



Village of Bayside
9075 N Regent Road
Board of Trustees Meeting
December 14, 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: **884 4597 2367** and the Passcode is: **469058**. Persons desiring to speak in the remote format during Agenda Item IV, 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. November 2023 Financial Statement.
- B. Board of Trustees meeting minutes for November 16, 2023.
- C. Summary of Disbursements for November 8, 2023, through December 1, 2023, in the amount of \$485,873.82.
- D. November 2023 Community Impact Report.
- E. Appointment of 2024 Poll Workers Chief Inspectors: Margaret Zitzer, Lesly Tiainen; Election Inspectors and Tabulators John Tianen, Marisa Roberts, Diana Pogoriler, Shari Shamah, Abigail Nash, Penny Goldman, Marne Struck, John Safstrom; Democratic Party List of Nominees: Elizabeth Colacino, Joseph Colacino, Susan Leslie, John Rodgers, Brenda Stelzer, Eilene Stevens, Elizabeth Vokac; Republican Party List of Nominees: Tara Clark, Bill Finke, Sean Clark, Candace Burger, Julia Pandl, Bonne Dick, Gil Rosen.
- F. Resolution 23-22, a Resolution to Amend the 2023 Budget.
- G. 2024 Urban Forestry Grant Award from Wisconsin Department of Natural Resources in the Amount of \$25,000.

V. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

- 1. Ceremonial Oath of Office and Swearing-in of Police Officer Matthew Wierzchowski.
- 2. Introduction of Public Works Municipal Technician Jake Averill.
- 3. Introduction of Assistant to the Bayside Communications Center Director Eric Poulsen.
- 4. **Public Works Committee**
 - a. Discussion/action on October and November 2023 Department of Public Works Report.

- b. Discussion/action on Memorandum of Understanding M10005BA02 between the Milwaukee Metropolitan Sewerage District and the Village of Bayside for Private Property Infiltration and Inflow Reduction Agreement.
- c. Discussion/action on Ordinance 23-744, an Ordinance to Create Section 107-90 of the Municipal Code with Regard Erosion Control Regulations.
- d. Discussion/action on Ordinance 23-745, an Ordinance to Amend Part II, Chapter 122, Article III with regard to Stormwater and Erosion Management and Control.

5. Public Safety Committee

- a. Discussion/action on October and November 2023 Communications Center Report.
- b. Discussion/action on October and November 2023 Police Department Report.
- c. Discussion/action on Chapter DMA 2 PSAP Grant Program Award.
- d. Discussion/action on Ordinance 23-746, an Ordinance to Repeal and Recreate Section 35-121 of the Municipal Code with Regard to Entering or Staying Upon Streets or Panhandling on Public Property or Rights-of-Way.
- e. Discussion/action on Ordinance 23-747, an Ordinance to Repeal and Recreate Section 35-119 of the Municipal Code with Regard to Loitering.

6. Finance and Administration Committee

- a. Discussion/action on October and November 2023 Administrative Services Report.
- b. Discussion/action on Ordinance 23-748, an Ordinance to Create Section 2-109 of the Municipal Code with Regard to Appointment of Election Officials.
- c. Discussion/action on Ordinance 23-749, an Ordinance to Amend Section 104-98 of the Municipal Code with Regard to Building Permit Requirements.

II. VILLAGE PRESIDENT'S REPORT

III. VILLAGE MANAGER'S REPORT

IV. 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. (Teamsters Local 200 Police Union Negotiations) (Dispatching Services Agreement)
- B.** Pursuant to Section 19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Manager)

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

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

V. 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
December 14, 2023
Village Board Room, 6:00pm

Supplemental Meeting Agenda Notes

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

Approval of:

- A. **November 2023 Financial Statement.**

Included in the packet is the November 2023 Financial Statement. Both revenues and expenditures are on track year-to-date and are anticipated to remain so through the close of 2023. **Approval is recommended.**

- B. **Board of Trustees meeting minutes for November 16, 2023.**
- C. **Summary of Disbursements for November 8, 2023, through December 1, 2023, in the amount of \$485,873.82.**
- D. **November 2023 Community Impact Report.**

Of significant note, most all of the performance metrics are trending positive for 2023 as they relate to Village operations. **Approval is recommended.**

- E. **Appointment of 2024 Poll Workers Chief Inspectors: Margaret Zitzer, Lesly Tiainen; Election Inspectors and Tabulators John Tianen, Marisa Roberts, Diana Pogoriler, Shari Shamah, Abigail Nash, Penny Goldman, Marne Struck, John Safstrom; Democratic Party List of Nominees: Elizabeth Colacino, Joseph Colacino, Susan Leslie, John Rodgers, Brenda Stelzer, Eilene Stevens, Elizabeth Vokac; Republican Party List of Nominees: Tara Clark, Bill Finke, Sean Clark, Candace Burger, Julia Pandl, Bonne Dick, Gil Rosen.**

The Village is required to appoint poll workers for the upcoming 2024-2025 Election Cycle. Political Parties may submit names for poll workers; however, these people will still need to go through our hiring process, background check, and our training to work an election. Poll workers must also be able to commit to a majority of the elections in the cycle. In the event additional workers are necessary, the Clerk is allowed to add poll workers through the term. **Approval is recommended.**

- F. **Resolution 23-22, a Resolution to Amend the 2023 Budget.**

The proposed budget amendment addresses numerous 2023 budgetary housekeeping issues, previously authorized Village Board actions, and transfers monies to the DPW equipment reserve for the purchase of the authorized DPW Patrol (Plow) truck. **Approval is recommended.**

- G. **2024 Urban Forestry Grant Award from Wisconsin Department of Natural Resources in the Amount of \$25,000.**

The Village has been awarded \$25,000 to assist in developing an urban forestry management plan and reforesting the Village after removing the impacts of Emerald Ash Borer. Specifically, this grant will provide monies for the Village to conduct an updated public tree inventory. The public tree inventory is updated every five to six years and is utilized to develop a workplan for the upcoming five-year period. A separate contract for the tree inventory and accompanying grant work will be forthcoming in 2024. The Department of Natural Resources received 81 grant applications and the Village was selected as 1 of 58 to be awarded. **Approval is recommended.**

V. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Ceremonial Oath of Office and Swearing-in of Police Officer Matthew Wierzchowski.

