSTMENTS		326,630.80			
	END FUND BALANCE	1,428,194.06	2,156,500.23			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdgt Used
Fund: 42 ADMIN SERVICES CAPITAL						
Account Category: Revenues						
TAXES						
42-00000-41100	PROPERTY TAXES	73,000.00	73,000.00	0.00	0.00	100.00
	TAXES	73,000.00	73,000.00	0.00	0.00	100.00
	Revenues	73,000.00	73,000.00	0.00	0.00	100.00
Account Category: Expenditures						
CAPITAL PROJECTS						
42-91000-55190	GASB 45/ACCRUED BENEFIT OBLIGATIONS	43,000.00	31,441.31	2,711.28	11,558.69	73.12
42-91000-58030	CAPITAL EQUIPMENT	30,000.00	0.00	0.00	30,000.00	0.00
	CAPITAL PROJECTS	73,000.00	31,441.31	2,711.28	41,558.69	43.07
	Expenditures	73,000.00	31,441.31	2,711.28	41,558.69	43.07
Fund 42 - ADMIN SERVICES CAPITAL:						
	TOTAL REVENUES	73,000.00	73,000.00	0.00	0.00	
	TOTAL EXPENDITURES	73,000.00	31,441.31	2,711.28	41,558.69	
	NET OF REVENUES & EXPENDITURES:	0.00	41,558.69	(2,711.28)	(41,558.69)	
	BEG. FUND BALANCE	650,062.34	650,062.34			
	END FUND BALANCE	650,062.34	691,621.03			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdgt Used
Fund: 46 PUBLIC SAFETY COMM CAPITAL						
Account Category: Revenues						
TAXES						
46-00000-41100	PROPERTY TAXES	23,067.00	23,067.00	0.00	0.00	100.00
	TAXES	23,067.00	23,067.00	0.00	0.00	100.00
INTERGOVERNMENTAL						
46-00000-47110	CONTRACT REVENUE	161,469.00	161,469.00	0.00	0.00	100.00
	INTERGOVERNMENTAL	161,469.00	161,469.00	0.00	0.00	100.00
	Revenues	184,536.00	184,536.00	0.00	0.00	100.00
Account Category: Expenditures						
CAPITAL PROJECTS						
46-91000-58010	CAPITAL PROJECTS	128,000.00	22,702.24	0.00	105,297.76	17.74
46-91000-58030	CAPITAL EQUIPMENT	173,539.65	132,265.68	36,068.09	41,273.97	76.22
	CAPITAL PROJECTS	301,539.65	154,967.92	36,068.09	146,571.73	51.39
	Expenditures	301,539.65	154,967.92	36,068.09	146,571.73	51.39
Fund 46 - PUBLIC SAFETY COMM CAPITAL:						
	TOTAL REVENUES	184,536.00	184,536.00	0.00	0.00	
	TOTAL EXPENDITURES	301,539.65	154,967.92	36,068.09	146,571.73	
	NET OF REVENUES & EXPENDITURES:	(117,003.65)	29,568.08	(36,068.09)	(146,571.73)	
	BEG. FUND BALANCE	605,344.56	605,344.56			
	END FUND BALANCE	488,340.91	634,912.64			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdgt Used
Fund: 50 LIBRARY FUND						
Account Category: Revenues						
INTERGOVERNMENTAL						
50-00000-47400	JOINT LIBRARY RECEIVABLES	967,232.00	767,484.98	0.00	199,747.02	79.35
	INTERGOVERNMENTAL	967,232.00	767,484.98	0.00	199,747.02	79.35
MISC REVENUE						
50-00000-47410	LIBRARY COPY FEES	5,000.00	2,636.24	266.40	2,363.76	52.72
50-00000-47420	LIBRARY FINES	16,000.00	10,215.68	900.49	5,784.32	63.85
50-00000-47430	NET LENDER REVENUE	115.00	138.00	0.00	(23.00)	120.00
50-00000-47440	MISC REVENUE	0.00	3,149.75	470.00	(3,149.75)	100.00
50-00000-47450	LOST BOOK REVENUE	3,000.00	1,599.62	288.07	1,400.38	53.32
50-00000-47500	DONATIONS	0.00	3,248.30	7.40	(3,248.30)	100.00
50-00000-47600	FRIENDS OF THE LIBRARY-CREDIT CARD S	36,155.00	38,574.59	454.13	(2,419.59)	106.69
	MISC REVENUE	60,270.00	59,562.18	2,386.49	707.82	98.83
	Revenues	1,027,502.00	827,047.16	2,386.49	200,454.84	80.49
Account Category: Expenditures						
NORTH SHORE LIBRARY						
50-61000-51100	FULL TIME SALARIES	347,130.00	217,375.19	27,102.40	129,754.81	62.62
50-61000-51120	PART TIME SALARIES	256,449.00	137,242.21	19,348.72	119,206.79	53.52
50-61000-51170	HEALTH INSURANCE BUYOUT	4,000.00	2,476.27	333.34	1,523.73	61.91
50-61000-51190	DENTAL INSURANCE BUYOUT	735.00	280.52	37.76	454.48	38.17
50-61000-51500	WISCONSIN RETIREMENT	22,225.00	14,781.48	1,842.96	7,443.52	66.51
50-61000-51510	SOCIAL SECURITY	47,300.00	26,780.63	3,489.42	20,519.37	56.62
50-61000-51520	LIFE INSURANCE	712.00	676.53	83.48	35.47	95.02
50-61000-51530	HEALTH INSURANCE	52,030.00	39,022.38	4,335.82	13,007.62	75.00
50-61000-51540	DENTAL INSURANCE	882.00	818.12	93.50	63.88	92.76
50-61000-51550	UNFUNDED LIABILITY-WRS	14,059.00	14,101.18	14,101.18	(42.18)	100.30
50-61000-52000	FACILITY MAINTENANCE & SUPPLIE	5,000.00	630.67	131.99	4,369.33	12.61
50-61000-52010	CLEANING & JANITORIAL SERVICES	30,200.00	15,517.00	3,600.00	14,683.00	51.38
50-61000-52020	HVAC MAINTENANCE	3,000.00	1,014.00	0.00	1,986.00	33.80
50-61000-52100	CONTRACTUAL SERVICES	34,510.00	32,472.88	996.35	2,037.12	94.10
50-61000-52110	LEGAL COUNSEL	2,500.00	732.00	0.00	1,768.00	29.28
50-61000-52200	UTILITIES	38,000.00	26,340.71	2,606.33	11,659.29	69.32
50-61000-52210	TELECOMMUNICATIONS	3,000.00	2,743.66	0.00	256.34	91.46
50-61000-52270	SYSTEM EXPENSE MCFLS	43,295.00	41,542.10	0.00	1,752.90	95.95
50-61000-52290	BANKING FEES	150.00	0.00	0.00	150.00	0.00
50-61000-52300	MATERIALS & SUPPLIES	8,500.00	7,276.31	127.36	1,223.69	85.60
50-61000-52400	MISC COLLECTION MATERIALS	4,500.00	338.91	0.00	4,161.09	7.53
50-61000-52410	PERIODICALS	7,500.00	6,216.31	402.00	1,283.69	82.88
50-61000-52420	ADULT BOOKS	26,500.00	12,993.29	2,471.05	13,506.71	49.03
50-61000-52430	JUVENILE BOOKS	18,000.00	9,265.42	1,516.45	8,734.58	51.47
50-61000-52440	ADULT MEDIA	6,500.00	3,518.14	447.91	2,981.86	54.13
50-61000-52450	JUVENILE MEDIA	3,500.00	314.76	13.97	3,185.24	8.99
50-61000-52460	LOST BOOKS REPLACEMENTS	5,000.00	1,402.89	91.43	3,597.11	28.06
50-61000-52470	ADULT PROGRAMMING	3,000.00	2,984.43	2,500.00	15.57	99.48
50-61000-52480	JUVENILE PROGRAMMING	6,000.00	1,095.50	23.65	4,904.50	18.26
50-61000-53100	OFFICE SUPPLIES	8,500.00	6,457.22	227.12	2,042.78	75.97
50-61000-53110	POSTAGE	150.00	356.46	0.00	(206.46)	237.64
50-61000-53210	DUES-EDUCATIONAL	1,225.00	796.00	0.00	429.00	64.98

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdgt Used
Fund: 50 LIBRARY FUND						
Account Category: Expenditures						
NORTH SHORE LIBRARY						
50-61000-53220	TRAINING	4,750.00	1,955.36	0.00	2,794.64	41.17
50-61000-53230	PROMO & ADVERTISING	2,000.00	1,694.49	437.30	305.51	84.72
50-61000-53500	EQUIPMENT REPLACEMENT	1,000.00	522.99	0.00	477.01	52.30
50-61000-55010	SALES TAX EXPENSE	200.00	0.81	0.04	199.19	0.41
50-61000-55100	INSURANCE AND BONDING	6,020.00	6,020.00	0.00	0.00	100.00
50-61000-55130	WORKERS COMP INSURANCE	1,026.00	769.50	0.00	256.50	75.00
50-61000-55350	LEASE/CONDO FEES	36,082.00	33,225.35	3,254.35	2,856.65	92.08
50-61000-58120	ADULT (FOL)	11,000.00	6,857.03	3,015.31	4,142.97	62.34
50-61000-58130	JUVENILE (FOL)	12,000.00	5,035.77	357.19	6,964.23	41.96
50-61000-58150	CIRCULATION (FOL)	3,900.00	0.00	0.00	3,900.00	0.00
50-61000-58300	FRIENDS OF THE LIBRARY BOOK SALES	0.00	1,455.27	218.42	(1,455.27)	100.00
50-61000-58350	MCFLS REPLACEMENTS	9,255.00	882.75	0.00	8,372.25	9.54
	NORTH SHORE LIBRARY	1,091,285.00	685,982.49	93,206.80	405,302.51	62.86
	Expenditures	1,091,285.00	685,982.49	93,206.80	405,302.51	62.86
Fund 50 - LIBRARY FUND:						
	TOTAL REVENUES	1,027,502.00	827,047.16	2,386.49	200,454.84	
	TOTAL EXPENDITURES	1,091,285.00	685,982.49	93,206.80	405,302.51	
	NET OF REVENUES & EXPENDITURES:	(63,783.00)	141,064.67	(90,820.31)	(204,847.67)	
	BEG. FUND BALANCE	131,096.16	131,096.16			
	END FUND BALANCE	67,313.16	272,160.83			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 08/31/2023

GL Number	Description	2023 Amended Budget	YTD Balance 08/31/2023	Activity For 08/31/2023	Available Balance 08/31/2023	% Bdgt Used
Fund: 60 LIBRARY CAPITAL FUND						
Account Category: Revenues						
MISC REVENUE						
60-00000-47500	DONATIONS	200,000.00	21,816.97	5,870.00	178,183.03	10.91
	MISC REVENUE	200,000.00	21,816.97	5,870.00	178,183.03	10.91
	Revenues	200,000.00	21,816.97	5,870.00	178,183.03	10.91
Account Category: Expenditures						
CAPITAL PROJECTS						
60-91000-58010	CAPITAL PROJECTS	200,000.00	150,827.54	18,090.00	49,172.46	75.41
	CAPITAL PROJECTS	200,000.00	150,827.54	18,090.00	49,172.46	75.41
	Expenditures	200,000.00	150,827.54	18,090.00	49,172.46	75.41
Fund 60 - LIBRARY CAPITAL FUND:						
	TOTAL REVENUES	200,000.00	21,816.97	5,870.00	178,183.03	
	TOTAL EXPENDITURES	200,000.00	150,827.54	18,090.00	49,172.46	
	NET OF REVENUES & EXPENDITURES:	0.00	(129,010.57)	(12,220.00)	129,010.57	
	BEG. FUND BALANCE	255,306.14	255,306.14			
	END FUND BALANCE	255,306.14	126,295.57			
Report Totals:						
	TOTAL REVENUES - ALL FUNDS	12,850,491.00	11,305,281.04	448,580.54	1,545,209.96	
	TOTAL EXPENDITURES - ALL FUNDS	14,032,170.48	7,679,301.24	798,540.94	6,352,869.24	
	NET OF REVENUES & EXPENDITURES:	(1,181,679.48)	3,625,979.80	(349,960.40)	(4,807,659.28)	

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 10 GENERAL FUND						
Account Category: Revenues						
TAXES						
10-00000-41100	PROPERTY TAXES	3,325,474.00	3,325,474.02	0.00	(0.02)	100.00
10-00000-41300	INTEREST ON DELINQUENT TAXES	12,000.00	20,806.74	0.00	(8,806.74)	173.39
10-00000-41500	PAYMENT IN LIEU OF TAXES	48,290.00	48,372.01	0.00	(82.01)	100.17
TAXES		3,385,764.00	3,394,652.77	0.00	(8,888.77)	100.26
INTERGOVERNMENTAL						
10-00000-43210	COMMUNITY DEVELOPMENT BLOCK GR	5,998.00	7,472.45	0.00	(1,474.45)	124.58
10-00000-43225	PUBLIC SAFETY COMMUNICATION AD	102,421.00	102,421.00	0.00	0.00	100.00
10-00000-43235	NORTH SHORE LIBRARY REVENUE	19,812.00	19,811.86	0.00	0.14	100.00
10-00000-43240	TID ADMINISTRATION	15,000.00	15,000.00	0.00	0.00	100.00
10-00000-43410	STATE SHARED REVENUES	60,298.00	9,044.63	0.00	51,253.37	15.00
10-00000-43415	VIDEO SERVICE PROVIDER AID	14,470.00	14,470.35	0.00	(0.35)	100.00
10-00000-43510	RECYCLING GRANT	25,704.00	25,716.59	0.00	(12.59)	100.05
10-00000-43523	PUBLIC SAFETY GRANT	26,000.00	11,412.19	0.00	14,587.81	43.89
10-00000-43530	EXEMPT COMPUTER AID	15,160.00	15,159.62	0.00	0.38	100.00
10-00000-43535	PERSONAL PROPERTY AID	1,738.00	1,737.78	0.00	0.22	99.99
10-00000-43540	STATE TRANSPORTATION AIDS	372,627.00	279,470.40	0.00	93,156.60	75.00
10-00000-43545	ST 32 HIGHWAY AIDS	17,013.00	12,775.95	0.00	4,237.05	75.10
10-00000-43555	INTERGOVERNMENTAL GRANT	6,025.00	455.42	455.42	5,569.58	7.56
10-00000-43600	EXPENDITURE RESTRAINT	78,786.00	78,785.92	0.00	0.08	100.00
10-00000-48215	INTERGOVERNMENTAL REVENUE	27,450.00	27,449.58	0.00	0.42	100.00
INTERGOVERNMENTAL		788,502.00	621,183.74	455.42	167,318.26	78.78
LICENSES & PERMITS						
10-00000-44100	OPERATORS LICENSE	900.00	1,760.00	0.00	(860.00)	195.56
10-00000-44120	LIQUOR LICENSE	2,880.00	3,000.00	0.00	(120.00)	104.17
10-00000-44140	CIGARETTE LICENSE	300.00	300.00	0.00	0.00	100.00
10-00000-44220	ANIMAL LICENSES	1,300.00	1,108.52	18.00	191.48	85.27
10-00000-44300	CABLE FRANCHISE FEES	60,000.00	27,297.80	0.00	32,702.20	45.50
10-00000-44415	ARC APPLICATION FEES	2,500.00	4,250.00	475.00	(1,750.00)	170.00
10-00000-44420	OCCUPANCY PERMITS	31,100.00	31,300.00	200.00	(200.00)	100.64
10-00000-44435	TRANSIENT MERCHANT PERMIT	100.00	250.00	0.00	(150.00)	250.00
10-00000-44460	BUILDING PERMITS	338,310.00	350,596.87	6,238.85	(12,286.87)	103.63
10-00000-44480	VACANT PROPERTY FEE	1,000.00	1,000.00	500.00	0.00	100.00
10-00000-44495	EXCAVATION/RIGHT OF WAY/PRIVLE	10,000.00	15,350.00	2,850.00	(5,350.00)	153.50
10-00000-44525	FILL PERMIT	0.00	4,510.00	0.00	(4,510.00)	100.00
10-00000-44530	RUMMAGE SALE PERMITS	200.00	230.00	65.00	(30.00)	115.00
10-00000-44535	DUMPSTER PERMITS	10,500.00	11,450.00	550.00	(950.00)	109.05
10-00000-44540	SIGN PERMITS	200.00	750.00	0.00	(550.00)	375.00
10-00000-44550	CONDITIONAL USE APPLICATION	600.00	600.00	0.00	0.00	100.00
10-00000-44555	BOARD OF ZONING APPEALS FEES	500.00	1,500.00	0.00	(1,000.00)	300.00
10-00000-44570	SPECIAL EVENT PERMITS	50.00	150.00	0.00	(100.00)	300.00
LICENSES & PERMITS		460,440.00	455,403.19	10,896.85	5,036.81	98.91
FINES & FORFEITURES						
10-00000-45100	FINES & FORFEITURES-NSMC	35,000.00	26,692.96	2,071.18	8,307.04	76.27
10-00000-45105	FINES & FORFEITURES-BAYSIDE SD	10,000.00	6,470.98	(13.10)	3,529.02	64.71
10-00000-45125	NOTARY/FINGER	100.00	50.00	0.00	50.00	50.00
FINES & FORFEITURES		45,100.00	33,213.94	2,058.08	11,886.06	73.65

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 10 GENERAL FUND						
Account Category: Revenues						
PUBLIC CHARGES FOR SERVIC						
10-00000-46110	PROPERTY STATUS REVENUE	4,000.00	3,160.00	150.00	840.00	79.00
10-00000-46120	PUBLICATION FEES	200.00	200.00	0.00	0.00	100.00
10-00000-46125	PROFESSIONAL SERVICE INVOICING	40,000.00	59,317.40	12,861.77	(19,317.40)	148.29
10-00000-46130	DATA SALES	250.00	50.00	0.00	200.00	20.00
10-00000-46310	SPECIAL PICKUPS	12,000.00	10,069.71	1,048.03	1,930.29	83.91
10-00000-46315	MULCH DELIVERIES	6,000.00	5,745.00	0.00	255.00	95.75
10-00000-46330	WELL PERMIT/ABANDONMENT FEES	0.00	375.00	150.00	(375.00)	100.00
10-00000-46400	EQUIPMENT RENTAL- SEWER FUND	20,600.00	20,600.00	0.00	0.00	100.00
10-00000-46415	EQUIPMENT RENTAL- STORMWATER F	20,600.00	20,600.00	0.00	0.00	100.00
10-00000-46710	PARK FACILITY RENTAL & PROGRAM	6,500.00	5,568.50	143.00	931.50	85.67
10-00000-46715	PUBLIC WORKS SERVICE REVENUE	14,684.00	6,368.97	34.05	8,315.03	43.37
	PUBLIC CHARGES FOR SERVIC	124,834.00	132,054.58	14,386.85	(7,220.58)	105.78
MISC REVENUE						
10-00000-48100	INTEREST	364,744.00	431,136.31	44,230.37	(66,392.31)	118.20
10-00000-48120	REALIZED/UNREALIZED GAIN/LOSS	0.00	15,701.39	173,327.08	(15,701.39)	100.00
10-00000-48200	MISCELLANEOUS REVENUE	500.00	1,043.88	165.34	(543.88)	208.78
10-00000-48210	COPIES	500.00	972.35	18.50	(472.35)	194.47
10-00000-48220	FALSE ALARM FEES	2,500.00	(299.50)	0.00	2,799.50	(11.98)
10-00000-48230	RECYCLING PROCEEDS	15,000.00	1,611.03	807.99	13,388.97	10.74
10-00000-48240	CREDIT CARD REVENUE	7,000.00	4,722.36	0.00	2,277.64	67.46
10-00000-48260	INSURANCE AWARDS/DIVIDENDS	9,098.00	13,765.00	0.00	(4,667.00)	151.30
10-00000-48310	EQUIPMENT SALE PROCEEDS	1,000.00	13,915.50	9,855.00	(12,915.50)	1,391.55
10-00000-48500	DONATIONS	8,000.00	13,385.25	848.00	(5,385.25)	167.32
	MISC REVENUE	408,342.00	495,953.57	229,252.28	(87,611.57)	121.46
	Revenues	5,212,982.00	5,132,461.79	257,049.48	80,520.21	98.46
Account Category: Expenditures						
GENERAL GOVERNMENT						
10-51000-51100	WAGES FT	319,365.00	195,341.22	22,743.58	124,023.78	61.17
10-51000-51170	HEALTH INSURANCE BUYOUT	1,810.00	1,404.63	166.66	405.37	77.60
10-51000-51190	DENTAL INSURANCE BUYOUT	147.00	95.36	11.31	51.64	64.87
10-51000-51200	TRUSTEE WAGES	8,400.00	6,300.00	700.00	2,100.00	75.00
10-51000-51250	ELECTION WAGES	3,453.00	3,452.75	0.00	0.25	99.99
10-51000-51300	ELECTIONS SUPPLIES	4,500.00	3,465.51	227.50	1,034.49	77.01
10-51000-51500	WISCONSIN RETIREMENT SYSTEM	26,506.00	14,480.02	1,546.57	12,025.98	54.63
10-51000-51510	SOCIAL SECURITY	25,437.00	16,377.90	1,755.27	9,059.10	64.39
10-51000-51520	LIFE INSURANCE	478.00	351.80	31.03	126.20	73.60
10-51000-51530	HEALTH INSURANCE	31,270.00	21,423.31	1,441.54	9,846.69	68.51
10-51000-51540	DENTAL INSURANCE	881.00	492.33	37.22	388.67	55.88
10-51000-51800	RECRUITMENT	650.00	165.85	76.00	484.15	25.52
10-51000-52100	CONTRACTUAL SERVICES	27,000.00	34,030.34	80.93	(7,030.34)	126.04
10-51000-52110	LEGAL COUNSEL - CONTRACTED	85,000.00	83,862.40	17,747.64	1,137.60	98.66
10-51000-52130	LEGAL COUNSEL-PERSONNEL	1,500.00	1,295.00	0.00	205.00	86.33
10-51000-52140	AUDIT SERVICES	24,002.00	21,001.79	0.00	3,000.21	87.50
10-51000-52170	PUBLIC HEALTH SERVICES	30,522.00	30,522.00	7,630.50	0.00	100.00
10-51000-52190	ASSESSOR SERVICES	24,900.00	24,900.00	3,735.00	0.00	100.00
10-51000-52210	TELECOMMUNICATIONS	2,358.00	2,036.64	159.23	321.36	86.37

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 10 GENERAL FUND						
Account Category: Expenditures						
GENERAL GOVERNMENT						
10-51000-52250	COMPUTER SUPPORT	470.00	0.00	0.00	470.00	0.00
10-51000-52260	BENEFIT ADMINISTRATIVE FEES	2,600.00	1,269.05	0.00	1,330.95	48.81
10-51000-52300	MATERIALS & SUPPLIES	2,700.00	1,163.37	311.84	1,536.63	43.09
10-51000-52380	FINANCIAL ADVISING SERVICES	3,000.00	0.00	0.00	3,000.00	0.00
10-51000-53000	ADMINISTRATIVE	1,000.00	0.00	0.00	1,000.00	0.00
10-51000-53100	OFFICE SUPPLIES	4,000.00	2,769.95	1,767.83	1,230.05	69.25
10-51000-53110	POSTAGE	5,000.00	2,453.58	0.00	2,546.42	49.07
10-51000-53210	DUES & SUBSCRIPTIONS	6,373.00	4,836.05	0.00	1,536.95	75.88
10-51000-53220	TRAINING, SAFETY & CERTS	9,255.00	6,266.13	754.00	2,988.87	67.71
10-51000-53240	PUBLICATIONS/PRINTING	104.00	104.48	0.00	(0.48)	100.46
10-51000-55000	CONTINGENCY	53,174.00	0.00	0.00	53,174.00	0.00
10-51000-55100	GENERAL LIABILITY	36,732.00	36,732.33	0.00	(0.33)	100.00
10-51000-55110	AUTO LIABILITY	5,345.00	5,345.00	0.00	0.00	100.00
10-51000-55120	BOILER INSURANCE	854.00	0.00	0.00	854.00	0.00
10-51000-55130	WORKERS COMPENSATION	35,232.00	35,231.00	8,807.75	1.00	100.00
10-51000-55150	COMMERCIAL CRIME POLICY	210.00	210.00	0.00	0.00	100.00
10-51000-55160	PROPERTY INSURANCE	8,321.00	8,321.28	0.00	(0.28)	100.00
10-51000-55200	TAX REFUNDS/UNCOLLECTIBLES	3,876.00	3,876.04	0.00	(0.04)	100.00
10-51000-55910	MUNICIPAL CODE	2,658.00	0.00	0.00	2,658.00	0.00
GENERAL GOVERNMENT		799,083.00	569,577.11	69,731.40	229,505.89	71.28
POLICE						
10-52100-51100	WAGES FT	1,116,742.00	739,585.71	75,739.31	377,156.29	66.23
10-52100-51110	OVERTIME	40,500.00	38,700.05	3,696.63	1,799.95	95.56
10-52100-51150	GRANT OVERTIME	26,000.00	5,664.79	1,160.18	20,335.21	21.79
10-52100-51160	HOLIDAY PAY	37,340.00	7,838.29	3,997.16	29,501.71	20.99
10-52100-51170	HEALTH INSURANCE BUYOUT	18,900.00	0.00	0.00	18,900.00	0.00
10-52100-51180	SHIFT DIFFERENTIAL PAY	4,500.00	1,837.50	105.00	2,662.50	40.83
10-52100-51500	WISCONSIN RETIREMENT SYSTEM	157,315.00	104,280.07	11,100.01	53,034.93	66.29
10-52100-51510	SOCIAL SECURITY	93,740.00	59,153.64	6,280.16	34,586.36	63.10
10-52100-51520	LIFE INSURANCE	1,144.00	947.55	97.55	196.45	82.83
10-52100-51530	HEALTH INSURANCE	157,227.00	99,526.52	10,113.08	57,700.48	63.30
10-52100-51540	DENTAL INSURANCE	4,230.00	1,983.09	199.91	2,246.91	46.88
10-52100-51800	RECRUITMENT	750.00	57.45	0.00	692.55	7.66
10-52100-52090	HOUSE OF CORRECTION FEES	300.00	0.00	0.00	300.00	0.00
10-52100-52100	CONTRACTUAL SERVICES	30,274.00	26,214.17	2,491.25	4,059.83	86.59
10-52100-52110	LEGAL COUNSEL-CONTRACTED	29,236.00	16,874.48	0.00	12,361.52	57.72
10-52100-52130	LEGAL COUNSEL-PERSONNEL	1,000.00	162.50	0.00	837.50	16.25
10-52100-52150	MADACC	1,633.00	1,225.14	0.00	407.86	75.02
10-52100-52210	TELECOMMUNICATIONS	8,483.00	5,743.20	325.70	2,739.80	67.70
10-52100-52250	COMPUTER SUPPORT SERVICES	3,510.00	0.00	0.00	3,510.00	0.00
10-52100-52300	MATERIALS & SUPPLIES	7,500.00	6,493.17	1,981.31	1,006.83	86.58
10-52100-52310	FLEET MAINTENANCE	7,000.00	1,925.52	0.00	5,074.48	27.51
10-52100-53100	OFFICE SUPPLIES	250.00	0.00	0.00	250.00	0.00
10-52100-53110	POSTAGE	800.00	750.80	27.80	49.20	93.85
10-52100-53210	DUES & SUBSCRIPTIONS	1,100.00	660.00	0.00	440.00	60.00
10-52100-53220	TRAINING, SAFETY & CERTIFICATI	6,500.00	5,322.34	0.00	1,177.66	81.88
10-52100-53230	AMMUNITION	4,000.00	3,999.65	0.00	0.35	99.99

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 10 GENERAL FUND						
Account Category: Expenditures						
POLICE						
10-52100-53300	UNIFORM SUPPLIES	7,475.00	4,493.97	0.00	2,981.03	60.12
10-52100-53400	FUEL MAINTENANCE	21,000.00	12,834.86	1,327.21	8,165.14	61.12
10-52100-53900	EMPLOYEE RECOGNITION	100.00	0.00	0.00	100.00	0.00
	POLICE	1,788,549.00	1,146,274.46	118,642.26	642,274.54	64.09
NORTH SHORE FIRE DEPT						
10-52200-52240	NORTH SHORE FIRE DEPARTMENT	893,225.00	893,225.00	223,307.00	0.00	100.00
10-52200-53760	FIRE INSURANCE DUES	0.00	27,449.58	0.00	(27,449.58)	100.00
	NORTH SHORE FIRE DEPT	893,225.00	920,674.58	223,307.00	(27,449.58)	103.07
BUILDING INSPECTION						
10-52400-51100	WAGES FT	20,000.00	20,000.00	0.00	0.00	100.00
10-52400-52500	BUILDING INSPECTIONS	189,042.00	177,935.94	7,631.32	11,106.06	94.13
	BUILDING INSPECTION	209,042.00	197,935.94	7,631.32	11,106.06	94.69
DEPT OF PUBLIC WORKS						
10-53000-51100	WAGES FT	305,444.00	177,509.71	13,855.16	127,934.29	58.12
10-53000-51110	OVERTIME	5,100.00	3,991.10	93.39	1,108.90	78.26
10-53000-51120	WAGES PT	14,400.00	5,767.50	750.00	8,632.50	40.05
10-53000-51170	HEALTH INSURANCE BUYOUT	3,000.00	2,099.36	257.55	900.64	69.98
10-53000-51190	DENTAL INSURANCE BUYOUT	317.00	151.04	18.88	165.96	47.65
10-53000-51500	WISCONSIN RETIREMENT SYSTEM	19,649.00	12,152.89	947.25	7,496.11	61.85
10-53000-51510	SOCIAL SECURITY	24,537.00	13,838.83	1,091.78	10,698.17	56.40
10-53000-51520	LIFE INSURANCE	495.00	256.36	15.89	238.64	51.79
10-53000-51530	HEALTH INSURANCE	69,488.00	45,899.28	3,269.76	23,588.72	66.05
10-53000-51540	DENTAL INSURANCE	1,641.00	911.03	71.10	729.97	55.52
10-53000-51800	RECRUITMENT	985.00	535.47	0.00	449.53	54.36
10-53000-52000	FACILITY MAINTENANCE & SUPPLIE	21,937.00	9,429.91	577.80	12,507.09	42.99
10-53000-52010	CLEANING & JANITORIAL SERVICES	11,640.00	7,656.07	620.40	3,983.93	65.77
10-53000-52020	HVAC MAINTENANCE	5,627.00	1,124.00	0.00	4,503.00	19.98
10-53000-52100	CONTRACTUAL SERVICES	40,847.00	33,008.18	4,947.17	7,838.82	80.81
10-53000-52160	ENGINEERING	26,010.00	17,723.35	0.00	8,286.65	68.14
10-53000-52200	UTILITIES	43,640.00	31,001.65	2,721.39	12,638.35	71.04
10-53000-52210	TELECOMMUNICATIONS	768.00	553.42	57.90	214.58	72.06
10-53000-52300	MATERIALS & SUPPLIES	7,177.00	4,201.78	31.49	2,975.22	58.55
10-53000-52310	FLEET MAINTENANCE	39,550.00	20,570.43	158.14	18,979.57	52.01
10-53000-52330	TOOLS	2,197.00	2,195.51	0.00	1.49	99.93
10-53000-53100	OFFICE SUPPLIES	150.00	38.56	0.00	111.44	25.71
10-53000-53210	DUES & SUBSCRIPTIONS	522.00	501.00	0.00	21.00	95.98
10-53000-53220	TRAINING, SAFETY & CERTIFICATI	1,950.00	765.30	0.00	1,184.70	39.25
10-53000-53300	UNIFORM SUPPLIES	2,200.00	1,361.00	0.00	839.00	61.86
10-53000-53340	WINTER OPERATIONS	39,498.00	29,714.26	0.00	9,783.74	75.23
10-53000-53400	FUEL MAINTENANCE	35,700.00	13,998.35	884.78	21,701.65	39.21
10-53000-53500	EQUIPMENT REPLACEMENT	500.00	459.47	0.00	40.53	91.89
10-53000-53600	EQUIPMENT RENTAL	8,700.00	5,700.00	0.00	3,000.00	65.52
10-53000-53700	TIPPING FEES	75,000.00	41,883.50	0.00	33,116.50	55.84
10-53000-53770	YARD WASTE TUB GRINDING	11,000.00	0.00	0.00	11,000.00	0.00
10-53000-53900	PUBLIC RELATIONS	100.00	0.00	0.00	100.00	0.00
10-53000-54000	STREET MAINTENANCE	9,890.00	0.00	0.00	9,890.00	0.00

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 10 GENERAL FUND						
Account Category: Expenditures						
DEPT OF PUBLIC WORKS						
10-53000-54500	SIGNAGE	3,500.00	2,281.42	0.00	1,218.58	65.18
10-53000-54600	FORESTRY & LANDSCAPING	9,106.00	6,109.13	0.00	2,996.87	67.09
DEPT OF PUBLIC WORKS		842,265.00	493,388.86	30,369.83	348,876.14	58.58
NORTH SHORE LIBRARY						
10-55100-52270	NORTH SHORE LIBRARY	168,243.00	168,243.35	0.00	(0.35)	100.00
NORTH SHORE LIBRARY		168,243.00	168,243.35	0.00	(0.35)	100.00
PARKS						
10-55200-51100	WAGES FT	5,600.00	3,485.71	200.00	2,114.29	62.24
10-55200-51510	SOCIAL SECURITY	398.00	266.65	15.30	131.35	67.00
10-55200-52300	MATERIALS & SUPPLIES	750.00	380.73	0.00	369.27	50.76
10-55200-52350	COMMUNITY EVENTS	15,000.00	14,640.27	7,131.64	359.73	97.60
PARKS		21,748.00	18,773.36	7,346.94	2,974.64	86.32
Expenditures		4,722,155.00	3,514,867.66	457,028.75	1,207,287.34	74.43
Fund 10 - GENERAL FUND:						
TOTAL REVENUES		5,212,982.00	5,132,461.79	257,049.48	80,520.21	
TOTAL EXPENDITURES		4,722,155.00	3,514,867.66	457,028.75	1,207,287.34	
NET OF REVENUES & EXPENDITURES:		490,827.00	1,617,594.13	(199,979.27)	(1,126,767.13)	
BEG. FUND BALANCE		1,696,002.53	1,696,002.53			
FUND BALANCE ADJUSTMENTS			(326,630.80)			
END FUND BALANCE		2,186,829.53	2,986,965.86			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

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GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 20 SANITARY SEWER FUND						
Account Category: Revenues						
INTERGOVERNMENTAL						
20-00000-43210	INTERGOVERNMENTAL GRANTS	0.00	1,374.09	0.00	(1,374.09)	100.00
	INTERGOVERNMENTAL	0.00	1,374.09	0.00	(1,374.09)	100.00
PUBLIC CHARGES FOR SERVIC						
20-00000-46410	RESIDENTIAL SEWER	828,800.00	857,215.54	0.00	(28,415.54)	103.43
20-00000-46420	COMMERCIAL SEWER	80,500.00	69,835.35	1.39	10,664.65	86.75
20-00000-46425	POLICE LEASE REVENUE	5,498.00	5,498.00	0.00	0.00	100.00
	PUBLIC CHARGES FOR SERVIC	914,798.00	932,548.89	1.39	(17,750.89)	101.94
MISC REVENUE						
20-00000-48100	INTEREST	200.00	1,901.65	96.96	(1,701.65)	950.83
20-00000-48260	INSURANCE AWARDS/DIVIDENDS	0.00	17,821.00	0.00	(17,821.00)	100.00
	MISC REVENUE	200.00	19,722.65	96.96	(19,522.65)	9,861.33
	Revenues	914,998.00	953,645.63	98.35	(38,647.63)	104.22
Account Category: Expenditures						
GENERAL SEWER						
20-51000-51100	WAGES FT	138,738.00	65,499.75	6,378.38	73,238.25	47.21
20-51000-51110	OVERTIME	1,000.00	0.00	0.00	1,000.00	0.00
20-51000-51170	HEALTH INSURANCE BUYOUT	750.00	351.19	41.67	398.81	46.83
20-51000-51190	DENTAL INSURANCE BUYOUT	81.00	31.78	3.77	49.22	39.23
20-51000-51500	WISCONSIN RETIREMENT SYSTEM	9,434.00	4,373.48	430.66	5,060.52	46.36
20-51000-51510	SOCIAL SECURITY	10,613.00	4,862.55	481.31	5,750.45	45.82
20-51000-51520	LIFE INSURANCE	259.00	102.30	9.13	156.70	39.50
20-51000-51530	HEALTH INSURANCE	26,185.00	6,323.88	349.13	19,861.12	24.15
20-51000-51540	DENTAL INSURANCE	448.00	134.05	8.30	313.95	29.92
20-51000-52100	CONTRACTUAL SERVICES	282,590.00	175,425.82	130.12	107,164.18	62.08
20-51000-52140	AUDIT SERVICES	3,900.00	3,881.38	0.00	18.62	99.52
20-51000-52160	ENGINEERING	88,852.50	81,732.66	36,141.83	7,119.84	91.99
20-51000-52200	UTILITIES	6,749.00	3,244.93	317.40	3,504.07	48.08
20-51000-52210	TELECOMMUNICATIONS	120.00	193.86	0.00	(73.86)	161.55
20-51000-52260	BENEFIT ADMINISTRATIVE FEES	43.00	43.00	0.00	0.00	100.00
20-51000-52300	MATERIALS & SUPPLIES	1,750.00	1,519.33	0.00	230.67	86.82
20-51000-52310	FLEET MAINTENANCE	1,000.00	442.40	0.00	557.60	44.24
20-51000-52320	LIFT STATION MAINTENANCE	12,042.00	868.00	328.00	11,174.00	7.21
20-51000-52340	DIGGERS HOTLINE	2,150.00	1,841.60	0.00	308.40	85.66
20-51000-53110	POSTAGE	400.00	400.00	0.00	0.00	100.00
20-51000-53220	TRAINING, SAFETY & CERTIFICATI	2,000.00	242.00	0.00	1,758.00	12.10
20-51000-53400	FUEL MAINTENANCE	4,000.00	4,000.00	0.00	0.00	100.00
20-51000-53500	EQUIPMENT REPLACEMENT	12,194.00	12,193.35	0.00	0.65	99.99
20-51000-53600	EQUIPMENT RENTAL-GENERAL FUND	20,600.00	20,600.00	0.00	0.00	100.00
20-51000-55100	GENERAL LIABILITY INSURANCE	1,726.00	1,726.00	0.00	0.00	100.00
20-51000-55130	WORKERS COMPENSATION	2,272.00	2,272.00	568.00	0.00	100.00
20-51000-55150	COMMERCIAL CRIME POLICY	14.00	14.00	0.00	0.00	100.00
20-51000-55160	PROPERTY INSURANCE	3,215.00	3,215.04	0.00	(0.04)	100.00
20-51000-58010	CAPITAL PROJECTS	735,681.50	727,617.32	616,247.40	8,064.18	98.90
20-51000-58030	CAPITAL EQUIPMENT	20,149.43	0.00	0.00	20,149.43	0.00
	GENERAL SEWER	1,388,956.43	1,123,151.67	661,435.10	265,804.76	80.86