Matthew Wierzchowski joined the Bayside Police Department as a Police Officer on Wednesday, December 6. Officer Wierzchowski has prior experience with the Milwaukee Police Department. Welcome Matthew!

2. Introduction of Public Works Municipal Technician Jake Averill.

Jake Averill joined the Department of Public Works in November and has been a welcomed addition to the crew. Welcome Jake!

3. Introduction of Assistant to the Bayside Communications Center Director Eric Poulsen.

Eric Poulsen has been promoted to the position of Assistant to the Bayside Communications Center Director, overseeing and assisting with the operation of the emergency dispatch center. We congratulate Eric on his promotion.

4. Public Works Committee

a. Discussion/action on October and November 2023 Department of Public Works Report.

Included in the packet is the October and November 2023 Department of Public Works Reports. Of significant note, the Department completed the final yard waste in November and loose leaf collections in late November, early December for the year. **Approval is recommended.**

b. Discussion/action on Memorandum of Understanding M10005BA02 between the Milwaukee Metropolitan Sewerage District and the Village of Bayside for Private Property Infiltration and Inflow Reduction Agreement.

The Village has been working with the Milwaukee Metropolitan Sewerage District over the last two years on a pilot project to address the most pressing private property inflow and infiltration concerns within the Village. The Village Board prioritized areas located near Village infrastructure, such as lift stations, primarily the Hermitage and Bay Point lift station, as well as high PPII areas.

To this end, the Village has been awarded a grant through the MMSD competitive grant funding process in the amount of \$360,000 to \$375,000. This grant from MMSD will seek to address necessary repairs to infrastructure in order to reduce infiltration and inflow into the sanitary sewer system. The project is 100% grant funded by MMSD. When complete, the repairs will reduce PPII, reduce wear and tear on the two identified lift stations, and reduce charges to MMSD through the reduced flow.

The attached MOU outlines roles and responsibilities. This a unique pilot project funded and managed through the grant. Upon execution, the project would commence and be completed in 2024. **Approval is recommended.**

c. Discussion/action on Ordinance 23-744, an Ordinance to Create Section 107-90 of the Municipal Code with Regard Erosion Control Regulations.

As part of the Village's MS4 Permit requirements regulated by the Wisconsin Department of Natural Resources, the Village has been reviewing and updating stormwater management-related ordinances. The proposed ordinance provides a comprehensive framework for managing and preventing soil erosion and sediment discharge resulting from construction activities within the Village.

The proposed ordinance designates the Village Engineer as the authority responsible for administering and enforcing the regulations. The proposed ordinance identifies technical standards, performance standards, best management practices, permitting requirements, applicable fees, all as they relate to the size of the development. The ordinance seeks to prevent water pollution, control soil erosion, protect aquatic life, and promote economic growth while ensuring compliance with state rules, standards, and permitting. **Approval is recommended.**

d. Discussion/action on Ordinance 23-745, an Ordinance to Amend Part II, Chapter 122, Article III with Regard to Stormwater and Erosion Management and Control.

The proposed ordinance amends the title of Article III from Stormwater and Erosion Management and Control to Stormwater Management Utility as a new section has been created to address erosion control. The change is housekeeping in nature. **Approval is recommended.**

5. Public Safety Committee

a. Discussion/action on October and November 2023 Communications Center Report.

Included in the packet is the October and November 2023 Communications Center Reports. Of significant note, the Center partnered with Goodwill Industries to provide 911 education and opportunities to job shadow with the BCC team. **Approval is recommended.**

b. Discussion/action on October and November 2023 Police Department Report.

Included in the packet is the October and November 2023 Police Department Reports. Of significant note, staff attended training on peer support, detection of deceptive behaviors, and identifying hidden compartments in vehicles. The Department also continues the Directed Patrol Program to address traffic enforcement concerns within the Village. **Approval is recommended.**

c. Discussion/action on Chapter DMA 2 PSAP Grant Program Award.

The Bayside Communications Center was designated as the Primary Public Safety Answering Point (PSAP) within Milwaukee County by the ICC earlier this year. Since that time, staff prepared and submitted the initial grant request for Fiscal Year 2024 to the State of Wisconsin Department of Military Affairs. The Village has been awarded a project allocation of \$611,842.01. The State grant allocation is \$550,657.81 with a match from the Bayside Communications Center of \$61,184.20. **Approval is recommended.**

d. Discussion/action on Ordinance 23-746, an Ordinance to Repeal and Recreate Section 35-121 of the Municipal Code with Regard to Entering or Staying Upon Streets or Panhandling on Public Property or Rights-of-Way.

Current Village Ordinance defines both panhandling and aggressive panhandling, with aggressive panhandling as the only form of panhandling prohibited within the Village. The current ordinance was adopted in 1998. The proposed ordinance would more specifically define panhandling and the forms and locations in which it is prohibited. The proposed ordinance is based upon a model ordinance implemented throughout the State and

further defines panhandling within the Village. **Approval is recommended.**

e. Discussion/action on Ordinance 23-747, an Ordinance to Repeal and Recreate Section 35-119 of the Municipal Code with Regard to Loitering.

Current Village Ordinance defines loitering and was adopted in 1990. The proposed ordinance updates the definition of loitering as well as prohibited locations for loitering. The proposed ordinance is based upon a model ordinance. **Approval is recommended.**

6. Finance and Administration Committee

a. Discussion/action on October and November 2023 Administrative Services Report.

Included in the packet is the October and November 2023 Administrative Services Reports. Of significant note, Rachel and Nicole attended a two-and-a-half-day election training in preparation for the upcoming election cycle including the Presidential Election.

In addition, Staff has been working to transition to the new Milwaukee County tax bill software program. The Village is utilizing the new Milwaukee County tax bill software, Land Nav, for the first time for the 2023-2024 collection cycle. A handful of Milwaukee County communities were test pilots last year, and many software and process issues were addressed. This year, all Milwaukee County communities will be utilizing the software.

One change that property owners may notice is the allocation of school district credits from the State. The previous software provided by Milwaukee County was antiquated and limited in functionality. The new software now allows the Village to properly allocate the State School Credit to all three-school districts within Bayside, whereas, the past software only allowed the split between two school districts being just Fox Point-Bayside and Maple Dale-Indian Hill. Overall, Milwaukee County residents will see a reduction in the overall tax rate. The State School Credit has increased for 2023 by over \$600,000 within the Village. In addition, the State Sales Tax Credit and Lottery Credit also increased. Based on sample bills printed to date, many residents will see a decrease in their property tax bill from last year. **Approval is recommended.**

b. Discussion/action on Ordinance 23-748, an Ordinance to Create Section 2-109 of the Municipal Code with Regard to Appointment of Election Officials.

At a recent election training, it was noted that municipalities are required to adopt an ordinance to allow poll workers to work half days. State Statute also requires the Village have 7 poll workers unless there is an ordinance to allow for a reduction in poll workers if needed. This ordinance also allows us to reduce the number of workers if necessary. **Approval is recommended.**

c. Discussion/action on Ordinance 23-749, an Ordinance to Amend Section 104-98 of the Municipal Code with Regard to Building Permit Requirements.

Currently, property owners are required to apply for and receive an impervious surface permit for any additional impervious surface in excess of 50 feet. The Village Engineer has indicated that the impacts of stormwater runoff are not notable on areas less than 150 square feet and the current ordinance has become burdensome for both property owners and Village staff, without providing tangible benefit. The proposed ordinance would increase the total square footage of impervious surface that can be added to a property to 150 square feet before requiring an impervious surface permit. A few additional housekeeping edits are also included in the proposed ordinance. **Approval is recommended.**

II. VILLAGE PRESIDENT'S REPORT

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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. (Teamsters Local 200 Police Union Negotiations) (Dispatching Services Agreement)**
- B. Pursuant to Section 19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Manager)**

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

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

V. ADJOURNMENT

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdg 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	8,816.05	3,324.60	(2,818.05)	146.98
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	60,297.51	51,252.88	0.49	100.00
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	372,627.21	0.00	(0.21)	100.00
10-00000-43545	ST 32 HIGHWAY AIDS	17,013.00	17,034.61	0.00	(21.61)	100.13
10-00000-43555	INTERGOVERNMENTAL GRANT	6,025.00	2,215.42	1,760.00	3,809.58	36.77
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	772,955.69	56,337.48	15,546.31	98.03
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	1,404.52	296.00	(104.52)	108.04
10-00000-44300	CABLE FRANCHISE FEES	60,000.00	40,518.71	10,086.83	19,481.29	67.53
10-00000-44415	ARC APPLICATION FEES	2,500.00	4,625.00	0.00	(2,125.00)	185.00
10-00000-44420	OCCUPANCY PERMITS	31,100.00	31,300.00	0.00	(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	433,799.04	35,009.25	(95,489.04)	128.23
10-00000-44480	VACANT PROPERTY FEE	1,000.00	1,500.00	0.00	(500.00)	150.00
10-00000-44495	EXCAVATION/RIGHT OF WAY/PRIVLE	10,000.00	16,450.00	250.00	(6,450.00)	164.50
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	340.00	65.00	(140.00)	170.00
10-00000-44535	DUMPSTER PERMITS	10,500.00	13,030.00	640.00	(2,530.00)	124.10
10-00000-44540	SIGN PERMITS	200.00	810.00	60.00	(610.00)	405.00
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	555,847.27	46,407.08	(95,407.27)	120.72
FINES & FORFEITURES						
10-00000-43220	COURT REVENUE	0.00	1,748.79	1,748.79	(1,748.79)	100.00
10-00000-45100	FINES & FORFEITURES-NSMC	35,000.00	28,353.60	0.00	6,646.40	81.01
10-00000-45105	FINES & FORFEITURES-BAYSIDE SD	10,000.00	7,107.98	165.00	2,892.02	71.08
10-00000-45125	NOTARY/FINGER	100.00	100.00	25.00	0.00	100.00

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdgt Used
Fund: 10 GENERAL FUND						
Account Category: Revenues						
FINES & FORFEITURES						
	FINES & FORFEITURES	45,100.00	37,310.37	1,938.79	7,789.63	82.73
PUBLIC CHARGES FOR SERVIC						
10-00000-46110	PROPERTY STATUS REVENUE	4,000.00	3,785.00	75.00	215.00	94.63
10-00000-46120	PUBLICATION FEES	200.00	200.00	0.00	0.00	100.00
10-00000-46125	PROFESSIONAL SERVICE INVOICING	40,000.00	66,497.60	7,114.86	(26,497.60)	166.24
10-00000-46130	DATA SALES	250.00	75.00	25.00	175.00	30.00
10-00000-46310	SPECIAL PICKUPS	12,000.00	12,654.28	1,214.57	(654.28)	105.45
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	750.00	375.00	(750.00)	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	5,277.50	0.00	1,222.50	81.19
10-00000-46715	PUBLIC WORKS SERVICE REVENUE	14,684.00	19,507.77	13,071.90	(4,823.77)	132.85
	PUBLIC CHARGES FOR SERVIC	124,834.00	155,692.15	21,876.33	(30,858.15)	124.72
MISC REVENUE						
10-00000-48100	INTEREST	364,744.00	466,689.87	0.00	(101,945.87)	127.95
10-00000-48120	REALIZED/UNREALIZED GAIN/LOSS	0.00	27,318.27	0.00	(27,318.27)	100.00
10-00000-48200	MISCELLANEOUS REVENUE	500.00	1,223.88	180.00	(723.88)	244.78
10-00000-48210	COPIES	500.00	1,787.07	459.55	(1,287.07)	357.41
10-00000-48220	FALSE ALARM FEES	2,500.00	1,536.50	396.00	963.50	61.46
10-00000-48230	RECYCLING PROCEEDS	15,000.00	2,194.87	0.00	12,805.13	14.63
10-00000-48240	CREDIT CARD REVENUE	7,000.00	5,847.16	1,124.80	1,152.84	83.53
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	420.00	420.00	580.00	42.00
10-00000-48500	DONATIONS	8,000.00	17,835.87	568.62	(9,835.87)	222.95
	MISC REVENUE	408,342.00	538,618.49	3,148.97	(130,276.49)	131.90
	Revenues	5,212,982.00	5,455,076.74	129,708.65	(242,094.74)	104.64
Account Category: Expenditures						
GENERAL GOVERNMENT						
10-51000-51100	WAGES FT	319,365.00	241,992.41	23,537.30	77,372.59	75.77
10-51000-51170	HEALTH INSURANCE BUYOUT	1,810.00	1,737.95	166.66	72.05	96.02
10-51000-51190	DENTAL INSURANCE BUYOUT	147.00	117.98	11.31	29.02	80.26
10-51000-51200	TRUSTEE WAGES	8,400.00	7,700.00	700.00	700.00	91.67
10-51000-51250	ELECTION WAGES	3,453.00	3,452.75	0.00	0.25	99.99
10-51000-51300	ELECTIONS SUPPLIES	5,670.00	4,904.55	1,439.04	765.45	86.50
10-51000-51500	WISCONSIN RETIREMENT SYSTEM	26,506.00	17,652.31	1,600.54	8,853.69	66.60
10-51000-51510	SOCIAL SECURITY	25,437.00	19,971.08	1,812.80	5,465.92	78.51
10-51000-51520	LIFE INSURANCE	478.00	413.84	31.02	64.16	86.58
10-51000-51530	HEALTH INSURANCE	30,570.00	25,770.39	2,173.54	4,799.61	84.30
10-51000-51540	DENTAL INSURANCE	881.00	597.89	52.78	283.11	67.86
10-51000-51800	RECRUITMENT	650.00	457.30	0.00	192.70	70.35
10-51000-52100	CONTRACTUAL SERVICES	27,000.00	36,247.89	1,603.55	(9,247.89)	134.25
10-51000-52110	LEGAL COUNSEL - CONTRACTED	85,000.00	101,901.68	12,110.64	(16,901.68)	119.88
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	0.00	0.00	100.00