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 20 SANITARY SEWER FUND						
Account Category: Expenditures						
DEPRECIATION						
20-53000-57000	DEPRECIATION	225,000.00	0.00	0.00	225,000.00	0.00
	DEPRECIATION	225,000.00	0.00	0.00	225,000.00	0.00
DEBT						
20-58100-56170	PRINCIPAL REDEMPTION - CWFL	84,673.00	0.00	0.00	84,673.00	0.00
20-58100-56180	PRINCIPAL REDEMPTION - BOND	185,000.00	0.00	0.00	185,000.00	0.00
20-58100-56210	INTEREST - BOND	53,509.00	27,079.95	0.00	26,429.05	50.61
20-58100-56260	INTEREST-CLEAN WATER FUND LOAN	3,484.00	0.00	0.00	3,484.00	0.00
	DEBT	326,666.00	27,079.95	0.00	299,586.05	8.29
	Expenditures	1,940,622.43	1,150,231.62	661,435.10	790,390.81	59.27
Fund 20 - SANITARY SEWER FUND:						
	TOTAL REVENUES	914,998.00	953,645.63	98.35	(38,647.63)	
	TOTAL EXPENDITURES	1,940,622.43	1,150,231.62	661,435.10	790,390.81	
	NET OF REVENUES & EXPENDITURES:	(1,025,624.43)	(196,585.99)	(661,336.75)	(829,038.44)	
	BEG. FUND BALANCE	3,349,873.15	3,349,873.15			
	END FUND BALANCE	2,324,248.72	3,153,287.16			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 22 STORMWATER UTILITY FUND						
Account Category: Revenues						
INTERGOVERNMENTAL						
22-00000-43210	INTERGOVERNMENTAL GRANTS	98,652.00	0.00	0.00	98,652.00	0.00
	INTERGOVERNMENTAL	98,652.00	0.00	0.00	98,652.00	0.00
PUBLIC CHARGES FOR SERVIC						
22-00000-44560	TREE PROGRAM	0.00	5,075.00	0.00	(5,075.00)	100.00
22-00000-46405	RESIDENTIAL STORMWATER	408,543.00	415,808.69	0.00	(7,265.69)	101.78
22-00000-46425	COMMERCIAL STORMWATER	154,000.00	77,540.70	2.21	76,459.30	50.35
22-00000-46430	RIGHT-OF-WAY MANAGEMENT	15,000.00	40,400.00	(1,400.00)	(25,400.00)	269.33
	PUBLIC CHARGES FOR SERVIC	577,543.00	538,824.39	(1,397.79)	38,718.61	93.30
MISC REVENUE						
22-00000-48200	MISCELLANEOUS REVENUE	0.00	17,414.03	0.00	(17,414.03)	100.00
	MISC REVENUE	0.00	17,414.03	0.00	(17,414.03)	100.00
	Revenues	676,195.00	556,238.42	(1,397.79)	119,956.58	82.26
Account Category: Expenditures						
DEPT OF PUBLIC WORKS						
22-53000-51100	WAGES FT	144,536.00	121,030.63	16,131.75	23,505.37	83.74
22-53000-51110	OVERTIME	950.00	0.00	0.00	950.00	0.00
22-53000-51120	WAGES PT	0.00	5,057.25	45.00	(5,057.25)	100.00
22-53000-51170	HEALTH INSURANCE BUYOUT	750.00	351.31	41.67	398.69	46.84
22-53000-51190	DENTAL INSURANCE BUYOUT	81.00	31.99	3.80	49.01	39.49
22-53000-51500	WISCONSIN RETIREMENT SYSTEM	9,828.00	8,160.08	1,095.12	1,667.92	83.03
22-53000-51510	SOCIAL SECURITY	11,057.00	9,318.24	1,198.92	1,738.76	84.27
22-53000-51520	LIFE INSURANCE	262.00	176.92	27.80	85.08	67.53
22-53000-51530	HEALTH INSURANCE	25,103.00	15,609.95	2,106.13	9,493.05	62.18
22-53000-51540	DENTAL INSURANCE	512.00	339.68	46.28	172.32	66.34
22-53000-52100	CONTRACTUAL SERVICES	12,088.00	11,871.16	49.20	216.84	98.21
22-53000-52140	AUDIT SERVICES	1,822.00	1,822.21	0.00	(0.21)	100.01
22-53000-52160	ENGINEERING	46,000.00	15,638.32	960.00	30,361.68	34.00
22-53000-52200	UTILITY EXPENSES	2,300.00	1,624.51	186.08	675.49	70.63
22-53000-52210	TELECOMMUNICATIONS	100.00	0.00	0.00	100.00	0.00
22-53000-52260	BENEFIT ADMINISTRATIVE FEES	43.00	43.00	0.00	0.00	100.00
22-53000-52300	MATERIALS & SUPPLIES	2,300.00	1,465.11	0.00	834.89	63.70
22-53000-52320	LIFT STATION MAINTENANCE	2,000.00	500.00	0.00	1,500.00	25.00
22-53000-52380	FINANCIAL ADVISING SERVICES	1,432.00	0.00	0.00	1,432.00	0.00
22-53000-53220	TRAINING, SAFETY & CERTIFICATI	750.00	0.00	0.00	750.00	0.00
22-53000-53270	CULVERT MATERIALS	40,000.00	35,358.75	4,079.45	4,641.25	88.40
22-53000-53280	LANDSCAPING MATERIALS	40,000.00	14,893.66	0.00	25,106.34	37.23
22-53000-53290	EXCAVATION AND DISPOSAL	17,500.00	0.00	0.00	17,500.00	0.00
22-53000-53400	FUEL MAINTENANCE	5,000.00	5,000.00	0.00	0.00	100.00
22-53000-53600	EQUIPMENT RENTAL	20,600.00	20,600.00	0.00	0.00	100.00
22-53000-55100	GENERAL LIABILITY INSURANCE	4,625.00	4,625.00	0.00	0.00	100.00
22-53000-55130	WORKERS COMPENSATION	2,272.00	2,272.00	568.00	0.00	100.00
22-53000-55150	COMMERCIAL CRIME POLICY	14.00	14.00	0.00	0.00	100.00
22-53000-55160	PROPERTY INSURANCE	3,026.00	3,025.92	0.00	0.08	100.00
	DEPT OF PUBLIC WORKS	394,951.00	278,829.69	26,539.20	116,121.31	70.60
TRANS TO OTHER FUND						

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 22 STORMWATER UTILITY FUND						
Account Category: Expenditures						
TRANS TO OTHER FUND						
22-59200-59000	ADMINISTRATIVE/TRANSFER TO	73,598.00	73,598.00	0.00	0.00	100.00
	TRANS TO OTHER FUND	73,598.00	73,598.00	0.00	0.00	100.00
CAPITAL PROJECTS						
22-53000-53500	EQUIPMENT REPLACEMENT	102,646.00	103,328.86	0.00	(682.86)	100.67
22-53000-58010	CAPITAL PROJECTS	249,816.96	27,477.93	0.00	222,339.03	11.00
	CAPITAL PROJECTS	352,462.96	130,806.79	0.00	221,656.17	37.11
	Expenditures	821,011.96	483,234.48	26,539.20	337,777.48	58.86
Fund 22 - STORMWATER UTILITY FUND:						
	TOTAL REVENUES	676,195.00	556,238.42	(1,397.79)	119,956.58	
	TOTAL EXPENDITURES	821,011.96	483,234.48	26,539.20	337,777.48	
	NET OF REVENUES & EXPENDITURES:	(144,816.96)	73,003.94	(27,936.99)	(217,820.90)	
	BEG. FUND BALANCE	1,070,712.11	1,070,712.11			
	END FUND BALANCE	925,895.15	1,143,716.05			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 23 COMM DEVELOPMENT AUTHORITY						
Account Category: Revenues						
MISC REVENUE						
23-00000-48200	MISCELLANEOUS REVENUE	111,000.00	17,977.19	0.00	93,022.81	16.20
	MISC REVENUE	111,000.00	17,977.19	0.00	93,022.81	16.20
	Revenues	111,000.00	17,977.19	0.00	93,022.81	16.20
Account Category: Expenditures						
GENERAL GOVERNMENT						
23-51000-52300	PROFESSIONAL SERVICES	150,000.00	58,855.19	5,506.50	91,144.81	39.24
	GENERAL GOVERNMENT	150,000.00	58,855.19	5,506.50	91,144.81	39.24
TRANS TO OTHER FUND						
23-59210-59000	TRANSFER OUT	15,000.00	15,000.00	0.00	0.00	100.00
	TRANS TO OTHER FUND	15,000.00	15,000.00	0.00	0.00	100.00
	Expenditures	165,000.00	73,855.19	5,506.50	91,144.81	44.76
Fund 23 - COMM DEVELOPMENT AUTHORITY:						
	TOTAL REVENUES	111,000.00	17,977.19	0.00	93,022.81	
	TOTAL EXPENDITURES	165,000.00	73,855.19	5,506.50	91,144.81	
	NET OF REVENUES & EXPENDITURES:	(54,000.00)	(55,878.00)	(5,506.50)	1,878.00	
	BEG. FUND BALANCE	(69,425.17)	(69,425.17)			
	END FUND BALANCE	(123,425.17)	(125,303.17)			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 26 PUBLIC SAFETY COMMUNICATIONS						
Account Category: Revenues						
TAXES						
26-00000-41100	PROPERTY TAXES	313,023.00	313,023.00	0.00	0.00	100.00
	TAXES	313,023.00	313,023.00	0.00	0.00	100.00
INTERGOVERNMENTAL						
26-00000-46220	INTERGOVERNMENTAL REVENUE	422,796.00	323,881.32	8,750.00	98,914.68	76.60
26-00000-47130	CONTRACT REVENUE	2,191,160.00	1,718,678.35	0.00	472,481.65	78.44
	INTERGOVERNMENTAL	2,613,956.00	2,042,559.67	8,750.00	571,396.33	78.14
MISC REVENUE						
26-00000-48100	CONSOLIDATED SERVICE BILLINGS	70,308.00	61,606.10	8,842.95	8,701.90	87.62
	MISC REVENUE	70,308.00	61,606.10	8,842.95	8,701.90	87.62
	Revenues	2,997,287.00	2,417,188.77	17,592.95	580,098.23	80.65
Account Category: Expenditures						
PUBLIC SAFETY COMM						
26-51000-51100	WAGES FT	1,585,281.00	1,097,776.31	119,842.12	487,504.69	69.25
26-51000-51110	OVERTIME	127,000.00	78,912.73	5,071.32	48,087.27	62.14
26-51000-51160	HOLIDAY PAY	31,541.00	5,624.38	783.36	25,916.62	17.83
26-51000-51170	HEALTH INSURANCE BUYOUT	4,785.00	3,410.66	458.33	1,374.34	71.28
26-51000-51190	DENTAL INSURANCE BUYOUT	524.00	260.54	37.76	263.46	49.72
26-51000-51500	WISCONSIN RETIREMENT SYSTEM	113,660.00	79,057.55	8,547.41	34,602.45	69.56
26-51000-51510	SOCIAL SECURITY	127,868.00	85,370.96	9,214.21	42,497.04	66.76
26-51000-51520	LIFE INSURANCE	2,735.00	1,901.71	217.02	833.29	69.53
26-51000-51530	HEALTH INSURANCE	367,644.00	225,408.70	21,554.28	142,235.30	61.31
26-51000-51540	DENTAL INSURANCE	8,953.00	4,778.76	475.03	4,174.24	53.38
26-51000-51800	RECRUITMENT	4,000.00	3,619.79	0.00	380.21	90.49
26-51000-52000	FACILITY MAINTENANCE & SUPPLIE	29,133.00	9,152.12	1,743.00	19,980.88	31.41
26-51000-52010	CLEANING & JANITORIAL SERVICES	11,659.00	10,838.33	896.06	820.67	92.96
26-51000-52100	CONTRACTUAL SERVICES	9,819.00	9,225.47	103.66	593.53	93.96
26-51000-52140	AUDIT SERVICES	2,222.00	1,822.21	0.00	399.79	82.01
26-51000-52200	UTILITIES	26,480.00	18,235.75	2,055.12	8,244.25	68.87
26-51000-52210	TELECOMMUNICATIONS	138,690.00	70,997.43	7,289.07	67,692.57	51.19
26-51000-52250	COMPUTER SUPPORT SERVICES	3,500.00	3,033.44	2,485.00	466.56	86.67
26-51000-52260	BENEFIT ADMINISTRATIVE FEES	860.00	400.00	0.00	460.00	46.51
26-51000-52300	MATERIALS & SUPPLIES	10,000.00	4,120.20	1,202.78	5,879.80	41.20
26-51000-52360	LICENSING & MAINTENANCE	235,767.00	237,235.16	14,529.00	(1,468.16)	100.62
26-51000-53100	OFFICE SUPPLIES	1,300.00	0.00	0.00	1,300.00	0.00
26-51000-53110	POSTAGE	500.00	432.40	0.00	67.60	86.48
26-51000-53210	DUES & SUBSCRIPTIONS	3,400.00	510.00	0.00	2,890.00	15.00
26-51000-53220	TRAINING, SAFETY & CERTIFICATI	11,000.00	6,425.07	29.95	4,574.93	58.41
26-51000-53300	CLOTHING/EMPLOYEE EXPENSES	840.00	0.00	0.00	840.00	0.00
26-51000-53900	EMPLOYEE RECOGNITION	250.00	149.50	0.00	100.50	59.80
26-51000-55000	CONTINGENCY	30,000.00	0.00	0.00	30,000.00	0.00
26-51000-55100	GENERAL LIABILITY	7,274.00	7,274.00	0.00	0.00	100.00
26-51000-55130	WORKERS COMPENSATION	2,385.00	2,385.00	596.25	0.00	100.00
26-51000-55150	COMMERCIAL CRIME POLICY	118.00	118.00	0.00	0.00	100.00
26-51000-55160	PROPERTY INSURANCE	4,350.00	4,349.76	0.00	0.24	99.99
	PUBLIC SAFETY COMM	2,903,538.00	1,972,825.93	197,130.73	930,712.07	67.95

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 26 PUBLIC SAFETY COMMUNICATIONS						
Account Category: Expenditures						
TRANS TO OTHER FUND						
26-59217-59000	ADMINISTRATIVE/TRANSFER TO	102,421.00	102,421.00	0.00	0.00	100.00
	TRANS TO OTHER FUND	102,421.00	102,421.00	0.00	0.00	100.00
	Expenditures	3,005,959.00	2,075,246.93	197,130.73	930,712.07	69.04
Fund 26 - PUBLIC SAFETY COMMUNICATIONS:						
	TOTAL REVENUES	2,997,287.00	2,417,188.77	17,592.95	580,098.23	
	TOTAL EXPENDITURES	3,005,959.00	2,075,246.93	197,130.73	930,712.07	
	NET OF REVENUES & EXPENDITURES:	(8,672.00)	341,941.84	(179,537.78)	(350,613.84)	
	BEG. FUND BALANCE	781,049.83	781,049.83			
	END FUND BALANCE	772,377.83	1,122,991.67			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 30 LONG TERM FINANCIAL FUND						
Account Category: Revenues						
TAXES						
30-00000-41100	PROPERTY TAXES	819,601.00	819,601.00	0.00	0.00	100.00
	TAXES	819,601.00	819,601.00	0.00	0.00	100.00
INTERGOVERNMENTAL						
30-00000-47115	B SERIES ADMIN FEE	11,541.00	0.00	0.00	11,541.00	0.00
	INTERGOVERNMENTAL	11,541.00	0.00	0.00	11,541.00	0.00
LICENSES & PERMITS						
30-00000-44350	CELL TOWER FEES	26,244.00	18,287.20	0.00	7,956.80	69.68
	LICENSES & PERMITS	26,244.00	18,287.20	0.00	7,956.80	69.68
MISC REVENUE						
30-00000-48300	NSFD	168,796.00	165,137.50	0.00	3,658.50	97.83
	MISC REVENUE	168,796.00	165,137.50	0.00	3,658.50	97.83
OTHER FINANCING SOURCES						
30-00000-49250	TRANSFER FROM STORMWATER FUND	73,598.00	73,598.00	0.00	0.00	100.00
	OTHER FINANCING SOURCES	73,598.00	73,598.00	0.00	0.00	100.00
	Revenues	1,099,780.00	1,076,623.70	0.00	23,156.30	97.89
Account Category: Expenditures						
DEBT						
30-58100-52150	MADACC	1,788.00	220.28	0.00	1,567.72	12.32
30-58100-55950	PAYMENT TO ESCROW AGENT	6,500.00	2,200.00	800.00	4,300.00	33.85
30-58100-56100	2021A GENERAL OBLIGATION	155,000.00	0.00	0.00	155,000.00	0.00
30-58100-56110	NSFD STATION #5	165,000.00	165,000.00	0.00	0.00	100.00
30-58100-56140	UNFUNDED LIABILITY PRINCIPAL	31,697.00	31,697.37	0.00	(0.37)	100.00
30-58100-56190	2016 GENERAL OBLIGATION	135,000.00	135,000.00	0.00	0.00	100.00
30-58100-56200	2018 GENERAL OBLIGATION	55,000.00	55,000.00	0.00	0.00	100.00
30-58100-56210	INTEREST ON BOND	165,778.00	112,826.25	0.00	52,951.75	68.06
30-58100-56230	UNFUNDED LIABILITY INTEREST	1,664.00	1,664.11	0.00	(0.11)	100.01
30-58100-56240	2021 B GO DEBT	330,000.00	0.00	0.00	330,000.00	0.00
	DEBT	1,047,427.00	503,608.01	800.00	543,818.99	48.08
	Expenditures	1,047,427.00	503,608.01	800.00	543,818.99	48.08
Fund 30 - LONG TERM FINANCIAL FUND:						
	TOTAL REVENUES	1,099,780.00	1,076,623.70	0.00	23,156.30	
	TOTAL EXPENDITURES	1,047,427.00	503,608.01	800.00	543,818.99	
	NET OF REVENUES & EXPENDITURES:	52,353.00	573,015.69	(800.00)	(520,662.69)	
	BEG. FUND BALANCE	564,629.77	564,629.77			
	END FUND BALANCE	616,982.77	1,137,645.46			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 40 POLICE CAPITAL						
Account Category: Revenues						
TAXES						
40-00000-41100	PROPERTY TAXES	40,000.00	40,000.00	0.00	0.00	100.00
40-00000-41130	FIRE & RESCUE PROPERTY TAXES	46,086.00	46,086.00	0.00	0.00	100.00
	TAXES	86,086.00	86,086.00	0.00	0.00	100.00
INTERGOVERNMENTAL						
40-00000-43210	INTERGOVERNMENTAL GRANTS	2,125.00	7,613.00	0.00	(5,488.00)	358.26
40-00000-43215	POLICE REVENUE	12,000.00	0.00	0.00	12,000.00	0.00
	INTERGOVERNMENTAL	14,125.00	7,613.00	0.00	6,512.00	53.90
LICENSES & PERMITS						
40-00000-44350	CELL TOWER FEES	98,000.00	63,000.00	7,000.00	35,000.00	64.29
	LICENSES & PERMITS	98,000.00	63,000.00	7,000.00	35,000.00	64.29
	Revenues	198,211.00	156,699.00	7,000.00	41,512.00	79.06
Account Category: Expenditures						
CAPITAL PROJECTS						
40-91000-58010	CAPITAL PROJECTS	46,086.00	46,086.00	3,995.00	0.00	100.00
40-91000-58020	CAPITAL LEASE	5,498.00	5,498.00	0.00	0.00	100.00
40-91000-58030	CAPITAL EQUIPMENT	132,714.00	64,302.90	0.00	68,411.10	48.45
	CAPITAL PROJECTS	184,298.00	115,886.90	3,995.00	68,411.10	62.88
	Expenditures	184,298.00	115,886.90	3,995.00	68,411.10	62.88
Fund 40 - POLICE CAPITAL:						
	TOTAL REVENUES	198,211.00	156,699.00	7,000.00	41,512.00	
	TOTAL EXPENDITURES	184,298.00	115,886.90	3,995.00	68,411.10	
	NET OF REVENUES & EXPENDITURES:	13,913.00	40,812.10	3,005.00	(26,899.10)	
	BEG. FUND BALANCE	38,886.25	38,886.25			
	END FUND BALANCE	52,799.25	79,698.35			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 41 DEPARTMENT OF PUBLIC WORKS						
Account Category: Revenues						
TAXES						
41-00000-41100	PROPERTY TAXES	150,000.00	150,000.00	0.00	0.00	100.00
	TAXES	150,000.00	150,000.00	0.00	0.00	100.00
PUBLIC CHARGES FOR SERVIC						
41-00000-46320	GARBAGE CONTAINER & FEES	5,000.00	8,195.40	315.00	(3,195.40)	163.91
41-00000-46725	MAILBOX REPLACEMENT	0.00	3,600.00	400.00	(3,600.00)	100.00
	PUBLIC CHARGES FOR SERVIC	5,000.00	11,795.40	715.00	(6,795.40)	235.91
MISC REVENUE						
41-00000-48200	MISCELLANEOUS REVENUE	0.00	4,708.90	4,618.90	(4,708.90)	100.00
41-00000-48260	INSURANCE AWARDS/DIVIDENDS	0.00	7,219.00	0.00	(7,219.00)	100.00
	MISC REVENUE	0.00	11,927.90	4,618.90	(11,927.90)	100.00
	Revenues	155,000.00	173,723.30	5,333.90	(18,723.30)	112.08
Account Category: Expenditures						
CAPITAL PROJECTS						
41-91000-58010	CAPITAL PROJECTS	318,872.44	59,646.28	4,480.39	259,226.16	18.71
41-91000-58030	CAPITAL EQUIPMENT	161,000.00	36,420.58	0.00	124,579.42	22.62
	CAPITAL PROJECTS	479,872.44	96,066.86	4,480.39	383,805.58	20.02
	Expenditures	479,872.44	96,066.86	4,480.39	383,805.58	20.02
Fund 41 - DEPARTMENT OF PUBLIC WORKS:						
	TOTAL REVENUES	155,000.00	173,723.30	5,333.90	(18,723.30)	
	TOTAL EXPENDITURES	479,872.44	96,066.86	4,480.39	383,805.58	
	NET OF REVENUES & EXPENDITURES:	(324,872.44)	77,656.44	853.51	(402,528.88)	
	BEG. FUND BALANCE	1,753,066.50	1,753,066.50			
	FUND BALANCE ADJUSTMENTS		326,630.80			
	END FUND BALANCE	1,428,194.06	2,157,353.74			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 42 ADMIN SERVICES CAPITAL						
Account Category: Revenues						
TAXES						
42-00000-41100	PROPERTY TAXES	73,000.00	73,000.00	0.00	0.00	100.00
	TAXES	73,000.00	73,000.00	0.00	0.00	100.00
	Revenues	73,000.00	73,000.00	0.00	0.00	100.00
Account Category: Expenditures						
CAPITAL PROJECTS						
42-91000-55190	GASB 45/ACCRUED BENEFIT OBLIGATIONS	43,000.00	46,012.66	14,571.35	(3,012.66)	107.01
42-91000-58030	CAPITAL EQUIPMENT	30,000.00	3,126.00	3,126.00	26,874.00	10.42
	CAPITAL PROJECTS	73,000.00	49,138.66	17,697.35	23,861.34	67.31
	Expenditures	73,000.00	49,138.66	17,697.35	23,861.34	67.31
Fund 42 - ADMIN SERVICES CAPITAL:						
	TOTAL REVENUES	73,000.00	73,000.00	0.00	0.00	
	TOTAL EXPENDITURES	73,000.00	49,138.66	17,697.35	23,861.34	
	NET OF REVENUES & EXPENDITURES:	0.00	23,861.34	(17,697.35)	(23,861.34)	
	BEG. FUND BALANCE	650,062.34	650,062.34			
	END FUND BALANCE	650,062.34	673,923.68			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 46 PUBLIC SAFETY COMM CAPITAL						
Account Category: Revenues						
TAXES						
46-00000-41100	PROPERTY TAXES	23,067.00	23,067.00	0.00	0.00	100.00
	TAXES	23,067.00	23,067.00	0.00	0.00	100.00
INTERGOVERNMENTAL						
46-00000-47110	CONTRACT REVENUE	161,469.00	161,469.00	0.00	0.00	100.00
	INTERGOVERNMENTAL	161,469.00	161,469.00	0.00	0.00	100.00
	Revenues	184,536.00	184,536.00	0.00	0.00	100.00
Account Category: Expenditures						
CAPITAL PROJECTS						
46-91000-58010	CAPITAL PROJECTS	128,000.00	22,702.24	0.00	105,297.76	17.74
46-91000-58030	CAPITAL EQUIPMENT	173,539.65	143,326.87	11,061.19	30,212.78	82.59
	CAPITAL PROJECTS	301,539.65	166,029.11	11,061.19	135,510.54	55.06
	Expenditures	301,539.65	166,029.11	11,061.19	135,510.54	55.06
Fund 46 - PUBLIC SAFETY COMM CAPITAL:						
	TOTAL REVENUES	184,536.00	184,536.00	0.00	0.00	
	TOTAL EXPENDITURES	301,539.65	166,029.11	11,061.19	135,510.54	
	NET OF REVENUES & EXPENDITURES:	(117,003.65)	18,506.89	(11,061.19)	(135,510.54)	
	BEG. FUND BALANCE	605,344.56	605,344.56			
	END FUND BALANCE	488,340.91	623,851.45			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdg Used
Fund: 50 LIBRARY FUND						
Account Category: Revenues						
INTERGOVERNMENTAL						
50-00000-47400	JOINT LIBRARY RECEIVABLES	967,232.00	767,484.98	0.00	199,747.02	79.35
	INTERGOVERNMENTAL	967,232.00	767,484.98	0.00	199,747.02	79.35
MISC REVENUE						
50-00000-47410	LIBRARY COPY FEES	5,000.00	2,636.24	0.00	2,363.76	52.72
50-00000-47420	LIBRARY FINES	16,000.00	10,215.68	0.00	5,784.32	63.85
50-00000-47430	NET LENDER REVENUE	115.00	138.00	0.00	(23.00)	120.00
50-00000-47440	MISC REVENUE	0.00	3,149.75	0.00	(3,149.75)	100.00
50-00000-47450	LOST BOOK REVENUE	3,000.00	1,599.62	0.00	1,400.38	53.32
50-00000-47500	DONATIONS	0.00	3,248.30	0.00	(3,248.30)	100.00
50-00000-47600	FRIENDS OF THE LIBRARY-CREDIT CARD S	36,155.00	38,574.59	0.00	(2,419.59)	106.69
	MISC REVENUE	60,270.00	59,562.18	0.00	707.82	98.83
	Revenues	1,027,502.00	827,047.16	0.00	200,454.84	80.49
Account Category: Expenditures						
NORTH SHORE LIBRARY						
50-61000-51100	FULL TIME SALARIES	347,130.00	246,550.39	29,175.20	100,579.61	71.03
50-61000-51120	PART TIME SALARIES	244,284.00	152,413.66	15,171.45	91,870.34	62.39
50-61000-51170	HEALTH INSURANCE BUYOUT	4,000.00	2,809.61	333.34	1,190.39	70.24
50-61000-51190	DENTAL INSURANCE BUYOUT	735.00	318.28	37.76	416.72	43.30
50-61000-51500	WISCONSIN RETIREMENT	22,225.00	16,765.39	1,983.91	5,459.61	75.43
50-61000-51510	SOCIAL SECURITY	47,300.00	30,109.19	3,328.56	17,190.81	63.66
50-61000-51520	LIFE INSURANCE	712.00	760.01	83.48	(48.01)	106.74
50-61000-51530	HEALTH INSURANCE	52,030.00	43,358.20	4,335.82	8,671.80	83.33
50-61000-51540	DENTAL INSURANCE	882.00	911.62	93.50	(29.62)	103.36
50-61000-51550	UNFUNDED LIABILITY-WRS	14,102.00	14,101.18	0.00	0.82	99.99
50-61000-52000	FACILITY MAINTENANCE & SUPPLIE	4,707.00	630.67	0.00	4,076.33	13.40
50-61000-52010	CLEANING & JANITORIAL SERVICES	30,200.00	15,517.00	0.00	14,683.00	51.38
50-61000-52020	HVAC MAINTENANCE	3,000.00	1,521.00	507.00	1,479.00	50.70
50-61000-52100	CONTRACTUAL SERVICES	34,510.00	32,856.70	383.82	1,653.30	95.21
50-61000-52110	LEGAL COUNSEL	2,500.00	732.00	0.00	1,768.00	29.28
50-61000-52200	UTILITIES	38,000.00	28,820.69	2,479.98	9,179.31	75.84
50-61000-52210	TELECOMMUNICATIONS	5,000.00	3,141.23	397.57	1,858.77	62.82
50-61000-52270	SYSTEM EXPENSE MCFLS	43,295.00	41,542.10	0.00	1,752.90	95.95
50-61000-52290	BANKING FEES	150.00	0.00	0.00	150.00	0.00
50-61000-52300	MATERIALS & SUPPLIES	8,500.00	7,542.91	266.60	957.09	88.74
50-61000-52400	MISC COLLECTION MATERIALS	4,500.00	398.40	59.49	4,101.60	8.85
50-61000-52410	PERIODICALS	7,500.00	6,216.31	0.00	1,283.69	82.88
50-61000-52420	ADULT BOOKS	26,500.00	15,401.03	2,407.74	11,098.97	58.12
50-61000-52430	JUVENILE BOOKS	18,000.00	10,105.05	839.63	7,894.95	56.14
50-61000-52440	ADULT MEDIA	6,500.00	3,854.85	336.71	2,645.15	59.31
50-61000-52450	JUVENILE MEDIA	3,500.00	314.76	0.00	3,185.24	8.99
50-61000-52460	LOST BOOKS REPLACEMENTS	5,000.00	1,860.33	457.44	3,139.67	37.21
50-61000-52470	ADULT PROGRAMMING	3,000.00	2,984.43	0.00	15.57	99.48
50-61000-52480	JUVENILE PROGRAMMING	6,000.00	1,124.28	28.78	4,875.72	18.74
50-61000-53100	OFFICE SUPPLIES	8,500.00	6,847.78	390.56	1,652.22	80.56
50-61000-53110	POSTAGE	400.00	356.46	0.00	43.54	89.12
50-61000-53210	DUES-EDUCATIONAL	1,225.00	796.00	0.00	429.00	64.98

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 50 LIBRARY FUND						
Account Category: Expenditures						
NORTH SHORE LIBRARY						
50-61000-53220	TRAINING	4,750.00	1,983.53	28.17	2,766.47	41.76
50-61000-53230	PROMO & ADVERTISING	2,000.00	2,206.77	512.28	(206.77)	110.34
50-61000-53500	EQUIPMENT REPLACEMENT	1,000.00	797.99	275.00	202.01	79.80
50-61000-55010	SALES TAX EXPENSE	200.00	0.04	(0.77)	199.96	0.02
50-61000-55100	INSURANCE AND BONDING	6,020.00	6,020.00	0.00	0.00	100.00
50-61000-55130	WORKERS COMP INSURANCE	1,026.00	1,026.00	256.50	0.00	100.00
50-61000-55350	LEASE/CONDO FEES	46,247.00	36,439.35	3,214.00	9,807.65	78.79
50-61000-58120	ADULT (FOL)	11,000.00	6,972.17	115.14	4,027.83	63.38
50-61000-58130	JUVENILE (FOL)	12,000.00	6,079.26	1,043.49	5,920.74	50.66
50-61000-58150	CIRCULATION (FOL)	3,900.00	0.00	0.00	3,900.00	0.00
50-61000-58300	FRIENDS OF THE LIBRARY BOOK SALES	0.00	1,909.40	454.13	(1,909.40)	100.00
50-61000-58350	MCFLS REPLACEMENTS	9,255.00	882.75	0.00	8,372.25	9.54
NORTH SHORE LIBRARY		1,091,285.00	754,978.77	68,996.28	336,306.23	69.18
Expenditures		1,091,285.00	754,978.77	68,996.28	336,306.23	69.18
Fund 50 - LIBRARY FUND:						
TOTAL REVENUES		1,027,502.00	827,047.16	0.00	200,454.84	
TOTAL EXPENDITURES		1,091,285.00	754,978.77	68,996.28	336,306.23	
NET OF REVENUES & EXPENDITURES:		(63,783.00)	72,068.39	(68,996.28)	(135,851.39)	
BEG. FUND BALANCE		131,096.16	131,096.16			
END FUND BALANCE		67,313.16	203,164.55			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 09/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 09/30/2023	Activity For 09/30/2023	Available Balance 09/30/2023	% Bdgt Used
Fund: 60 LIBRARY CAPITAL FUND						
Account Category: Revenues						
MISC REVENUE						
60-00000-47500	DONATIONS	200,000.00	21,816.97	0.00	178,183.03	10.91
	MISC REVENUE	200,000.00	21,816.97	0.00	178,183.03	10.91
	Revenues	200,000.00	21,816.97	0.00	178,183.03	10.91
Account Category: Expenditures						
CAPITAL PROJECTS						
60-91000-58010	CAPITAL PROJECTS	200,000.00	162,614.64	11,787.10	37,385.36	81.31
	CAPITAL PROJECTS	200,000.00	162,614.64	11,787.10	37,385.36	81.31
	Expenditures	200,000.00	162,614.64	11,787.10	37,385.36	81.31
Fund 60 - LIBRARY CAPITAL FUND:						
	TOTAL REVENUES	200,000.00	21,816.97	0.00	178,183.03	
	TOTAL EXPENDITURES	200,000.00	162,614.64	11,787.10	37,385.36	
	NET OF REVENUES & EXPENDITURES:	0.00	(140,797.67)	(11,787.10)	140,797.67	
	BEG. FUND BALANCE	255,306.14	255,306.14			
	END FUND BALANCE	255,306.14	114,508.47			
Report Totals:						
	TOTAL REVENUES - ALL FUNDS	12,850,491.00	11,590,957.93	285,676.89	1,259,533.07	
	TOTAL EXPENDITURES - ALL FUNDS	14,032,170.48	9,145,758.83	1,466,457.59	4,886,411.65	
	NET OF REVENUES & EXPENDITURES:	(1,181,679.48)	2,445,199.10	(1,180,780.70)	(3,626,878.58)	



Village of Bayside
9075 N Regent Road
Board of Trustees Meeting
August 17, 2023
Village Board Room, 6:00 pm

**BOARD OF TRUSTEES
Meeting Minutes**

I. CALL TO ORDER AND ROLL CALL

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

ROLL CALL

President: Eido Walny
Trustees: Mike Barth
Elizabeth Levins
Dan Rosenfeld – Excused
Bob Rudman
Margaret Zitzer
Darren Fisher

Also Present: Village Manager Andy Pederson
Administrative Services Director Rachel A. Safstrom
Village Attorney Chris Jaekels
Police Chief Thomas Liebenthal
Communications Center Director Liane Scharnott
Communications Center Deputy Director Mandy Majors
Deputy Clerk/Treasurer Madeline Moltzan
8 Audience members

II. PLEDGE OF ALLEGIANCE

III. CITIZENS AND DELEGATIONS

Gerry Feldman – 133 E Glencoe Place

Rich London – 9221 N Lake Drive

Andy Phillips – Attorney, Fox Point Bayside School District

IV. CONSENT AGENDA

A. Approval of:

- A.** July 2023 Financial Statement.
- B.** Board of Trustees meeting minutes, July 20, 2023, and July 27, 2023.

- C. Summary of Disbursements for July 14, 2023, through August 4, 2023, in the amount of \$412,389.41.
- D. July 2023 Community Impact Report.
- E. Proposal for Fire Suppression Upgrade for Bayside Communications Center.
- F. Memorandum of Understanding between Village of Bayside and City of Greenfield for Emergency Management 911 Dispatch Services Backup Center
- G. Resolution 23-12, A Resolution to amend the 2023 Annual Program Budget.
- H. 2023 Joint Library Services Agreement
- I. Police Department General Order 3205, 4205, 5103.3, 5104, 5104.01, 5112, 5212, 6101, 6102, 7305, and 7403.
- J. Discussion/action on Resolution 23-13, A Resolution Authorizing the Redemption of the Village's Special Assessment B Bonds, Series 2015A, dated May 7, 2015.

Trustee Levins requested that Item H be removed from the consent agenda.

Motion by Trustee Barth, seconded by Trustee Zitzer, to approve: July 2023 Financial Statement; Board of Trustees meeting minutes, July 20, 2023 and July 27, 2023; Summary of Disbursements for July 14, 2023 through August 4, 2023 in the amount of \$412,389.41; July 2023 Community Impact Report; Proposal for Fire Suppression Upgrade for Bayside Communications Center; Memorandum of Understanding between Village of Bayside and City of Greenfield for Emergency Management 911 Dispatch Services Backup Center; Resolution 23-12, A Resolution to amend the 2023 Annual Program Budget; Police Department General Order 3205, 4205, 5103.3, 5104, 5104.01, 5112, 5212, 6101, 6102, 7305, and 7403; and Resolution 23-13, A Resolution Authorizing the Redemption of the Village's Special Assessment B Bonds, Series 2015A, dated May 7, 2015. Motion carried unanimously.

Trustee Levins questioned the compensation for being the fiscal agent of the library and what is the purpose of the Community Coordination Council. Manager Pederson indicated Bayside does receive compensation. Mr. Pederson also stated the Committee is to enhance communication between the Library Director and Municipal administrators within each community. The Committee does not replace any authority of the Library Board.

Motion by Trustee Barth, seconded by Trustee Zitzer to approve the 2023 Joint Library Services Agreement. Motion carried unanimously.

V. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Public Works Committee

a. Discussion/action on July 2023 Department of Public Works Report.

Manager Pederson gave a brief update on the July 2023 Department of Public Works Report. Of significant note, the street sign topper project was started and completed. Over 250 street signs were replaced. Recycling is behind this week due to a malfunction of the collection truck.

Motion by Trustee Barth, seconded by Trustee Zitzer, to approve the July 2023 Department of Public Works Report. Motion carried unanimously.

b. Discussion/update on 2023 Capital Projects.

Village Manager Pederson gave a brief update on the Capital Projects. Most projects are on track for timely completion. The MMSD project on Brown Deer Road is anticipated to be completed by the end of next week.

2. Public Safety Committee

a. Discussion/action on July 2023 Communications Center Report.

Director Scharnott gave the July 2023 Communications Center Report. Of significant note, BCC was selected as the Primary PSAP in Milwaukee County and has worked to submit the NextGen911 grant. There are two new hires, and the department is prepping for fall fest.

Motion by Trustee Barth, seconded by Trustee Rudman, to approve the July 2023 Communication Center Report. Motion carried unanimously.

b. Discussion/action on July 2023 Police Department Report.

Chief Liebenthal gave the July 2023 Police Department Report. Of significant note, interviews have begun with candidates to fill the vacant police officer position. The application deadline is August 19. Officer Bowe just had his 17th anniversary in the department.

Motion by Trustee Bath, seconded by Trustee Rudman to approve the July 2023 Police Department Report. Motion carried unanimously.

3. Finance and Administration Committee

a. Discussion/action on July 2023 Administrative Services Report.

Director Safstrom gave the July 2023 Administrative Services Report. Of significant note, four new employees were on boarded. Trustee Barth thanked the staff for all the work on grants and the PSAP grant.

Motion by Trustee Zitzer, seconded by Trustee Levins, to approve July 2023 Administrative Services Report. Motion carried unanimously.

4. Library Board

a. Discussion/action on July 2023 Library Report.

Trustee Zitzer gave the July 2023 Library Report. Of significant note is the upcoming Art Festival on August 27. In the fall there will be a 3-part series on kids going to college, and helping kids go to college. Motion by Trustee Levins, seconded by Trustee Barth, to accept the July 2023 Library Report.