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdgt Used
Fund: 10 GENERAL FUND						
Account Category: Expenditures						
GENERAL GOVERNMENT						
10-51000-52190	ASSESSOR SERVICES	24,900.00	24,900.00	0.00	0.00	100.00
10-51000-52210	TELECOMMUNICATIONS	2,358.00	2,359.97	162.47	(1.97)	100.08
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	2,117.96	817.68	582.04	78.44
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	794.49	794.49	205.51	79.45
10-51000-53100	OFFICE SUPPLIES	4,000.00	2,841.68	34.37	1,158.32	71.04
10-51000-53110	POSTAGE	5,000.00	2,719.16	265.58	2,280.84	54.38
10-51000-53210	DUES & SUBSCRIPTIONS	6,373.00	5,374.55	288.50	998.45	84.33
10-51000-53220	TRAINING, SAFETY & CERTS	9,255.00	8,073.31	243.63	1,181.69	87.23
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	0.00	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	656,007.11	47,845.90	143,075.89	82.09
POLICE						
10-52100-51100	WAGES FT	1,110,742.00	902,565.40	82,510.46	208,176.60	81.26
10-52100-51110	OVERTIME	46,500.00	47,535.13	5,776.54	(1,035.13)	102.23
10-52100-51150	GRANT OVERTIME	26,000.00	8,948.39	3,055.48	17,051.61	34.42
10-52100-51160	HOLIDAY PAY	37,340.00	15,854.52	4,039.13	21,485.48	42.46
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	2,245.00	195.00	2,255.00	49.89
10-52100-51500	WISCONSIN RETIREMENT SYSTEM	157,315.00	127,951.62	12,228.30	29,363.38	81.33
10-52100-51510	SOCIAL SECURITY	93,740.00	72,794.43	7,113.01	20,945.57	77.66
10-52100-51520	LIFE INSURANCE	1,144.00	1,142.94	97.52	1.06	99.91
10-52100-51530	HEALTH INSURANCE	157,227.00	119,876.57	10,113.08	37,350.43	76.24
10-52100-51540	DENTAL INSURANCE	4,230.00	2,385.58	199.91	1,844.42	56.40
10-52100-51800	RECRUITMENT	750.00	684.00	0.00	66.00	91.20
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	25,463.38	(3,826.98)	4,810.62	84.11
10-52100-52110	LEGAL COUNSEL-CONTRACTED	29,236.00	25,115.80	6,180.99	4,120.20	85.91
10-52100-52130	LEGAL COUNSEL-PERSONNEL	1,000.00	162.50	0.00	837.50	16.25
10-52100-52150	MADACC	1,633.00	1,633.52	0.00	(0.52)	100.03
10-52100-52210	TELECOMMUNICATIONS	8,483.00	6,897.16	570.03	1,585.84	81.31
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	6,633.40	13.59	866.60	88.45
10-52100-52310	FLEET MAINTENANCE	7,000.00	4,710.10	1,762.04	2,289.90	67.29
10-52100-53100	OFFICE SUPPLIES	250.00	0.00	0.00	250.00	0.00
10-52100-53110	POSTAGE	800.00	750.80	0.00	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	5,708.04	260.70	791.96	87.82