VI. VILLAGE PRESIDENT'S REPORT

President Walny thanked Chief Liebenthal and the department for the myBlue event. The festivities were a fantastic success and something to be proud of. Thanks to Fire Chief Whittaker, Manager Pederson, the staff, and the Dispatch Center for achieving the PSAP designation, beating out the county of Milwaukee, and the City of Milwaukee. It was a tremendous effort by all involved.

VII. VILLAGE MANAGER'S REPORT

No Report.

VIII. VILLAGE ATTORNEY'S REPORT

No Report.

IX. MOTION TO ADJOURN TO CLOSED SESSION

Motion by Trustee Barth, seconded by Trustee Zitzer, at 6:19 pm to go into closed session. Pursuant to Section 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons allow a Closed Session (Fox Point-Bayside School District Permitting Indemnification Request) (Teamsters Local 200 Police Union Negotiations). Motion carried unanimously.

A closed session of approximately 45 minutes was held in which the Village Board discussed the Police Union negotiations and requests from the Fox Point-Bayside School District permitting indemnification.

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

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

A. Action on items in closed session.

Motion by Trustee Barth, seconded by Trustee Zitzer, to table the request from Fox Point-Bayside School District permitting indemnification until Monday, August 21, 2023, at 8:30 a.m. Motion carried unanimously.

Motion by Trustee Barth, seconded by Trustee Zitzer, to approve the 2024-2025 Teamsters Local 200 Police Union Contract. Motion carried unanimously.

XI. ADJOURNMENT

Motion by Trustee Barth, seconded by Trustee Zitzer, to adjourn the meeting at 7:05 p.m. Motion carried unanimously.

Statement from Gerry Feldman:

Hello, neighbors. I'm Gerry Feldman, of 133 E Glencoe Place. I'm here tonight because I'm really concerned about recent actions by the Board of Trustees. We've entrusted them with the responsibility to act in our best interests, but something's not quite right.

On Thursday, July 27th, one week after the regularly scheduled monthly meeting, I checked the official Village website to see when the next meeting was scheduled for. To my surprise, I found out that the Board had already convened and approved legislation earlier that day, while many of us were at work.

I thought maybe there was some kind of emergency that required their immediate action. But what was the emergency? It turns out they met at the request of the OneNorth developer, to let him off the hook for not keeping up his side of the deal. And they made sure to do it while nobody was paying attention.

This is not okay. This is not how our government is supposed to work. We elect these people to represent our best interests. Instead, we find them time and again acting in the interests of a select few, making decisions that directly affect our lives and our children's future without even letting us know what's going on. That's not right.

Behavior like this shakes our trust in the government and undermines the democratic principles upon which our nation, our state, and our village were built. We elect trustees to uphold our democracy, not to undermine it. We elect trustees to stand up for the working families in Bayside, not to protect the interests of a select few at our expense. And believe me, the 22-year, \$2.5M revenue drop they approved is at our expense. Misleading the state about the condition of the TID to enable that revenue drop is at our expense. Letting the developer off the hook for their responsibilities while nobody was watching is at our expense.

Each trustee has taken an oath to faithfully execute the duties of their office to the best of their ability. Their primary duty is to act in the best interest of the People of Bayside. But if they can't or won't do that, as evidenced by their recent actions, then they have broken their oath. We deserve better.



Village of Bayside
9075 N Regent Road
Board of Trustees Meeting
August 21, 2023
Village Board Room, 8:30 am

**BOARD OF TRUSTEES
Meeting Minutes**

I. CALL TO ORDER AND ROLL CALL

President Walny called the meeting to order at 8:30 a.m.

President: Eido Walny
Trustees: Mike Barth
Elizabeth Levins
Kelly Marrazza
Dan Rosenfeld -excused
Bob Rudman
Margaret Zitzer

Also Present: Village Manager Andy Pederson
Administrative Services Director Rachel A. Safstrom
Assistant to the Village Manager Leah Hofer
Village Attorney Chris Jaekels
Building Inspector Tod Doebler
4 Audience members

II. PLEDGE OF ALLEGIANCE

III. CITIZENS AND DELEGATIONS

None

IV. MOTION TO ADJOURN TO CLOSED SESSION

Motion by Trustee Barth, seconded by Trustee Zitzer, to go into closed session pursuant to Section 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons allow a Closed Session (Fox Point-Bayside School District Permitting Indemnification Request). Motion carried unanimously.

A closed session of approximately 54 minutes was held in which the Village Board discussed the request from the Fox Point-Bayside School District permitting indemnification.

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

Motion by Trustee Barth, seconded by Trustee Zitzer, to approve the Indemnification Agreement with the 8 amendments from the Village Attorney and authorize the Village Attorney, Village Manager and the Village President to execute the agreement. Motion carried unanimously.

Motion by Trustee Barth, seconded by Trustee Zitzer, to allow the stop work order to be lifted for 10

business days after concept approval of the Indemnification agreement and 8 amendments by the Fox Point-Bayside School District Board. The final agreement needs to be executed by both parties within 10 days or the stop work order goes back into effect. Motion carried unanimously.

VI. ADJOURNMENT

Motion by Trustee Barth, seconded by Trustee Zitzer, to adjourn the meeting at 9:35 a.m. Motion carried unanimously.

CHECK REGISTER FOR VILLAGE OF BAYSIDE

CHECK DATE 08/05/2023 - 10/10/2023

Check Date	Check	Vendor Name	Amount
Bank GEN GENERAL POOLED CHECKING			
08/09/2023	39260	AFLAC	13.80
08/09/2023	39261	AMUNDSEN DAVIS	118.50
08/09/2023	39262	RINGCENTRAL, INC.	397.57
08/09/2023	39263	SECURIAN FINANCIAL GROUP	1,029.98
08/09/2023	39264	TEAMSTERS LOCAL UNION # 200	461.00
08/09/2023	39265	WE ENERGIES	10,284.24
08/09/2023	39266	WI SCTF	1,343.24
08/09/2023	39267	WISCONSIN DOCUMENT IMAGING	122.83
Total 08/09/2023:			13,771.16
08/17/2023	39268	AMAZON/SYNCB	548.43
08/17/2023	39269	AMUNDSEN DAVIS	15,493.78
08/17/2023	39270	BAKER & TAYLOR	4,530.76
08/17/2023	39271	CDW GOVERNMENT	31.92
08/17/2023	39272	CHERYL GALLUN	235.00
08/17/2023	39273	Clark Dietz	17,319.33
08/17/2023	39274	CONCENTRA	76.00
08/17/2023	39275	DELTA DENTAL	245.00
08/17/2023	39276	DIGGERS HOTLINE INC	78.40
08/17/2023	39277	FRIENDS OF THE NORTH SHORE LI	218.42
08/17/2023	39278	HUMPHREY SERVICE PARTS INC	152.80
08/17/2023	39279	JENNIFER DROSSART	203.00
08/17/2023	39280	JOE DE BELAK PLUMBING COMPANY	1,282.00
08/17/2023	39281	Kanopy Inc	134.10
08/17/2023	39282	KUJAWA ENTERPRISES INC	4,787.25
08/17/2023	39283	LANGE ENTERPRISES INC	144.25
08/17/2023	39284	LANNON STONE PRODUCTS	5,167.64
08/17/2023	39285	MANNEDGE CONSULTING LLC	2,500.00
08/17/2023	39286	MARK SCHWALBE	80.00
08/17/2023	39287	MEA- SEW	30.00
08/17/2023	39288	MEGAN GIRTON	35.00
08/17/2023	39289	MIDWEST TAPE LLC	26.24
08/17/2023	39291	PACKERLAND RENT-A-MAT INC.	40.76
08/17/2023	39292	PBC GURU LLC	2,500.00
08/17/2023	39293	PREMIUM WATERS INC.	189.73
08/17/2023	39294	PROFESSIONAL ID CARDS INC.	12.50
08/17/2023	39295	REBECCA GRASSL	235.00
08/17/2023	39296	RINGCENTRAL, INC.	724.10
08/17/2023	39297	ROTE OIL	2,461.07
08/17/2023	39298	SAFEBUILT LLC Lockbox #88135	100,091.36
08/17/2023	39299	SPECTRUM BUSINESS	255.19
08/17/2023	39300	Swank Motion Pictures	641.00
08/17/2023	39301	UniFirst Corporation	29.80
08/17/2023	39302	VERIZON CONNECT FLEET USA LLC	147.60
08/17/2023	39303	WE ENERGIES	2,606.33
08/17/2023	39304	ZOOLOGICAL SOCIETY OF MILWAUK	2,000.00
Total 08/17/2023:			165,253.76
08/18/2023	210(E)	CARTER, JULIE	1,549.82
08/18/2023	211(E)	DEPT OF EMPLOYEE TRUST FUND	60,418.02
08/18/2023	212(E)	DEPT OF EMPLOYEE TRUST FUND -	44,807.11
08/18/2023	213(E)	DIVERSIFIED BENEFIT SERVICES	2,045.28
08/18/2023	214(E)	EFTPS	40,115.83
08/18/2023	215(E)	EMPOWER-GREATWEST	5,539.35
08/18/2023	216(E)	NORTH SHORE BANK	225.00
08/18/2023	217(E)	US BANK	26,041.49
08/18/2023	221(E)	WI DEPARTMENT OF REVENUE	6,728.55
08/18/2023	39305	AFLAC	13.80
08/18/2023	39306	AMAZON/SYNCB	1,066.42
08/18/2023	39307	AMUNDSEN DAVIS	2,060.33
08/18/2023	39308	ARCHIVE YOUR PAST	258.12
08/18/2023	39309	CITY OF MEQUON	1,763.82
08/18/2023	39310	CIVICPLUS	1,055.12
08/18/2023	39311	CLARK DIETZ	2,590.00
08/18/2023	39312	FIRST SUPPLY LLC	2,942.40
08/18/2023	39313	Five Star Telecom Inc	1,877.60
08/18/2023	39314	HIGH TIDE TECHNOLOGIES, LLC	1,320.00
08/18/2023	39315	IMPACT ACQUISITIONS, LLC	314.05
08/18/2023	39316	JENNIFER DROSSART	100.00
08/18/2023	39317	LANNON STONE PRODUCTS	443.14
08/18/2023	39318	MINUTEMAN PRESS	15.25
08/18/2023	39319	PREMISTAR-WISCONSIN	1,314.90

CHECK REGISTER FOR VILLAGE OF BAYSIDE

CHECK DATE 08/05/2023 - 10/10/2023

Check Date	Check	Vendor Name	Amount
Bank GEN GENERAL POOLED CHECKING			
08/18/2023	39320	REINHART BOERNER VAN DEUREN S	3,690.00
08/18/2023	39321	ROTE OIL	2,926.80
08/18/2023	39322	SMART SPACES	36,068.09
08/18/2023	39323	TAPCO	1,719.00
08/18/2023	39324	THOMSON REUTERS - WEST	204.96
08/18/2023	39325	TOTAL ENERGY SYSTEMS LLC	5,570.00
08/18/2023	39326	WASTE MANAGEMENT OF WI	1,498.11
08/18/2023	39327	WI SCTF	1,343.24
Total 08/18/2023:			257,625.60
08/24/2023	222(E)	DIVERSIFIED BENEFIT SERVICES	2,617.90
08/24/2023	223(E)	EFTPS	36,195.62
08/24/2023	224(E)	EMPOWER-GREATWEST	5,450.88
08/24/2023	225(E)	NORTH SHORE BANK	225.00
08/24/2023	226(E)	WI DEPARTMENT OF REVENUE	6,129.89
Total 08/24/2023:			50,619.29
09/07/2023	39328	AFLAC	13.80
09/07/2023	39329	ARLINGTON COMPUTER PRODUCTS	2,089.00
09/07/2023	39330	CANTERBURY DIAMOND LLC	310.00
09/07/2023	39331	CHERYL GALLUN	235.00
09/07/2023	39332	CLEAN SOURCE LLC	3,600.00
09/07/2023	39333	Election Systems & Software	167.38
09/07/2023	39334	JASON GRODSKY	35.00
09/07/2023	39335	JENNIFER OSTMANN	35.00
09/07/2023	39336	LANNON STONE PRODUCTS	914.27
09/07/2023	39337	MCDONALD SCHAEFER LLC	11,900.00
09/07/2023	39338	NORTH SHORE FIRE DEPT-4401	227,302.00
09/07/2023	39339	ONSOLVE, LLC	17,527.20
09/07/2023	39340	PAMELA OLSEN	35.00
09/07/2023	39341	ROTE OIL	1,164.11
09/07/2023	39342	SECURIAN FINANCIAL GROUP	1,073.87
09/07/2023	39343	TEAMSTERS LOCAL UNION # 200	461.00
09/07/2023	39344	WI SCTF	1,158.63
09/07/2023	39345	ACCURATE APPRAISAL LLC	3,735.00
09/07/2023	39346	ADVENTURE ROCK	510.00
09/07/2023	39347	AMAZON/SYNCB	1,262.10
09/07/2023	39348	AMUNDSEN DAVIS	17,533.36
09/07/2023	39349	ARLINGTON COMPUTER PRODUCTS	396.00
09/07/2023	39350	ARNOLD'S ENVIRONMENTAL	375.00
09/07/2023	39351	BAKER & TAYLOR	4,083.86
09/07/2023	39352	BATZNER PEST CONTROL	28.00
09/07/2023	39353	BONAFIDE SAFE & LOCK INC.	96.00
09/07/2023	39354	BUILDING SERVICES INC	11,061.19
09/07/2023	39355	CARDIO PARTNERS INC	1,981.31
09/07/2023	39356	CHRISTOPHER STONE	466.80
09/07/2023	39357	Five Star Telecom Inc	284.00
09/07/2023	39358	FORWARD TS, LTD	107.13
09/07/2023	39359	Graphicolor	1,477.49
09/07/2023	39360	GREATAMERICA FINANCIAL SERVIC	107.00
09/07/2023	39361	HORIZON PEST MANAGEMENT LLC	456.00
09/07/2023	39362	Kanopy Inc	195.30
09/07/2023	39363	LEIA OLSEN	315.00
09/07/2023	39364	LV ENTERPRISES LLC	3,254.35
09/07/2023	39365	MADLINE MOLTZAN	21.00
09/07/2023	39366	MILWAUKEE COUNTY JAIL	500.00
09/07/2023	39367	PACKERLAND RENT-A-MAT INC.	40.76
09/07/2023	39368	PARTY COMPANY	900.00
09/07/2023	39369	PARTY ON RENTALS LLC	530.00
09/07/2023	39370	PATCH 22	1,600.00
09/07/2023	39371	PITNEY BOWES INC	404.61
09/07/2023	39372	PREMISTAR-WISCONSIN	507.00
09/07/2023	39373	RACE DAY EVENTS LLC	1,275.00
09/07/2023	39374	REINHART BOERNER VAN DEUREN S	9,287.10
09/07/2023	39375	RINGCENTRAL, INC.	724.10
09/07/2023	39376	SPECTRUM BUSINESS	257.15
09/07/2023	39377	TOTAL MECHANICAL	1,300.00
09/07/2023	39378	VILLAGE OF BROWN DEER	7,630.50
09/07/2023	39379	WE ENERGIES	5,279.99
09/07/2023	39380	WI DEPT. OF TRANS-7366	158.22
09/07/2023	39381	WISCONSIN DOCUMENT IMAGING	167.78

CHECK REGISTER FOR VILLAGE OF BAYSIDE
CHECK DATE 08/05/2023 - 10/10/2023

Check Date	Check	Vendor Name	Amount
Bank GEN GENERAL POOLED CHECKING			
Total 09/07/2023:			346,329.36
09/08/2023	227(E)	EFTPS	36,087.97
09/08/2023	228(E)	EMPOWER-GREATWEST	5,447.50
09/08/2023	229(E)	NORTH SHORE BANK	225.00
09/08/2023	230(E)	WI DEPARTMENT OF REVENUE	6,127.97
Total 09/08/2023:			47,888.44
09/20/2023	231(E)	CARTER, JULIE	1,516.46
09/20/2023	232(E)	DIVERSIFIED BENEFIT SERVICES	4,536.08
09/20/2023	233(E)	US BANK	16,805.63
Total 09/20/2023:			22,858.17
09/22/2023	39382	ACP CREATIVIT, LLC	2,456.00
09/22/2023	39383	AFLAC	13.80
09/22/2023	39384	AMAZON/SYNCR	1,201.31
09/22/2023	39385	AMERICAN SEWER SERVICES, INC	652,389.23
09/22/2023	39386	AMUNDSEN DAVIS	2,060.33
09/22/2023	39387	CAIVANO, AMANDA K.	158.73
09/22/2023	39388	CITIES AND VILLAGES MUTUAL	10,796.50
09/22/2023	39389	DELTA DENTAL	227.84
09/22/2023	39390	DEMCO INC	183.27
09/22/2023	39391	Election Systems & Software	227.50
09/22/2023	39392	HUMPHREY SERVICE PARTS INC	158.14
09/22/2023	39393	JENNIE STOLTZ	184.20
09/22/2023	39394	KUJAWA ENTERPRISES INC	4,787.25
09/22/2023	39395	LANNON STONE PRODUCTS	1,936.09
09/22/2023	39396	LOCUTION SYSTEMS INC.	14,529.00
09/22/2023	39397	LV ENTERPRISES LLC	3,214.00
09/22/2023	39398	MANNEDGE CONSULTING LLC	2,500.00
09/22/2023	39399	PACKERLAND RENT-A-MAT INC.	40.76
09/22/2023	39400	PREMISTAR-WISCONSIN	1,459.00
09/22/2023	39401	RON BRAHM	700.00
09/22/2023	39402	ROTE OIL	2,129.33
09/22/2023	39403	SAFEBUILT LLC Lockbox #88135	7,631.32
09/22/2023	39404	STREICHER'S	825.00
09/22/2023	39405	THOMAS TOWERS	700.00
09/22/2023	39406	THOMSON REUTERS - WEST	204.96
09/22/2023	39407	UniFirst Corporation	29.80
09/22/2023	39408	VILLAGE ACE HARDWARE INC.	17.79
09/22/2023	39409	VILLAGE OF FOX POINT	14,101.18
09/22/2023	39410	WE ENERGIES	2,479.98
09/22/2023	39411	WI SCTF	1,158.63
Total 09/22/2023:			728,500.94
09/28/2023	236(E)	DEPT OF EMPLOYEE TRUST FUND	99,321.73
09/28/2023	237(E)	DIVERSIFIED BENEFIT SERVICES	10,865.46
09/28/2023	238(E)	EFTPS	36,468.20
09/28/2023	239(E)	EMPOWER-GREATWEST	5,453.73
09/28/2023	240(E)	NORTH SHORE BANK	225.00
09/28/2023	241(E)	WI DEPARTMENT OF REVENUE	6,304.89
09/28/2023	39412	ACP CREATIVIT, LLC	636.00
09/28/2023	39413	AMUNDSEN DAVIS	5,150.78
09/28/2023	39414	BLOCK IRON & SUPPLY CO - OSHK	108.00
09/28/2023	39415	Clark Dietz	960.00
09/28/2023	39416	FORWARD TS, LTD	255.19
09/28/2023	39417	FRIENDS OF THE NORTH SHORE LI	454.13
09/28/2023	39418	GREATAMERICA FINANCIAL SERVIC	107.00
09/28/2023	39419	JOE DE BELAK PLUMBING COMPANY	328.00
09/28/2023	39420	LANNON STONE PRODUCTS	2,143.36
09/28/2023	39421	MUEHLHAUSEN, HEIDI	28.17
09/28/2023	39422	OCCUPATIONAL HEALTH CENTERS O	76.00
09/28/2023	39423	PACKERLAND RENT-A-MAT INC.	40.76
09/28/2023	39424	PREMISTAR-WISCONSIN	469.80
09/28/2023	39425	RINGCENTRAL, INC.	397.57
09/28/2023	39426	ROTE OIL	1,097.25
09/28/2023	39427	SCHOLASTIC LIBRARY PUBLISHING	72.80
09/28/2023	39428	VERIZON CONNECT FLEET USA LLC	147.60
09/28/2023	39429	VILLAGE ACE HARDWARE INC.	5.03
09/28/2023	39430	WI DEPT. OF TRANS-7366	4,322.17
09/28/2023	39431	ZACK MATHEWS	29.95
Total 09/28/2023:			175,468.57

CHECK REGISTER FOR VILLAGE OF BAYSIDE

CHECK DATE 08/05/2023 - 10/10/2023

Check Date	Check	Vendor Name	Amount
Bank GEN GENERAL POOLED CHECKING			
10/04/2023	242(E)	EFTPS	39,363.81
10/04/2023	243(E)	EMPOWER-GREATWEST	5,255.96
10/04/2023	244(E)	NORTH SHORE BANK	225.00
10/04/2023	245(E)	WI DEPARTMENT OF REVENUE	6,785.50
10/04/2023	39432	ACP CREATIVIT, LLC	34.00
10/04/2023	39433	AFLAC	13.80
10/04/2023	39434	EHLERS & ASSOCIATES	800.00
10/04/2023	39435	POWER DMS INC	13,852.55
10/04/2023	39436	SCHMIT'S FARM PRODUCE	485.00
10/04/2023	39437	TEAMSTERS LOCAL UNION # 200	461.00
10/04/2023	39438	USINGER'S	1,252.94
10/04/2023	39439	VANDEWALLE & ASSOCIATES	570.00
10/04/2023	39440	WI SCTF	1,158.63
Total 10/04/2023:			70,258.19
10/10/2023	39447	CITY OF GLENDALE	403.41
10/10/2023	39448	CITY OF MEQUON	1,162.00
10/10/2023	39449	FRANK GILLITZER ELECTRIC CO	411.64
10/10/2023	39450	GRAINGER	185.57
10/10/2023	39451	HUMPHREY SERVICE PARTS INC	102.36
10/10/2023	39452	SAFEBUILT LLC Lockbox #88135	12,766.98
10/10/2023	39453	LANGE ENTERPRISES INC	240.49
10/10/2023	39454	SECURIAN FINANCIAL GROUP	1,039.83
10/10/2023	39455	WE ENERGIES	2,748.32
10/10/2023	39456	MANNEDGE CONSULTING LLC	1,000.00
10/10/2023	39457	WISCONSIN DOCUMENT IMAGING	111.52
10/10/2023	39458	Milwaukee Metropolitan Sewera	81,218.12
10/10/2023	39459	KUJAWA ENTERPRISES INC	4,787.25
10/10/2023	39460	PEDERSON, ANDREW	401.99
10/10/2023	39461	SPECTRUM BUSINESS	257.15
10/10/2023	39462	BATZNER PEST CONTROL	28.00
10/10/2023	39463	CERTAPRO PAINTERS	1,454.98
10/10/2023	39464	AMAZON/SYNCB	1,329.45
10/10/2023	39465	WM RECYCLE AMERICA	2,012.38
10/10/2023	39466	BAKER & TAYLOR	5,198.78
10/10/2023	39467	Unifirst Corporation	29.80
10/10/2023	39468	BARCO PRODUCTS	838.85
10/10/2023	39469	IMPACT ACQUISITIONS, LLC	19.50
10/10/2023	39470	RINGCENTRAL, INC.	731.20
10/10/2023	39471	RINGCENTRAL, INC.	397.57
10/10/2023	39472	VERIZON CONNECT FLEET USA LLC	147.60
10/10/2023	39473	ROTE OIL	2,378.76
10/10/2023	39474	PREMISTAR-WISCONSIN	2,977.00
10/10/2023	39475	PRIMO WATER NORTH AMERICA	85.90
10/10/2023	39476	FIRST SUPPLY LLC	343.20
10/10/2023	39477	REINHART BOERNER VAN DEUREN S	8,117.90
10/10/2023	39478	BARRICADE FLASHER SERVICE INC	560.00
10/10/2023	39479	PRIORITY DISPATCH	730.00
10/10/2023	39480	WADE BAKER	798.84
Total 10/10/2023:			135,016.34
GEN TOTALS:			
Total of 245 checks:			2,013,589.82
Less 0 void checks:			0.00
Total of 245 disbursements:			2,013,589.82



Community Impact Report

August 2023

FISCAL INTEGRITY: Provide sound financial management and future financial stability.

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Bond Rating	Aa	Aa	Aa	Aa	●
GFOA Budget	Yes	Yes	Yes	Yes	●
GFOA ACFR	Yes	Yes	Yes	Yes	●
Grant \$	\$1,056,054	\$826,914	\$412,764	\$300,000	●
Fund Balance	30%	30%	28%	30%	●

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Property Status	99	61	121	120	●
ICMA CPM	No	n/a	Yes	Yes	●
Total Permits	675	422	564	400	●
WComp Mod	0.74	0.81	0.95	1.0	●

COMMUNITY COLLABORATION: Maintain equitable, diverse, and inclusive community partnerships.

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Meetings/Events	51	51	50	55	●
Ordinances	11	6	11	15	●
Resolutions	28	13	32	25	●
myBlue Contacts	194	552	155	N/A	●

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Drop Off Day Cars	1,162	726	795	800	●
Codes Enforced	239	172	173	N/A	●
Votes Cast	7,055	3,820	4,837	7,250	●
Elections	4	2	2.8	2	●

CONNECTED COMMUNICATION: Provide proactive, reliable, and transparent communications.

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Buzz open rate	66%	70%	58%	65%	●
Website Visits	61,205	39,774	52,077	40,000	●
Social Media	242,356	261,596	333,782	450,000	●
Newsletter	12	8	12	12	●

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
SCF Requests	2,517	2,106	2,228	2,700	●
SCF DTA	0.3	0.3	.78	1	●
SCF DTC	2.0	3.9	10.62	7	●
SCF SLA%	92%	89%	78.8%	90%	●

SERVICE EXCELLENCE: Provide solution-based innovative services.

Metric	2022 Total	2023 YTD	5 Year Average	Status
Dispatch Time	55 sec.	46 sec.	38 sec	●
Dispatch Calls	106,677	69,151	106,400	●
911 Calls	25,789	15,648	26,521	●
BCC Train Hrs.	3,917	6,345	2,234	●
Call Reviews	97.5%	98%	98%	●
Calls for Police	4,571	5,140	5,398	●
Police Accred.	Yes	Yes	Yes	●

Metric	2022 Total	2023 YTD	5 Year Average	Status
Police Calls	69,145	48,206	72,945	●
Fire Calls	11,474	8,150	9,169	●
EMD Use	633	5,805	N/A	●
Miles Patrolled	90,354	48,200	103,901	●
Traffic Stops	1,823	1,019	2,177	●
Citations	879	480	882	●

SUSTAINABLE RESILIENCE: Provide environmental stewardship and promote future resilience.

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Garbage Tons	1,273	778	1,273	1,200	●
Recycling Tons	446	266	485	500	●
Yard Waste (yds)	1,987	1,390	2,735	2,500	●
Special Pickups	147	100	171	165	●
Diversion Rate	26%	25%	28%	30%	●

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Culvert Replaced	38	56	34	30	●
Rx Drugs (lbs)	487	323	506	450	●
Tree City USA	Yes	Yes	Yes	Yes	●
Sewer Cleaned	23,361	0	25,730	26,000	●
Bird City USA	Yes	Yes	Yes	Yes	●

* = per year data unavailable



Community Impact Report

September 2023

FISCAL INTEGRITY: Provide sound financial management and future financial stability.

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Bond Rating	Aa	Aa	Aa	Aa	●
GFOA Budget	Yes	Yes	Yes	Yes	●
GFOA ACFR	Yes	Yes	Yes	Yes	●
Grant \$	\$1,056,054	\$826,914	\$412,764	\$300,000	●
Fund Balance	30%	30%	28%	30%	●

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Property Status	99	66	121	120	●
ICMA CPM	No	n/a	Yes	Yes	●
Total Permits	675	458	564	400	●
WComp Mod	0.74	0.81	0.95	1.0	●

COMMUNITY COLLABORATION: Maintain equitable, diverse, and inclusive community partnerships.

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Meetings/Events	51	57	50	55	●
Ordinances	11	6	11	15	●
Resolutions	28	13	32	25	●
myBlue Contacts	194	615	155	N/A	●

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Drop Off Day Cars	1,162	805	795	800	●
Codes Enforced	239	205	173	N/A	●
Votes Cast	7,055	3,820	4,837	7,250	●
Elections	4	2	2.8	2	●

CONNECTED COMMUNICATION: Provide proactive, reliable, and transparent communications.

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Buzz open rate	66%	71%	58%	65%	●
Website Visits	61,205	43,867	52,077	40,000	●
Social Media	242,356	281,605	333,782	450,000	●
Newsletter	12	9	12	12	●

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
SCF Requests	2,517	2,296	2,228	2,700	●
SCF DTA	0.3	0.35	.78	1	●
SCF DTC	2.0	3.35	10.62	7	●
SCF SLA%	92%	87%	78.8%	90%	●

SERVICE EXCELLENCE: Provide solution-based innovative services.

Metric	2022 Total	2023 YTD	5 Year Average	Status
Dispatch Time	55 sec.	53 sec.	38 sec	●
Dispatch Calls	106,677	77,171	106,400	●
911 Calls	25,789	17,655	26,521	●
BCC Train Hrs.	3,917	6,568	2,234	●
Call Reviews	97.5%	98%	98%	●
Calls for Police	4,571	5,869	5,398	●
Police Accred.	Yes	Yes	Yes	●

Metric	2022 Total	2023 YTD	5 Year Average	Status
Police Calls	69,145	54,577	72,945	●
Fire Calls	11,474	9,205	9,169	●
EMD Use	633	6,492	N/A	●
Miles Patrolled	90,354	54,237	103,901	●
Traffic Stops	1,823	1,151	2,177	●
Citations	879	564	882	●

SUSTAINABLE RESILIENCE: Provide environmental stewardship and promote future resilience.

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Garbage Tons	1,273	874	1,273	1,200	●
Recycling Tons	446	298	485	500	●
Yard Waste (yds)	1,987	1,615	2,735	2,500	●
Special Pickups	147	112	171	165	●
Diversion Rate	26%	25%	28%	30%	●

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Culvert Replaced	38	58	34	30	●
Rx Drugs (lbs)	487	365	506	450	●
Tree City USA	Yes	Yes	Yes	Yes	●
Sewer Cleaned	23,361	0	25,730	26,000	●
Bird City USA	Yes	Yes	Yes	Yes	●

* = per year data unavailable

BAYSIDE POLICE DEPARTMENT		
GENERAL ORDER	SECTION:	ORDER:
	ISSUE DATE:	
	REVIEW DATE: October 5, 2026	
	LAST REVIEW: October 5, 2023	
SUBJECT: POLICY MANUAL ESTABLISHED		PAGE 1 OF 2

I PURPOSE

This order establishes the format and basic organization of the department policy manual. This system is established so that General Orders and Department Directives may be inserted in the manual as they are issued. The table of contents provides a location in the manual for each General Order and provides for the grouping of these General Orders and Directives by general subject areas and titles.

General Orders establish department wide policy, guidelines affecting the implementation of the policy, and rules and regulations. They are issued only by the Chief of Police and provide a basis for lawful actions by all sworn officers and staff members of this department. General Orders do not necessarily contain specific procedures but rather contain general operational guidelines. A General Order is not suitable for information that is likely to change on a regular basis and is developed at the command staff level. Each General Order will be numbered with four numerical digits and approved/issued and/or modified by the Chief of Police.

Appropriate command and supervisory personnel develop Department Directives as a means of establishing procedure, instruction, and supplemental guidelines necessary for the operation of the department or to implement policy. Department Directives are issued with coded numbers that refer to the applicable General Order. The Chief of Police has the sole authority to issue, modify, rescind, or approve Department Directives.

II POLICY

Each individual officer of this department will have the ability to access the entire policy manual online. A hard copy of the manual will be kept in the squad room and with designated administrative personnel. All department personnel will be responsible for familiarity with the contents of all General Orders and Department Directives in effect.

III ORGANIZATION OF THE POLICY MANUAL

The policy manual is divided into chapters by subject area. Each chapter is subdivided into sections that further define the subjects:

- Chapter 1- Introduction** This chapter includes a section on the policy manual that sets forth the administrative provisions for the maintenance of the manual.
- Chapter 2- Organization** Policies that pertain to the organization provisions and mission of the department.

Chapter 3- Personnel	The first section in this chapter contains general policies that relate to personnel administration. Another section deals with personnel development and standards.
Chapter 4- Rules/Regulations	Policies that establish rules and regulations covering professional conduct, work rules and equipment/uniform requirements.
Chapter 5- Operations	This chapter contains policies relating to police operations. The first sections deal with general field operations followed by sections on special situations.
Chapter 6- Community Relations	This chapter includes policies that relate to special services provided to the community and how the department maintains external relations.
Chapter 7- Administration	This final chapter deals with policies on general administrative matters including office operations and administrative provisions.

By Order Of:

Thomas Liebenthal
Chief of Police

BAYSIDE POLICE DEPARTMENT		
GENERAL ORDER	SECTION: 5400	ORDER: 5402
	ISSUE DATE:	
	REVIEW DATE: August 30, 2026	
	LAST REVIEW: August 30, 2023	
SUBJECT: PROPERTY CONTROL		PAGE 1 OF 15

I. Purpose

To provide officers with guidelines and techniques for the proper handling and disposition of property that is found, recovered, seized, or stored as the result of action by a member of this department.

II. Policy

Members of the Bayside Police Department shall seize and inventory property when probable cause exists that it is stolen, contraband, abandoned, in need of safekeeping, or when it is required as evidence. Inventoried property and evidence shall be documented using the Phoenix RMS property record and secured in an evidence locker or other authorized secure area. All inventoried property and evidence shall be handled and stored in such a manner which preserves its integrity and evidentiary value, and which protects it from loss, theft, damage, or other adverse effects.

III. General Procedures

A. Recovery of Property

Upon taking possession of property, officers will document the person's identity (if known) and the circumstances surrounding the recovery of the property.

B. Recovery of Evidence

Officers shall take precautions to preserve evidence is in its original state and ensure it is not contaminated. Items shall be documented, secured, and packaged in accordance with the WI State Crime Lab Physical Evidence Handbook

C. Property/Evidence Documentation

1. All items to be inventoried shall be entered into Phoenix RMS property report. The property report shall be completed in full, including (but not limited to) a detailed description of the item, owner's name (if known), and location of recovery.

Items to be inventoried generally fall under the following categories: Evidence, Found, Safekeeping, and Seized. These categories determine when an item can be flagged for disposition review or disposal.

Evidence: Items that may tend to prove or disprove the commission of a crime or the identity of a suspect.

Found: Items found in public areas that have no evidentiary value and whose rightful owner is *unknown*.

Safekeeping: Items of no evidentiary value and whose rightful owner is *known*.

Seized: Items that are contraband.

2. Items shall be described in detail so as to be readily identifiable upon inspection.
3. The circumstances surrounding the recovery of lost/abandoned property are to be documented in a police report.
4. If property can be released to the owner then that shall be clearly noted by the recovering officer in the police report.
5. Evidence requiring processing by the State Crime Lab shall be documented by the recovering officer in the police report along with the name of the person that the evidence was turned over to.
6. All transfers of custody for evidence or property shall be documented in the property record report and/or in a supplemental report.

D. Property/Evidence Storage

1. All items shall be packaged and secured in accordance with WI State Crime Lab Physical Evidence Handbook. Certain items require specific packaging instructions, which are outlined in this policy.
2. Barcode labels shall be completed and attached to all packages.

3. Items submitted as evidence shall be secured in either a heat-sealed plastic bag, or a paper box/envelope with tamper-proof evidence tape, in a manner that access to the package contents would be evident. Seals shall be signed with the officer's initials and date. Writing should extend from the seal/tape onto the package surface.
4. Large items, such as vehicles, bicycles and other similar items that cannot be packaged shall have the barcode label secured in a visible location.
5. All items not immediately released shall be placed into an evidence locker before the end of the officer's shift. A supervisor may authorize an exception if the property is required for investigative purposes. Any item not placed in an evidence locker shall be stored in a secure temporary locker or other authorized secure area.
6. Vehicles, bicycles, and other large items not stored in the property room will be transferred to additional storage areas (secure garage bay, property room) and that location should be mentioned in the report narrative.
7. Evidence that requires processing by the State Crime Lab should be transferred by the investigating officer or a person designated by the Chief of Police or their designee to allow for the proper maintenance of the chain of custody.
8. Any deviation in packaging or documentation that does not meet property/evidence standards will be refused. The property officer may have the authority to notify the submitting officer through normal channels to correct any issues.

E. Evidence Processing Room

1. All items will be tested, processed, and packaged in the Evidence Processing Room using the available equipment.
2. Controlled substances, except for unidentified powders or powders suspected to be fentanyl or a fentanyl derivative, are to be tested, processed, and packaged in the property room.

Unidentified powders or powders suspected to be fentanyl, or a fentanyl derivative shall be packaged as outlined in section IV(D)(4) below and tested at the Wisconsin State Crime Laboratory under the supervision of a WSCL analyst.

3. All items inventoried shall be placed in evidence lockers. Once an item has

been placed in a locker it can only be retrieved by the Property Officer.

4. Temporary storage lockers are available to temporarily secure evidence when an officer is unavailable to process the item, if the item is required for investigative purposes, to store items awaiting pickup by the owner, or any other authorized use.
- F. Transmittal of Evidence to the Crime Lab or Other Agency
1. All evidence submissions should follow the Wisconsin State Crime Lab guidelines.
 2. All transfers of evidence to the Crime Lab or other agency will be documented in the police report. Crime Lab submissions must be accompanied by a "Transmittal of Criminal Evidence" form. The property officer will be responsible for documenting transfers in Phoenix RMS property system.
 3. The Crime Lab Receipt of Physical Evidence is to be scanned and attached to the report. The original receipt is to be forwarded to the property officer.
 4. The Crime Lab will mail the written results of their findings. The results will be documented in a supplemental report and the Crime Lab report is to be scanned and attached to the report.
 5. When retrieving evidence from the Crime Lab the property will be returned to the property officer with the appropriate documentation. The Crime Lab report is to be scanned and attached to the report.

IV. Special Procedures

- A. Stolen Property
1. Any item found to be stolen shall be recovered and inventoried.
 2. When property is listed as stolen through NCIC/CIB, the reporting agency shall be contacted regarding the recovery.
 3. When the item is of evidentiary value then it shall be retained until the criminal case is closed and all appeals are exhausted. Items may be photographed and returned to the owner where feasible and in accordance with Court procedures.

4. When property is not of evidentiary value then a determined effort shall be made to return the property to its owner. If an owner cannot be located, the property may be disposed of in accordance with Wisconsin Association for Identification Property and Evidence Management Guide

B. Contraband

1. Any item found to be contraband (that which cannot be legally possessed) shall be seized and inventoried.
2. Contraband items not of evidentiary value shall be inventoried and disposed of by the property officer in the appropriate manner.

C. Weapons

1. All firearms shall be checked through NCIC/CIB.
2. All firearms shall be carefully inspected and made safe.
3. Firearms shall be described in detail, including make, serial number, and any identifying marks.

A Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) E-trace should be performed on any firearm seized by the department.

4. Special care should be taken to document the location of ammunition found in a weapon and to preserve any trace evidence that may be recovered from the weapon.
 - a. All firearms must be submitted unloaded with the chamber or action in the open position. All ammunition, magazines, clips, or other loading devices shall be removed. Ammunition may be left in the magazine and packaged with the firearm. A round recovered in the firearm shall be packaged in a rigid paper box separately from the firearm. If a firearm must be submitted loaded, the evidence box shall be clearly marked; a note must be attached to the locker and annotated on the property report.
6. Handguns/Long Guns shall be stored in cardboard boxes and secured with zip ties. Zip ties shall not pass through the barrel of the firearm. Guns that fire projectiles using compressed air (pellet, airsoft, BB etc.) shall be stored in boxes. Toys may be submitted in plastic. Do not affix a bar code label to the firearm itself.

7. Knives, sharp tools, or weapons must be packaged to prevent injury to individuals handling the item or to prevent damage to the item itself.

Knives with fixed blades shall be stored in a knife box. If a knife box is too short, two boxes may be taped together, or the blade may be buffered with cardboard and secured with packing tape. Weapons containing blood or other evidentiary material should be air-dried and packaged in a sturdy paper container.

D. Controlled Substances

1. All controlled substances of evidentiary value shall be identified, weighed/counted, and tested.
2. All controlled substances shall be packaged separately from other items listed on the property record report. If material is loose, it should be contained in a paper fold and then placed in an envelope.
3. Marijuana and other plant material should be dried prior to packaging and shall be packaged in a sturdy paper container.
4. Pills shall be packaged in clear plastic to be easily identifiable. Powders and loose material should be contained in a paper fold before placing into a paper envelope.

Unidentified powders and suspected Fentanyl shall be packaged in both a paper envelope AND in a plastic heat-sealed bag and labeled as such.

5. Syringes and needles shall be packaged in a clear test tube. Syringes and needles are generally not accepted by the Crime Lab unless necessary.

E. Biological Evidence

1. All evidence suspected of containing hairs, fibers, semen, blood, or other body fluids should be recovered, processed, and inventoried following the procedures contained in the State Crime Lab's Physical Evidence Handbook. Whenever possible, evidence should be turned over to an Evidence Technician for processing and inventory.
2. Officers inventorying biological evidence containing DNA shall clearly note it on the property record and packaging.

3. If the biological evidence requires refrigeration or freezing, the officer shall place it in the refrigerated evidence locker.
4. If the biological evidence requires drying, it is the responsibility of the investigating officer to check on its progress. When the drying process is complete, it is the investigating officer's responsibility to properly package and transfer the evidence and original property record to a secure evidence locker for transfer to the property room. The drying cabinet can be moved into the secured storage closet if additional precautions are required.
5. Biological evidence submitted to the Crime Lab for DNA analysis shall be turned over to the Property Officer for transmittal and will be done in accordance with Section III D.2 (above).

DNA profile results and/or "cold hits" from state and national DNA databases identifying a suspect can be directly reported to the submitting officer for action and/or record keeping purposes. The Property Officer will maintain a "DNA STR Profile Results" file. This file shall be reviewed periodically for the purpose of seeking John Doe warrants on STR profiles in which no "cold hit" has been made and when the offence is nearing the Statute of Limitations set forth under WI Statute 939.74.

F. Sexual Offenses

1. If the possibility exists to collect physical evidence from the victim, the victim should be taken to the Sexual Assault Treatment Center, 949 N 12th St, Aurora Sinai Hospital.
2. The investigating officer should accompany the victim to the treatment center to photograph possible injuries and to receive items of evidence recovered from the attending physician.
3. Officers will update the transfer of the sexual assault kit consistent with the policies of Wisconsin Department of Justice Track-Kit Program
4. Officers should contact the Wisconsin Crime Lab at (414) 382-7500 if there are any questions concerning the proper handling and inventory of evidence.

G. Motor Vehicles

1. All vehicles seized as evidence shall be towed to the station for processing and stored in a secure bay in the garage.
2. Vehicles will be inventoried in Phoenix RMS property. The tow bill shall be scanned and attached to the police report, original forwarded to

Administrative Assistant. The keys will be attached to a copy of the tow bill and entered into a property.

3. All towed vehicles are subject to an inventory search. An inventory search is an administrative measure designed to protect motor vehicles and their contents while in police custody; to protect the Department against claims of lost, stolen, or damaged property; and to protect departmental personnel and the public against injury or damaged property due to hazardous materials or substances that may be in the vehicle. Officers are to document in the police report that an inventory search was completed.

Scope of Inventory Searches

- a. An inventory search may extend to all areas of the vehicle in which personal property or hazardous materials may reasonably be found, including but not limited to the passenger compartments, trunk, and glove box.
 - b. The contents and all containers found within the vehicle are subject to an inventory search, including but not limited to all open, closed, or locked containers. Care should be taken not to unnecessarily damage items found during the inventory. Any damage to items or the vehicle resulting from an inventory search shall be noted in the police report.
 - c. Property seized from a vehicle during an inventory search for safekeeping purposes shall be documented in a property record report.
 - d. Items of evidence or contraband found during an inventory search may be seized and retained for use in connection with a subsequent criminal investigation.
4. Vehicles seized as evidence should not be released unless charges are dismissed or upon approval of the District Attorney's Office.
 5. No vehicle shall be released until payment of the tow bill has been satisfied.
 - a. Once the vehicle has been released from custody the owner shall be notified to pick up the vehicle and is responsible for payment of the tow bill.
 - b. If the owner is not located, or the vehicle is not claimed within seven (7) days of release, then the vehicle shall be towed to the tow

company's lot.

6. Asset forfeiture proceedings for a motor vehicle must be approved by the Chief of Police.

H. Abandoned Property/Safekeeping

1. Any property that has been found, abandoned, or seized for safekeeping shall be inventoried.
2. The reporting officer shall make a determined effort to return the property to its owner and shall document those efforts on the appropriate form.

I. Currency/Precious Stones & Metals

1. All currency, precious stones and precious metals will be packaged in plastic, separately from other items listed on the property record, in the presence of another officer.
2. Currency shall be counted twice in the presence of another officer. Initials of both officers shall be included on the property bag.
3. Precious stones and metals shall be described in detail on the property record report, but officers should refrain from exacting descriptions unless verified by a gemologist (i.e., "clear stone" instead of "diamond")

J. Hazardous Materials

1. All explosives, flammable liquids, flammable solids, gases which are flammable, poisonous, or corrosive, and any other hazardous material will not be inventoried unless made safe by a qualified person. A property record report will be completed, and the items properly disposed of.
2. Hazardous materials required as evidence, whereas if made safe would damage a criminal case, shall be packaged, and inventoried under the direction of the State Crime Lab.

K. Alcohol & Other Perishable Items

1. Opened containers of alcohol shall not normally be kept in inventory. If needed as evidence, items should be inventoried, photographed, and disposed of. For Circuit Court cases the empty containers should be inventoried.

2. Perishable items will not be accepted into inventory. Items may be photographed and documented in police report.

L. Bicycles, Mopeds & Other Large Items

1. All bicycles, mopeds, and other large items seized by the Department shall be inventoried and placed in secure storage in the garage. Property labels shall be attached to all items.

M. License Plates

1. License plates listed as stolen may be destroyed if there is no prosecution and/or the reporting agency does not want the plates retained. A property report is not necessary.
2. License plates needed as evidence will be inventoried.
3. License plates seized for unpaid citations or other traffic violations can be destroyed. The officer should document the destruction in the call/report or on the citation. A property report is not necessary.

N. Prisoner's Property

1. Property belonging to a person in custody, which is not considered as evidence or contraband, shall be inspected, and noted on the property section of the prisoner's jail sheet. A property report is not necessary.
2. All items will be packaged, sealed, and placed in a secure area in the Lockup designated for prisoner property. The locker number will be noted on the jail sheet.
3. Currency and checks shall be packaged separately from other items. Perishable food items will be disposed of and noted on the jail sheet.
4. When receiving property from a prisoner or releasing property to a prisoner, both the prisoner and the receiving/releasing officer will acknowledge the receipt of the property on the property section of the prisoner's jail sheet.
5. Once property has been received from a prisoner, the prisoner shall not have access to that property until they are released from custody or turned over to another jurisdiction. Prescription medication may be dispensed by a supervisor if necessary.
6. When a prisoner is released from custody, released to another agency, or

transported to the Milwaukee County Jail as a safe keeper, the prisoner's property shall accompany the prisoner. A prisoner's property will not be inventoried unless it is of evidentiary value or upon approval of a supervisor.

The Milwaukee County Jail will not accept certain items at their facility. If the items cannot be turned over to a family member, then they may be inventoried at Bayside Police Station with the prisoner's permission. These items shall be marked as safekeeping and noted in the police report.

O. **Departmental Property**

The Administrative Lieutenant shall assume responsibility and accountability for all department owned property. Departmental personnel are responsible for department owned property assigned or under their control. Department personnel are not to intentionally misuse, damage or destroy any department owned property. Lockers, mail slots and filing cabinets assigned to department personnel are considered department owned property.

V. **Disposition of Property**

The Wisconsin Association of Identification Property and Evidence Management Guide provides standardized guidelines for Wisconsin property and evidence managers, including the disposal of items in the custody of the police department and provides timelines for which items be held for a specified time period prior to disposal unless the items can be returned to the lawful owner. Items that cannot be returned to the lawful owner within the specified time period shall be disposed of in accordance with State Statutes.

- A. Evidence may be disposed of after completion of all relevant court proceedings, or upon a court order.
1. For evidence in a criminal case, any property seized as evidence shall be held for a minimum of 180 days after the date of conviction.
 2. For evidence in a municipal case, any property seized as evidence shall be held for a minimum of 12 months after the conviction date.
 3. The officer-in-charge of a case involving evidence shall be responsible for notifying, in writing, the property officer when evidence is no longer needed for court proceedings.
 4. The property officer shall make a reasonable effort to return the property to its lawful owner if such property can be legally possessed.

5. Items of evidence which are returnable, but for which no lawful owner can be determined or located, may be disposed of by auction or other methods determined by the Chief of Police.
- B. There are special requirements for preserving and destroying biological evidence containing DNA.
1. Any biological material, or physical evidence that contains biological material, collected in connection with a criminal investigation that leads to a conviction, delinquency adjudication, commitment, or a finding of not guilty by reason of insanity, pursuant to WI Statute 968.205, requires preservation of this evidence until the discharge date of every person convicted.
 - a. This includes ALL biological material and physical evidence containing biological material collected, not just that evidence relied upon for charging or used at trial for conviction. This includes elimination samples and unidentified samples.
 - b. The discharge date on a conviction is the date in which the person or persons convicted have reached not only the end of incarceration, but also any probation or parole commitments, extended supervision, or juvenile dispositional orders, even if there was no institutional placement.
 2. Biological evidence can be destroyed earlier than the discharge date provided notice is given at least 90 days in advance of the planned destruction date to every person who has not reached their discharge date because of conviction, adjudication, or commitment resulting from the investigation.
 - a. If none of those people request testing or preservation of the material in response to the notice, the material may be destroyed.
 - b. The decision to destroy such evidence can only be made by the Chief of Police or their designee.
 - c. If a person or persons respond to the early destruction notice by requesting testing or preservation of the evidence, the evidence must be preserved until his/her discharge date.
 - d. The requirements set forth under WI Statute 968 are not just prospective. The duty to preserve evidence collected within the

scope of the statute extends to evidence collected before the statute was enacted if it was in the possession of the custodial agency on or before the effective date of September 1, 2001.

C. Firearms and ammunition.

1. Firearms and ammunition seized pursuant to a warrant, or civil or criminal action shall only be released upon a court order.
2. In all other cases involving firearms and ammunition, the property officer must make a reasonable effort to notify the lawful owner that he/she may apply for the return of the property by contacting the Bayside Police Department within thirty (30) days of notice and by providing sufficient proof of ownership. A criminal history check must be completed before returning property to the owner. TIME System Firearms Return Query, III, and CCAP must be reviewed for disqualifiers. The owner must provide photo ID and proof of ownership, then sign the property sheet and complete the department release form.
3. Firearms and ammunition not released pursuant to a court order or returned to the lawful owner within thirty (30) days of notification shall be transferred to the State Crime Lab for disposal.

D. Illegal or contraband property shall be destroyed.

E. Lost, abandoned, or recovered property.

1. The recovering officer shall make a determined effort to locate and notify the owner of any lost, found, or recovered property. The recovering officer shall notify the property officer whether or not the owner has been contacted and the current status of the property.
2. Abandoned or recovered property shall be held for a minimum of 120 days prior to being disposed of in accordance with City ordinances.
3. Lost property, which is property found by a citizen and turned over to the police department, shall be held for a minimum of 12 months.

F. No departmental employee shall keep for his or her own use property found in the course of duty, nor take possession of property during off-duty hours when the discovery was made while on duty.

- G. The property officer shall prepare and maintain a list of all property that may be disposed of by auction or other methods and submit said list to the Chief of Police upon request.
- H. When property is released, the transfer shall be documented on the property record form. This shall include the date of release, signature of the releasing officer and the signature of the person receiving the property. This document shall be scanned and attached to the report.

VI. Property Officer Responsibilities

The property officer shall be an officer designated by the Chief of Police. The property officer shall be responsible for the property management function, which includes the official inventorying, custody, security, storage, record keeping and disposition of evidence and property.

- A. Duties of the property officer include:
 - 1. The management and security of the property room.
 - 2. To ensure the safekeeping, accurate recording, and proper disposition of evidence and all lost, abandoned, recovered and unclaimed property.
 - 3. The maintenance of property control logs, reports, and files in a complete and efficient manner.
 - 4. To return, or caused to be returned property that may be released to its owner.
 - 5. The disposal or destruction of property upon direction of the Chief of Police, criminal courts, or as prescribed by ordinance or statute.
 - 6. The processing and routing of evidence for appropriate testing and analysis as required.
 - 7. Any other duties related to the property control function as designated by the Chief of Police.
- B. Access to the property room is restricted to the property officer and other personnel authorized by the Chief of Police.

VII. Inspections

- A. On a semi-annual basis, a supervisor with property room oversight will conduct an inspection assessing compliance with property control procedures.
- B. An annual audit of the property room shall be conducted by a supervisor not directly associated with the property control function. The annual audit should be a random sampling of high-risk property to satisfy the supervisor of the integrity of the system. The audit should incorporate a one-tail test in compliance with WILEAG standards.
- C. Random, unannounced inspections or audits of the property room will be conducted at the discretion of the Chief of Police. At least one random inspection will be done annually.
- D. Whenever there is a change in personnel for the property officer position, the new property officer and a designee of the Chief of Police shall conduct a comprehensive audit. The audit should incorporate a two-tail test of high-risk items in compliance with WILEAG standards.
- E. Written results of all inspections and audits are to be forwarded to the Chief of Police.

By Order Of:

Thomas Liebenthal
Chief of Police

BAYSIDE POLICE DEPARTMENT

GENERAL ORDER

SECTION: 4200

ORDER: 4201

ISSUE DATE:

REVIEW DATE: October 6, 2026

LAST REVIEW: October 6, 2023

SUBJECT: PERSONAL APPEARANCE

PAGE 1 OF 4

I. INTRODUCTION

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

II. POLICY

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

III. GENERAL GUIDELINES

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

A. **Clothing**

1. Personnel assigned to positions that require the wearing of a department uniform shall keep their uniforms clean, neat and in good repair.
2. Business casual clothing is permitted for police officers when they are on duty but not required to wear a uniform. Business casual clothing is defined as follows:
 - a. Tops: Polo shirts, button-down shirts, blouses, sweaters, and light jackets.
 - b. Bottoms: Khakis, chinos, slacks, skirts, and dresses of professional length.
 - c. Shoes: Loafers, dress shoes, and boots.

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

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

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

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

B. Other Accessories

1. Other uniform accessories such as tie tacks, tie bars, whistle chains, etc. may be worn if they are of conservative style and complementary to the uniform. These items may not contain advertising.
2. Personal jewelry should be in good taste, of conservative style and not detract from the professional appearance of the uniform. Earrings shall not be worn by uniformed sworn officers without the permission of the Chief of Police or the authorized designee. Necklaces may be worn inside the uniform shirt. Bracelets and rings may be worn at the officer's discretion subject to the following qualifications:
 - a. Supervisors have the authority to direct officers to remove any personal item that they deem to be potentially injurious to the officer or any other person in the course of reasonably anticipated police activities.
 - b. There will be no department reimbursement for loss or damage to non-essential personal jewelry or equipment.

C. Grooming

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

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

2. Mustaches, goatees, and beards are permitted with approval of the Chief of Police, but they must be neatly trimmed and closely cropped.
 - a. Facial hair shall not be dyed any color other than a natural hair color. No adornments, ribbons or any other items may be affixed facial hair.

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

D. Tattoos

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

E. Body Piercing or Alteration

1. Body piercing or alteration to any area of the body that is visible in any authorized uniform or attire, and that is a deviation from normal anatomical features and that is not medically required is prohibited. Such body alteration includes, but is not limited to, the following:
 - A. Tongue splitting or piercing.
 - B. The complete or transdermal implantation of any material other than hair replacement or breast augmentation.
 - C. Abnormal shaping of the ears, eyes, nose, or teeth.
 - D. Branding or scarification.

IV. NOTIFICATION

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

By Order Of:

Thomas Liebenthal
Chief of Police

BAYSIDE POLICE DEPARTMENT		
II. GENERAL ORDER	SECTION: 5400	ORDER: 5407
	ISSUE DATE:	
	REVIEW DATE: August 30, 2026	
	LAST REVIEW: August 30, 2023	
SUBJECT: COLLECTION AND PRESERVATION OF EVIDENCE		PAGE 1 OF 12

I. Purpose

To provide guidelines and techniques for the proper processing of the crime scene to include preferred methods for collection and packaging of evidence.

II. Discussion

Once the preliminary assessment, photographs, initial search, and sketches have been completed, the actual recovery and marking of evidence will be conducted in accordance with the following procedures. Additional packaging and inventory procedures can be found in Policy 5402, Property Control.

III. Policy

Any item at the crime scene that can be used to determine what occurred constitutes physical evidence. The process of collecting physical evidence includes an evaluation of the crime scene, photographing and sketching the scene if warranted, searching for evidence and the proper collection of the evidence found. To ensure that the process is proper and effective, officers collecting evidence will follow this procedure when applicable.

When warranted, Evidence Technicians are to be requested to process a crime scene and collect evidence.

IV. General Procedures

A. Chain of Custody

A formal chain of custody will be established and recorded. To ensure that no property is lost, damaged, or stolen, and is admissible in court, the chain of custody should be kept as short as possible. Procedures for collecting, marking, storing, and processing evidence have been designed to keep that chain as short as possible, thereby minimizing the number of persons who may be required to testify to the intactness of the chain. All evidence collected shall be inventoried on a Property Report.

B. General Collection and Marking Procedure

1. It is understood that in many instances the officer investigating the incident may also be the individual responsible for processing the crime scene and collecting physical evidence.
2. The officer(s) responsible for the recording and collection of evidence shall consult with the investigating officer regarding the locations of evidence found for collection. The officer collecting the evidence shall do so in a manner that ensures that no item of evidence contaminates another item. As each item of evidence is collected, the officer collecting the evidence shall record who collected it, the location from which it was collected, and the date it was collected.
3. As a general rule, it is recommended that no evidence collected at the scene be marked directly. Evidence collected should be placed in proper packaging material for transport with that packaging sealed and marked for evidence.

C. Determine the need for a search warrant.

V. Crime Scene Photographs

- A. The purpose of crime scene photography is to provide a visual record of facts to allow the person reviewing the photographs to better understand the crime scene.
- B. Refer to Bayside Police Department Policy number 5408 - Evidence Photography and Images for guidelines to properly take and document crime scene photographs.

VI. Crime Scene Sketches

- A. When appropriate, a sketch of the crime scene will be made to describe the scene and location of evidence collected.
- B. One method of measurement shall be made for a particular crime scene to be determined by the officer charged with investigating the incident and the officer assigned to conduct the measurements.
- C. Sketches shall include all items of evidence collected and photographed.
- D. Sketches shall be documented with the following information:
 1. Incident number
 2. Date/Time
 3. Scale used (if any)
 4. Compass direction/orientation

5. Title
6. Address
7. Author of sketch

VII. Collection of Biological Evidence Containing DNA

Certain items of evidence require special collection procedures because of physical characteristics or because of special requirements for evidence. Items listed below will be treated as specified. Additional information and direction can be found in the "Physical Evidence Handbook" published by the Wisconsin Department of Justice. The handbook is available in electronic format on WILENET. Review of the handbook is recommended before collecting certain evidence.

A. First Responder Precautions and Responsibilities

1. The integrity of any forensic evidence at the scene of a crime has always been the responsibility of the crime scene investigators. This responsibility starts with the first officer or officers on the scene.
2. First responders must be mindful when entering any crime scene that it must be secured, rendered safe, and precautions taken not to contaminate evidence.
3. First responders should be cognizant of the fact that certain biological evidence can contain hazardous pathogens to include the Hepatitis B virus and HIV. The same precautions that are taken to protect the investigator are used to maintain the integrity of the evidence.
4. First responders should recognize possible sources of DNA, protect evidence, maintain a record of persons entering the scene, and take steps to preserve any items that may be discarded by EMS or the victim.
5. First responders should avoid contamination of DNA evidence by wearing protective gloves and changing gloves often when handling different pieces of evidence. Avoid touching any areas where DNA may exist and avoid talking, sneezing, or coughing over evidence.

B. Training for DNA Evidence Collection

1. All Evidence Technicians will be trained in the appropriate techniques for the collection and preservation of DNA evidence.
2. Personnel not trained should avoid the collection of DNA evidence unless it is done under the direction of a trained Evidence Technician.

C. Blood Evidence

1. In addition to identification and comparison testing, the shape and pattern of bloodstaining may provide information concerning how the blood was deposited. If blood spatter patterns exist, it is essential to preserve those patterns until someone trained in their examination can examine them, if possible. Scaled photography is useful but is no substitute for a detailed examination.
2. Gloves should be used when collecting samples. Masks and eye protection may also be necessary depending on the situation.
3. Care should be taken to change and properly dispose of gloves after the collection of each sample.
4. Liquid and coagulated (moist) blood shall be collected using an evidence collection swab.
 - a. If an evidence collection swab is not available, soak the blood on a clean gauze pad or clean white cotton cloth. If more than one area is to be sampled, separate gauze or cotton cloth is to be used. These samples shall be separated to prevent contamination, air dried and packaged separately.
5. If a pool of liquid blood is present, refer to the Physical Evidence Handbook for directions.
6. Dried blood. If possible, the blood-stained item should be recovered and submitted intact. If not able to recover the object intact, collect samples using an evidence collection swab moistened with distilled water.
7. Package and transport the blood evidence for drying.
8. Packaging of blood samples after drying should be done in a paper container and labeled as a biohazard.

D. Saliva

1. Certain types of evidence frequently contain traces of saliva, such as cigarette butts, stamps, envelopes, bite marks, soda or beer cans, and any other area in which oral contact may have occurred. In many cases the amount of saliva present is sufficient to determine the DNA type from the source person.
2. Transportable objects should be seized as evidence and placed in a paper container and the container should be properly labeled and sealed.
3. Non transportable objects, such as bite marks, should be collected as follows:

- a. Using an evidence collection swab, moisten it with distilled water or clean tap water and shake to eliminate excess.
 - b. Gently swab the suspected saliva stain area. You may also use a dry swab over the same area to absorb any left-over moisture.
 - c. Allow swabs to thoroughly air dry prior to packaging.
4. Standards for saliva comparison is a standard buccal swab to be collected from suspect and victim. See the Physical Evidence Handbook, chapter 6 for collection procedure.
 - a. A warrant is often needed and recommended when collecting standard samples from a suspect.

E. Seminal Stains

1. Where a sexual offense has occurred, stains may be found on clothing, blankets, sheets, towels, upholstery, and other objects.
2. Carefully recover all suspected stained material, including the clothing and undergarments worn by the victim AND suspect at the time of the offense.
3. Victim and suspect clothing should be packaged separately.
4. Each item of evidence should be packaged separately.
5. Thoroughly air dry all damp stains or items collected.
6. Clean paper should be placed underneath the clothing to catch any debris that may be dislodged during the drying process.
7. All recovered items shall be packaged in paper containers, labeled, and sealed with evidence tape.

F. Hair Standards

In order to compare questioned hairs recovered from a scene, it is necessary to obtain standard hair and fiber samples from all possible sources, i.e., suspect, victim, scene.

1. Head hair
 - a. Head hair samples should be obtained from various areas of the head.
 - b. Hair samples should be pulled, not cut.
 - c. Place collected samples into a paper envelope, label, and seal.

d. 40 to 50 standard head hairs should be collected.

2. Pubic hair

a. Comb the entire area with a new comb. You may allow the suspect to comb the pubic area but keep it under surveillance.

b. A clean piece of paper should be placed under the pubic area when combing is done.

c. Hairs should be placed together in a paper envelope along with the comb used.

d. After combing, collect a standard sample of pubic hair from the skin line by pulling the hairs. At least 20 hairs should be collected.

3. A warrant is often recommended when collecting hair standards from a suspect.

G. Sexual Offenses

1. Victim

a. If the possibility exists to collect physical evidence from the victim, the victim shall be taken to Aurora Sinai, 945 N. 12th Street, Milwaukee.

b. An officer should accompany the victim to photograph injuries and to receive items of evidence recovered from the attending physician and/or nurse.

2. Suspect

a. DNA and other evidence are often transferred from the victim to the suspect.

b. Collection of evidence from the suspect, such as penile swabbing, is recommended.

c. Collection of penile swabs from the suspect falls under exigent circumstances and no search warrant is required.

d. If there are questions as to whether a search warrant may be necessary to collect other evidence from the suspect, contact the on-duty ADA for Milwaukee County for guidance.

VIII. Digital Evidence

Digital evidence is evidence which is contained within any form of magnetic or electronic media. Digital evidence is found in, but not limited to, hard drives, USB drives, compact disks (CD), digital versatile disks (DVD), floppy disks, Zip disks, Jaz disks, flash memory cards, magnetic tape, Secure Digital (SD) cards, digital cameras, Subscriber Identity Module (SIM) cards, cellular telephones, Personal Data Assistants (PDA) and any other memory developed for the storage of electronic data or information.

Digital media is easily altered and should not be accessed by officers without direct instruction by a Digital Forensic Examiner or Detective. Officers should not attempt to view or browse photographs on a digital camera, files on cellular telephones, USB drives or other computer media without the direction of a Digital Forensic Examiner or Detective.

A. Desktop / Laptop Computer System

1. Secure the premises and move people away from the computer.
2. Do not touch the keyboard or mouse.
3. Under normal circumstances you would not turn any computer on or off.
4. Photograph what is on the screen and document the time shown on the taskbar.
5. Laptop computers should have the main battery removed prior to transport. The battery should be removed even if the power is on. Do not perform a normal shutdown through Windows. The power cord should be located and transported as well.
6. With prior consultation of the officer in charge, remove the power cord from the back of the computer to power it off. Do not, under any circumstances, turn off a computer using the power switch.

B. Networked or Business Computers

1. Officers will consult with the State Crime Lab anytime they are dealing with networked business computers, a computer network, or a mainframe or mainframe terminal.
2. Do not disconnect the power source as doing so could damage the system and/or disrupt legitimate business.

C. Handheld Electronic Devices

1. Devices such as cellular phones, PDAs, pagers, electronic game devices, and GPS should be handled in much the same way as a stand-alone computer.
2. If the device is off, leave it off. Never turn one of these devices on or off without consulting the officer in charge.
3. Collect all cords and accessories associated with these devices.

D. Packaging and Labeling

1. Each item seized must be properly marked, labeled, and packaged.
2. Large items such as keyboards, monitors, and computer towers may be tagged or labeled instead of bagged.
3. Small items such as loose media (floppy disks, DVD's, thumb drives, Jaz disks) must be bagged or boxed.
4. Bags used for electronic evidence items should be paper or static free bags.
5. Seized computer evidence will be inventoried and stored securely in the evidence room.

E. Transporting Electronic Evidence

1. During transportation and storage of computers and related electronic devices, avoid external magnetic sources such as police radios. Also avoid extreme temperatures and other possible contaminants.
2. When possible, transport computer towers and related electronic evidence in the passenger or rear seat of your vehicle. Make sure the items are secure and won't shift or fall during transport.

F. Submission to other Agencies for Examination

1. The Bayside Police Department will initially receive all electronic evidence to be turned over for forensic examination. All electronic evidence will be inventoried prior to transfer to any secondary agencies.
2. At times, electronic evidence will need to be submitted to secondary digital forensic agencies for examination.
3. The investigating officer will be responsible for transport and submission to any secondary agency for examination.

IX. Other Items of Physical Evidence

A. Latent Fingerprints

1. A determination for retrieval of latent fingerprint evidence should be made at the onset of the investigation.
2. The collection or lifting of latent fingerprints, or other methods of preserving fingerprints rests with the lead investigator. The expertise of the person charged with recovering the fingerprint evidence should be considered.
3. Trained personnel should recover fingerprint evidence.
4. If a latent fingerprint is located, its location shall be documented and photographed prior to its recovery.
5. Each recovered latent shall be individually labeled and placed on card stock paper.
6. The card stock shall be labeled with the corresponding label for the latent along with the case number, the officer who recovered the latent, and a diagram of the location from which it was recovered.
7. All recovered latents suitable for identification shall be inventoried as evidence.
8. Eliminations prints should be taken from the victim(s) for comparison to the recovered latents before sending the latents to the State Crime Lab for identification.

B. Firearms

1. A firearm or other weapon should not be touched before recording the exact location where it was recovered or found unless it poses immediate danger to officers, the public, or the suspect.
2. Use extreme caution in handling a loaded firearm. Officers will unload weapons, rendering them safe.
3. Extreme care should be taken when handling the firearm to preserve fingerprint and DNA evidence.
4. Once rendered safe the firearm shall be placed in a firearm evidence box or paper bag, properly labeled, and sealed.
5. The firearm's serial number shall be entered NCIC for wants and recovery.

C. Live cartridges, fired bullets, and casings

1. Live cartridges will be collected and packaged in a vial, envelope, or other means that will render them safe from accidental discharge.
2. Bullets shall be placed in separate rigid containers properly labeled. Do not place in an envelope.
3. Casings shall be placed in separate containers, preferably a rigid container and properly labeled.

D. Footprints, tool marks, and tire impressions.

1. These items shall be covered and preserved in such a manner so as not to alter them until they have been properly preserved and collected.
2. Refer to the "Physical Evidence Handbook" for proper methods of collection.

E. Fibers

1. Fibers should be collected with tweezers or forceps and placed in a glass vial or paper envelope, never placed in plastic.
2. Larger areas can be vacuumed for fibers using the micro particle evidence vacuum adaptor located in the major crime scene kit.

F. Narcotics

Officers should use caution and follow safety precautions when collecting suspected narcotics. Officers should wear appropriate protective equipment and take care to avoid contamination. Whenever possible, the collection of narcotics should be done in the presence of two officers.

G. Currency

When practical, there should be two officers present when collecting currency or other high-value items.

H. Other Evidence

For procedures for the collection of other types of certain evidence such as volatile fluids, poisons, paint and sand and soil, refer to the "Physical Evidence Handbook".

By Order Of:

Thomas Liebenthal
Chief of Police

BAYSIDE POLICE DEPARTMENT

GENERAL ORDER

SECTION: 4300

ORDER: 4307

ISSUE DATE:

REVIEW DATE: October 6, 2026

LAST REVIEW: October 6, 2023

SUBJECT: TOURNIQUETS

PAGE 1 OF 2

I. PURPOSE

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

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

II. GUIDELINES

1. All officers will receive training during tourniquet distribution, recruit and EMS training on tourniquet usage prior to being issued as part of their equipment to be carried on duty.
2. The tourniquet will be carried while on duty on your person and readily available. It will also be carried to all scheduled training events and activities where the official departmental uniform is worn. All equipment shall be maintained in good working condition and kept clean and presentable at all times. Regular inspections may be conducted by supervisory personnel.
3. The tourniquet will be used in a manner consistent with the established training and as part of the overall sequence for treatment of hemorrhage control (direct pressure, bandages etc.). The use of the tourniquet other than the one issued by the department is permissible to prevent loss of life in extreme circumstances.
4. Always follow universal precautions for blood-borne pathogens and follow training guidelines and manufacturer’s instructions when applying a tourniquet. Always note and record the time the tourniquet was applied and turn information over to EMS.
5. Once a tourniquet has been applied it should only be removed and disposed of by hospital personnel.

III. DOCUMENTATION OF USE AND REPLACEMENT OF TOURNIQUET

1. Any use of a tourniquet will be noted on an official Bayside Police Department Incident Report.
2. A replacement tourniquet will be provided to officers when a memo is provided to the Chief of Police or his designee explaining the circumstances surrounding the need for a replacement.

By Order Of:

Thomas Liebenthal
Chief of Police

BAYSIDE POLICE DEPARTMENT

GENERAL ORDER

SECTION: 2200

ORDER: 2202

ISSUE DATE:

REVIEW DATE: October 6, 2026

LAST REVIEW: October 6, 2023

SUBJECT: COMMENDATION AWARDS

PAGE 1 OF 2

I. PURPOSE

The Bayside Police Department will recognize exceptional performance by its members and the public through a formal awards system. Distinguished service, above and beyond the normal expectations, bestows honor on both the individual and the agency and it is appropriate that such a performance be formally recognized.

II. AWARD LEVELS

A. Award of Honor

The Award of Honor recognizes an employee who knowingly performs a courageous act under imminent personal risk to life.

B. Award of Valor

The Award of Valor recognizes an employee who knowingly performs a courageous act under personal hazard to life and safety.

C. Lifesaving Award

The Lifesaving Award recognizes an employee for rendering aid to another person to save that person's life.

D. Excellence Award

The Excellence Award recognizes an employee who displays exceptional skills, initiative, and professionalism in the performance of their duties. This award may be received for an employee's actions in a single incident or in recognition of continued excellence in a specific area, where the employee's actions and devotion to duty reflect highly upon the employee and the Department.

E. Citizen Merit Award

The Citizen Merit Award recognizes a civilian whose actions and initiative were instrumental in assisting the Department in an investigation or other matter that benefits the safety of the community.

III. RECOGNITION PROCEDURES

- A. Any employee can recommend an officer or civilian for an award by documenting the circumstances of the incident, the award level requested, and reason for the award in a memorandum or email addressed to their supervisor.
- B. The supervisor will review the circumstances and forward their recommendation to the Lieutenant for review and approval. The Chief of Police will have final authority for consideration of an award.
- C. Approved awards will generally be presented at roll call by a supervisor. Citizen Merit Awards may be presented in the same fashion. A copy of the award will be retained in the officer's personnel file.

By Order Of:

Thomas Liebenthal
Chief of Police

BAYSIDE POLICE DEPARTMENT

GENERAL ORDER

SECTION: 2200

ORDER: 2201

ISSUE DATE:

REVIEW DATE: October 6, 2026

LAST REVIEW: October 6, 2023

SUBJECT: MEDICATION COLLECTION PROGRAM

PAGE 1 OF 2

I. PURPOSE

The purpose of this order is to establish a procedure for the proper collection and destruction of medicines collected by the Bayside Police Department.

II. POLICY

The Bayside Police Department recognizes that the abuse of pharmaceuticals is a serious health and social problem. The Bayside Police Department also recognizes the improper disposal of prescription as well as over the counter medications as a threat to our environment. The Bayside Police Department will accept medications from the public, properly secure them, and ultimately arrange for the proper disposal of the medications. The Bayside Police Department has received authorization from the U.S. Drug Enforcement Agency to act as a collection point for accepting medications.

III. DISCUSSION

The Bayside Police Department must frequently deal with the results of drug abuse. The Department recognizes that the diversion of pharmaceuticals is a significant problem. The Medicine Collection Program is one component in our strategy to fight the war on illegal drugs. We are committed to reducing both the supply and demand side of the problem.

IV. PROCEDURE FOR COLLECTION OF MEDICATION

- A. Expired and unwanted prescription and non-prescription medications can be turned in to the Bayside Police Department at anytime. Businesses must contract for private disposal. Other special collection dates may be established by the Village of Bayside.
- B. Medications may be dropped off in the Bayside Police Department lobby via the collection drop box 24 hours a day 7 days a week. Medications too large to fit into the drop box may be left with an Officer and placed into a box for acceptance. All medications will be dropped off anonymously. Instructions for accepted and non-accepted medications will be posted in the lobby near the

drop box. The Police Department Lobby where the drop box is located is monitored with a camera surveillance system and monitored 24 hours a day. Property Room Officers will periodically check the contents of the drop box and Communications area for medication drop offs.

- C. Officers should always be wary of possible hazards when medications are handled in a closed container or bag. Always ask if there are any needles in the container and check to make sure there are no unwanted items being accepted. In addition to needles, other unacceptable items are hand creams, shampoos, soaps, beauty aids, and general household items. Prescription strength medication as well as over the counter medicines and pet medications are acceptable. The medications do not have to belong to the person delivering them; all will be accepted as long as they fall under the general guidelines of acceptance.

V. DISPOSAL

An authorized Property Room Officer will make arrangements biannually to turn over the collected medications to the Drug Enforcement Administration for disposal.

By Order Of:

Thomas Liebenthal
Chief of Police

BAYSIDE POLICE DEPARTMENT

GENERAL ORDER

SECTION: 2100

ORDER: 2101

ISSUE DATE:

REVIEW DATE: October 6, 2026

LAST REVIEW: October 6, 2023

SUBJECT: DEPARTMENT OBJECTIVES AND ORGANIZATONAL STRUCTURE

PAGE 1 OF 2

I. PURPOSE

This order consists of principles and values that guide the performance of departmental activity. This order is not a statement of what must be done in a particular situation. It is a statement of guiding principles which should be followed in activities that are directed toward the attainment of Department objectives. The following is composed of general statements concerning the objectives and principles set forth by the Board of Trustees, Village Manager and the Chief of Police.

II. MISSION STATEMENT

The mission of the Bayside Police Department is to serve all persons within our community. Our service shall be rooted in professionalism, respect, courtesy, integrity, dignity and accountability. The members of the Bayside Police Department 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.

The above Mission Statement will be reviewed by the Chief of Police on a regular basis but not to exceed (5) five years.

III. THE LAW ENFORCEMENT CODE OF ETHICS

As a LAW ENFORCEMENT OFFICER, my fundamental duty is to serve mankind, to safeguard lives and property; to protect the innocent against description, the weak against violence or disorder, and to respect the Constitutional rights of all men to liberty, equality and justice.

I WILL keep my private life unsullied as an example to all; maintain courageous calm in the face of danger; scorn, or ridicule, develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed in both my personal and official life. I will be exemplary in obeying the laws of the land and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided in me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I WILL never act officiously or permit personal feelings, prejudices, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I RECOGNIZE the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so as I am true to the ethics of the police service. I will constantly strive to achieve these objectives and ideals, dedicating myself to my chosen profession....law enforcement.

IV. ORGANIZATIONAL STRUCTURE

The organizational structure of the Police Department is designed to create an efficient means to accomplish the mission and goals and to provide the best possible service to the public.