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdgt Used
Fund: 10 GENERAL FUND						
Account Category: Expenditures						
POLICE						
10-52100-53230	AMMUNITION	4,000.00	3,999.65	0.00	0.35	99.99
10-52100-53300	UNIFORM SUPPLIES	7,475.00	5,368.91	0.00	2,106.09	71.82
10-52100-53400	FUEL MAINTENANCE	21,000.00	13,927.57	0.00	7,072.43	66.32
10-52100-53900	EMPLOYEE RECOGNITION	100.00	0.00	0.00	100.00	0.00
POLICE		1,788,549.00	1,403,014.41	130,288.80	385,534.59	78.44
NORTH SHORE FIRE DEPT						
10-52200-52240	NORTH SHORE FIRE DEPARTMENT	893,225.00	893,225.00	0.00	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	0.00	(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	199,377.14	8,674.22	(10,335.14)	105.47
BUILDING INSPECTION		209,042.00	219,377.14	8,674.22	(10,335.14)	104.94
DEPT OF PUBLIC WORKS						
10-53000-51100	WAGES FT	305,444.00	215,209.08	19,472.45	90,234.92	70.46
10-53000-51110	OVERTIME	5,100.00	3,991.10	0.00	1,108.90	78.26
10-53000-51120	WAGES PT	14,400.00	6,697.50	480.00	7,702.50	46.51
10-53000-51170	HEALTH INSURANCE BUYOUT	3,000.00	2,614.46	257.55	385.54	87.15
10-53000-51190	DENTAL INSURANCE BUYOUT	317.00	188.80	18.88	128.20	59.56
10-53000-51500	WISCONSIN RETIREMENT SYSTEM	19,649.00	14,318.13	1,098.48	5,330.87	72.87
10-53000-51510	SOCIAL SECURITY	24,537.00	16,725.63	1,496.02	7,811.37	68.16
10-53000-51520	LIFE INSURANCE	495.00	308.37	19.38	186.63	62.30
10-53000-51530	HEALTH INSURANCE	69,488.00	54,092.41	3,491.24	15,395.59	77.84
10-53000-51540	DENTAL INSURANCE	1,641.00	1,088.15	75.46	552.85	66.31
10-53000-51800	RECRUITMENT	985.00	947.87	105.95	37.13	96.23
10-53000-52000	FACILITY MAINTENANCE & SUPPLIE	21,937.00	15,977.90	2,747.47	5,959.10	72.84
10-53000-52010	CLEANING & JANITORIAL SERVICES	10,921.00	8,926.86	650.39	1,994.14	81.74
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	35,391.90	(2,452.73)	5,455.10	86.65
10-53000-52160	ENGINEERING	26,010.00	19,741.69	1,051.67	6,268.31	75.90
10-53000-52200	UTILITIES	43,640.00	34,973.86	1,860.35	8,666.14	80.14
10-53000-52210	TELECOMMUNICATIONS	768.00	1,325.67	713.75	(557.67)	172.61
10-53000-52300	MATERIALS & SUPPLIES	7,177.00	6,069.51	353.76	1,107.49	84.57
10-53000-52310	FLEET MAINTENANCE	39,550.00	33,080.65	4,291.58	6,469.35	83.64
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	1,097.80	332.50	852.20	56.30
10-53000-53300	UNIFORM SUPPLIES	2,200.00	1,411.00	50.00	789.00	64.14
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	21,957.91	5,005.87	13,742.09	61.51
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	70,884.23	8,929.61	4,115.77	94.51
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

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdgt Used
Fund: 10 GENERAL FUND						
Account Category: Expenditures						
DEPT OF PUBLIC WORKS						
10-53000-54000	STREET MAINTENANCE	9,890.00	1,740.00	1,740.00	8,150.00	17.59
10-53000-54500	SIGNAGE	4,219.00	4,218.30	0.00	0.70	99.98
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	618,820.71	51,789.63	223,444.29	73.47
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	4,295.71	400.00	1,304.29	76.71
10-55200-51510	SOCIAL SECURITY	398.00	328.62	30.60	69.38	82.57
10-55200-52300	MATERIALS & SUPPLIES	750.00	624.65	0.00	125.35	83.29
10-55200-52350	COMMUNITY EVENTS	15,000.00	17,545.21	0.00	(2,545.21)	116.97
	PARKS	21,748.00	22,794.19	430.60	(1,046.19)	104.81
	Expenditures	4,722,155.00	4,008,931.49	239,029.15	713,223.51	84.90
Fund 10 - GENERAL FUND:						
	TOTAL REVENUES	5,212,982.00	5,455,076.74	129,708.65	(242,094.74)	
	TOTAL EXPENDITURES	4,722,155.00	4,008,931.49	239,029.15	713,223.51	
	NET OF REVENUES & EXPENDITURES:	490,827.00	1,446,145.25	(109,320.50)	(955,318.25)	
	BEG. FUND BALANCE	1,696,002.53	1,696,002.53			
	FUND BALANCE ADJUSTMENTS		(326,630.80)			
	END FUND BALANCE	2,186,829.53	2,815,516.98			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdg't 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	827,334.74	(29,880.80)	1,465.26	99.82
20-00000-46420	COMMERCIAL SEWER	80,500.00	109,559.32	0.00	(29,059.32)	136.10
20-00000-46425	POLICE LEASE REVENUE	5,498.00	5,498.00	0.00	0.00	100.00
20-00000-46430	SEWER CONNECTION FEE	0.00	5,500.00	0.00	(5,500.00)	100.00
	PUBLIC CHARGES FOR SERVIC	914,798.00	947,892.06	(29,880.80)	(33,094.06)	103.62
MISC REVENUE						
20-00000-46450	SEWER INTERGOVERNMENTAL REV	0.00	4,635.00	0.00	(4,635.00)	100.00
20-00000-48100	INTEREST	200.00	2,304.34	0.00	(2,104.34)	1,152.17
20-00000-48260	INSURANCE AWARDS/DIVIDENDS	0.00	17,821.00	0.00	(17,821.00)	100.00
	MISC REVENUE	200.00	24,760.34	0.00	(24,560.34)	12,380.17
	Revenues	914,998.00	974,026.49	(29,880.80)	(59,028.49)	106.45
Account Category: Expenditures						
GENERAL SEWER						
20-51000-51100	WAGES FT	138,738.00	82,938.79	11,060.14	55,799.21	59.78
20-51000-51110	OVERTIME	1,000.00	0.00	0.00	1,000.00	0.00
20-51000-51170	HEALTH INSURANCE BUYOUT	750.00	434.53	41.67	315.47	57.94
20-51000-51190	DENTAL INSURANCE BUYOUT	81.00	39.32	3.77	41.68	48.54
20-51000-51500	WISCONSIN RETIREMENT SYSTEM	9,434.00	5,553.15	749.00	3,880.85	58.86
20-51000-51510	SOCIAL SECURITY	10,613.00	6,153.98	809.91	4,459.02	57.99
20-51000-51520	LIFE INSURANCE	259.00	126.24	15.29	132.76	48.74
20-51000-51530	HEALTH INSURANCE	26,185.00	8,852.20	2,252.40	17,332.80	33.81
20-51000-51540	DENTAL INSURANCE	448.00	190.25	49.47	257.75	42.47
20-51000-52100	CONTRACTUAL SERVICES	283,500.00	258,782.34	2,089.20	24,717.66	91.28
20-51000-52140	AUDIT SERVICES	3,900.00	3,881.38	0.00	18.62	99.52
20-51000-52160	ENGINEERING	88,852.50	110,929.45	5,236.66	(22,076.95)	124.85
20-51000-52200	UTILITIES	6,593.00	4,090.46	72.50	2,502.54	62.04
20-51000-52210	TELECOMMUNICATIONS	276.00	269.90	38.01	6.10	97.79
20-51000-52260	BENEFIT ADMINISTRATIVE FEES	43.00	43.00	0.00	0.00	100.00
20-51000-52300	MATERIALS & SUPPLIES	1,808.00	1,791.03	112.88	16.97	99.06
20-51000-52310	FLEET MAINTENANCE	1,000.00	442.40	0.00	557.60	44.24
20-51000-52320	LIFT STATION MAINTENANCE	11,132.00	1,407.48	539.48	9,724.52	12.64
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	1,942.00	242.00	0.00	1,700.00	12.46
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	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	727,617.32	0.00	8,064.18	98.90