A, The Bayside Police Department is comprised of the following ranks:

1. Chief of Police
2. Lieutenant
3. Police Officer
4. Public Safety Administrative Assistant

B. The Chief of Police is responsible for administering and managing the Bayside Police Department. There are two divisions in the Police Department:

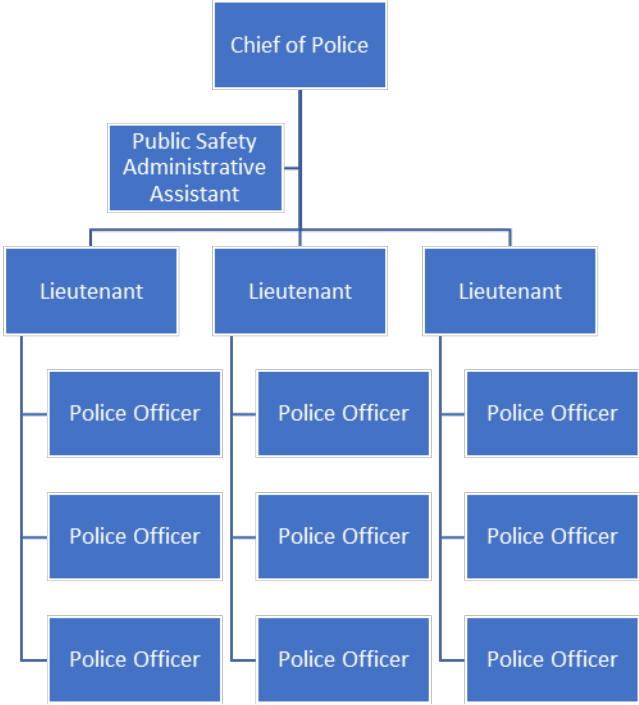
1. Administration Division

- a. The primary function of the Administration Division is to provide general management, direction, and control for the Police Department.
- b. This division consists of the Chief of Police and the Public Safety Administrative Assistant.

2. Operations Division

- a. The primary function of the Operations Division is to provide law enforcement services to the Village of Bayside, that include, but are not limited to uniformed patrol, traffic enforcement, criminal investigative services, and special operations.
- b. This division consists of three Lieutenants, and nine Police Officers assigned across three shifts to provide law enforcement services 24-hours day to the Village of Bayside.

c. Below is the current organizational chart for the Bayside Police Department.



By Order Of:

Thomas Liebenthal
Chief of Police

BAYSIDE POLICE DEPARTMENT

GENERAL ORDER

SECTION: 1100

ORDER: 1102

ISSUE DATE:

REVIEW DATE: October 5, 2026

LAST REVIEW: October 5, 2023

SUBJECT: GENERAL ORDERS AND DIRECTIVES

PAGE 1 OF 4

I. INTRODUCTION

This document sets forth the authority for the issuance of orders, procedures, and other forms of written directives by the Department. Written directive formats are identified and the guidelines for their authorship, acknowledgment and retention are described in this policy.

All forms of written directives will be written with the intent of complying with the terms of all collective bargaining agreements that were in place at the time of its creation.

II. POLICY

Department-wide policy on significant administrative and operational matters, as well as operational guidelines and rules and regulations, will be reduced to writing and published. These documents are referred to as written directives and will vary by importance and purpose.

Department personnel shall comply with written directives. Written directives are titled under the following classifications:

- A. General Orders
- B. Department Directive
- C. Rules and Regulations

III. AUTHORITY

- A. The Chief of Police will have sole authority to issue, modify, rescind, or approve written directives.
- B. The Chief of Police may delegate authority for written directives to supervisory personnel.

IV. DEVELOPMENT AND IMPLEMENTATION GUIDELINES

- A. Written directives will be issued in the appropriate format for each classification for clarification and identification.

- B. Prior policy statements and research material used in the development or revision of an order or department directive will be maintained in a historical file for reference. The Chief will be responsible for maintaining this file.
- C. The Lieutenant will be responsible for the periodic review and revision of written directives as determined by review date or other circumstances that require revision. All written directives will be reviewed every three (3) years at a minimum by the Chief of Police or his designee.
- D. New or revised general orders will be routed to appropriate staff for review prior to implementation. Recommendations will be forwarded to the Lieutenant for review. Department Directives and Rules and Regulations may be reviewed in this same manner if deemed necessary by the Chief of Police.
- E. Upon final approval, general orders and department directives will be posted on the Department's computer network and a copy routed to supervisory personnel for roll call presentation. A notice will be sent to all personnel announcing the new policy or directive. In addition to the network version, a copy of all current policy statements and department directives will be maintained in a policy manual located in the squad room for reference and perusal. An additional manual will be maintained in the Chief's Office.
- F. All personnel will acknowledge receipt of new or revised written directives.

V. GENERAL GUIDELINES

- A. All personnel are responsible for reading and understanding written directives. When a new or revised written directive is issued, supervisors are responsible for presenting the directive to personnel under their supervision.
- B. When a member of the department is uncertain as to the meaning or application of a written directive, that member has an affirmative obligation to consult with his/her supervisor or other proper authority for clarification and direction.
- C. When the exercise of discretion is allowed under a policy statement, members of the department should exercise sound judgment in applying criteria if criteria is set forth and, in all cases, must be prepared to set forth justification for their actions.
- D. In all cases, and particularly when unusual or unforeseen circumstances are present, the basic intent of the policy should be considered a major governing factor in determining actions taken.
- D. Where technical discrepancies (i.e. terminology, cross reference, ordinance or statutory citations, etc.) exist, written directives should be construed as applicable to the situation as it exists at the present time.

- F. Any law, ordinance, court ruling or order, or Common Council resolution shall supersede a written directive but only to the extent of a specific conflict.
- G. A member of the department who detects an apparent conflict involving a written directive should, if circumstances permit, bring such a conflict to the attention of proper authority for resolution and correction. If circumstances do not permit such action, every effort should be made to construct the conflicting written directives in such a manner as to eliminate the conflict while preserving the intent of any stated directive. If such construction cannot be made the written directive which was issued most recently should prevail.
- H. When a new written directive is issued under the same index number as a previously issued directive, it replaces, supersedes, and cancels the previous written directive.
- I. A general order is always preeminent to a written directive, regardless of the date issued, unless the directive specifically states intent to preempt all or a portion of general order.

VI. POLICIES

- A. General Orders are issued only by the Chief of Police and provide a basis for lawful actions by all sworn officers and staff members of the Department.
- B. General Orders are long-term orders that remain in full force and effect until rescinded or modified by proper authority. General Orders are issued to all sworn police personnel, and to other employees on an as-needed basis. The contents of General Orders are the responsibility of all personnel to whom they are issued.
- C. General Orders become effective on their date of issuance unless otherwise indicated. General Orders are retained on the Department's computer network available to all personnel in a read-only format. A hard-copy version is also available in the squad room.
- D. When a General Order is issued, supervisors are expected to present the Order to their personnel and ensure proper understanding. All department personnel shall be responsible for information issued as a General Order and are welcome to retain such Orders indefinitely for reference.
- E. General Orders are identified by a three-digit number and subject heading. They will be retained and filed in numerical order and will contain a review date.

VII. DEPARTMENT DIRECTIVES

- A. General Orders are issued by appropriate command personnel as a means of establishing procedure, instruction, and supplemental guidelines necessary for the operation of the organization, or to implement policy.

- B. General Orders must be issued by a command officer with organizational authority appropriate for the subject matter of the directive and reviewed and approved by the Chain of Command to the level of Chief.
- C. Contents shall not conflict with orders issued at a higher level in the organization and shall remain in effect until cancelled or modified by proper authority.
- D. Department Directives are issued with coded numbers, which refer to the sequence of issuance. The first part is the year of issuance, and the second part is the sequence identifier. For example, the directive number 23-01 represents the first directive issued in 2023.
- E. Department Directives will be presented to all sworn personnel and other appropriate employees. Department Directives are retained on the Department's computer network available to all personnel in a read-only format. A hard-copy version is available in the squad room as well as the Chief's Office. Original copies of all Directives shall be forwarded for filing to the Chief of Police.

VIII. RULES AND REGULATIONS

- A. Rules and Regulations are specific standards set by the Department for mandatory compliance and generally do not lend themselves to interpretation or discretion.
- B. Each Rule and Regulation is issued a specific number related to a general topic. Rules and Regulations are retained on the Department's computer network available to all personnel in a read-only format. A hard-copy version is also available in the squad room and Chief's Office.
- C. Rules and Regulations remain in effect until rescinded or modified by the Chief of Police.

IX. OTHER WRITTEN FORMATS

Written reporting formats that do not establish policy, but are used internally by department personnel for correspondence, clarification or direction include:

- A. Memorandum
- B. Department E-mail
- C. Briefing Information

By Order Of:

Thomas Liebenthal
Chief of Police



Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984
(608) 266-8005 | elections@wi.gov | elections.wi.gov

2023 ABSENTEE BALLOT ENVELOPE **SUBGRANT PROGRAM**

REQUEST FOR FUNDS & MEMORANDUM OF UNDERSTANDING

BETWEEN

THE WISCONSIN ELECTIONS COMMISSION

AND

VILLAGE OF BAYSIDE

I. PARTIES

The parties to this Memorandum of Understanding (hereinafter referred to as “MOU” or “agreement”) are the Wisconsin Elections Commission (hereinafter referred to as the “WEC” or the “Commission”) and the Village of Bayside in Milwaukee and Ozaukee Counties, Wisconsin. The Commission is the state agency providing an election security subgrant of federal funds to the city, village, or town. The City, Village or Town identified above is the entity receiving a local election security subgrant from the Commission and is referred to herein as the “receiving jurisdiction.” By signing and dating this agreement, the participating City, Village, or Town agrees to the terms of this agreement with the Commission.

II. PURPOSE

The purpose of this MOU is to set forth the requirements that cities, villages and towns must meet to be eligible to receive an absentee ballot envelope subgrant from the Commission and the requirements for the use of the funds. The subgrant program is funded by the federal HAVA Election Security Grant which was authorized by the U.S. Congress under Section 101 of the Help America Vote Act of 2002 (P.L. 107-252) (HAVA) and provided for in the Consolidated Appropriations Act of 2023 (Public Law 117-328) and issued by the federal Election Assistance Commission. The purpose of the federal grant is to “improve the administration of elections for Federal office, including to enhance election technology and make election security improvements to the systems, equipment and processes used in federal elections” (CFDA Number 90.404; Federal Award Identification Number (FAIN) EAC-ELSEC18WI).

The purpose of the subgrant is to help improve overall election security of federal elections statewide by providing cities, villages, and towns across the State of Wisconsin with federal election security funds to safeguard and secure the integrity of the absentee voting process in federal elections.

Wisconsin Elections Commissioners

Don M. Millis, chair | Marge Bostelmann | Joseph J. Czarneski | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

Administrator
Meagan Wolfe

III. SUBGRANT PROGRAM REQUIREMENTS

A. Introduction

The Commission's Election Security Subgrant Program ("subgrant") is intended to fund jurisdictions purchasing redesigned absentee ballot envelopes. Each jurisdiction may receive an amount determined based on their estimated January 1, 2022, voting age population as determined by the Department of Administration Demographic Services Center.¹ All funds received must be expended to purchase the redesigned absentee ballot envelopes or returned to the Commission.

B. Envelope Redesign.

At the Commission's February 2, 2023, meeting, WEC staff were directed to develop a timeline to implement a new absentee ballot envelope package that would allow for the Commission to approve the design no later than its September 20, 2023, meeting. The absentee ballot envelope package for voters includes two envelopes:

- EL-120: Absentee Ballot Mailer Envelope (outside envelope going to voter)
- EL-122: Official Absentee Ballot Application/Certification (inside envelope returning to clerk)

These envelopes were redesigned to ensure compliance with recent court decisions and the Wisconsin statutes. Old envelopes are not compliant with the law, and the Wisconsin Elections Commission unanimously voted not to permit their continued use, starting in 2024.

At the Commission's March 3, 2023, meeting, the Commission directed staff to allocate \$600,000 of federal funds towards an Absentee Ballot Envelope subgrant program, to partially offset the cost of transitioning to new absentee ballot envelopes now under development. The absentee ballot envelope performs several functions – each essential to the security of the voter's choice, and the integrity of the wider electoral process. A successful transition to the new design is therefore in the interest of all participants.

IV. FUNDING

- A. Commission staff will award subgrants based on receipt of a signed Memorandum of Understanding (MOU). Jurisdictions may receive a proportional amount of available subgrant funds based on their 2022 estimated voting age population as outlined in Appendix A. The minimum award is \$20.00.
- B. **All funds received must be expended to purchase the redesigned absentee ballot envelopes.** A county purchasing envelopes on behalf of a municipality may receive a subgrant award, however only one award will be granted per municipality. Any unused funds must be returned to the Commission by December 31, 2024.
- C. Subgrant period: **March 3, 2023 – December 31, 2024.** All costs must be incurred, including goods received, during this project period. Bids, proposals, or purchase orders are not adequate for this subgrant.

¹ https://doa.wi.gov/Pages/LocalGovtsGrants/Population_Estimates.aspx

- D. Documentation: Receipts or invoices for all subgrant expenditures, showing date and amount for all funds expended, must be retained by requesting jurisdictions for a minimum of **eight years**. A standard inventory list of all items purchased using subgrant funds must be created and maintained by the jurisdiction for purposes of any state or federal audit.
- E. Request Processing: Subgrant funds will be distributed in a timely manner after the WEC receives the completed and signed MOU from the jurisdiction. Subgrant funds will be disbursed by electronic transfer to a jurisdiction's shared revenues account (if available), or via a physical check sent to a jurisdiction's shared revenues location. For questions related to the processing of subgrant reimbursements, contact the Commission's financial team via the WEC Help Desk at 608-261-2028 or elections.finance@wi.gov.

V. SUBGRANT PROGRAM DEADLINES

To help increase overall election security across the state, the election subgrant program has established the following deadlines:

New Envelope Design Available: August/September, 2023

Application (MOU) Deadline: June 30, 2024

Return Unused Funds Deadline: December 31, 2024

VI. COMPLIANCE MONITORING, CERTIFICATION, DOCUMENTATION AND AUDIT

A. Certification.

The receiving jurisdiction shall certify (by completing the MOU) that information provided is true and correct; it has complied with all terms of the subgrant; the election security subgrant funds will be used to meet the terms of the subgrant, including to increase the accessibility of federal elections; and that any falsification of information related to the subgrant could subject the jurisdiction official to civil or criminal penalties.

B. Documentation.

The receiving jurisdiction shall maintain all documentation of purchases made using subgrant funds provided by the Commission for a minimum of eight years from the date of the expenditure or until the WEC authorizes destruction of said records. A standard inventory list of all items purchased using subgrant funds must be created and maintained by the jurisdiction for purposes of any state or federal audit. Such original purchasing documentation and inventory lists shall be retained by the receiving jurisdiction until the WEC authorizes the destruction of said records. Submission of copies of all purchasing documentation may be required by the WEC or federal auditors at any time.

C. Audit.

All subgrant funds received are subject to audit by the Commission and/or the federal government to ensure funds have been spent appropriately and in accordance with all applicable state and federal laws. Pursuant to Wis. Stat. § 5.05(11), if the federal government objects to the use of any funds provided to a county or municipality under the subgrant, the county or municipality shall repay the amount of the subgrant to the Commission.

D. Regulations.

As the receiving jurisdiction, we further certify that we will follow all state and federal laws, including adherence to all applicable federal requirements including Office of Management and Budget (OMB) guidance: Title 2 C.F.R. Subtitle A, Chapter II, Part 200-Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. § 200) found here: (<https://www.govinfo.gov/app/collection/cfr/2022/>).

VII. SIGNATURES

By signing and dating this agreement the receiving jurisdiction agrees to the terms of this MOU and certifies that the information provided in this MOU is true and correct.

Receiving Jurisdiction

Signature 
(Authorized Representative of Jurisdiction)

Date: 9-5-23

Printed Name Rachel A. Safstrom
(Authorized Representative of Jurisdiction)

Jurisdiction Name: Village of Bayside

County: Milwaukee and Ozaukee

Jurisdiction Treasurer Name: Rachel Safstrom

Jurisdiction Treasurer Mailing Address: 9075 N Regent Rd.

Bayside, WI 53217

Jurisdiction Clerk E-mail: rsafstrom@baysidewi.gov

Submit completed form by June 30, 2024, to:

Wisconsin Elections Commission
201 West Washington Avenue, Second Floor
P.O. Box 7984
Madison, WI 53707-7984
elections.finance@wi.gov
Fax: 608-267-0500



Memorandum of Understanding

By and Between

(Badger Book User, Name of Municipality, County)

And

Wisconsin Elections Commission

This Memorandum of Understanding (hereinafter referred to as the "MOU") is effective as of the last date of signature affixed hereto, and is entered into by and between the Badger Book User (City)(Village)(Town) of _____ in _____ County, Wisconsin, Administrator/Chair _____ ("Municipal User"), Address _____, and the Wisconsin Elections Commission ("Commission"), 201 West Washington Avenue, Madison, WI 53703 for the purpose of detailing the parties' obligations pertaining to the Badger Books electronic poll book and associated software.

Whereas, the Wisconsin Elections Commission authorized the development of an electronic poll book system in 2017 to be used in polling places in the state on election day. The "Badger Book" is electronic poll book software that is specific to Wisconsin elections practices and statutes. The Badger Book is the only electronic poll book software created with, and given the necessary permissions to have, direct integration to WisVote, the statewide election management and voter registration system.

Whereas, the Badger Book will only be supported and allowable on a limited set of hardware selected by the Commission, which is defined as Approved Hardware herein.

Whereas, Municipal User seeks to participate in the Badger Book program and utilize the electronic poll book software created by the Commission.

Therefore, the parties hereby resolve and agree they will mutually comply with the following terms of this MOU.

I. **Scope**

- A. **Badger Book Software:** The Badger Book is primarily used by Municipal Users to check in voters, process absentee ballots, and register voters on election day. The Badger Book, and associated operating system, drivers, and other components, is used to maintain the voter number and count independent of poll worker input. Each process was chosen and designed based on feedback provided by clerks and poll workers from across the state, and the Commission welcomes continued feedback from the Municipal User. After election day, a data file generated from the Badger Book is used to upload election participation and Election Day Registration information into the Commission's WisVote system. Regardless, each party to this MOU retains the independent custodial and recordkeeping responsibilities required under Wis. Stat. Chapter 19, and other provisions of law. The software utilized to operate the Badger Book will only be that approved by the Commission for use, as conveyed to the Municipal user ("Approved Software"). The sunsetting, movement to an updated version, or prohibition of use, of current Approved Software will be ordered within the sole discretion of the Commission.
- B. **Badger Book Hardware:** One Badger Book station includes the main terminal computer with a touch screen for electronic signature capture, a wireless mouse, a wireless keyboard, a barcode scanner, a case of thermal printer paper, and a printer that can either be integrated into the terminal base column or as a stand-alone printer. Additionally, a router and a specific USB flash drive (a/k/a memory stick) must be purchased by Municipal User for each polling place. The router facilitates secure communication locally between the Badger Book machines. The USB drive is used to transfer data from an internet-connected computer to the Badger Book server machine, and this is the only method that may be employed by Municipal User to transfer this critical information.
 - i. The Badger Book is currently supported on the HP ElitePOS 141 Point of Sale retail terminal, and this is the only Commission-approved hardware for use with Badger Book software.
 - ii. Additional hardware may be approved by the Commission at a future date. This MOU will not be nullified or otherwise invalidated by a Municipal User's purchase or use of new Badger Book hardware configurations approved by an affirmative vote of the Commission or otherwise authorized by Commission staff through formal, written notification to Municipal Users or public postings directed to elections officials ("Approved Hardware").
 - iii. The sunsetting, or prohibition of use, of current Approved Hardware will be ordered within the sole discretion of the Commission. The Commission will use best efforts to plan, notify, and otherwise give advance notice to Municipal Users that a sunsetting of currently Approved Hardware is upcoming, so that Municipal Users will have time to prepare and budget for any required changes. The sunsetting or de-authorization of use for an Approved Hardware component/package will include, at a minimum, a loss of support for that hardware by the Commission or a future authorized support provider. The Commission may designate, in its exclusive discretion, a deadline at which the continued use of certain

hardware may result in a loss of license to use the Badger Book software (*e.g.*, hardware poses a significant security risk, a sunseting timeline has passed, etc.).

- iv. Use of hardware with the Badger Book software, other than Approved Hardware, is prohibited. Use of unapproved hardware with the Badger Book may result in the Commission immediately or subsequently revoking Municipal User's license to the software. The Badger Book hardware should not be used with any non-Commission authorized software, applications, internet connected activities, or purposes not associated with the administration of elections.

II. **Badger Book Software License**

- A. Badger Book is an on-premise software solution, which may be downloaded onto the Approved Hardware with the permission of the Commission staff, only after agreement to the terms provided within this MOU. Existing Municipal Users may be asked to retroactively agree to the terms of this MOU, and continued use is contingent upon such execution of these required terms.
- B. The Commission grants to Municipal User, solely for the uses authorized herein, a nontransferable, nonexclusive, terminable, limited license to the Badger Book software. Municipal User shall prevent unauthorized access to the Badger Book software and municipal hardware. The Commission requires installation of antivirus and antispyware software on the Approved Hardware and other internet-connected hardware used for uploading the extracted data into WisVote.
- C. The Badger Book software is licensed not sold to Municipal User. The Commission retains all rights, title, interest, and ownership over the software, as well as audit access to the Badger Book and licensed software therein.

III. **Badger Book License Use Provisions**

- A. Municipal User shall not, and shall not permit any third-party to: i) reverse engineer, decompile, or disassemble the Badger Book software; ii) attempt in any other manner to obtain the source code; iii) create derivative works of, or make modifications to the Badger Book software; iv) grant use of the Badger Book to any user not approved by the Commission as detailed herein; v) otherwise grant unauthorized access or visibility to ancillary systems such as WisVote and its protected data and information; vi) use the Approved Hardware or Badger Book software shall only be in accordance with the intended purpose and no other systems or solutions shall be placed on or utilized on the hardware.
- B. While some Approved Hardware may be enabled to have router connectivity, Municipal User shall only use that connectivity to allow the Approved Hardware (*i.e.*, Badger Books) to connect securely to each other within the polling place. **At no time should Approved Hardware ever be connected to the internet or any other network outside the polling place. Municipal User may wish to disable or otherwise block such functionality as it pertains to internet or outside connectivity.** Unauthorized connection of the Municipal User's Approved Hardware may result in loss of the user's license, or removal from the Badger Book program by the Commission.

IV. **Software and Approved Hardware Delivery/Implementation/Use**

- A. Municipal User will purchase Approved Hardware through the Commission-authorized vendors. The vendor has been granted authority to download the

Badger Book software onto the purchased units. Municipal User is responsible for attending baseline, introductory training prior to the first election cycle for which the Approved Hardware will be used.

V. Allowance of Use and Program Requirements

- A. The Badger Book software license is provided to Municipal User free of charge. The only requirement for implementation and continued use is Municipal User compliance with the terms of this MOU. The joint obligations of the parties to this MOU include:
- B. Commission Requirements
 - i. Provide continued and free access to the Badger Book software.
 - ii. Provide reasonable, free software support, maintenance, and troubleshooting. This will include upgraded support and response times within one week of an election, and in the two days following an election, contingent upon Municipal User's continued compliance with the Commission's software update schedule.
 - iii. Provide reasonable hardware troubleshooting support.
 - iv. Continue to seek third-party software/hardware support for Municipal Users, that can be purchased by the user off of a competitively-procured state contract.
 - v. Provide baseline, train-the-trainer user training on the Badger Book, at no expense, to the authorized staff of the Municipal User. This may be initially conducted by Commission staff, or another trainer authorized by the Commission.
- C. Municipal User Requirements
 - i. Municipal Clerk and Deputy Clerk must remain certified and maintain required training hours every two years. Wis. Stat. § 7.15(1m) and Wis. Admin. Code EL 12.03(2).
 - ii. Authorized staff of the Municipal User, including but not limited to Municipal Clerk and/or designee, agree to attend introductory training provided by Commission staff or another trainer authorized by the Commission and provide such training to municipal election inspectors.
 - iii. An accurate user count of authorized municipal Badger Book users must be maintained, and that list shall be provided to the Commission upon request.
 - iv. Notification shall be given to the Commission each time new or additional Approved Hardware is purchased.
 - v. Municipal User must implement each required software update on all Badger Books in their possession, as required by the Commission, and on the schedule provided by the Commission. Non-compliance may result in revocation of the software license or removal from the program.
 - vi. All support requests to the Commission must be routed only through the Commission Helpdesk at Email: elections@wisconsin.gov or Phone: (608) 261-2028.
 - vii. The Badger Book shall be used, and elections must be conducted, in accordance with Wisconsin Statutes Chapters 5-10 and 12, as well as other applicable statutes, laws, and requirements placed on local

elections officials and Municipal Users. Paper pollbook copies should be prepared and maintained as a backup to the Badger Book.

- viii. If Municipal User is not a WisVote user ("Relier") and is part of an agreement with another jurisdiction to provide WisVote election system services, the provider ("WisVote Provider") must be a cosigner on this agreement. WisVote Providers are generally employees of the county in which the Relier is situated, but in some instances may be employees of another municipality.
- ix. Municipal User shall immediately report all suspected and actual Badger Book/software security breaches, improper system access, and noncompliance with this MOU to the Commission.

VI. Terms and Conditions of Badger Book Software License/Use

- A. Term: The term of this MOU, and the associated software license, are perpetual. Use and licensing of the software may be revoked by the Commission at any time for non-compliance with the terms of this MOU by the Municipal User. Revocation of a Municipal User's software license for reasons other than noncompliance requires ninety (90) days advance notice by the Commission. Municipal Users may withdraw from the Badger Book program at any time, but the Commission requests as much advance notice of potential or actual termination of program participation as possible. The Commission retains the right to require any reasonable withdrawal or return requirements associated with program participation and software usage.
- B. Representations: Each party to this MOU has and will provide accurate, current, and complete information. The signatories of this agreement are duly authorized to bind the parties to the terms stated herein. The Commission will use best efforts to create software updates to address functionality and security, and the Municipal User must implement such updates. Neither party will use or develop the software to infringe upon the intellectual property rights of third parties.
- C. Warranties: The Commission warrants that the Badger Book software will reasonably perform in accordance with program requirements and the purposes stated herein. Municipal User will only use the Badger Book software as authorized herein or as appropriate under the law. The Commission makes no warranty as to the performance or replacement of the Approved Hardware. Municipal User's sole recourse for hardware non-performance will be the manufacturer's warranty and similar guarantees. ALL OTHER WARRANTIES NOT DETAILED IN THIS MOU ARE DISCLAIMED AND NEITHER PARTY SHALL BE LIABLE TO THE OTHER PARTY FOR INCIDENTAL, CONSEQUENTIAL, INDIRECT, SPECIAL, PUNITIVE, OR EXEMPLARY DAMAGES, OR ANY OTHER SIMILAR DAMAGES UNDER ANY THEORY OF LIABILITY, EVEN IF THE PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
- D. Indemnification: The parties to this MOU will indemnify each other to the extent allowable under Wisconsin law.
- E. Confidentiality: The Badger Book software, Approved Hardware, associated documentation, WisVote system, login credentials, and data within those systems are confidential under state and federal law, and to the extent they are not, are required to be kept confidential under the terms of this MOU. Municipal User shall maintain the confidentiality of each and all of those items to the greatest

extent allowable by law. Industry best practices shall be employed when creating and maintaining passwords (*e.g.*, unique/lengthy/complicated passwords, updating of passwords, etc.). Furthermore, both parties shall maintain the confidentiality of any other information or data which the other party designates or which a party knows or has reason to believe is proprietary or protected, in at least the same manner as the party maintains the confidentiality of its own information ("Confidential Information"). Each party may use Confidential Information only as permitted hereunder. Neither party shall disclose or provide any Confidential Information to any third-party and shall take necessary measures to prevent any unauthorized disclosure by its employees, agents, contractors, or consultants including by completing appropriate individual nondisclosure agreements.

- F. Amendment: Any term changes, amendments, or addenda to this MOU must be in writing, executed by both parties. Changes to the program, Badger Book software, or Approved Hardware may require an addendum, new MOU, or the formal attachment of items such as a technical specifications or security-based document.

IN WITNESS WHEREOF, the parties have executed this MOU on the date shown below. The signatories hereto personally represent that this MOU is executed pursuant to legal authorization by the organizations on behalf of which they are signing.

BADGER BOOK USER

WISCONSIN ELECTIONS COMMISSION

Signed Date

Signed Date

Printed name

Printed Name

Municipality Name

County Name

WisVote Relier

If yes, WisVote Provider must sign below:

WISVOTE PROVIDER

Signed Date

Printed name

WisVote Provider Name (County)

 An official website of the United States government, Department of Justice. [Here's how you know](#)



BJA
Bureau of Justice Assistance
U.S. Department of Justice

[Home](#) / [Patrick Leahy Bulletproof Vest Partnership \(BVP\) Program](#)

Patrick Leahy Bulletproof Vest Partnership (BVP) Program

Overview

Created by the Bulletproof Vest Partnership Grant Act of 1998, the Patrick Leahy Bulletproof Vest Partnership (BVP) Program, administered by the Bureau of Justice Assistance (BJA), reimburses states, units of local government, and federally recognized Indian tribes for up to 50 percent of the cost of body armor vests purchased for law enforcement officers. See the [BVP Fact Sheet](#) for additional information.



Funding

The annual BVP application period typically begins in April and closes six weeks from the opening date.

NEW: The fiscal year 2023 BVP awards have been announced. See the complete list of [FY 2023 BVP awards](#). BVP award history can be found at [BVP Award History by Jurisdiction](#).

Learn More

See the [main BVP website](#) for additional information about this program, to access the [application system](#), for [answers to frequently asked questions](#), and more.

WA	MASON COUNTY	\$10,692.06
WA	MEDINA CITY	\$3,398.93
WA	MERCER ISLAND CITY	\$8,172.08
WA	MILL CREEK CITY	\$4,200.00
WA	MILTON CITY	\$1,514.77
WA	MONROE CITY	\$6,534.04
WA	MOUNT VERNON CITY	\$9,664.69
WA	MOUNTLAKE TERRACE CITY	\$4,985.93
WA	MOXEE CITY	\$1,909.70
WA	MUKILTEO CITY	\$7,349.20
WA	NEWPORT CITY	\$1,390.00
WA	OAK HARBOR CITY	\$5,287.20
WA	OLYMPIA CITY	\$12,569.43
WA	OTHELLO CITY	\$2,485.85
WA	PASCO CITY	\$14,662.96
WA	PORT ANGELES CITY	\$5,535.34
WA	PORT TOWNSEND CITY	\$2,814.00
WA	PULLMAN CITY	\$10,081.43
WA	PUYALLUP CITY	\$23,687.41
WA	RAYMOND CITY	\$1,765.07
WA	REARDAN TOWN	\$1,994.41
WA	REDMOND CITY	\$6,840.00
WA	RICHLAND CITY	\$7,452.75
WA	RIDGEFIELD CITY	\$2,247.43
WA	SAN JUAN COUNTY	\$7,988.52
WA	STEVENS COUNTY	\$3,492.77
WA	SUMNER CITY	\$6,173.00
WA	TOPPENISH CITY	\$2,877.62
WA	TUKWILA CITY	\$3,666.46
WA	UNION GAP CITY	\$567.57
WA	WAHKIAKUM COUNTY	\$2,122.00
WA	WALLA WALLA CITY	\$18,241.00
WA	WALLA WALLA COUNTY	\$4,327.83
WA	WAPATO CITY	\$1,452.34
WA	WENATCHEE CITY	\$4,872.51
WA	YAKIMA CITY	\$13,052.50
WA	ZILLAH CITY	\$1,576.78
	Totals for WA(87 Jurisdictions):	\$632,569.61
WI	ALBANY VILLAGE	\$2,572.50
WI	ALTOONA CITY	\$417.00
WI	ANTIGO CITY	\$763.20
WI	APPLETON CITY	\$8,500.00
WI	ASHLAND CITY	\$3,066.98
WI	ATHENS VILLAGE	\$835.00
WI	BALDWIN VILLAGE	\$811.50
WI	BARABOO CITY	\$7,775.00
WI	BARRON COUNTY	\$1,980.00
WI	BAYFIELD COUNTY	\$4,642.00
WI	BAYSIDE VILLAGE	\$830.00



State of Wisconsin
Governor Tony Evers

Department of Agriculture, Trade and Consumer Protection
Secretary Randy Romanski

UNWANTED PRESCRIPTION DRUG COLLECTION GRANT CONTRACT
BETWEEN
THE STATE OF WISCONSIN
DEPARTMENT OF AGRICULTURE, TRADE AND CONSUMER PROTECTION
AND
Bayside Police Department

THIS GRANT CONTRACT is made and entered into for the period **01/01/2024** through **12/31/2024** (“Performance Period”) by and between the Wisconsin Department of Agriculture, Trade and Consumer Protection (“Department” or “State”), whose principal business address is 2811 Agriculture Dr., P.O. Box 8911, Madison, WI 53708-8911 and Bayside Police Department (“Grantee” or “Grant Recipient”), whose service address is 9075 N Regent Rd, Bayside, WI 53217.

WHEREAS, the Department has authority to award a grant for an unwanted prescription drug collection program and administer a grant program to assist in creating and operating local programs for the collection and disposal of unwanted prescription drugs, pursuant to Wis. Stat. §§ 93.55(2) and 93.57 (“Program”); and

WHEREAS, the Department has reviewed your Clean Sweep Unwanted Prescription Drug grant application for timeliness, completeness, and the criteria required by Ch. ATCP 34.08, Wis. Admin. Code; and

WHEREAS, the State has approved an award to the Grantee in the amount of **\$2,712.19** for eligible activities herein described (“Project”); and

WHEREAS, the Department and Grantee agree that Grantee possesses the personnel and capabilities necessary to administer the Project in a manner consistent with state and federal laws, including Wis. Stat. §§ 93.55(2) and 93.57; and

WHEREAS, the terms and conditions herein shall continue in full force and effect until the Grantee has completed and is in compliance with all the requirements of this Contract; and

WHEREAS, this Contract is mutually exclusive and is distinguished from all previous Contracts between the Grantee and the Department and contains the entire understanding between the parties;

NOW, THEREFORE, in consideration of the mutual promises and dependent documents, the parties hereto agree as set forth in Articles 1 – 38 and Attachments A – F which are annexed and made a part hereof. In the event of a conflict between any provision contained in the Attachments and any other provision of this Contract, the Attachment provision shall prevail over the conflicting provision in this Contract.

Wisconsin - America's Dairyland

2811 Agriculture Drive • PO Box 8911 • Madison, WI 53708-8911 • Wisconsin.gov

An equal opportunity employer

Attachment A – Contract Administrators
Attachment B – Program Rules
Attachment C – Scope of Work

Attachment D – Budget
Attachment E – Method of Payment
Attachment F – Reporting Requirements

IN WITNESS WHEREOF, the Department and Grantee have executed this Contract as of the date this Contract is signed by the Department.

Each undersigned representative of the Department and the Grantee certifies that he or she is fully authorized to enter into the terms of this Contract on behalf of the entity they represent and to execute and legally bind such party to this Contract.

Bayside Police Department

**DEPARTMENT OF AGRICULTURE,
TRADE AND CONSUMER
PROTECTION**

BY: _____
Andrew Pederson

BY: _____
Robby Personette

TITLE: Village Manager _____

TITLE: Administrator _____

DATE: _____

DATE: _____

DUNS #: [000000000]



State of Wisconsin
Governor Tony Evers

Department of Agriculture, Trade and Consumer Protection
Secretary Randy Romanski

**CLEAN SWEEP AGRICULTURE (Ag) and HOUSEHOLD HAZARDOUS WASTE (HHW)
COLLECTION GRANT CONTRACT**

**BETWEEN
THE STATE OF WISCONSIN
DEPARTMENT OF AGRICULTURE, TRADE AND CONSUMER PROTECTION
AND
Village of Bayside**

THIS GRANT CONTRACT is made and entered into for the period **01/01/2024** through **12/31/2024** (“Performance Period”) by and between the Wisconsin Department of Agriculture, Trade and Consumer Protection (“Department” or “State”), whose principal business address is 2811 Agriculture Dr., P.O. Box 8911, Madison, WI 53708-8911 and Village of Bayside (“Grantee” or “Grant Recipient”), whose service address is 9075 N Regent Rd, Bayside WI, WI 53217.

WHEREAS, the Department has authority to award a grant for a chemical and container collection program and administer a grant program to assist in creating and operating local programs for the collection and disposal of household hazardous waste, pursuant to Wis. Stat. §§ 93.55(2) and 93.57 (“Program”); and

WHEREAS, the Department has reviewed your Clean Sweep Ag and HHW collection grant application for timeliness, completeness, and the criteria required by Ch. ATCP 34.08, Wis. Admin. Code; and

WHEREAS, the State has approved an award to the Grantee in the amount of **\$ 0.00** for Agriculture collections and the amount of **\$3,626.18** for Household Hazardous Waste collections, for a total of **\$00.00** for eligible activities herein described (“Project”); and

WHEREAS, the Department and Grantee agree that Grantee possesses the personnel and capabilities necessary to administer the Project in a manner consistent with state and federal laws, including Wis. Stat. §§ 93.55(2) and 93.57; and

WHEREAS, the terms and conditions herein shall continue in full force and effect until the Grantee has completed and is in compliance with all the requirements of this Contract; and

WHEREAS, this Contract is mutually exclusive and is distinguished from all previous Contracts between the Grantee and the Department and contains the entire understanding between the parties;

NOW, THEREFORE, in consideration of the mutual promises and dependent documents, the parties hereto agree as set forth in Articles 1 – 38 and Attachments A – F which are annexed and made

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2811 Agriculture Drive • PO Box 8911 • Madison, WI 53708-8911 • Wisconsin.gov

An equal opportunity employer

a part hereof. In the event of a conflict between any provision contained in the Attachments and any other provision of this Contract, the Attachment provision shall prevail over the conflicting provision in this Contract.

Attachment A – Contract Administrators
Attachment B – Program Rules
Attachment C – Scope of Work

Attachment D – Budget
Attachment E – Method of Payment
Attachment F – Reporting Requirements

IN WITNESS WHEREOF, the Department and Grantee have executed this Contract as of the date this Contract is signed by the Department.

Each undersigned representative of the Department and the Grantee certifies that he or she is fully authorized to enter into the terms of this Contract on behalf of the entity they represent and to execute and legally bind such party to this Contract.

Village of Bayside

**DEPARTMENT OF AGRICULTURE,
TRADE AND CONSUMER
PROTECTION**

BY: Emma Baumgartner
Emma Baumgartner

BY: Robby Personette
Robby Personette

TITLE: Operations Assistant

TITLE: Administrator

DATE: 8/29/2023

DATE: 09-19-2023

DUNS #: [000000000]



Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984
(608) 266-8005 | elections@wi.gov | elections.wi.gov

DATE: June 12, 2023

TO: Wisconsin Municipal Clerks
Wisconsin County Clerks
City of Milwaukee Election Commission
Milwaukee County Election Commission

FROM: Wisconsin Elections Commission

SUBJECT: 2023 Absentee Ballot Envelope Subgrant Reimbursement Program

1. **SUMMARY.** On March 3, 2023, the Wisconsin Elections Commission (WEC) approved the allocation of federal funds for an absentee ballot envelope subgrant program. This subgrant is provided to partially offset the costs jurisdictions incur purchasing the redesigned absentee ballot envelopes (EL-120 and EL-122) planned for approval on August 4, 2023.

2. **BACKGROUND.**

The bipartisan Commission unanimously directed the creation of new absentee ballot envelope designs in order to ensure compliance with the law. The old envelope designs do not conform with guidance from recent court orders and do not fully comply with all statutory requirements. Furthermore, the old envelope designs do not incorporate design features (adopted in other states) that make them easily identifiable to the U.S. Postal Service. For these reasons, the Commission, on April 28 and again on June 1, unanimously determined that the current EL-120 and EL-122 shall not be used in 2024.

To partially offset the cost of adopting new envelope designs, the WEC will disburse up to \$600,000 of Federal funds through the approved 2023 Absentee Ballot Envelope Subgrant Program. Each jurisdiction may receive an award calculated proportionally based on their estimated January 1, 2022, voting age population as determined by the Department of Administration Demographic Services Center.¹ The minimum award is \$20.00. A list of award amounts is attached as Appendix A.

3. **AUTHORIZED USES.** All funds received must be expended to purchase the redesigned absentee envelopes which includes both the EL-120 and EL-122.
4. **HOW DO JURISDICTIONS APPLY?** An authorized representative of each jurisdiction must complete and return a 2023 Absentee Ballot Envelope Subgrant Memorandum of Understanding (MOU)

¹ https://doa.wi.gov/Pages/LocalGovtsGrants/Population_Estimates.aspx

HINDI	Jurisdiction	County	Percentage	Subgrant
38261	CITY OF NIAGARA	MARINETTE COUNTY	0.03%	\$ 165.25
38271	CITY OF PESHTIGO	MARINETTE COUNTY	0.06%	\$ 348.72
39002	TOWN OF BUFFALO	MARQUETTE COUNTY	0.02%	\$ 127.39
39004	TOWN OF CRYSTAL LAKE	MARQUETTE COUNTY	0.01%	\$ 54.39
39006	TOWN OF DOUGLAS	MARQUETTE COUNTY	0.01%	\$ 84.58
39008	TOWN OF HARRIS	MARQUETTE COUNTY	0.01%	\$ 84.58
39010	TOWN OF MECAN	MARQUETTE COUNTY	0.01%	\$ 84.97
39012	TOWN OF MONTELLO	MARQUETTE COUNTY	0.02%	\$ 119.19
39014	TOWN OF MOUNDVILLE	MARQUETTE COUNTY	0.01%	\$ 53.48
39016	TOWN OF NESHKORO	MARQUETTE COUNTY	0.01%	\$ 64.54
39018	TOWN OF NEWTON	MARQUETTE COUNTY	0.01%	\$ 55.30
39020	TOWN OF OXFORD	MARQUETTE COUNTY	0.02%	\$ 97.46
39022	TOWN OF PACKWAUKEE	MARQUETTE COUNTY	0.03%	\$ 158.62
39024	TOWN OF SHIELDS	MARQUETTE COUNTY	0.01%	\$ 61.68
39026	TOWN OF SPRINGFIELD	MARQUETTE COUNTY	0.01%	\$ 81.06
39028	TOWN OF WESTFIELD	MARQUETTE COUNTY	0.01%	\$ 84.71
39121	VILLAGE OF ENDEAVOR	MARQUETTE COUNTY	0.01%	\$ 41.77
39161	VILLAGE OF NESHKORO	MARQUETTE COUNTY	0.01%	\$ 43.98
39165	VILLAGE OF OXFORD	MARQUETTE COUNTY	0.01%	\$ 54.78
39191	VILLAGE OF WESTFIELD	MARQUETTE COUNTY	0.02%	\$ 125.96
39251	CITY OF MONTELLO	MARQUETTE COUNTY	0.03%	\$ 154.58
40001	TOWN OF MENOMINEE	MENOMINEE COUNTY	0.06%	\$ 376.44
41106	VILLAGE OF BAYSIDE	MULTIPLE COUNTIES	0.08%	\$ 455.42
41107	VILLAGE OF BROWN DEER	MILWAUKEE COUNTY	0.22%	\$ 1,294.17
41126	VILLAGE OF FOX POINT	MILWAUKEE COUNTY	0.12%	\$ 705.25
41131	VILLAGE OF GREENDALE	MILWAUKEE COUNTY	0.25%	\$ 1,495.73
41136	VILLAGE OF HALES CORNERS	MILWAUKEE COUNTY	0.13%	\$ 800.37
41176	VILLAGE OF RIVER HILLS	MILWAUKEE COUNTY	0.03%	\$ 162.78
41181	VILLAGE OF SHOREWOOD	MILWAUKEE COUNTY	0.24%	\$ 1,443.29
41191	VILLAGE OF WEST MILWAUKEE	MILWAUKEE COUNTY	0.07%	\$ 415.73
41192	VILLAGE OF WHITEFISH BAY	MILWAUKEE COUNTY	0.23%	\$ 1,372.11
41211	CITY OF CUDAHY	MILWAUKEE COUNTY	0.32%	\$ 1,900.14
41226	CITY OF FRANKLIN	MILWAUKEE COUNTY	0.62%	\$ 3,722.86
41231	CITY OF GLENDALE	MILWAUKEE COUNTY	0.24%	\$ 1,418.04
41236	CITY OF GREENFIELD	MILWAUKEE COUNTY	0.67%	\$ 4,039.83
41251	CITY OF MILWAUKEE	MULTIPLE COUNTIES	9.40%	\$ 56,401.70
41265	CITY OF OAK CREEK	MILWAUKEE COUNTY	0.62%	\$ 3,709.06
41281	CITY OF ST. FRANCIS	MILWAUKEE COUNTY	0.17%	\$ 1,023.00
41282	CITY OF SOUTH MILWAUKEE	MILWAUKEE COUNTY	0.36%	\$ 2,145.15
41291	CITY OF WAUWATOSA	MILWAUKEE COUNTY	0.83%	\$ 4,993.48
41292	CITY OF WEST ALLIS	MILWAUKEE COUNTY	1.04%	\$ 6,257.46
42002	TOWN OF ADRIAN	MONROE COUNTY	0.01%	\$ 78.07
42004	TOWN OF ANGELO	MONROE COUNTY	0.03%	\$ 156.01
42006	TOWN OF BYRON	MONROE COUNTY	0.02%	\$ 124.78
42008	TOWN OF CLIFTON	MONROE COUNTY	0.01%	\$ 58.42
42010	TOWN OF GLENDALE	MONROE COUNTY	0.01%	\$ 65.97
42012	TOWN OF GRANT	MONROE COUNTY	0.01%	\$ 46.97
42014	TOWN OF GREENFIELD	MONROE COUNTY	0.01%	\$ 67.01
42016	TOWN OF JEFFERSON	MONROE COUNTY	0.01%	\$ 71.96

**ASPHALT / CONCRETE
PAVING CONTRACTOR**

12845 W Burleigh Rd
Brookfield, Wisconsin 53005
Telephone 414-466-7820
FAX 262-784-6840
An Equal Opportunity Employer



To:	BAYSIDE, VILLAGE OF	Contact:	
Address:	9075 N. REGENT ROAD BAYSIDE, WI 53217	Phone:	(414) 351-8811
		Fax:	(414) 351-8819
Project Name:	Bayside 2023 Patching	Bid Number:	
Project Location:		Bid Date:	2/22/2023

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1	County Line Patch - 13'x33' - Dig Out Base Course And Prep For 5" Of Asphalt - Place 5" Of Asphalt In 2 Lifts, Under Flagging, 1/2 At A Time. - Deduct \$900 If Removals Are Performed By The Village	1.00	LS	\$6,659.18	\$6,659.18
2	Brown Deer Rd Patch (West Of Regent) - 2'x26' - Mill 2' Wide X 4" Deep Along Edge - Place 4" Of Asphalt In 1 Lift - Deduct \$1,800 If Removals Are Performed By The Village	1.00	LS	\$4,618.90	\$4,618.90
3	Brown Deer And Pelham - 18'x42' - Dig Out Base Course And Prep For 5" Of Asphalt - Place 5" Of Asphalt In 2 Lifts - Deduct \$900 If Removals Are Performed By The Village	1.00	LS	\$8,263.75	\$8,263.75
4	Malibu And Glencoe - 12'x18' - Mill 12'x18' Sunken Area For 2" Overlay - Place 2" Of Asphalt In 1 Lift - Deduct \$1,800 If Removals Are Performed By The Village	1.00	LS	\$4,788.52	\$4,788.52
5	8934 Seneca- 3'x12' - Mill 3' Wide X 4" Deep Along Edge - Place 4" Of Asphalt In 1 Lift - Deduct \$900 If Removals Are Performed By The Village	1.00	LS	\$2,853.95	\$2,853.95

Total Bid Price: \$27,184.30

Notes:

- As required by the Wisconsin Lien law, Stark Pavement Corporation, Inc., hereby notifies you that persons or companies furnishing labor or material for construction on your land may have lien rights on your land and buildings if not paid. Those entitled to lien rights, in addition to the undersigned, are those who contract directly with you or those who give you notice within 60 days after they first furnished labor or material for the construction. Accordingly, you will probably receive notice from those who furnish labor or material for the construction, you should give a copy of each notice received to your mortgage lender, if any. We agree to cooperate with you and your lender, if any, to see that all potential lien claimants are duly paid.
- INSURANCE:**
Our proposal includes the attached certificate of liability coverage and contractors blanket additional insured endorsement. If the contract requires higher limits of coverage as listed below, add accordingly to our proposal.
CG2010 & CG2037 (07/04) ADD: \$500.00
CG2010 & CG2037 (10/01) ADD: \$1,000.00
Umbrella to be primary/non-contributory ADD: \$1,000.00
Waiver of subrogation ADD: \$100.00
- Price reflects asphalt placement in temperatures at or above 40°F; if required by the Prime Contractor's schedule to place asphalt in temperatures lower than 40°F, Stark Pavement Corporation, Inc., will not be held liable for damage or defects attributed to temperature or other weather conditions.
- Price does not include paving work taking place between December 1, 2022 and April 15, 2023, or after December 1, 2023.
- Inclusions / Exclusions:**
 - All bid items are tied.
 - 1% Bond Included
 - One (1) mobilization is included.
 - Prices DO NOT INCLUDE: railroad insurance, railroad flagging, saw cutting, erosion control, clearing/grubbing, utility frame adjustments, pavement marking, signing, layout/staking, or any applicable permit fees.

**ASPHALT / CONCRETE
PAVING CONTRACTOR**


12845 W Burleigh Rd
Brookfield, Wisconsin 53005
Telephone 414-466-7820
FAX 262-784-6840
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To: BAYSIDE, VILLAGE OF	Contact:
Address: 9075 N. REGENT ROAD BAYSIDE, WI 53217	Phone: (414) 351-8811 Fax: (414) 351-8819
Project Name: Bayside 2023 Patching	Bid Number:
Project Location:	Bid Date: 2/22/2023

Payment Terms:

Payment terms of net 30 days from the date of invoice. A 1.5% service charge will be added on all past due outstanding balances. All prices are valid for no greater than 30 days.

ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted. Buyer: _____ Signature: _____ Date of Acceptance: _____	CONFIRMED: Stark Pavement Corporation  Authorized Signature: Estimator: Ben Mehring 414-466-7820 benm@starkcorp.us
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Department of Public Works

August 2023

Highlights and Accomplishments

- The 2023 culvert project excavation and culvert replacement phase has been completed. The team will switch focus to restoration after the road has been repaved in early September.
- New Way Finding signs were installed in the Village. This completed the signage capital improvement project.
- The grazing goats were welcomed back to the 621 pond for annual “grass cutting.”
- DPW crew members mitigated over a four-inch rainfall also diverting around 1 million gallons of water to a different drainage pond. No issues were reported.
- The DPW Green swale capital project was started.
- The East side sanitary relief project was completed. Road repairs will be completed in 2024.
- A manhole at the intersection of Port Washington Road and Brown Deer Road was struck by the DOT during road construction. The DPW worked with the DOT on repairs which have since been made.
- The green swale capital project has started. The overgrown vegetation has been cleared ahead of the ditch construction.

Metric	Measurement	2022 Total	2023 YTD	5 Year Average	Target	Status (comp. 5 yr avg)
Garbage Collected	Tons	1,273	778	1,273	1,200	
Recycling Collected	Tons	446	266	485	500	
Diversion Rate	=Rec/(Rec+Garb)	26%	25%	28%	30%	
Yard Waste Collection	Stops	7,463	5,142	6,964	7,500	
Yard Waste Collected	Yards	1,987	1,390	2,735	2,500	
Recycling/ Clean Up Day Participants	Cars	1,162	726	1,004	800	
Access Bayside Requests	Requests Closed	682	738	761	700	
Special Pickups	Pickups	147	100	171	165	
Mulch Deliveries	Deliveries	42	38	57	60	
Mulch Delivered	Yards	540	285	497	500	
Sewer Main Cleaned	Feet	23,361	0	25,730	26,000	
Manholes Inspected	Manholes	57	0	12	12	
Ditch Line	Feet	8,150	5,488	7,870	5,000	
Culvert Replacement	Culverts	38	56	34	30	
Tree Removal	Trees	187	8	125	<10	
Trees Planted	Trees	75	46	88	50	



Department of Public Works

September 2023

Highlights and Accomplishments

- The 2023 road repaving project and shouldering was completed. While the area was under road construction, the team replaced a failing cross culvert and an out of network driveway culvert.
- The DPW has started the soil restoration in the 2023 project zone and will also complete another check in the 2022 project zone.
- Team members attended a one day stormwater seminar hosted by Sweetwater.
- All the projects asphalt and concrete spoils produced by the DPW was hauled of the yard at no cost to Bayside.
- The DPW participated in set up, during event operations and tear down and pack up for Bayside's Fall Fest and 5K.
- The replacement concrete base for the damaged crosswalk at Brown Deer Rd and Regent Rd, was installed. The contractor finished installation of the new pole and infrastructure. The system is now operational.
- The DPW Green Swale capital project was continued.

Metric	Measurement	2022 Total	2023 YTD	5 Year Average	Target	Status (comp. 5 yr avg)
Garbage Collected	Tons	1,273	874	1,273	1,200	
Recycling Collected	Tons	446	298	485	500	
Diversion Rate	=Rec/(Rec+Garb)	26%	25%	28%	30%	
Yard Waste Collection	Stops	7,463	6,171	6,964	7,500	
Yard Waste Collected	Yards	1,987	1,615	2,735	2,500	
Recycling/ Clean Up Day Participants	Cars	1,162	805	1,004	800	
Access Bayside Requests	Requests Closed	682	818	761	700	
Special Pickups	Pickups	147	112	171	165	
Mulch Deliveries	Deliveries	42	38	57	60	
Mulch Delivered	Yards	540	285	497	500	
Sewer Main Cleaned	Feet	23,361	0	25,730	26,000	
Manholes Inspected	Manholes	57	0	12	120	
Ditch Line	Feet	8,150	5,488	7,870	5,000	
Culvert Replacement	Culverts	38	58	34	30	
Tree Removal	Trees	187	8	125	<10	
Trees Planted	Trees	75	46	88	50	

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

A Proclamation Recognizing the Heroic Action of Lieutenant Fuller and Officer Santarelli

WHEREAS, on September 13th, 2023, Lieutenant Fuller and Officer Santarelli of the Bayside Police Department were called upon to assist the Milwaukee County Sheriff's Office in response to a critical emergency at the BP Open Pantry; and

WHEREAS, upon arriving at the scene, they encountered an unresponsive individual who had exited the freeway and come to a halt at the BP Open Pantry and it was swiftly determined that the unresponsive individual was suffering from an opioid overdose, a life-threatening condition that required immediate intervention; and

WHEREAS, in a display of remarkable courage and professionalism, Lieutenant Fuller and Officer Santarelli administered two crucial doses of Narcan to counteract the effects of the opioids, and Officer Santarelli performed CPR, resuscitating the individual against the odds; and

WHEREAS, it was discovered that the individual had unknowingly ingested a substance believed to be cocaine but was, in fact, laced with the deadly opioid, fentanyl, highlighting the grave dangers posed by the illicit drug trade; and

WHEREAS, their dedication to public safety, their calm under pressure, and their exceptional professionalism reflect the values of our law enforcement community and enhance the quality of life for all residents;

NOW, THEREFORE, BE IT PROCLAIMED that on this day, the community of Bayside, Wisconsin, expresses its deepest gratitude and appreciation to Lieutenant Fuller and Officer Santarelli for their exceptional bravery, quick response, and life-saving actions on that fateful day, September 13th, 2023.

THEREFORE, BE IT RESOLVED, that Eido M. Walny, Village President, and the Village Board of Trustees bestow their deepest appreciation to Lieutenant Fuller and Officer Santarelli for their heroic efforts.

PASSED AND ADOPTED by the Village Board of Trustees of the Village of Bayside this sixteenth day of October 2023.

VILLAGE OF BAYSIDE

Eido M. Walny, Village President

Rachel A. Safstrom, Administrative Services
Director



Bayside Communications Center

August 2023

Highlights and Accomplishments

- Wisconsin Law Enforcement Accreditation Group (WILEAG) was on site to review operations at BCC, and we are pleased to announce that the center met all the standards to complete accreditation.
- BCC Supervisor Gannett will be attending the Suburban Mutual Assistance and Response Team training in Waukesha this week.
- BCC welcomes Talin Borchert to the center. Talin has a background in dispatching for the City of Milwaukee and is excited to join the BCC team.

Metric	Measurement	2022 Total	2023 YTD	5 Year Average	Status (comp. 5 yr. avg)
Phone Calls	Calls	106,677	69,151	106,400	
911 Calls	Calls	25,789	15,648	26,521	
911 Hang Ups	Hang Ups	3,094	2,159	3,428*	
Answer Time	Seconds	4	4	4	
Dispatch Time	Seconds	55	46	38	
Police Calls	Calls	69,145	48,206	72,945*	
Fire Calls	Calls	11,474	8,150	9,169*	
EMD Protocol Use	Number of Calls	633	5,805	N/A	
Request for Police	Requests	3,145	2,158	2,736	
Traffic Stops	Number of Stops	16,877	12,863	17,388	
Training Hours	Hours	3,917	6,345	2,234	
Call Reviews	%	97.5%	98%	98%	
Text to 911	Number of sessions	3	44	N/A	



Bayside Communications Center

September 2023

Highlights and Accomplishments

- BCC is excited to announce that Dispatcher Troy Kasten has been selected as First Responder of the Year for the 23rd Assembly District. He will be recognized on October 17th at the States Capital.
- BCC staff are attending Police Inservice Training this week, focused training is on Active Shooter Incident Management.
- BCC welcomes Carlotta Taylor to the center. Carlotta has a background in dispatching for Froedtert Hospital Security and will be a welcome addition to the BCC team.

Metric	Measurement	2022 Total	2023 YTD	5 Year Average	Status (comp. 5 yr. avg)
Phone Calls	Calls	106,677	77,171	106,400	
911 Calls	Calls	25,789	17,655	26,521	
911 Hang Ups	Hang Ups	3,094	2,358	3,428*	
Answer Time	Seconds	4	4	4	
Dispatch Time	Seconds	55	53	38	
Police Calls	Calls	69,145	54,577	72,945*	
Fire Calls	Calls	11,474	9,205	9,169*	
EMD Protocol Use	Number of Calls	633	6,492	N/A	
Request for Police	Requests	3,145	2,445	2,736	
Traffic Stops	Number of Stops	16,877	14,569	17,388	
Training Hours	Hours	3,917	6,568	2,234	
Call Reviews	%	97.5%	98%	98%	
Text to 911	Number of sessions	3	52	N/A	



Police Department

August 2023

Highlights and Accomplishments

- The Police Department held the 4th Annual myBlue Night Out on Thursday, August 3, 2023. This family-friendly event was free to the public and featured food and games. The event was a great success and was well attended. Special thanks to Lt. Fuller for organizing this event and thank you to all our sponsors.
- Officer Kadulski and Chief Liebenthal represented the Police Department at the National Night Out event on August 1, 2023. This years' event was hosted by the Glendale Police Department.
- Officer Bunting and Officer Kadulski celebrated their respective 5th and 6th anniversaries with the Bayside Police Department this week. Congratulations to each of them on their respective career milestones.
- Lt. Klawitter attended the Active Shooter Incident Management Advanced Training that took place August 22 to August 24.
- The Police Department received a grant for \$1981.00 from the WE Energies Foundation's Rewarding Responders Grant. The grant will be used to purchase a new Automated External Defibrillator (AED) for the department.
- The Police Department has also been awarded a grant for 2024 from the Wisconsin Department of Agriculture, Trade and Consumer Protection. The amount awarded is \$2,712.19 and it is for our participation in the prescription drug disposal program.
- The Police Department continues to work towards completion of our re-accreditation through the Wisconsin Law Enforcement Accreditation Group (WILEAG). Our WILEAG Core Accreditation is due for renewal in January of 2024.

Metric	Measurement	2022 Total	2023 YTD	5 Year Average	Status (comp. 5 yr avg)
Calls for Service	Calls	4,571	5,140	5,488	○
Community Engagement / myBlue Sector Activity	Contacts	194	552	Incomplete Data	●
Traffic Stops	Stops	1,823	1,019	2135	○
Citations	Citations	879	480	892	○
Warnings	Warnings	1,100	563	1028	○
Arrests	Arrests	86	51	137	○
Ordinance Enforcement	Tickets Issued	39	21	62	○
Crimes Against Persons	Count	9	4	7	○
Crimes Against Property	Count	48	19	53	○
Crimes Against Society	Count	32	18	39	○
Reports Written	# Written	706	525	899	○
Patrol Miles Driven	# Miles	90,354	48,200	103,901	●
Code Enforcement	Notices Issued	239	172	176	○
Business/ Vacation Checks	# Performed	1,761	1,170	1,642	●
Crime Prevention	Notices Given	170	127	290	●
False Alarms	Count	118	47	85	○
Accidents Investigated	Count	59	37	68	○
Outside Agency Assists	Count	221	164	269	○
Field Interviews Conducted	Contacts	82	67	103	○
Speed Sign/Trailer Deployment	Location Count	14	29	26	●
Rx Drugs Collected	Pounds	487	323	475	●



Police Department September 2023

Highlights and Accomplishments

- On September 13th, Lieutenant Fuller and Officer Santarelli were requested to assist the Milwaukee County Sheriff's Office with an unresponsive person at the BP Open Pantry. A vehicle that contained the unresponsive person had exited the freeway and stopped at the BP upon exiting. It was determined the unresponsive subject was suffering from an opioid overdose. Bayside officers administered two doses of Narcan and Officer Santarelli performed CPR, ultimately resuscitating the individual. He was transported to the hospital by North Shore Fire/Rescue for further treatment. No drugs or paraphernalia were found on scene, however, the individual stated he had taken what he thought was cocaine, but it is believed to have been laced with fentanyl.
- The Department completed the State of Wisconsin's annual jail inspection. The Jail Inspector found no violations.
- Officer Bowe completed Drug Recognition Expert recertification training this month.
- Officer Santarelli celebrated his 5th Anniversary with the Police Department this past month. Congratulations to him on this milestone.
- Officer Cranny hosted a kickball game for kids at Ellsworth Park this past weekend. Several children participated in games.
- Officers conducted additional patrols around the area of the Shul Center during the holiday services.
- Officers assisted with the annual Fall Fest by securing the course for the Five and Wine, 5K run and 2-mile walk.

Metric	Measurement	2022 Total	2023 YTD	5 Year Average	Status (comp. 5 yr avg)
Calls for Service	Calls	4,571	5869	5869	●
Community Engagement / myBlue Sector Activity	Contacts	194	615	Incomplete Data	●
Traffic Stops	Stops	1,823	1151	2135	●
Citations	Citations	879	564	892	●
Warnings	Warnings	1,100	656	1028	●
Arrests	Arrests	86	65	137	●
Ordinance Enforcement	Tickets Issued	39	31	62	●
Crimes Against Persons	Count	9	4	7	●
Crimes Against Property	Count	48	22	53	●
Crimes Against Society	Count	32	18	39	●
Reports Written	# Written	706	596	899	●
Patrol Miles Driven	# Miles	90,354	54,237	103,901	●
Code Enforcement	Notices Issued	239	205	176	●
Business/ Vacation Checks	# Performed	1,761	1,306	1,642	●
Crime Prevention	Notices Given	170	158	290	●
False Alarms	Count	118	56	85	●
Accidents Investigated	Count	59	40	68	●
Outside Agency Assists	Count	221	186	269	●
Field Interviews Conducted	Contacts	82	75	103	●
Speed Sign/Trailer Deployment	Location Count	14	33	26	●
Rx Drugs Collected	Pounds	487	365	475	●



Administrative Services

August 2023

Highlights and Accomplishments

- Completed final tax settlement for 2022 collections.
- Onboarded new Dispatch employee.
- Continued work on the 2024 Annual Program Budget.
- Completed renewal insurance application for CVMIC.
- Began development of social media plan for the 2024 elections.

Metric	Measure	YTD%	Measure	YTD%
General Fund	Revenue	92.7%	Expenditure	64.6%
BCC	Revenue	80.6%	Expenditure	62.5%

Metric	Measure	YTD%	Measure	YTD%
Sanitary Sewer	Revenue	102%	Expenditure	25.1%
Storm Water	Revenue	79.1%	Expenditure	55.1%

Metric	Measurement	2022 Total	2023 YTD	5 Year Average	Target	Status (comp. 5 yr avg)
Grants	\$	\$1,050,237.80	\$826,914	\$412,764	\$300,000	
Property Status	Number	99	61	121	120	
Total Permits	Number	675	422	564	400	
Public Meetings	Number	46	33	50	55	
Ordinances	Number	11	6	11	10	
Resolutions	Number	28	13	32	25	
Communications Reach	Digital Interactions	242,356	261,596	333,782	450,000	
SCF Created	Number	2,517	2,106	2,228	2,700	
SCF DTA	Number	0.3	0.3	.78	1	
SCF DTC	Number	2.0	3.9	10.62	7	
SCF SLA Days	% in SLA	92%	89%	78.8%	90%	
Elections	Number	4	2	2.8	4	
Votes Cast	Number	7,055	3,820	4,837	7,250	



Administrative Services

September 2023

Highlights and Accomplishments

- Continued work on the 2024 Annual Program Budget.
- Finalized maintenance of voter registration records.
- Finalized transition with Horicon Bank after merger with Cornerstone Community Bank.
- Reconciled assessments for 2023 in the new LandNav software for tax collection.
- Conducted seven employee meetings to review health insurance information and benefit discussions.

Metric	Measure	YTD%	Measure	YTD%
General Fund	Revenue	98.5%	Expenditure	74.4%
BCC	Revenue	80.7%	Expenditure	69%

Metric	Measure	YTD%	Measure	YTD%
Sanitary Sewer	Revenue	104%	Expenditure	59%
Storm Water	Revenue	82.3%	Expenditure	58.9%

Metric	Measurement	2022 Total	2023 YTD	5 Year Average	Target	Status (comp. 5 yr avg)
Grants	\$	\$1,050,237.80	\$826,914	\$412,764	\$300,000	
Property Status	Number	99	66	121	120	
Total Permits	Number	675	458	564	400	
Public Meetings	Number	46	33	50	55	
Ordinances	Number	11	6	11	10	
Resolutions	Number	28	13	32	25	
Communications Reach	Digital Interactions	242,356	281,605	333,782	450,000	
SCF Created	Number	2,517	2,296	2,228	2,700	
SCF DTA	Number	0.3	0.35	.78	1	
SCF DTC	Number	2.0	3.35	10.62	7	
SCF SLA Days	% in SLA	92%	87%	78.8%	90%	
Elections	Number	4	2	2.8	4	
Votes Cast	Number	7,055	3,820	4,837	7,250	

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

RESOLUTION NO. 23-14

**A Resolution Approving a “Single or Multi-Year Capital” Budget to Purchase
Large Apparatus Equipment from 2024 - 2028**

WHEREAS, the Board of Directors of the North Shore Fire Department unanimously adopted Resolution No. 23-02, on September 12th, 2023 (the “NSFD Capital Budget Resolution”). The NSFD Capital Budget Resolution (a copy is attached hereto and made part of this Resolution), adopts the “Single or Multi-Year Capital” Budget to purchase Large Apparatus Equipment as identified in the current 2024-2028 North Shore Fire Department Capital Improvement Plan. The 2024-2028 NSFD Capital Improvement Plan currently includes the following Large Apparatus purchases; three engines and three ambulances. The NSFD Board of Directors further unanimously recommends approval of the capital contribution budget as outlined in the NSFD Capital Budget Resolution by each of the member municipalities by adoption of this Resolution; and

WHEREAS, a “Single or Multi-Year Capital” Budget must be submitted to the governing bodies of the Villages of Bayside, Brown Deer, Fox Point, River Hills, Shorewood and Whitefish Bay and the City of Glendale for approval by each of the seven (7) municipalities; and

NOW, THEREFORE, BE IT RESOLVED that, Eido M. Walny, Village President and the Village Board of Trustees hereby approves the “Single or Multi-Year Capital Budget” for the purchase of three engines and three ambulances and agrees to payments to the NSFD in accordance with the provisions of the Financing Formula of the Agreement (with the estimated payments and due dates as outlined in the NSFD Budget Resolution) within 30 days of receipt of a statement from the NSFD and further directs the Village Clerk to provide a certified copy of this Resolution to the NSFD.

PASSED AND ADOPTED by the Village Board of Trustees of the Village of Bayside this nineteenth day of October, 2023.

VILLAGE OF BAYSIDE

Eido M. Walny, Village President

Rachel A. Safstrom, Administrative Services Director

NORTH SHORE FIRE/RESCUE

Office of the Finance Director

KateLynn Harrigan

Date: September 8th, 2023
To: Chief Whitaker, North Shore Fire Department Board of Directors
Re: 2024-2028 Single or Multi-Year Capital Budget Resolution

Since 2012 the Board has recognized that the designated capital fund contribution of approximately \$180,000 would not support large apparatus capital equipment needs for the North Shore Fire Department and has acted to approve resolutions every few years allocating an additional amount of money towards large apparatus purchases.

The current resolution in place was approved in 2021 for years 2022, 2023, 2024 and 2025. This resolution was approved to pay for a portion of the 2022 engine, two (2) ambulances and (1) fire engine.

Since 2021 both the cost of large apparatus purchases and the lead time on these purchases has increased significantly. Lead times for ambulances are 2 to 2.5 years and lead times for engines and ladder trucks are up to 3.5 years. At the same time costs have also increased exponentially. In just one year the cost of an engine increased by 26% far outpacing the annual 2.5% increase in the resolution funding contribution.

Department Staff began discussing ways to address these issues with the NSFD Finance Committee in July of 2023. Cash and lease to own purchase options were discussed and the feedback staff received was that cash purchase options for the Department was preferred by the municipalities. While the Department would continue to fund large apparatus capital expenses with cash it would be up to the individual municipalities to support these purchases through their own borrowing plans or through the tax levy as they deem appropriate.

The Department is recommending approval of a new Single or Multi-Year Capital Resolution that will replace the 2021 resolution. The new resolution secures funding for large apparatus purchases between 2024-2028 including three fire engines and three ambulances. It includes an increase of \$700,000 in the 2026 funding with 2.75% increases beyond 2026 to account for the significant apparatus increases. Increasing the funding in 2026 gives the communities time to prepare for the increase and build it into their own capital improvement plan and funding projections. A period of five (5) years is also being proposed to directly coincide with the current NSFD Capital Improvement Plan.

Having a resolution that secures funding for purchases out five years allows the Department to enter into contracts for the purchase of equipment up to five years down the line. Additionally, the Department intends to approve a new resolution that will replace the old resolution each year as a part of its capital improvement/budget planning process. Approving a new resolution each year will ensure funding for up to five years is always in place and that the Department is always able to enter into contracts with an appropriate amount of lead/build time.

Each year the resolution will be updated with the most current and accurate information. Currently the municipal contributions in years 2026-2028 are only an estimate as they are based on the 2025 municipal percent contribution. In 2025 the Department will have updated percent contributions through 2030. Below is the contribution information by municipality that has been included in the prepared Single or Multi-Year Capital Budget Resolution. This information is also what has been previously presented to the NSFD Finance Committee and North Shore Managers.

	2024	2024	2025	2025	2026	2027	2028
	Percent Contributions		Percent Contributions				
BAYSIDE	6.28%	\$30,656.20	6.27%	\$31,219.52	\$75,968.07	\$78,057.17	\$80,203.77
BROWN DEER	19.70%	\$96,166.73	20.02%	\$99,683.38	\$242,564.72	\$249,235.19	\$256,089.23
FOX POINT	8.61%	\$42,030.23	8.49%	\$42,273.32	\$102,865.86	\$105,694.64	\$108,601.28
GLENDALE	27.51%	\$134,291.72	27.38%	\$136,330.22	\$331,739.37	\$340,862.11	\$350,235.92
RIVER HILLS	3.16%	\$15,425.73	3.15%	\$15,684.45	\$38,165.78	\$39,215.33	\$40,293.76
SHOREWOOD	17.39%	\$84,890.33	17.35%	\$86,388.95	\$210,214.68	\$215,995.53	\$221,935.47
WHITEFISH BAY	17.35%	\$84,695.07	17.34%	\$86,339.15	\$210,093.52	\$215,871.04	\$221,807.56
TOTAL		\$488,156.00		\$497,919.00	\$1,211,612.00	\$1,244,931.00	\$1,279,167.00

Respectfully submitted,

KateLynn Harrigan

NORTH SHORE FIRE/RESCUE

Office of the Fire Chief

Robert Whitaker

To: NSFD Municipalities
Date: September 8th, 2023
Subject: Resolution 23-02

The North Shore Fire Department Board of Directors has unanimously recommended Resolution 23-02, a Single or Multi-Year Capital Budget for 2024 - 2028, to the seven member communities. The North Shore Fire Services Agreement requires such Resolutions be unanimously recommended by the Board of Directors to the seven communities and for all seven communities to adopt a local resolution regarding the budget.

Amendment 6 to the North Shore Fire Services Agreement states that funding for capital improvement expenses for the Department may be funded using “Single or Multi-Year Capital Budgets”. Since 2012, the Department has utilized this method to fund replacement of major apparatus.

A Single or Multi-Year Capital Budget for replacement of major apparatus was passed by the Board in 2021 for the years 2022, 2023, 2024 and 2025 to fund replacement of a fire engine, two ambulances and one fire engine/quint during those years. This resolution is meant to take the place of the prior resolution ensuring funding between years 2024 – 2028. The Department intends for a new resolution to be drafted annually and to replace the prior resolution to ensure continued funding for the current Capital Improvement plan in place.

Finance Director Harrigan’s enclosed memo provides details on funding requirements. Also enclosed is a Resolution adopted by the Board of Directors and a boilerplate resolution for use by the municipal governing bodies.

STATE OF WISCONSIN: NORTH SHORE FIRE DEPARTMENT: MILWAUKEE COUNTY

RESOLUTION NO. 23-02
A Resolution Approving a “Single or Multi-Year
Capital” Budget To Purchase Large Apparatus
Equipment from 2024 - 2028

WHEREAS, the Board of Directors of the North Shore Fire Department (“NSFD”) as recommended by Department Staff has identified a need to purchase large apparatus equipment to maintain ongoing operations of the Department; and

WHEREAS, the Board of Directors of the NSFD hereby finds the purchase of large apparatus equipment cannot be accomplished under the caps placed on the NSFD’s annual budget increase by the Amended and Restated North Shore Fire Department Agreement (“the Agreement”); and

WHEREAS, as authorized under paragraph 5.10 of the Agreement, the Board of Directors may adopt a “Single or Multi-Year Capital” Budget to purchase capital items that are not subject to the annual budget cap imposed by the Agreement; and

WHEREAS, the Agreement as amended requires unanimous approval of the “Single or Multi-Year Capital” Budget by all members of the Board of Directors and by all member communities; and

WHEREAS, in 2021 the Board of Directors approved a “Single or Multi-Year Capital” Budget resolution that provided funding for large apparatus purchases through 2025, and

WHEREAS, since 2021 the increase in apparatus costs and timeline to obtain vehicles has significantly increased; and

WHEREAS, the Board of Directors of the NSFD hereby determine a new funding resolution should be approved annually to replace the old large apparatus purchase resolution that directly coincides with the current five year NSFD capital improvement plan and the large apparatus purchases within; and

WHEREAS, the purchase of large apparatus equipment identified in that plan will require the funding from payments by all member communities between 2024 through 2028 including three fire engines and three ambulances; and

WHEREAS, in accordance with the Agreement, each member community will contribute their estimated portion of the cost not to exceed the total budgeted amount as follows:

	2024	2024	2025	2025	2026	2027	2028
	Percent Contributions		Percent Contributions				
BAYSIDE	6.28%	\$30,656.20	6.27%	\$31,219.52	\$75,968.07	\$78,057.17	\$80,203.77
BROWN DEER	19.70%	\$96,166.73	20.02%	\$99,683.38	\$242,564.72	\$249,235.19	\$256,089.23
FOX POINT	8.61%	\$42,030.23	8.49%	\$42,273.32	\$102,865.86	\$105,694.64	\$108,601.28
GLENDALE	27.51%	\$134,291.72	27.38%	\$136,330.22	\$331,739.37	\$340,862.11	\$350,235.92
RIVER HILLS	3.16%	\$15,425.73	3.15%	\$15,684.45	\$38,165.78	\$39,215.33	\$40,293.76
SHOREWOOD	17.39%	\$84,890.33	17.35%	\$86,388.95	\$210,214.68	\$215,995.53	\$221,935.47
WHITEFISH BAY	17.35%	\$84,695.07	17.34%	\$86,339.15	\$210,093.52	\$215,871.04	\$221,807.56
TOTAL		\$488,156.00		\$497,919.00	\$1,211,612.00	\$1,244,931.00	\$1,279,167.00

WHEREAS, in accordance with the Agreement, payment by each community shall be made within 30 days of the date of the statement to the community by the NSFD with the anticipated due date(s) and estimated amount(s) set forth above; and

WHEREAS, if a community fails to pay the NSFD by the date identified on the statement sent to the community, it shall be obligated to the NSFD and the other participating municipalities as outlined in paragraph 17.5 of the Agreement; and

WHEREAS, a community that has approved a “Single or Multi-Year Capital” Budget and withdraws, is expelled or otherwise ceases to be a member of the NSFD during the period for which the Single or Multi-Year Capital Budget was approved must make full payment of its share to the NSFD for the term of the authorized budget and if applicable will have their distribution of assets in accordance with the Agreement, reduced by any amount that is owed to the NSFD for its share of the “Single or Multi-Year Capital” Budget.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors unanimously adopts the “Single or Multi-Year Capital” Budget for 2024-2028 for large apparatus equipment purchases in the total budgeted amount set forth above and further unanimously recommends this “Single or Multi-Year Capital” Budget for approval by each of the member municipalities by adoption of a Resolution in the form attached to this Resolution.

BE IT FURTHER RESOLVED, this resolution replaces and rescinds any prior “Single or Multi Year Capital” Budget resolutions approved by the North Shore Fire Department Board of Directors and its member municipalities.

PASSED AND ADOPTED this 12th day of September 2023.

DocuSigned by:

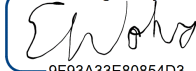


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Ann McCullough McKaig, President

Countersigned:

DocuSigned by:



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Eido Walny, Secretary

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

RESOLUTION NO. 23-15

A Resolution Approving the 2024 North Shore Fire Department Fees For Service Schedule

WHEREAS, the Board of Directors of the North Shore Fire Department has recommended that the 2024 North Shore Fire Department Fees for Services, attached to and made a part of this Resolution (hereinafter the "Service Fees"), be approved by each of the municipalities a party to the 1994 Amended and Restated North Shore Fire Department Agreement (hereinafter "the Agreement"); and

WHEREAS, the Agreement requires that all fees for service must be submitted to the governing bodies of the Villages of Bayside, Brown Deer, Fox Point, River Hills, Shorewood and Whitefish Bay and the City of Glendale for approval by not less than five (5) of these seven (7) municipalities; and

WHEREAS, upon approval by not less than five (5) of these seven (7) municipalities the appropriate North Shore Fire Department officials are authorized to charge and collect the Service Fees; and

NOW, THEREFORE, BE IT RESOLVED that, Eido M. Walny, Village President and the Village Board of Trustees hereby approves the Service Fees in the form presented as attached and directs the Village Clerk to provide a certified copy of this Resolution to the North Shore Fire Department.