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdgt Used
Fund: 20 SANITARY SEWER FUND						
Account Category: Expenditures						
GENERAL SEWER						
20-51000-58030	CAPITAL EQUIPMENT	20,149.43	0.00	0.00	20,149.43	0.00
	GENERAL SEWER	1,388,956.43	1,260,047.21	23,070.38	128,909.22	90.72
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	55,534.95	3,080.00	(2,025.95)	103.79
20-58100-56260	INTEREST-CLEAN WATER FUND LOAN	3,484.00	1,024.94	0.00	2,459.06	29.42
	DEBT	326,666.00	56,559.89	3,080.00	270,106.11	17.31
	Expenditures	1,940,622.43	1,316,607.10	26,150.38	624,015.33	67.84
Fund 20 - SANITARY SEWER FUND:						
	TOTAL REVENUES	914,998.00	974,026.49	(29,880.80)	(59,028.49)	
	TOTAL EXPENDITURES	1,940,622.43	1,316,607.10	26,150.38	624,015.33	
	NET OF REVENUES & EXPENDITURES:	(1,025,624.43)	(342,580.61)	(56,031.18)	(683,043.82)	
	BEG. FUND BALANCE	3,349,873.15	3,349,873.15			
	END FUND BALANCE	2,324,248.72	3,007,292.54			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdg't 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	116,300.08	0.00	37,699.92	75.52
22-00000-46430	RIGHT-OF-WAY MANAGEMENT	15,000.00	40,600.00	0.00	(25,600.00)	270.67
	PUBLIC CHARGES FOR SERVIC	577,543.00	577,783.77	0.00	(240.77)	100.04
MISC REVENUE						
22-00000-48200	MISCELLANEOUS REVENUE	0.00	20,598.12	0.00	(20,598.12)	100.00
	MISC REVENUE	0.00	20,598.12	0.00	(20,598.12)	100.00
	Revenues	676,195.00	598,381.89	0.00	77,813.11	88.49
Account Category: Expenditures						
DEPT OF PUBLIC WORKS						
22-53000-51100	WAGES FT	144,536.00	147,286.20	11,666.04	(2,750.20)	101.90
22-53000-51110	OVERTIME	950.00	0.00	0.00	950.00	0.00
22-53000-51120	WAGES PT	0.00	5,117.25	0.00	(5,117.25)	100.00
22-53000-51170	HEALTH INSURANCE BUYOUT	750.00	434.65	41.67	315.35	57.95
22-53000-51190	DENTAL INSURANCE BUYOUT	81.00	39.59	3.80	41.41	48.88
22-53000-51500	WISCONSIN RETIREMENT SYSTEM	9,828.00	9,941.81	791.49	(113.81)	101.16
22-53000-51510	SOCIAL SECURITY	11,057.00	11,258.45	852.66	(201.45)	101.82
22-53000-51520	LIFE INSURANCE	262.00	206.34	18.19	55.66	78.76
22-53000-51530	HEALTH INSURANCE	25,103.00	18,053.77	1,801.90	7,049.23	71.92
22-53000-51540	DENTAL INSURANCE	512.00	394.05	39.73	117.95	76.96
22-53000-52100	CONTRACTUAL SERVICES	12,088.00	12,087.76	49.20	0.24	100.00
22-53000-52140	AUDIT SERVICES	1,822.00	1,822.21	0.00	(0.21)	100.01
22-53000-52160	ENGINEERING	46,000.00	23,036.65	3,221.67	22,963.35	50.08
22-53000-52200	UTILITY EXPENSES	2,300.00	1,855.60	0.00	444.40	80.68
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	1,400.00	1,400.00	32.00	97.77
22-53000-53220	TRAINING, SAFETY & CERTIFICATI	750.00	0.00	0.00	750.00	0.00
22-53000-53270	CULVERT MATERIALS	40,000.00	38,034.00	2,332.05	1,966.00	95.09
22-53000-53280	LANDSCAPING MATERIALS	40,000.00	20,223.66	4,510.00	19,776.34	50.56
22-53000-53290	EXCAVATION AND DISPOSAL	17,500.00	15,800.00	15,800.00	1,700.00	90.29
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	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	344,537.02	42,528.40	50,413.98	87.24
TRANS TO OTHER FUND						

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% 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	548,941.81	42,528.40	272,070.15	66.86
Fund 22 - STORMWATER UTILITY FUND:						
	TOTAL REVENUES	676,195.00	598,381.89	0.00	77,813.11	
	TOTAL EXPENDITURES	821,011.96	548,941.81	42,528.40	272,070.15	
	NET OF REVENUES & EXPENDITURES:	(144,816.96)	49,440.08	(42,528.40)	(194,257.04)	
	BEG. FUND BALANCE	1,070,712.11	1,070,712.11			
	END FUND BALANCE	925,895.15	1,120,152.19			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% 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	552,959.67	100,269.00	(130,163.67)	130.79
26-00000-47130	CONTRACT REVENUE	2,191,160.00	2,191,162.00	0.00	(2.00)	100.00
	INTERGOVERNMENTAL	2,613,956.00	2,744,121.67	100,269.00	(130,165.67)	104.98
MISC REVENUE						
26-00000-48100	CONSOLIDATED SERVICE BILLINGS	70,308.00	68,142.11	3,278.56	2,165.89	96.92
	MISC REVENUE	70,308.00	68,142.11	3,278.56	2,165.89	96.92
	Revenues	2,997,287.00	3,125,286.78	103,547.56	(127,999.78)	104.27
Account Category: Expenditures						
PUBLIC SAFETY COMM						
26-51000-51100	WAGES FT	1,570,381.00	1,340,472.42	122,901.96	229,908.58	85.36
26-51000-51110	OVERTIME	127,000.00	98,614.14	8,920.19	28,385.86	77.65
26-51000-51160	HOLIDAY PAY	31,541.00	26,998.80	14,285.70	4,542.20	85.60
26-51000-51170	HEALTH INSURANCE BUYOUT	4,785.00	4,493.98	541.66	291.02	93.92
26-51000-51190	DENTAL INSURANCE BUYOUT	524.00	351.16	45.31	172.84	67.02
26-51000-51500	WISCONSIN RETIREMENT SYSTEM	113,660.00	98,238.71	9,819.99	15,421.29	86.43
26-51000-51510	SOCIAL SECURITY	127,868.00	106,166.52	10,707.58	21,701.48	83.03
26-51000-51520	LIFE INSURANCE	2,735.00	2,310.65	198.85	424.35	84.48
26-51000-51530	HEALTH INSURANCE	367,644.00	280,332.65	24,426.12	87,311.35	76.25
26-51000-51540	DENTAL INSURANCE	8,953.00	5,830.12	537.37	3,122.88	65.12
26-51000-51800	RECRUITMENT	4,000.00	3,883.64	175.90	116.36	97.09
26-51000-52000	FACILITY MAINTENANCE & SUPPLIE	29,133.00	21,819.70	11,492.45	7,313.30	74.90
26-51000-52010	CLEANING & JANITORIAL SERVICES	12,409.00	11,506.45	896.06	902.55	92.73
26-51000-52100	CONTRACTUAL SERVICES	20,919.00	37,814.98	28,510.77	(16,895.98)	180.77
26-51000-52140	AUDIT SERVICES	2,222.00	1,822.21	0.00	399.79	82.01
26-51000-52200	UTILITIES	26,480.00	20,815.51	1,785.42	5,664.49	78.61
26-51000-52210	TELECOMMUNICATIONS	138,690.00	84,625.43	7,547.90	54,064.57	61.02
26-51000-52250	COMPUTER SUPPORT SERVICES	3,500.00	3,033.44	0.00	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	13,050.00	5,926.24	466.79	7,123.76	45.41
26-51000-52360	LICENSING & MAINTENANCE	235,767.00	252,828.26	2,129.00	(17,061.26)	107.24
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	9,600.07	578.00	1,399.93	87.27
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	0.00	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	2,433,103.74	245,967.02	470,434.26	83.80