PASSED AND ADOPTED by the Village Board of Trustees of the Village of Bayside this nineteenth day of October, 2023.

VILLAGE OF BAYSIDE

Eido M. Walny, Village President

Rachel A. Safstrom, Administrative Services Director

NORTH SHORE FIRE/RESCUE

Office of the Fire Chief

Robert Whitaker

To: Village Boards/Common Council
Date: September 7, 2023
Subject: 2024 Fee Schedule

Enclosed is the proposed 2024 Fee for Service Schedule and Resolution 23-03 for your consideration.

The Fee Schedule is annually updated by the Board of Directors and requires that at least five of the seven member municipalities pass a local resolution regarding the fee schedule at the Council/Board level. There are three different types of fees charged by the Department, fees for emergency services, fees for fire prevention permits/inspections and administrative fees. The North Shore Fire Department Board recommended approval of this fee schedule to the member municipalities at its September 12, 2023 Meeting.

Fees for Emergency Services

This area primarily consists of fees for emergency medical services provided by the Department. Since 2013, the Board has recommended adjustment of EMS fees based on the average change year-to-year in the Medical Care Commodities and Medical Care Service CPI.

The average of the CPI factors referenced earlier for 2023 is 1.5%. It is my recommendation that if the Board wishes to continue to use this CPI as a barometer for the fee changes, the Board adjust EMS Fees up by 1.5%.

Fire Prevention Permits/Inspections

The fee schedule in this area has no changes from 2023.

Administrative Fees

The fee schedule in this area has no changes from 2023.

Item	2023	2024
BLS service and/or treatment without transport (Resident)	146.92	149.12
BLS service and/or treatment without transport (Non-Resident)	219.66	222.96
BLS service lift assist not in EMS High-Utilizer Program	218.92	222.20
Paramedic service and/or treatment without transport (Resident)	182.58	185.31
Paramedic service and/or treatment without transport (Non-Resident)	249.62	253.36
BLS service with transport (Resident)	887.93	901.25
BLS service with transport (Non-Resident)	1025.56	1040.95
Paramedic service with transport Level - ALS-1 (Resident)	1013.49	1028.70
Paramedic service with transport Level - ALS-2 (Resident)	1114.00	1130.71
Paramedic service with transport Level - ALS-1 (Non-Resident)	1142.53	1159.66
Paramedic service with transport Level - ALS-2 (Non-Resident)	1317.97	1337.74
Paramedic service and invasive treatment without transport (Resident)	182.58	185.31
Paramedic service and invasive treatment without transport (Non-Resident)	256.75	260.60
Defibrillation	168.87	171.40
IV and supplies	88.44	89.76
Intubation	190.87	193.73
ALS supplies	140.72	142.83
Oxygen and supplies	109.83	111.48
Mileage (rate per loaded mile)	23.64	24.00
EKG	146.92	149.12
Drugs, Group-1: Albuterol, Amioderone (30 mg), Aspirin, Atropine, Benadryl, Calcium Gluconate, D10, Duoneb, D5W, Glucose (oral), Nitroglycerin, Sodium Normal Saline (bags & carpujet), Zofran Tabs, Zofran IV, acetaminophen/Tylenol, Ketorolac/Toradol	47.07	47.78
Drugs, Group-2: Calcium Chloride, Lidocaine	54.20	55.01
Drugs, Group-3: Cardizen/Diltiazem, Fentanyl, Ketamine, Midazolam, Narcan, Noephinephrine, Epinephrine, Sodium Bicarbonate	69.89	70.94
Dexamethasone	85.59	86.87
Epinephrine by Epi-pen	139.78	141.88
Adenosine	131.23	133.19
Glucagon, up to 1 Mg	236.41	239.96
Solmedrol, 41-125 Mg	85.58	86.87
E-Z IO	175.44	178.08
Spinal Immobilization	182.58	185.31
Triage barcode wristbands	4.28	4.34
Cyano-kits	1547.95	1571.17
CPAP mask	78.80	79.99
LUCAS Suction Cup and ResQPOD	270.14	274.19

Fire Prevention Permits/Inspections:

	2023	2024
Fire Department Services for Vehicles	\$500	\$500
Occupancy Inspection	\$75.00 (\$25/multi-family unit with \$75 minimum)	\$75.00 (\$25/multi-family unit with \$75 minimum)
Work without Permit	Double normal fee	Double normal fee
Re-inspection Fee	\$75	\$75
Special Plan Review/Inspection	Subject to actual cost	Subject to actual cost
Variance Requests	\$100/code section	\$100/code section
Inspection Request (less than 72 hrs notice)	\$75/hr 2 hr. minimum	\$75/hr 2 hr. minimum
Inspection Non-Business Hours	\$100/hr 2 hr. minimum	\$100/hr 2 hr. minimum

Plan Review (Includes Site Inspection):

	2023	2024
Construction Compliance with Fire Code	\$.07/sq. ft. (\$75 minimum)	\$.07/sq. ft. (\$75 minimum)
Performance Based or Alternative Design	\$.07/sq. ft. (\$100 minimum)	\$.07/sq. ft. (\$100 minimum)
Fire Alarm and Detection Systems	\$.07/sq. ft. (\$75 minimum)	\$.07/sq. ft. (\$75 minimum)
Audio/Visual Annunciation Systems	\$250 up to 20 devices, \$500 over 20 devices	\$250 up to 20 devices, \$500 over 20 devices
Hood and Duct Suppression Systems	\$100 per system	\$100 per system
Other Suppression Systems (FM200, Cardox, etc.)	\$100/plan	\$100/plan
Smoke Evacuation	\$75/plan	\$75/plan
Water-based Sprinkler Systems (new or altered <20 heads)	100	100
Water-based Sprinkler Systems (new or altered >20 heads)	\$.07/sq. ft. (\$100 minimum)	\$.07/sq. ft. (\$100 minimum)
Spray Booth Operations	100	100

Acceptance Tests:

	2023	2024
Hydro-test of Sprinkler Piping (2 hr. test)	\$125	\$125
Fire Pump	\$100	\$100
Fire Alarm and Detection System	\$100	\$100
Hood and Duct Suppression System	\$100	\$100
Other Suppression	\$100	\$100
Smoke Evacuation System	\$100	\$100
Spray Booth System	\$100	\$100

Other Permit Items:

	2023	2024

Bonfires, Cermonial Fires, Vegetation Burns	\$50	\$50
Hot Work	\$25	\$25
Indoor Vehicle Exhibits	\$25	\$25
Building Demolition	\$250	\$250
Tents for Public Assembly >400 sq. ft.	\$50	\$50
Temporary Fuel Storage	\$50	\$50
Fireworks Displays	\$125	\$125
Code Consulting/Emergency Planning	\$75/hour	\$75/hour

Administrative/Other Fees:	2023	2024
CPR Certification Skill Check-Off Only	\$55/student	\$55/student
CPR Certification	\$75/student	\$75/student
Open Records Requests	\$.10/page	\$.10/page
Record Locating Fees	As determined by the record custodian only if over \$50 per request.	As determined by the record custodian only if over \$50 per request.
Event Stand-by	Cost of personnel (loaded wage), vehicles/ supplies, plus 25% administrative fee.	Cost of personnel (loaded wage), vehicles/ supplies, plus 25% administrative fee.

STATE OF WISCONSIN: NORTH SHORE FIRE DEPARTMENT: MILWAUKEE COUNTY

RESOLUTION NO. – 23-03

**A Resolution Recommending the 2024 NSFD
Fees For Service Schedule**

WHEREAS, the Board of Directors of the North Shore Fire Department (“NSFD”) can recommend fees for service to be charged by the Department to the member municipalities for their approval in accordance with the Amended and Restated North Shore Fire Department Agreement (“the Agreement”); and

WHEREAS, the Board of Directors of the NSFD hereby finds that the implementation of fees for service are necessary to recover costs incurred by the Department to provide certain services.

NOW, THEREFORE, BE IT RESOLVED, that a majority of the Board of Directors recommends the implementation of the fees detailed in the 2024 NSFD Fees for Service Schedule attached to this Resolution.

PASSED AND ADOPTED by the Board of Directors of the North Shore Fire Department this 12^h day of September 2023.

Countersigned:



Eido Walny, Secretary



Ann McCullough McKaig, President

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

RESOLUTION NO. 23-16

**In the Matter of Authorizing an Exception to the Levy Limits for Charges for the
North Shore Fire Department Pursuant to 2005 Wisconsin Act 484**

WHEREAS, the Village of Bayside is a participating member of the North Shore Fire Department under the North Shore Fire Services Agreement, and

WHEREAS, the Wisconsin Legislature has enacted 2005 Wisconsin Act 484 on May 30, 2006, published on June 13, 2006; and

WHEREAS, Act 484 creates Section 66.0602(3)(h), Wis. Stats., which statute provides that levy limits otherwise applicable do not apply to the amount that a city or village may levy in that year to pay for charges assessed by a joint fire department to the extent that the amount levied to pay for such charges would cause the city or village to exceed the limits imposed under Section 66.0602, Wis. Stats.; and

WHEREAS, the exception to the levy limit applies only if the total charges assessed by the joint fire department for the current year increase, relative to the total charges assessed for the previous year, by a percentage that is less than or equal to the percentage change in the US Consumer Price Index for all urban customers, US city average, as determined by the US Department of Labor for the 12 months ending on August 31 of the year of the levy, plus 2%; and

WHEREAS, the exception to levy limits under Act 484 further only applies if the governing body of each city and village served by the North Shore Fire Department adopts a resolution in favor of exceeding such levy limit as may be applicable;

NOW THEREFORE, BE IT RESOLVED that the Village of Bayside hereby authorizes a levy for charges assessed by the joint fire department which exceeds the limit as described and imposed by Section 66.0602, Wis. Stats., but only to the extent as authorized by Section 66.0602(3)(h)2a, Wis. Stats., and

BE IT FURTHER RESOLVED that this resolution shall not be construed as authorizing the North Shore Fire Department to adopt any particular budget, but rather that the Act 484 budget formula shall be deemed a maximum limit on any budget increase which is duly adopted under all applicable procedures and requirements of the North Shore Fire Services Agreement.

PASSED AND ADOPTED by the Village Board of Trustees of the Village of Bayside this nineteenth day of October, 2023.

VILLAGE OF BAYSIDE

Eido M. Walny, Village President

Rachel A. Safstrom, Administrative Services Director

NORTH SHORE FIRE/RESCUE

Office of the Fire Chief

Robert Whitaker

To: NSFD Member City Council/Village Boards
Date: September 7, 2023
Subject: Resolution 23-04

Section 66.0602(3)(h) provides that levy limits otherwise applicable to municipalities under Chapter 66 of Wisconsin Statutes do not apply to the amount that a city or village may levy in that year to pay for charges assessed by a joint fire department to the extent that the amount levied to pay for such charges would cause the city or village to exceed the limits imposed under Section 66.0602, Wis. Stats.

The exemption applies if the total charges assessed by the Department for the budget year do not exceed the previous year's charges by a percentage that is less than or equal to the percentage change in the US Consumer Price Index for all urban consumers, US City Average, as determined by the US Department of Labor for the 12 months ending on August 31 of the year of the levy plus 2%. Additionally, the Statute requires that for the exemption to be applicable, the governing bodies of all the cities and villages served by the Department must adopt a resolution in favor of exceeding such levy limit.

The applicable CPI change is 5.9% (estimated), so under State Statute, the allowable increase is 7.9%. The Department's actual increase in charges is 2.75%.

It is my understanding that several member municipalities are interested in using the levy limit exemption for 2024. The North Shore Fire Department Board of Directors voted to recommend approval of this resolution to the seven member communities at its meeting on September 12, 2023. Enclosed is a resolution for consideration by each member municipality. It is important each community consider this resolution prior to November 15, 2023.

If approved, please forward a signed copy of your municipality's resolution.

STATE OF WISCONSIN: NORTH SHORE FIRE DEPARTMENT
MILWAUKEE COUNTY

Resolution No. 23-04

In the Matter of Recommending the Governing Bodies of the Member Municipalities of the North Shore Fire Department Pass a Resolution Allowing an Option for the Member Municipalities of the North Shore Fire Department an Exception to the Levy Limits for Charges for the North Shore Fire Department Pursuant to 2005 Wisconsin Act 484

WHEREAS, the Wisconsin Legislature has enacted 2005 Wisconsin Act 484 on May 30, 2006, published on June 13, 2006; and

WHEREAS, Act 484 created Section 66.0602(3)(h), Wis. Stats., which provides that levy limits otherwise applicable do not apply to the amount that a city or village may levy in that year to pay for charges assessed by a joint fire department to the extent that the amount levied to pay for such charges would cause the city or village to exceed the limits imposed under Section 66.0602, Wis. Stats.; and

WHEREAS, the exception to the levy limit applies only if the total charges assessed by the joint fire department for the current year increase, relative to the total charges assessed for the previous year, by a percentage that is less than or equal to the percentage change in the US Consumer Price Index for all urban customers, US city average, as determined by the US Department of Labor for the 12 months ending on August 31 of the year of the levy, plus 2%; and

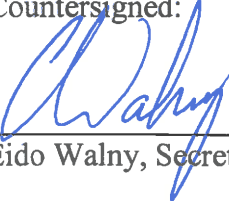
WHEREAS, the exception to levy limits under Act 484 further only applies if the governing body of each city and village served by the North Shore Fire Department adopts a resolution in favor of allowing member municipalities to have the option of exceeding such levy limit as may be applicable;

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of the North Shore Fire Department hereby authorizes this Resolution that recommends the member municipalities pass a resolution allowing the member municipalities the option to utilize an exception to such levy limit as may be applicable for charges assessed by the joint fire department as described by Section 66.0602, Wis. Stats., but only to the extent as authorized by Section 66.0602(3)(h), Wis. Stats., and

PASSED AND ADOPTED by the Board of Directors of the North Shore Fire Department this 12th day of September 2023.


Ann McCullough McKaig, President

Countersigned:



Eido Walny, Secretary

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

RESOLUTION NO. 23-17

A Resolution Approving Amendment No. 9 to the North Shore Fire Department Agreement to Amend and Restate the Financing Formula in Exhibit C.

WHEREAS, the Board of Directors of the North Shore Fire Department on September 12, 2023 unanimously adopted Resolution No. 23 - 05 that recommends Amendment No. 9 to the Amended and Restated North Shore Fire Department Agreement, (hereinafter "Amendment No. 9"), attached to and made a part of this Resolution, be approved by each of the municipalities a party to the Amended and Restated North Shore Fire Department Agreement (hereinafter "The Agreement"); and

WHEREAS, Amendment No. 9 to the Agreement must be submitted to the governing bodies of the Villages of Bayside, Brown Deer, Fox Point, River Hills, Shorewood and Whitefish Bay and the City of Glendale for approval by each of the seven (7) municipalities;

NOW, THEREFORE, BE IT RESOLVED that, Eido M. Walny, Village President and the Village Board of Trustees hereby approves Amendment No. 9 to the Agreement in the form presented as attached and directs the Village Clerk to provide a certified copy of this Resolution to the North Shore Fire Department.

PASSED AND ADOPTED by the Village Board of Trustees of the Village of Bayside this nineteenth day of October, 2023.

VILLAGE OF BAYSIDE

Eido M. Walny, Village President

Rachel A. Safstrom, Administrative Services Director

NORTH SHORE FIRE/RESCUE

Office of the Fire Chief

Robert Whitaker

To: Board of Directors
Date: August 11, 2023
Subject: Clean-Up of North Shore Fire Services Agreement

Background:

The North Shore Fire Services Agreement was adopted by the seven North Shore municipalities on November 1, 1994. Since that time, there have been eight amendments to the Agreement. Amendments must be noticed to the Board for thirty (30) days and require unanimous approval of the Board of Directors and each of the seven North Shore Municipal Council/Boards.

Agenda Item:

The eight amendments that have been approved have been policy level changes. None of the eight amendments included non-policy, general clean-up of the Agreement.

Staff is proposing Amendment 9 of the Agreement that would be general, non-policy clean-up of the North Shore Fire Services Agreement.

Enclosed is a red-lined version of the Fire Services Agreement with the proposed changes along with a document entitled "Amendment 9 to Amended and Restated North Shore Fire Department Agreement". A detailed summary of the changes is below:

- Paragraph 3: Election of Officers of the Board are to occur the first meeting after January 1. Historically, the Board has delayed these elections until after the April/Spring election to ensure all seven members of the Board will remain on the Board after the April/Spring elections. The suggested changes identifies that the election would occur the first meeting after May 1 of each year.
- Paragraph 5.2: The current Agreement states the increase in the total annual operating and capital budget cannot exceed the less of a) CPI as of September 30 or b) limit for increases in municipal budgets in accordance with Section 79.05 Wis. Stats plus, in either case, one-half (.5) percent. Section 79.05 identifies a CPI as of August 31 as the measuring point. The intent of the suggested change is to align the two CPI dates in sub a and sub b.
- Paragraph 8: Election of Officers of the Commission are set to occur, similar to elections of the Board, at the first meeting after January 1. Commission appointments are made after the April/Spring election, so, similar to the Board, an officer may be elected in January and then not reappointed to the Commission in April. It has been the Commission's practice, similar to the Board,

to delay elections until after the April/Spring election. The suggested changes identifies that the election would occur the first meeting after May 1 of each year.

- Paragraph 17.5: The Fire Services Agreement identifies the establishment of a prime rate that would be applied to late payments from a municipality to the Department to be made in accordance with the prime rate at Firststar Bank. Firststar Bank, at the time, was the Department's public depository bank. Since then, the Department's public depository has been changed by the Board. The suggested change is to remove a specific bank name from the Agreement and identify such bank in a Department policy to ease change of public depository.

Summary:

The proposed Amendment is intentionally meant to be a clean-up and not include major policy decisions. The request of the Board is to recommend Amendment 9 to the seven North Shore Municipal Council/Boards for approval.

AMENDMENT NO. 9 TO AMENDED AND RESTATED NORTH SHORE FIRE DEPARTMENT AGREEMENT

Paragraph 3 of the Amended and Restated North Shore Fire Department Agreement is amended and restated to read as follows :

Officers. As soon as practicable after the initial appointments the Board of Directors shall elect a President, Vice President, Secretary and Treasurer. These Officers shall serve until the first meeting of the Board of Directors occurring after January 01, 1996, at which meeting their successors shall be elected. Thereafter the officers shall be elected at the first meeting of the Board of Directors occurring after May 1 of each year, and officers so elected shall hold office until their successors are duly elected and qualified. The Secretary need not be a member of the Board of Directors.

Paragraph 5.2 of the Amended and Restated North Shore Fire Department Agreement is amended and restated to read as follows:

To recommend adoption of a budget for the North Shore Fire Department's capital improvement expenses including, but not limited to, equipment, as provided in Paragraph 13 of this Agreement. For the purposes of this paragraph, the term "operating expenses" shall include the usual and ordinary cost of operation of the North Shore Fire Department, the operation and routine maintenance of buildings used by the North Shore Fire Department and the repair and the renewal of the North Shore Fire Department's physical assets including expenses and ordinary additions to its assets. Such municipalities as set forth hereinafter, not later than September 30 in each year.

For the purposes of this paragraph, the term "capital improvement expenses" shall include the expenditures related to the structural reconstruction of premises, purchases of apparatus and equipment which has a life of at least five (5) years and a purchase price of at least \$25,000 (1994 dollars), and replacement or addition of building infrastructure, to include heating, electric and plumbing systems.

The annual percentage increase in the total annual operating and capital budget of the North Shore Fire Department will not exceed the lesser of (a) the percentage increase in the U.S. Urban CPI (Consumer Price Index), a; wage earners, for the 12 months ended on the August 31 next preceding the budget year, or (b) the limit for increases in municipal budgets certified by the Wisconsin Department of Revenue for purposes of Section 79.05 Wis. Stats., plus, in either case, one-half (1/2) of one percent (0.5%).

Paragraph 8 of the Amended and Restated North Shore Fire Department Agreement is amended and restated to read as follows:

Officers. As soon as practicable after the initial appointments the Commission shall elect a Chair, Vice Chair and Secretary. The Secretary need not be a member of the Commission. Officers shall thereafter be elected at the first meeting of the Commission occurring after May 1 of each year, and officers so elected shall hold office until their replacements are duly elected and qualified.

Paragraph 17.5 of the Amended and Restated North Shore Fire Department Agreement is amended and restated to read as follows:

If any municipality fails to pay in full each payment to be made by it as provided by this Agreement on the due date, such defaulting municipality shall be indebted to the other participating municipalities for the payment due plus interest at the prevailing prime rate at the bank designated by the Board of Directors as the Department's public depository from the due date until payment. At the discretion of the Board of Directors. Legal action to enforce such payment due by the defaulting municipality may be taken by the Board of Directors. Any recovery collected shall be paid to reimburse any other municipality to the extent it paid any part of such defaulted payment, plus interest, and the balance of such payments, plus interest, shall be made to the North Shore Fire Department, which interest shall be credited against payments to be made by the municipality or municipalities that were not in default. If two (2) or more municipalities were not in default, such interest shall be credited in the proportion each paid operating expenses during the period of default. In addition to any sum in default, and interest, as above provided, there shall be included in the judgement all costs disbursements and a reasonable sum as attorney's fees.

**AMENDED AND RESTATED
NORTH SHORE FIRE SERVICES AGREEMENT**

Pursuant to the provisions of 61.65 and 66.0301 of the Wisconsin Statutes, this agreement is made and entered into as of November 01, 1994 by and between the Village of Bayside, Milwaukee County, Wisconsin ("Bayside"), the Village of Brown Deer, Milwaukee County, Wisconsin ("Brown Deer"), the Village of Fox Point, Milwaukee County, Wisconsin ("Fox Point"), the City of Glendale, Milwaukee County, Wisconsin ("Glendale"), Village of River Hills, Milwaukee County, Wisconsin ("River Hills"), Village of Shorewood, Milwaukee County, Wisconsin ("Shorewood"), Village of Whitefish Bay, Milwaukee County, Wisconsin ("Whitefish Bay")(collectively the "municipalities"), to establish a jointly operating fire and emergency services department, hereinafter called the "North Shore Fire Department."

RECITATIONS

WHEREAS, the parties to the agreement have found it advisable to engage in the provision of a unified, integrated fire and emergency medicals service, and whereas the existing mutual aid agreements do not provide a uniform response to emergencies nor a formula for equitable sharing of costs, and whereas the local governing bodies of the parties have approved a fire consolidation to serve as the basis for implementing this Agreement.

NOW THEREFORE, in consideration of the following mutual covenants and conditions, the municipalities agree as follows:

1. Board of Directors. The municipalities hereby create and establish a Board of Directors (the "Board of Directors") for the purpose of providing for and oversight of the operations of the North Shore Fire Department, pursuant to Section 66.0301 of the Wisconsin Statutes.

1.1 Board Members and Terms of Office. The Board of Directors shall consist of seven (7) members, which shall consist of the Mayor or Village Presidents of each of the municipalities, or their respective designees. Each municipality may designate an alternate member to serve in the absence of the designated member of the Board of Directors, which alternate shall be appointed by the municipality in the manner in which such municipality shall determine.

1.2 Quorum. A majority of the members of the Board of Directors shall constitute a quorum for the transaction of any business at a meeting of the Board of Directors.

- 1.3 Official Action. Except as expressly hereinafter provided in this Agreement, this act of the majority of the members shall be the act of the Board of Directors.
- 1.4 Meetings. Meetings of the Board of Directors shall be held not less frequently than once in each calendar quarter and otherwise at the call of the President or upon the written request of at least two (2) members of the Board of Directors. Notice of a meeting of the Board of Directors shall be given to the members in writing not less than 24 hours prior to the time of the meeting.
2. Voting Requirements. The affirmative vote of a majority of the members of the Board of Directors is required on all issues brought before the Board of Directors, except that the affirmative vote of the number of members set forth below shall be required for the action specified:
- a. The purchase or sale of any asset having a value in excess of \$50,000 shall require the affirmative vote of five (5) or more members;
 - b. The addition or expulsion of any member shall require the affirmative vote of six (6) or more members.
 - c. The abandonment or relocation of any fire station shall require the affirmative vote of the representative of the community in which the fire station to be relocated or abandoned is located; and
 - d. The amendment of this Agreement shall require the unanimous approval of the members.
3. Officers. As soon as practicable after the initial appointments the Board of Directors shall elect a President, Vice President, Secretary and Treasurer. These Officers shall serve until the first meeting of the Board of Directors occurring after January 01, 1996, at which meeting their successors shall be elected. Thereafter the officers shall be elected at the first meeting of the Board of Directors occurring after ~~January~~ May 01, of each year, and officers so elected shall hold office until their successors are duly elected and qualified. The Secretary need not be a member of the Board of Directors.
4. Compensation. No compensation shall be paid to members of the Board of Directors for their services, but they may be reimbursed for actual and necessary expenses incurred if so authorized by the Board of Directors, and if funds are contained within the approved budget.

5. Powers. Except as limited by this Agreement or amendments hereto, the Board of Directors shall have all the powers and duties authorized under the Wisconsin Statutes relating to North Shore Fire Department operation. Such powers shall include, but not necessarily be limited to the following:

5.1 To authorize repair, maintenance and renewal of the physical assets which are owned by the North Shore Fire Department.

5.2 To recommend adoption of a budget for the North Shore Fire Department's capital improvement expenses including, but not limited to, equipment, as provided in Paragraph 13 of this Agreement. For the purposes of this paragraph, the term "operating expenses" shall include the usual and ordinary cost of operation of the North Shore Fire Department, the operation and routine maintenance of buildings used by the North Shore Fire Department and the repair and the renewal of the North Shore Fire Department's physical assets including expenses and ordinary additions to its assets. Such municipalities as set forth hereinafter, not later than September 30 in each year.

For the purposes of this paragraph, the term "capital improvement expenses" shall include the expenditures related to the structural reconstruction of premises, purchases of apparatus and equipment which has a life of at least five (5) years and a purchase price of at least \$25,000 (1994 dollars), and replacement or addition of building infrastructure, to include heating, electric and plumbing systems.

The annual percentage increase in the total annual operating and capital budget of the North Shore Fire Department will not exceed the lesser of (a) the percentage increase in the U.S. Urban CPI (Consumer Price Index), a; wage earners, for the 12 months ended on the ~~August~~September 30-31 next preceding the budget year, or (b) the limit for increases in municipal budgets certified by the Wisconsin Department of Revenue for purposes of Section 79.05 Wis. Stats., plus, in either case, one-half (1/2) of one percent (0.5%).

5.3 Upon receiving approval of the capital and operating budgets by the governing bodies of at least five (5) of the seven (7) municipalities, to authorize and contract to make all expenditures deemed necessary by the Board of Directors for operating and capital expenses not in excess of the approved budget. Action by each municipality in connection with approval of the budget shall be completed by November 15 of each year.

- 5.4 In the event the operating and capital improvements budget is not approved by the required number of municipalities as set forth hereinabove, the Board of Directors shall operate at the prior calendar year's level of expenditures, plus any cost increases resulting from contractual obligations incurred in prior years, until agreement is reached by the required number of municipalities.
 - 5.5 To sell, exchange, convey or transfer assets of the department, for fair and equitable consideration, as determined to be necessary from time to time, having a fair market value not in excess of \$25,000 in any one calendar year;
 - 5.6 To recommend any sale, exchange, conveyance or transfer of total assets having a fair market value in excess of \$25,000 in the aggregate in any one calendar year and, if such sale, exchange, conveyance or transfer of assets is approved by the governing bodies of a least five (5) of the municipalities, to sell, exchange, convey or transfer such assets on the terms so approved;
 - 5.7 To recommend any mutual aid agreements with non-member municipalities, and if such agreement is approved by at least five (5) governing bodies of the municipalities, to implement said agreements.
 - 5.8 To recommend fees for services where permitted by law, and if such fees are adopted by at least five (5) governing bodies of the municipalities, to charge and collect such fees as stated in paragraph 16 of this Agreement.
 - 5.9 To recommend modification to the approved fire consolidation plan beyond its parameters outlined in Exhibit "A" attached hereto, and if such recommendation is adopted by that number of the members of the Board of Directors or municipalities as required herein, to implement such modifications. It is acknowledged and agreed that the form of Exhibit "A" attached hereto is a plan for implementation and initial operation of the North Shore Fire Department and may be modified after the execution of this Agreement by action of the Board of Directors otherwise in accordance with the terms of this Agreement.
6. Joint Fire Commission. The municipalities hereby create and establish a Joint Fire Commission (the "Commission") as provided by 61.65 of the Wisconsin Statutes.
 7. Commission Members and Terms of Office. The Commission shall be composed as follows:

- 7.1 The Commission shall have seven (7) members, appointed by the respective Mayor and Village Presidents.
- 7.2 The seven (7) member Commission shall be initially divided into five (5) classes. Initially, two (2) members shall serve for five (5) years. Two (2) members shall serve for four (4) years. One (1) member shall serve for three (3) years. One (1) member shall serve for two (2) years and one (1) member shall serve for one (1) year. Brown Deer and Glendale shall each appoint a member to a five (5) year term. Shorewood and Whitefish Bay shall each appoint a member to a four (4) year term. Fox Point shall appoint a member to a three (3) year term. Bayside shall appoint a member to a two (2) year term and River Hills shall appoint a member to a one (1) year term. Thereafter, all terms will be for a five (5) year period.
- 7.3 Vacancies on the Commission shall be filled by appointment for any unexpired term by the appointing authority in the same manner as original appointments are made.
- 7.4 A majority of the members of the Commission shall constitute a quorum for the transaction of any business at a meeting of the Commission.
- 7.5 The act of a majority of the members present at a meeting at which a quorum is present shall be the act of the Commission.
- 7.6 Meetings of the Commission shall be held as required but at least once during each calendar year. Meetings of the Commission shall be held upon the call of the Chair or upon the written request of at least two (2) members of the Commission. Notice of a meeting of the Commission shall be given to the members in writing not less than 24 hours prior to the time of the meeting.
8. Officers. As soon as practicable after the initial appointments the Commission shall elect a Chair, Vice Chair and Secretary. The Secretary need not be a member of the Commission. Officers shall thereafter be elected at the first meeting of the Commission occurring after ~~January 4~~May 1 of each year, and officers so elected shall hold office until their replacements are duly elected and qualified.
9. Compensation. No compensation shall be paid to members of the Commission for their services, but they may be reimbursed for actual and necessary expenses incurred if so authorized by the Board of Directors.

10. Powers. The Commission is to be subject to the provisions of 62.13 (2) to (12), exclusive of section 62.13 (6), pertaining to a Board of Police and Fire Commissioners and to appointments, promotions, suspensions, removals, dismissals, reemployment, compensation, rest days, exemptions, organization and supervision of departments, contracts and audits, to the extent the provisions apply to third class cities.
11. Fiscal Agent. Upon approval of this Agreement, proposals for the appointment of the North Shore Fire Department's fiscal agent shall be submitted by participating municipalities, which shall include the term and annual fee for such services. The selection of the fiscal agent will take into account the cost, as well as the specifications of the proposal. The selection of the fiscal agent will be recommended by the Board of Directors, to the respective governing bodies for approval by a majority of municipalities.

Duties of the fiscal agent shall include, but not be limited to:

- a. Maintaining financial records.
 - b. Receiving and disbursing funds.
 - c. Providing payroll administration.
 - d. Administering insurance program.
 - e. Others in order to satisfy paragraphs 16 – 17 of this agreement.
- 11.1 The fiscal agent shall be bonded and the specifications of such bonding shall be part of the proposal for fiscal agent services.
12. Employees. All employees of the North Shore Fire Department shall be employees of the North Shore Fire Department for all purposes, and in no event shall any such employees be or be deemed or construed to be an employee of any one (1) or more of the municipalities.
13. Budget. The Board of Directors shall submit to the governing bodies of the municipalities not later than October 1 of each year commencing October 01, 1994, a single budget to cover the North Shore Fire Department income, operating expenses and capital expenditures for the following calendar year. Such budget shall be in the form prescribed by Wisconsin Statutes 65.90 with respect to municipal budgets and shall, in addition, contain an explanation of the Board of Director's reasons for recommending any total annual capital expenditure. No expenditures shall be made or contracted for by the Board of Directors or any North Shore Fire Department employee with respect to any proposed item of operating expense or capital expenditure not contained in the

prior year's budget until the approvals by the municipalities as provided in paragraph 5.3 of this agreement have been obtained. No item of operating expenses or capital expenditure not provided for in the budget shall be made or contracted for by any member or officer of the Board of Directors or by any North Shore Fire Department employee except as authorized by the Board of Directors.

- 13.1 In addition, the Board of Directors shall monitor the condition of the capital assets owned and controlled by the North Shore Fire Department, and shall annually furnish estimated dates and costs of replacement or reconstruction for each item over a ten (10) year period to the member governing bodies for approval.
14. Contributions. Apparatus and vehicles currently owned by participating municipalities required to implement the approved plan will be purchased by the North Shore Fire Department from the participating municipalities at their appraised values as determined by the FIDELITY APPRAISAL COMPANY, INC. appraisal dated May 11, 1994, set forth in Exhibit "B." Apparatus and vehicles not purchased remain the property of the municipality for disposal as it may choose. Each municipality shall be paid for apparatus and vehicles purchased by the North Shore Fire Department, over a ten-year (10) term, with interest at the rate of six percent (6%) per annum. Each municipality shall contribute to the North Shore Fire Department, at no charge, all other supplies and equipment currently in use by its fire department.
15. Ownership of assets. The North Shore Fire Department created by this Agreement shall be the legal owner of assets contributed to or acquired by the North Shore Fire Department, including real estate, buildings and fixtures, and where applicable such assets shall be titled in the name of the North Shore Fire Department. The North Shore Fire Department shall not be the owner of real estate, buildings and fixtures used by it unless any of such property is conveyed to and titled in the name of the North Shore Fire Department. All assets contributed to or acquired by the North Shore Fire Department shall be owned and held by the North Shore Fire Department subject to the provisions for division of assets on termination of this Agreement as set forth at paragraph 21 in this Agreement.
 - 15.1 The municipalities shall on January 01, 1995 transfer to the North Shore Fire Department custody, use and control, but not ownership, of the buildings to be used by the North Shore Fire Department, except for the real estate, buildings and fixtures described in the next sentence. Real estate, buildings and fixtures to be titled in the name of the North Shore Fire Department on the date operations of the North Shore Fire Department commence shall be conveyed to the North Shore Fire Department on or before January 01, 1995 or 30 days after completion

and acceptance of all construction work under contract by a participating municipality, whichever is last to occur.

- 15.2 Responsibility for Capital Expenditures. The North Shore Fire Department shall be responsible for the financing of repair, maintenance and renewal of apparatus and vehicles owned by the North Shore Fire Department. Expenditures for repair and renovation of structural parts of buildings shall be the responsibility of the owner unless otherwise agreed upon under limitations of paragraph 5, provided that at the request of the Board of Directors, the Board of Directors may recommend joint financing for any capital expenditure authorized hereunder.
- 15.3 Rented Space. Buildings occupied by the North Shore Fire Department and not owned shall be rented from the participating municipality at the initial rate of \$6.00 per square foot per year, in addition to the charges for insurance, utilities and all other operating expenses which shall be paid by the North Shore Fire Department. The rental rate shall be adjusted annually, at the rate of annual increase or decrease of the Consumer Price Index. Rent shall be paid for all space utilized for Fire Department functions. The details of allocating building costs in municipalities where both police and fire occupy space will be specified by a codicil to this Agreement.
- 16 Fire Department Funds. Where required by this Agreement the fiscal agent is designated to pay all expenditures authorized by the Board of Directors and which are in accordance with the budget approved by the governing bodies, and receive all service revenue as approved. The fiscal agent shall keep a separate fund for all receipts and disbursements. The fiscal agent shall keep complete and accurate records of all receipts and disbursements of the North Shore Fire Department, which shall be available for public inspection, and shall furnish the municipalities with annual audit reports thereof.
17. Payment of Expenses. The municipalities shall bear and pay the net operating expenses and capital expenditures of the North Shore Fire Department as established according to the following procedures and proportions.
- 17.1 Financing Formula. Each participating municipality's annual financial contribution to the North Shore Fire Department's operating, maintenance and capital budgets shall be calculated in the manner described in the formula and percentages outlined in Exhibit "C."
- 17.2 The fiscal agent will submit to each municipality a statement requiring payment of that municipality's share of the estimated net operating expenses and capital expenditures for the fiscal year which must be paid to the fiscal agent in quarterly payments as required by Section 17.3,

which notice shall be given not later than 15 days following approval of the North Shore Fire Department Budget by the required number of municipalities.

- 17.3 Thereafter, 15 days prior to the first day of the first (1st), fourth (4th), seventh (7th), and tenth (10th) month of the year, the fiscal agent shall submit to each municipality a quarterly statement requiring payment of one fourth (1/4) of that municipality's share of the net operating expenses and the capital expenditures, to be paid by the first day of the first (1st), fourth (4th), seventh (7th), and tenth (10th) month of each year.
- 17.4 On January 1 and July 1 of each year, the fiscal agent shall compute the amount of revenue received by the department from service usage fees during the preceding six (6) month period and shall credit the amount of such revenues against the amounts due from the municipalities in accordance with the ratio of expense sharing in effect for such preceding six (6) month period. For purposes of paragraphs 17.3 and 17.4, the amounts due shall be based on actual expenses and revenues, if known, and if based on estimates, shall be subject to reconciliation when actual expenses and revenue are known.
- 17.5 If any municipality fails to pay in full each payment to be made by it as provided by this Agreement on the due date, such defaulting municipality shall be indebted to the other participating municipalities for the payment due plus interest at the prevailing prime rate at the bank designated by the Board of Directors as the Department's public depository in Milwaukee, Wisconsin as established by Firstar Bank, Milwaukee, NA from the due date until payment. At the discretion of the Board of Directors. Legal action to enforce such payment due by the defaulting municipality may be taken by the Board of Directors. Any recovery collected shall be paid to reimburse any other municipality to the extent it paid any part of such defaulted payment, plus interest, and the balance of such payments, plus interest, shall be made to the North Shore Fire Department, which interest shall be credited against payments to be made by the municipality or municipalities that were not in default. If two (2) or more municipalities were not in default, such interest shall be credited in the proportion each paid operating expenses during the period of default. In addition to any sum in default, and interest, as above provided, there shall be included in the judgement all costs disbursements and a reasonable sum as attorney's fees.
18. Term of Agreement. This Agreement shall take effect upon the effective date stated herein after the adoption by the governing body of each municipality of a resolution approving the Agreement and authorizing its execution. This Agreement shall remain in effect in perpetuity subject to the following:

- 18.1 All municipalities shall participate in this Agreement for a minimum of five (5) years.
- 18.2 After the expiration of the initial five (5) year period, any municipality wishing to withdraw from this Agreement may do so on at least two (2) years written notice addressed to the clerk of each of the other municipalities, provided however, that no such notice be given until expiration of the initial five (5) year period set forth in the prior paragraph.
19. Effect of Withdrawal or Expulsion. The withdrawal or expulsion of any municipality from this Agreement shall not terminate this Agreement; however, a municipality by withdrawing or upon expulsion shall be entitled to a distribution of assets as set forth at paragraph 21 of this Agreement.
20. Termination. This Agreement may be terminated at any time by the written consent of all municipalities or upon the withdrawal of all but one (1) municipality, provided that this Agreement and the Joint Fire Commission and Board of Directors shall continue to exist for the purpose of disposing of all claims, distribution of assets and all other functions necessary to terminate the affairs of the North Shore Fire Department.
21. Distribution of Assets. Upon termination, expulsion or withdrawal, the municipalities shall be entitled to a distribution of assets as set forth below:
- a. A share of all equipment and apparatus of the North Shore Fire Department shall be distributed to the withdrawing or terminating municipality in the proportion set forth in subparagraph (b) below, adjusted for additional capital expenditures for equipment and for depreciation.
 - b. All monies or funds (including cash on hand and money due but uncollected) of the North Shore Fire Department shall be distributed to the withdrawing or terminating municipality in the proportion of the previous year's cost allocation formula percentage of the withdrawing municipality or terminating municipalities, providing said distribution may be deferred by the Board of Directors in whole or in part for up to one (1) year as a reserve to meet liabilities known and unknown.
 - c. All control of the buildings owned by the withdrawing or terminating municipality shall be returned to that municipality.
 - d. The distribution of assets provided in subparagraph (a) of this Paragraph 21 shall be in kind, but only to the extent that assets are identifiable as contributed by the municipality withdrawing. To the extent that such identification is not possible, then the payment shall be made in cash or in

the form of other assets acceptable to the withdrawing municipality, in an amount equal to the proportionate share of book value of such property, net of depreciation. With respect to real estate, buildings and fixtures titled in the name of the North Shore Fire Department, the withdrawing or terminating municipality shall be entitled to a cash payment in the amount of the proportionate share of the book value of such property, net of depreciation, equal to the municipality's proportionate share of contributions allocated to such property. The withdrawing or terminating municipality shall have no right to require a partition of any such real estate. In the event of a cash payment, such payment may be made in equal annual installments, bearing interest at the rate specified in paragraph 17.5, over a period of not more than four (4) years with respect to equipment and apparatus and not more than ten (10) years with respect to real estate, buildings or fixtures, and such payment shall be reduced by the proportionate amount, net of depreciation, of any capital expenditures financed by the North Shore Fire Department with respect to any buildings owned by such municipality.

22. Participation. Additional municipalities may be permitted to become parties to this Agreement, but only upon unanimous approval of the governing bodies of the participating municipalities which have maintained in a current status their financial obligations thereunder, upon such terms and conditions as participating municipalities may unanimously adopt.
23. Amendments. Amendments to this Agreement may be proposed by any member of the Board of Directors. The amendment shall be submitted to the Board of Directors at least 30 days prior to the meeting of the Board of Directors at which such amendment is to be considered.

A unanimous vote of the Board of Directors shall be required to recommend any amendment to the governing body of the municipalities.

A unanimous vote of all the municipalities shall be required to approve any amendments to this Agreement, except that Exhibit "A" may be amended by the Board of Directors as provided herein.

24. Hold Harmless. Any uninsured liability, cost or damages for personal injury, property damage or any other loss of whatever nature incurred by the North Shore Fire Department or any municipality by reason of its participation as a member of the North Shore Fire Department and specifically by reason of the services provided by the North Shore Fire Department shall be the liability of the North Shore Fire Department, subject to the contributions of the municipalities hereinafter described. Any such uninsured liability, cost or damage shall be paid proportionately by each of the municipalities in accordance with the formula established in Section 17 of this Agreement, notwithstanding the political

jurisdiction in which such injury, loss or damage occurs, through contributions by such municipalities to the operating budget, or if such operating budget is insufficient, through additional contributions to the North Shore Fire Department made proportionately by each municipality in accordance with the formula established in Section 17 of this Agreement.

25. Partial Invalidity. If any provision of this Agreement shall be held or declared invalid, illegal or unenforceable under any law applicable thereto, such provision shall be deemed deleted from this Agreement without impairing or prejudicing the validity, legality and enforceability of the remaining provisions hereof.

25. Transitional Provisions.

26.1 The Agreement between the City of Glendale and Milwaukee County for the city's provision to render Paramedic Services to the North Shore Communities shall be replaced by an agreement between the North Shore Fire Department and the County.

26.2 Simultaneously with the execution of this Agreement, the governing bodies (Mayor and Village Presidents) shall appoint the members of the Joint Fire Commission. The Board of Directors shall be established, which thereupon shall direct the orderly transition to be in effect fully by January 02, 2995.

26.3 The mutual-aid response agreements between the parties of this Agreement, and between the parties of this Agreement with other municipalities, shall be terminated by the earliest dates provided in said contracts.

26.4 Insurance. The North Shore Fire Department shall procure and maintain during the term of this Agreement sufficient insurance to cover all aspects of its operations including insurance for fire and other perils on the structures occupied by the North Shore Fire Department. Proof of insurance on leased structures not owned but occupied by the North Shore Fire Department shall be furnished to the owners of the structures annually.

26.5 All fire records, supplies and equipment, except apparatus and other vehicles, owned by the parties shall be transferred, without cost, and become property of the North Shore Fire Department.

26.6 Public liability, special pension liability, debt, workers compensation or unemployment insurance obligations arising from incidents which occurred prior to January 01, 1995 shall remain the separate responsibility of each

party, subject to the apportionment or proration with authority in accordance with applicable law.

- 26.7 Charges to a municipality from their water utility which relate to fire hydrants shall be the responsibility of the respective municipality.
- 26.8 Charges to a participating municipality for water usage for fire or other emergency services (e.g., use of fire hydrants during fire emergencies) shall be based on the fee schedule established by the respective communities in which the hydrants are located.
- 26.9 The Board of Directors shall give a high priority to the relocation and construction of the fire station serving the northeast portion of the area served by the North Shore Fire Department.
- 26.10 Phase-in of contributions for certain municipalities shall be allowed in the manner determined by a majority of the Board of Directors, so long as deferred contributions are repaid with interest.
- 26.11 The fire station presently under construction in Brown Deer shall be purchased by the North Shore Fire Department. Brown Deer will be reimbursed by the North Shore Fire Department for the cost of the land, structure and other related costs over a 15-year period, with interest at five percent (5%) per annum.

[The remainder of this page has been intentionally left blank.]

Signed and dated this _____ day of _____.

Village of Bayside

President

Clerk

Village of Brown Deer

President

Clerk

Village of Fox Point

President

Clerk

City of Glendale

President

Clerk

Village of River Hills

President

Clerk

Village of Shorewood

President

Clerk

Village of Whitefish Bay

President

Clerk

EXHIBIT A

NORTH SHORE FIRE DEPARTMENT CONSOLIDATION PLAN

FIREFIGHTING APPARATUS, STATION LOCATION:

<u>Brown Deer Station</u>	<u>Fox Point Station</u>	<u>Glendale Station</u>	<u>Shorewood Station</u>	<u>Whitefish Bay Station</u>
Pumper	Pumper	Pumper	Pumper	Pumper
Ladder	Tanker	Ladder/SN	Ladder	Ambulance
2-Tankers	Ambulance	Rescue/Air	Ambulance	Res. Quint
Brush Unit	Res. Pumper	2-Ambulance	Res. Pumper	
Res. Pumper		Med-8		
Ambulance		Res. Pumper		

Various other command, administrative, and utility vehicles, rescue boat and jaws-of-life equipment is to be housed to meet the department operational needs as they develop.

PERSONNEL AND STAFFING LOCATION:

<u>Brown Deer Station</u>	<u>Fox Point Station</u>	<u>Glendale Station</u>	<u>Shorewood Station</u>	<u>Whitefish Bay Station</u>	<u>TOTALS</u>
Administrative Headquarters		Battalion Headquarters			

Minimum assigned daily full-time shift professional firefighters:

6	4	10	6	4	30
Relief firefighters (Vacation, Holiday, Sick) per shift					4
Total per shift					<u>34</u>
Total shift personnel – three shifts (34 x 3 = 102)					102
40 hour employees: (Stationed at the Brown Deer Station)					
1 – Chief					1
1- Operations Commander					1
1 – Inspection and Prevention Bureau Officer					1
1 – Training Officer					1
Total Professional Firefighters					<u>106</u>
2 – Civilian Specialist					2
2 – Clerical					2
Total North Shore Fire Department full-time personnel					<u>110</u>

EXHIBIT – A (continued)

North Shore Fire Department Consolidation Plan

INCIDENT RESPONSE STAFFING:

Staffing for an initial incident response by a pumper, quint or ladder shall be a minimum of four (4) firefighters plus an incident commander (Battalion Chief.) The incident commander may arrive in a separate vehicle.

Staffing on additional apparatus responding to an incident shall be a minimum of two (2) firefighters.

PAID-ON-CALL PERSONNEL:

The North Shore Fire Department will continue to recruit, train and utilize paid-on-call personnel to meet emergency requirements as needed.

NON-LIFE THREATENING PATIENT TRANSPORT:

Transport of non-life threatening patients, to a hospital of their choice, will be by private ambulance staffed with certified EMT (Emergency Medical Treatment personnel.) This policy will be continued until such time as it may be changed by the Governing Board of the North Shore Fire Department.

FIREFIGHTING SERVICE PROVIDED OUTSIDE THE BOUNDARIES OF PARTICIPATING COMMUNITIES:

Service for a fee will be offered to any community requesting same from the North Shore Fire Department that does not have a mutual aid agreement with the department. Rates established for such service will be as follows, and are subject to the provisions and conditions stated:

- Only Full Alarm Responses will be provided:
- A Full Alarm Response is equipped and staffed as follows:

2 – Pumpers	12 – Firefighters
1 – Ladder Truck	1 – Command Officer
Med-8, Paramedic Unit	3 - Paramedics
Command Vehicle	

- The North Shore Fire Department Command Officer will be in charge of all North Shore Fire Department personnel and equipment.
- Fire fighting water is the responsibility of the community purchasing service from the North Shore Fire Department, including transporting if necessary.

- A Full Alarm Response that answers a request for service and then stands by at the site of an incident will be billed at the rate of \$5,000 per hour.
- A Full Alarm Response that becomes engaged in the incident will be billed at the rate of \$10,000 per hour.
- Charges for the Med-8 Unit and personnel would be billed separate, in accordance with the current billing arrangement for the service.
- The minimum billing is for one (1) hour of service, engaged or not.
- Prices quoted are firm through December 31, 1995.
- Terms of payment are net 30 days with no discounts allowed.

DRAFT

EXHIBIT C

Financing Formula (Distribution of Costs)

Each participating municipality's annual financial contribution to the North Shore Fire Department's operating and capital budget shall be based on the following:

1. Population

Thirty-three and 33/100 percent (33.33%) of the total budget contribution shall be shared among the municipalities in proportion to each municipality's percentage share of the total population of the municipalities, as determined by the State of Wisconsin for the prior year.

2. Equalized Valuation

Thirty-three and 33/100 percent (33.33%) of the total budget contribution shall be shared among the municipalities in proportion to each municipality's percentage share of the total equalized valuation, excluding land, of all the municipalities, as determined by the State of Wisconsin for the prior year and as adjusted as hereafter provided.

Total equalized valuation, excluding land, shall be divided into residential, commercial and industrial classifications. A multiplier of 1 for total residential valuation, 2 for total commercial valuation and 3 for total industrial valuation shall be applied. The total of the multiplied valuations for each municipality shall be divided by the total of the multiplied valuations for all the municipalities and multiplied by 100 to determine each municipality's proportionate percentage share.

3. Usage

Thirty-three and 34/100 percent (33.34%) of the total budget contribution shall be shared among the municipalities in proportion to each municipality's percentage share of usage. For the first three (3) years of operation, usage shall be based upon each municipality's share of total calls for service over the five (5) year period between 1988 and 1992, subject to later adjustment as provided below. After the first three (3) years of operation, each municipality's usage shall be determined based on each municipality's percentage share of the total usage averaged over the preceding three (3) years.

Usage shall be calculated based on the actual number of personnel hours for each fire or E.M.S. run, rounded to the next one-tenth of one (1) hour. Personnel hours are calculated from the time vehicle leave their stations to the time vehicles return to their stations. Usage is assigned to the municipality in which the call for service originated, without regard to where the personnel responding are stationed.

After three (3) years of usage information has been calculated, the amount paid by each municipality in the first three (3) years of operation will be compared to what each community would have paid if usage had been calculated based on personnel hours for the first three (3) years, using the three (3) year average as the percentage of usage for each of such years. The difference, if any, will be refunded to or paid by the municipalities in the fourth (4th) and fifth (5th) year of operation.

DRAFT

STATE OF WISCONSIN: NORTH SHORE FIRE DEPARTMENT: MILWAUKEE COUNTY

RESOLUTION NO. 2002- 01

A Resolution to Unanimously Recommend Amendment No. 3 to Create Section 2.1 of the Amended and Restated North Shore Fire Department Agreement.

WHEREAS, the Village of Fox Point at a special Village Board meeting on February 25, 2002 made the decision to approve relocation of fire station No. 5 conditioned upon an amendment to the agreement governing the NSFD that would allow the Village of Fox Point to have a veto over any possible future relocation of that station. In order for the Fox Point conditional approval to be put into effect the Amended and Restated North Shore Fire Department Agreement signed and dated December 30, 1994 (hereinafter "the Agreement") will need to be amended; and

WHEREAS, section 23 of the Agreement requires that the Agreement may be amended by unanimous vote of the Board of Directors recommending the amendment and further that the amendment must be approved by the unanimous vote of the member municipalities;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors that the attached "Amendment No. 3 to Amended and Restated North Shore Fire Department Agreement" is hereby unanimously recommended for approval by each of the municipalities that is a party to the Agreement.

PASSED AND ADOPTED by the Board of Directors of the North Shore Fire Department this 3rd day of April, 2002.

Mark B. Pollack,
President

Countersigned:

Samuel D. Dickman,
Secretary

**AMENDMENT NO. 1 TO AMENDED AND RESTATED
NORTH SHORE FIRE DEPARTMENT AGREEMENT**

DELETE THIRD PARAGRAPH OF SECTION 3. USAGE, EXHIBIT C. INSERT THE FOLLOWING:

The three year usage information referenced above will be calculated for the period from April 1, 1995 through March 31, 1998. After this information has been calculated, the amounts paid by each municipality in the first three years (1995, 1996, 1997) will be compared to what each municipality would have paid if usage had been calculated based on personnel hours for the first three years (1995, 1996, 1997), using a three year average as the percentage of usage for each of such years. The difference, if any, will be refunded to the municipalities in equal annual installments during the fourth quarter in the fifth, sixth, and seventh year (1999, 2000, and 2001) of operation, or paid by the municipalities in equal annual installments during the first quarter in the sixth, seventh, and eighth year (2000, 2001, and 2002) of operation.

The usage formula for the 1998 budget shall be based initially on the calculation used for 1995, 1996, and 1997. Following the calculation of usage information for the period from April 1, 1995 through March 31, 1998, the cost allocation portion of the budget shall be changed to reflect the updated usage information. The difference, if any, will be refunded to or paid by the municipalities as follows:

Municipalities to receive a refund will receive such in the fourth quarter of 1998. This amount shall be paid from NSFD Fund Balance.

Municipalities required to pay will do so in the first quarter 1999. This amount shall be paid to NSFD Fund Balance.

EXAMPLE

CITY A -- CREDITOR				CITY B -- DEBTOR		
1995	100			(110)		
1996	103			(103)		
1997	107			(107)		
1998	110	(110)	*	(110)		
1999		(103.33)	*		110	*
2000		(103.33)	*		103.33	*
2001		(103.33)	*		103.33	*
2002					103.33	*
	420	(420)		(420)	420	
*	AMOUNT PAID IN 4TH QUARTER OF YEAR					
**	AMOUNT DUE IN 1ST QUARTER OF YEAR					

AMENDMENT NO. 2 TO AMENDED AND RESTATED NORTH SHORE FIRE DEPARTMENT AGREEMENT

The third paragraph of section 5.2 of the Amended and Restated North Shore Fire Department Agreement is amended and restated to read as follows:

Effective for budget years commencing on or after January 1, 2002 and prior to December 31, 2011 the annual percentage increase in the total annual operating and capital budget of the North Shore Fire Department will not exceed the lesser of (a) the percentage increase in the U.S. Urban CPI (Consumer Price Index), all wage earners, for the 12 months ended on the ~~August~~September 30 next preceding the budget year, or (b) the limit for increase in municipal budgets certified by the Wisconsin Department of Revenue for purposes of Section 79.05, Wis. Stats., plus, in either case, two (2) percent (2.0%), and for budget years commencing prior to January 1, 2002 and after December 31, 2011, the annual percentage increase in the total annual operating and capital budget of the North Shore Fire Department will not exceed the lesser of (a) the percentage increase in the U.S. Urban CPI (Consumer Price Index), all wage earners, for the 12 months ended on the ~~August~~September 30 next preceding the budget year, or (b) the limit for increases in municipal budgets certified by the Wisconsin Department of Revenue for purposes of Section 79.05, Wis. Stats., plus, in either case ½ (one-half) of one (1) percent (0.5%).

|

AMENDMENT NO. 3 TO AMENDED AND RESTATED NORTH SHORE FIRE DEPARTMENT AGREEMENT

Section 2.1 of the Amended and Restated North Shore Fire Department Agreement is created to read as follows :

“2.1 In addition to the requirements of 2 (c), if a fire station located in the community at the time of the creation of the North Shore Fire Department is relocated outside of that community then any further relocation of that relocated fire station shall require the affirmative vote of the representative of the community where the fire station was originally located.”

DRAFT

AMENDMENT NO. 4 TO AMENDED AND RESTATED NORTH SHORE FIRE DEPARTMENT AGREEMENT

The third paragraph of section 5.2 of the Amended and Restated North Shore Fire Department Agreement is amended and restated to read as follows:

Effective for budget years commencing on or after January 1, 2002 and prior to December 31, 2011 the annual percentage increase in the total of the municipalities' contribution toward the total annual operating and capital budget of the North Shore Fire Department will not exceed the lesser of (a) the percentage increase in the U.S. Urban CPI (Consumer Price Index), all wage earners, for the 12 months ended on the ~~August~~September 30 next preceding the budget year, or (b) the limit for increase in municipal budgets certified by the Wisconsin Department of Revenue for purposes of Section 79.05, Wis. Stats., plus, in either case, two (2) percent (2.0%), and for budget years commencing prior to January 1, 2002 and after December 31, 2011, the annual percentage increase in the total of the municipalities' contribution toward the total annual operating and capital budget of the North Shore Fire Department will not exceed the lesser of (a) the percentage increase in the U.S. Urban CPI (Consumer Price Index), all wage earners, for the 12 months ended on the ~~August~~September 30 next preceding the budget year, or (b) the limit for increases in municipal budgets certified by the Wisconsin Department of Revenue for purposes of Section 79.05, Wis. Stats., plus, in either case ½ (one-half) of one (1) percent (0.5%). Although the increase in the total of the municipalities' contribution is limited herein, an increase in the total annual revenue for operating and capital may exceed the above limits, through revenue generated from sources other than the municipalities.

AMENDMENT NO. 5 TO AMENDED AND RESTATED NORTH SHORE FIRE DEPARTMENT AGREEMENT

Exhibit C, incorporated into the Amended and Restated North Shore Fire Department Agreement under Section 17.1 Financing Formula is hereby amended to add the following at the end of Exhibit C:

For each of the budget years of 2007 through and including 2012 each participating municipality's annual financial contribution to the North Shore Fire Department's operating, maintenance and capital budgets shall be calculated in the manner described in the formula and percentages outlined in Exhibit "C" to the Amended and Restated North Shore Fire Services Agreement using the formula and percentages for the budget year of 2007. Each participating municipalities total percentage share for the 2007 budget year is set forth below. This amendment shall terminate and be of no further effect from the time that any of the seven communities that are members of the North Shore Fire Department withdraw, are expelled or in any other way cease to continue as participating members of the North Shore Fire Department.

Community	Percentage
Bayside	6.24
Brown Deer	17.81
Fox Point	10.38
Glendale	27.67
River Hills	2.96
Shorewood	17.57
Whitefish Bay	17.37

AMENDMENT NO. 6 TO AMENDED AND RESTATED NORTH SHORE FIRE DEPARTMENT AGREEMENT

Paragraph 2. (e) of the Amended and Restated North Shore Fire Department Agreement is created to read as follows :

“(e) The adoption of a “single or multi-year capital” budget shall require the unanimous approval of the members.”

Paragraph 5.10 of the Amended and Restated North Shore Fire Department Agreement is created to read as follows :

“5.10 In addition to the annual budgets for “operating expenses” and “capital improvement expenses” as set forth in paragraph 5.2 above, the Board of Directors may recommend for adoption a budget for “capital improvement expenses” for one or more than one year which shall be known as the “single or multi-year capital” budget. The “single or multi-year capital” budget is not an annual budget and is not subject to the annual percentage limitations in paragraph 5.2. The “single or multi-year capital” budget may be adopted only by unanimous vote of the Board of Directors and if so adopted shall be referred to the governing bodies of the member municipalities. Upon receiving approval of the “single or multi-year capital” budget by the governing bodies of all of the member municipalities, to authorize and contract to make all expenditures deemed necessary by the Board of Directors for the capital expenses not in excess of the approved “single or multi-year capital” budget.”

Paragraph 13 of the Amended and Restated North Shore Fire Department Agreement is amended and restated to read as follows:

13. Budget. The Board of Directors shall submit to the governing bodies of the municipalities not later than October 1 of each year commencing October 1, 1994, a single budget to cover the North Shore Fire Department income, operating expenses and capital expenditures for the following calendar year, except that a “single or multi-year capital” budget may be submitted to the governing bodies of the municipalities at anytime. Such budgets shall be substantially in the form prescribed by Wisconsin Statutes 65.90 with respect to municipal budgets and shall, in addition, contain an explanation of the Board of Director's reasons for recommending any total annual or “single or multi-year capital expenditure. No expenditures shall be made or contracted for by the Board of Directors or any North Shore Fire Department employee with respect to any proposed item of operating expense or capital expenditure not contained in the prior year's budget until the approvals by the municipalities as provided in paragraph 5.3 of this agreement have been obtained or if a capital expenditure contained in a “single or multi-year capital budget until approval as provided in paragraph 5.10 of this agreement. No

item of operating expense or capital expenditure not provided for in the budgets shall be made or contracted for by any member or officer of the Board of Directors or by any North Shore Fire Department employee except as authorized by the Board of Directors.

Paragraphs 17.1, 17.2, 17.5 and 17.6 of the Amended and Restated North Shore Fire Department Agreement are amended and restated to read as follows:

“17.1 Financing Formula. Each participating municipality's annual financial contribution to the North Shore Fire Department's operating, maintenance and capital budgets and the contributions for the capital expenditures under a “single or multi-year capital” budget shall be calculated in the manner described in the formula and percentages outlined in Exhibit "C".

17.2 The North Shore Fire Department will submit to each municipality a statement requiring payment of that municipality's share of the estimated net operating expenses and capital expenditures for the fiscal year which must be paid to the fiscal agent in quarterly payments as required by Section 17.3, which notice shall be given not later than fifteen (15) days following approval of the North Shore Fire Department Budget by the required number of municipalities. In the case of capital expenditures from a “single or multi-year capital” budget a statement detailing the required payment(s) of that municipality's share of the estimated “single or multi-year capital” expenditures with due dates of those payments shall be sent after the Board of Directors authorizes the expenditure. Due dates of payments shall not be less than 30 days from the date of the statement.

17.5 If any municipality fails to pay in full each payment to be made by it as provided by this Agreement on the due date, such defaulting municipality shall be indebted to the other participating municipalities for the payment due, plus interest at the prevailing rate available on a public purpose loan for over 5 years and up to 10 years from the Wisconsin State Trust Fund loan program from the due date until payment. At the discretion of the Board of Directors legal action to enforce such payment due by the defaulting municipality may be taken by the Board of Directors. Any recovery collected shall be paid to reimburse any other municipality to the extent it paid any part of such defaulted payment, plus interest, and the balance of such payments, plus interest, shall be made to the North Shore Fire Department, which interest shall be credited against payments to be made by the municipality or municipalities that were not in default. If two or more municipalities were not in default, such interest shall be credited in the proportion each paid operating expenses during the period of default. In addition to any sum in default, and interest, as above provided, there shall be included in the judgment all costs disbursements and a reasonable sum as attorney's fees.

17.6 Notwithstanding the provisions of paragraphs 19 and 20 regarding withdrawal, expulsion, or termination each member municipality shall be liable for its share of a “single or multi-year capital” budget as determined and payable under paragraph 17 upon final approval of such ‘single or multi-year capital’ budget under paragraph 5.10.”

DRAFT

AMENDMENT NO. 7 TO AMENDED AND RESTATED NORTH SHORE FIRE DEPARTMENT AGREEMENT

Upon the expiration, by its terms, of Amendment No. 5 to Amended and Restated North Shore Fire Department Agreement, the Financing Formula set forth in **Exhibit C**, incorporated into the Amended and Restated North Shore Fire Department Agreement under Section 17.1 Financing Formula, shall be suspended in operation and temporarily superseded by this Amendment 7 as follows:

For each of the budget years of 2013, 2014 and 2015 each participating municipality's annual financial contribution to the North Shore Fire Department's operating, maintenance and capital budgets shall be calculated using the percentages described in the table below. In the event that a participating member is no longer obligated to contribute its percentage share due to withdrawal, expulsion, or other lawful cause for non-payment; or at the end of the 2015 budget year, whichever occurs first; the suspension caused by this amendment shall cease, and the Financing Formula set forth in **Exhibit C** shall be in effect.

Community	Percentage
Bayside	6.20
Brown Deer	17.69
Fox Point	10.31
Glendale	28.16
River Hills	2.94
Shorewood	17.45
Whitefish Bay	17.25

AMENDMENT NO. 8 TO AMENDED AND RESTATED NORTH SHORE FIRE DEPARTMENT AGREEMENT

Upon the expiration of Amendment No. 7 to the Amended and Restated North Shore Fire Department Agreement at the end the 2015 budget year the Financing Formula set forth in Exhibit C, incorporated into the Amended and Restated North Shore Fire Department Agreement under Section 17.1 Financing Formula, shall be amended and restated as follows:

EXHIBIT C

Financing Formula (Distribution of Costs)

Each participating municipality's annual financial contribution to the North Shore Fire Department's operating and capital budget shall be based on the following:

1. Population

Thirty percent (30%) of the total budget contribution shall be shared among the municipalities in proportion to each municipality's percentage share of the total population of all the municipalities, as determined by the State of Wisconsin. Each municipalities' population for the purposes of this agreement will be calculated using the average of the population of each municipality for the five prior calendar years.

2. Equalized Valuation

Thirty percent (30%) of the total budget contribution shall be shared among the municipalities in proportion to each municipality's percentage share of the total equalized valuation, excluding land, of all the municipalities, as determined by the State of Wisconsin. The equalized valuation will be calculated, for the purposes of this agreement, using the average of the total equalized valuation, excluding land, over the preceding five calendar years.

3. Usage

Forty percent (40%) of the total budget contribution shall be shared among the municipalities in proportion to each municipality's percentage share of usage. Usage, for the purposes of this agreement, shall be calculated based on each municipality's percentage share of the total usage averaged over the preceding five calendar years.

Usage shall be calculated based on the actual number of personnel hours for each fire or E.M.S. run, rounded to the next one-tenth of one (1) hour. Personnel hours are calculated from the time vehicle leave their stations to the time vehicles return to their stations. Usage is assigned to the municipality in which the call for service originated, without regard to where the personnel responding are stationed.

The financing formula calculation will be performed every five years beginning in 2015 for the 2016 Budget Year. Once a percentage is determined for each municipality, the percentage each municipality is paying in the current calendar year will be subtracted from the newly determined percentage. The resulting amount will be divided by five and incrementally phased in over a five year period.

DRAFT

STATE OF WISCONSIN: NORTH SHORE FIRE DEPARTMENT: MILWAUKEE COUNTY

RESOLUTION NO. – 23-05

A Resolution to Unanimously Recommend Amendment No. 9 to the North Shore Fire Department Agreement to provide general, non-policy clean-up of the North Shore Fire Services Agreement

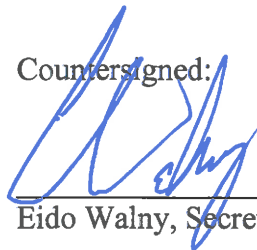
WHEREAS, the Board of Directors of the North Shore Fire Department on August 11, 2023 received the recommendation to amend the North Shore Fire Department Agreement signed and dated December 30, 1994 (hereinafter "the Agreement") to provide general, non-policy clean-up of the Agreement; and

WHEREAS, section 23 of the Agreement provides that the Agreement may be amended by unanimous vote of the Board of Directors recommending the amendment at least thirty (30) days after it is submitted for consideration and further that the amendment must be approved by the unanimous vote of the member municipalities.

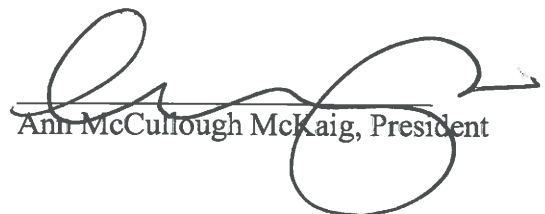
NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors that the attached "Amendment No. 9 to Amended and Restated North Shore Fire Department Agreement" (hereinafter "Amendment No. 9") was submitted substantially as attached at least thirty (30) days in advance to the Board of Directors and that Amendment No. 9 is hereby unanimously recommended for approval by each of the municipalities that is a party to the Agreement.

PASSED AND ADOPTED by the Board of Directors of the North Shore Fire Department this 12th day of September, 2023.

Countersigned:



Eido Walny, Secretary



Ann McCullough McKaig, President

AMENDMENT NO. 9 TO AMENDED AND RESTATED NORTH SHORE FIRE DEPARTMENT AGREEMENT

Paragraph 3 of the Amended and Restated North Shore Fire Department Agreement is amended and restated to read as follows :

Officers. As soon as practicable after the initial appointments the Board of Directors shall elect a President, Vice President, Secretary and Treasurer. These Officers shall serve until the first meeting of the Board of Directors occurring after January 01, 1996, at which meeting their successors shall be elected. Thereafter the officers shall be elected at the first meeting of the Board of Directors occurring after May 1 of each year, and officers so elected shall hold office until their successors are duly elected and qualified. The Secretary need not be a member of the Board of Directors.

Paragraph 5.2 of the Amended and Restated North Shore Fire Department Agreement is amended and restated to read as follows:

To recommend adoption of a budget for the North Shore Fire Department's capital improvement expenses including, but not limited to, equipment, as provided in Paragraph 13 of this Agreement. For the purposes of this paragraph, the term "operating expenses" shall include the usual and ordinary cost of operation of the North Shore Fire Department, the operation and routine maintenance of buildings used by the North Shore Fire Department and the repair and the renewal of the North Shore Fire Department's physical assets including expenses and ordinary additions to its assets. Such municipalities as set forth hereinafter, not later than September 30 in each year.

For the purposes of this paragraph, the term "capital improvement expenses" shall include the expenditures related to the structural reconstruction of premises, purchases of apparatus and equipment which has a life of at least five (5) years and a purchase price of at least \$25,000 (1994 dollars), and replacement or addition of building infrastructure, to include heating, electric and plumbing systems.

The annual percentage increase in the total annual operating and capital budget of the North Shore Fire Department will not exceed the lesser of (a) the percentage increase in the U.S. Urban CPI (Consumer Price Index), a; wage earners, for the 12 months ended on the August 31 next preceding the budget year, or (b) the limit for increases in municipal budgets certified by the Wisconsin Department of Revenue for purposes of Section 79.05 Wis. Stats., plus, in either case, one-half (1/2) of one percent (0.5%).

Paragraph 8 of the Amended and Restated North Shore Fire Department Agreement is amended and restated to read as follows:

Officers. As soon as practicable after the initial appointments the Commission shall elect a Chair, Vice Chair and Secretary. The Secretary need not be a member of the Commission. Officers shall thereafter be elected at the first meeting of the Commission occurring after May 1 of each year, and officers so elected shall hold office until their replacements are duly elected and qualified.

Paragraph 17.5 of the Amended and Restated North Shore Fire Department Agreement is amended and restated to read as follows:

If any municipality fails to pay in full each payment to be made by it as provided by this Agreement on the due date, such defaulting municipality shall be indebted to the other participating municipalities for the payment due plus interest at the prevailing prime rate at the bank designated by the Board of Directors as the Department's public depository from the due date until payment. At the discretion of the Board of Directors. Legal action to enforce such payment due by the defaulting municipality may be taken by the Board of Directors. Any recovery collected shall be paid to reimburse any other municipality to the extent it paid any part of such defaulted payment, plus interest, and the balance of such payments, plus interest, shall be made to the North Shore Fire Department, which interest shall be credited against payments to be made by the municipality or municipalities that were not in default. If two (2) or more municipalities were not in default, such interest shall be credited in the proportion each paid operating expenses during the period of default. In addition to any sum in default, and interest, as above provided, there shall be included in the judgement all costs disbursements and a reasonable sum as attorney's fees.

North Shore Library *Monthly Report*

August 2023

17,674

total checkouts

15% Bayside

31% Fox Point

46% Glendale

4% River Hills

4% Outside Community

47

library card sign ups

36

children

11

adults

8,165

library visits

21

 programs offered

K
I
D
S

7

programs

194

attendees

T
E
E
N
S

4

programs

12

attendees

A
D
U
L
T
S

10

programs

156

attendees

Did you know?

We hosted our **Inaugural Art Fair** on Sunday, August 27 which featured 12 local artists who worked in a variety of mediums. We welcomed over **400** guests to the fair and raised over \$700 for the capital campaign!



North Shore Library

6800 North Port Washington Road, Glendale, Wisconsin 53217 | 414-351-3461

www.northshorelibrary.org

North Shore Library *Monthly Report*

September 2023

15,205
Total Checkouts

40
Library Card Sign Ups

13
Children

27
Adults

16,030
Total Uses of a
North Shore Library Card

16% Bayside

48% Glendale

32% Fox Point

4% River Hills

6,279
Library Visits

35 Programs Offered

K
I
D
S

16
Programs

243
Attendees

T
E
E
N
S

5
Programs

23
Attendees

A
D
U
L
T
S

14
Programs

194
Attendees

Did you know?

The Library was invited to participate in **three** all community events in the month of September where we played games, handed out books, crafted, and spread library love to almost **500** of our patrons.



North Shore Library

6800 North Port Washington Road, Glendale, Wisconsin 53217 | 414-351-3461

www.northshorelibrary.org



Application for Appearance before the
Plan Commission

Applicant Name: Nick & Fauola Gomez

Phone Number: 414-345-7579

Email: fpagllc@gmail.com

Property Address: 202 W. Brown Deer Rd.

Project:

- Land Division
- Lot Consolidation
- Conditional Use Permit
- Right-of-way Vacation
- Rezoning
- Other: _____

Project Description:

Request to split lot for 202 W. Brown Deer Rd,
Bayside, WI 53217 New lot address would be
214 W. Bd. Rd

For Office Use:

Applicable Fees (See Fee Schedule):

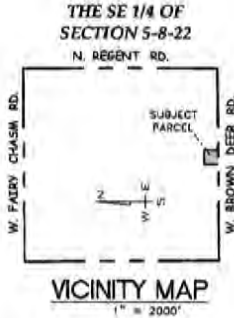
- Land Divisions / Rezoning / CSM / ROW Vacation - \$250
- Conditional Use Permit Application
- Conditional User Permit Application (Minor)
- Community-Based Residential Facilities Conditional Use
- Other: _____
- None

Paid Date: 9 / 28 / 20 23

Meeting Date: / / 20

MILWAUKEE COUNTY CERTIFIED SURVEY MAP NO. _____

BEING A PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 5, TOWN 8 NORTH, RANGE 22 EAST, IN THE VILLAGE OF BAYSIDE, MILWAUKEE COUNTY, WISCONSIN.



ALL BEARINGS ARE REFERENCED TO THE SOUTH LINE OF THE SOUTHEAST 1/4 OF SECTION 5-8-22, WHICH BEARS S 89° 25' 37" W, WI. STATE PLANE COORDINATE SYSTEM SOUTH ZONE (NAD 1983).

- - DENOTES SET 3/4" X 18" LONG IRON REBAR WEIGHING 1.13 LBS. PER LINEAL FOOT.
- - DENOTES FOUND 1" IRON PIPE

The SE Corner of the SE 1/4 of Section 5-8-22
Concrete Monument with Brass Cap
N = 435,876.06
E = 2,527,198.99



PREPARED FOR :
MARC MAYERHOFF
202 W. BROWN DEER RD.
BAYSIDE, WI 53406



2554 N. 100TH STREET
P.O. BOX 26596
WAUWATOSA, WISCONSIN 53226
(414) 257-2212 FAX : (414) 257-2443
sai@wi.rr.com

MARC C. PASSARELLI P.L.S. # 2817



MILWAUKEE COUNTY CERTIFIED SURVEY MAP NO. _____

**BEING A PART OF THE SOUTHEAST ¼ OF THE SOUTHEAST ¼ OF SECTION 5, TOWN 8 NORTH,
RANGE 22 EAST, IN THE VILLAGE OF BAYSIDE, MILWAUKEE COUNTY, WISCONSIN.**

**SURVEYOR'S CERTIFICATE
STATE OF WISCONSIN)
MILWAUKEE COUNTY)SS**

I, Marc C. Passarelli, a Professional Land Surveyor do hereby certify:

That I have surveyed, divided and mapped a part of the Southeast ¼ of the Southeast ¼ of Section 5, Town 8 North, Range 22 East, in the Village of Bayside, Milwaukee County, Wisconsin, bounded and described as follows: Commencing at the Southeast Corner of the Southeast ¼ of Section 5, thence South 89° 25' 37" West along the South line of said Southeast ¼ also being the centerline of West Brown Deer Road, 1112.53 feet to the point of beginning of lands to be described; thence continuing South 89° 25' 37" West along said South line, 200.00 feet; thence North 00° 15' 22" West, 190.40 feet; thence North 89° 25' 37" East, 200.00 feet to the centerline of North Navajo Road; thence South 00° 15' 22" East along said centerline, 190.40 feet to the point of beginning. Containing 22,168 square feet of land (0.509 acre)

That I have made such survey, land division and map by the direction of FPNG Property Management LLC, owner of said land.

That such map is a correct representation of the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the land division ordinance of the Village of Bayside in surveying dividing and mapping the same.

Dated this 16th day of August, 2023.

Marc C. Passarelli S-2817
Wisconsin Professional Land Surveyor

MILWAUKEE COUNTY CERTIFIED SURVEY MAP NO. _____

**BEING A PART OF THE SOUTHEAST ¼ OF THE SOUTHEAST ¼ OF SECTION 5, TOWN 8 NORTH,
RANGE 22 EAST, IN THE VILLAGE OF BAYSIDE, MILWAUKEE COUNTY, WISCONSIN.**

OWNER'S CERTIFICATE:

FPNG Property Management LLC, owner, does hereby certify that he has caused the land described in this document to be surveyed, divided, dedicated and mapped as represented on this map in accordance with the requirements of Chapter 236 of the Wisconsin Statutes and regulations of the Village of Bayside.

Witness the hand and seal of said owner this ___ day of _____, 2023

FPNG Property Management LLC

Marc Mayerhoff, Owner

**STATE OF WISCONSIN)
MILWAUKEE COUNTY)SS**

Personally came before me this _____ day of _____, 2023 the above named Marc Mayerhoff, Owner, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin
My Commission expires _____

PLANNING COMMISSION APPROVAL

APPROVED by the Planning Commission of the Village of Bayside this _____ day of _____, 2023.

Eido Walny, Chairman

Secretary

COMMON COUNCIL APPROVAL

APPROVED by the Common Council of the Village of Bayside accepted in accordance with Resolution Number _____, adopted on the _____ day of _____, 2023.

Eido Walny, Village President

Rachel Safstrom, Village Clerk/Treasurer