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% 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	2,535,524.74	245,967.02	470,434.26	84.35
Fund 26 - PUBLIC SAFETY COMMUNICATIONS:						
	TOTAL REVENUES	2,997,287.00	3,125,286.78	103,547.56	(127,999.78)	
	TOTAL EXPENDITURES	3,005,959.00	2,535,524.74	245,967.02	470,434.26	
	NET OF REVENUES & EXPENDITURES:	(8,672.00)	589,762.04	(142,419.46)	(598,434.04)	
	BEG. FUND BALANCE	781,049.83	781,049.83			
	END FUND BALANCE	772,377.83	1,370,811.87			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdg't 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	10,610.50	10,610.50	930.50	91.94
	INTERGOVERNMENTAL	11,541.00	10,610.50	10,610.50	930.50	91.94
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	1,087,234.20	10,610.50	12,545.80	98.86
Account Category: Expenditures						
DEBT						
30-58100-52150	MADACC	1,788.00	1,788.37	0.00	(0.37)	100.02
30-58100-55950	PAYMENT TO ESCROW AGENT	6,500.00	4,900.00	2,700.00	1,600.00	75.38
30-58100-56100	2021A GENERAL OBLIGATION	155,000.00	155,000.00	0.00	0.00	100.00
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	167,667.50	31,076.25	(1,889.50)	101.14
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	330,000.00	330,000.00	0.00	100.00
	DEBT	1,047,427.00	1,047,717.35	363,776.25	(290.35)	100.03
	Expenditures	1,047,427.00	1,047,717.35	363,776.25	(290.35)	100.03
Fund 30 - LONG TERM FINANCIAL FUND:						
	TOTAL REVENUES	1,099,780.00	1,087,234.20	10,610.50	12,545.80	
	TOTAL EXPENDITURES	1,047,427.00	1,047,717.35	363,776.25	(290.35)	
	NET OF REVENUES & EXPENDITURES:	52,353.00	39,516.85	(353,165.75)	12,836.15	
	BEG. FUND BALANCE	564,629.77	564,629.77			
	END FUND BALANCE	616,982.77	604,146.62			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% 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	15,965.72	7,102.82	(10,965.72)	319.31
41-00000-46325	CULVERT REPLACEMENT	0.00	1,400.00	0.00	(1,400.00)	100.00
41-00000-46725	MAILBOX REPLACEMENT	0.00	4,600.00	0.00	(4,600.00)	100.00
	PUBLIC CHARGES FOR SERVIC	5,000.00	21,965.72	7,102.82	(16,965.72)	439.31
MISC REVENUE						
41-00000-48200	MISCELLANEOUS REVENUE	0.00	33,857.81	29,148.91	(33,857.81)	100.00
41-00000-48260	INSURANCE AWARDS/DIVIDENDS	0.00	12,219.00	5,000.00	(12,219.00)	100.00
41-00000-48310	EQUIPMENT SALES	0.00	17,151.71	3,236.21	(17,151.71)	100.00
	MISC REVENUE	0.00	63,228.52	37,385.12	(63,228.52)	100.00
	Revenues	155,000.00	235,194.24	44,487.94	(80,194.24)	151.74
Account Category: Expenditures						
CAPITAL PROJECTS						
41-91000-58010	CAPITAL PROJECTS	318,872.44	67,979.65	6,878.39	250,892.79	21.32
41-91000-58030	CAPITAL EQUIPMENT	161,000.00	38,294.58	1,874.00	122,705.42	23.79
	CAPITAL PROJECTS	479,872.44	106,274.23	8,752.39	373,598.21	22.15
	Expenditures	479,872.44	106,274.23	8,752.39	373,598.21	22.15
Fund 41 - DEPARTMENT OF PUBLIC WORKS:						
	TOTAL REVENUES	155,000.00	235,194.24	44,487.94	(80,194.24)	
	TOTAL EXPENDITURES	479,872.44	106,274.23	8,752.39	373,598.21	
	NET OF REVENUES & EXPENDITURES:	(324,872.44)	128,920.01	35,735.55	(453,792.45)	
	BEG. FUND BALANCE	1,753,066.50	1,753,066.50			
	FUND BALANCE ADJUSTMENTS		326,630.80			
	END FUND BALANCE	1,428,194.06	2,208,617.31			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% 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	58,652.96	3,906.77	(15,652.96)	136.40
42-91000-58030	CAPITAL EQUIPMENT	30,000.00	4,575.00	0.00	25,425.00	15.25
	CAPITAL PROJECTS	73,000.00	63,227.96	3,906.77	9,772.04	86.61
	Expenditures	73,000.00	63,227.96	3,906.77	9,772.04	86.61
Fund 42 - ADMIN SERVICES CAPITAL:						
	TOTAL REVENUES	73,000.00	73,000.00	0.00	0.00	
	TOTAL EXPENDITURES	73,000.00	63,227.96	3,906.77	9,772.04	
	NET OF REVENUES & EXPENDITURES:	0.00	9,772.04	(3,906.77)	(9,772.04)	
	BEG. FUND BALANCE	650,062.34	650,062.34			
	END FUND BALANCE	650,062.34	659,834.38			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% 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	144,775.87	0.00	28,763.78	83.43
	CAPITAL PROJECTS	301,539.65	167,478.11	0.00	134,061.54	55.54
	Expenditures	301,539.65	167,478.11	0.00	134,061.54	55.54
Fund 46 - PUBLIC SAFETY COMM CAPITAL:						
	TOTAL REVENUES	184,536.00	184,536.00	0.00	0.00	
	TOTAL EXPENDITURES	301,539.65	167,478.11	0.00	134,061.54	
	NET OF REVENUES & EXPENDITURES:	(117,003.65)	17,057.89	0.00	(134,061.54)	
	BEG. FUND BALANCE	605,344.56	605,344.56			
	END FUND BALANCE	488,340.91	622,402.45			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdg Used
Fund: 50 LIBRARY FUND						
Account Category: Revenues						
INTERGOVERNMENTAL						
50-00000-47400	JOINT LIBRARY RECEIVABLES	967,232.00	967,232.19	0.00	(0.19)	100.00
	INTERGOVERNMENTAL	967,232.00	967,232.19	0.00	(0.19)	100.00
MISC REVENUE						
50-00000-47410	LIBRARY COPY FEES	5,000.00	3,795.55	271.75	1,204.45	75.91
50-00000-47420	LIBRARY FINES	16,000.00	12,037.87	333.40	3,962.13	75.24
50-00000-47430	NET LENDER REVENUE	115.00	138.00	0.00	(23.00)	120.00
50-00000-47440	MISC REVENUE	0.00	4,853.27	0.00	(4,853.27)	100.00
50-00000-47450	LOST BOOK REVENUE	3,000.00	2,079.80	0.00	920.20	69.33
50-00000-47500	DONATIONS	0.00	4,453.30	39.40	(4,453.30)	100.00
50-00000-47600	FRIENDS OF THE LIBRARY-CREDIT CARD S	40,655.00	40,101.05	0.00	553.95	98.64
	MISC REVENUE	64,770.00	67,458.84	644.55	(2,688.84)	104.15
	Revenues	1,032,002.00	1,034,691.03	644.55	(2,689.03)	100.26
Account Category: Expenditures						
NORTH SHORE LIBRARY						
50-61000-51100	FULL TIME SALARIES	347,130.00	309,046.39	31,248.00	38,083.61	89.03
50-61000-51120	PART TIME SALARIES	243,534.00	181,024.08	14,628.75	62,509.92	74.33
50-61000-51170	HEALTH INSURANCE BUYOUT	4,000.00	3,809.63	500.01	190.37	95.24
50-61000-51190	DENTAL INSURANCE BUYOUT	735.00	431.56	56.64	303.44	58.72
50-61000-51500	WISCONSIN RETIREMENT	22,225.00	21,015.11	2,124.86	1,209.89	94.56
50-61000-51510	SOCIAL SECURITY	47,300.00	36,979.16	3,459.77	10,320.84	78.18
50-61000-51520	LIFE INSURANCE	712.00	926.97	83.48	(214.97)	130.19
50-61000-51530	HEALTH INSURANCE	52,030.00	52,029.84	4,335.82	0.16	100.00
50-61000-51540	DENTAL INSURANCE	882.00	1,098.62	93.50	(216.62)	124.56
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	19,117.00	0.00	11,083.00	63.30
50-61000-52020	HVAC MAINTENANCE	3,000.00	1,521.00	0.00	1,479.00	50.70
50-61000-52100	CONTRACTUAL SERVICES	34,510.00	33,775.71	361.11	734.29	97.87
50-61000-52110	LEGAL COUNSEL	2,500.00	732.00	0.00	1,768.00	29.28
50-61000-52200	UTILITIES	38,000.00	34,536.67	2,944.89	3,463.33	90.89
50-61000-52210	TELECOMMUNICATIONS	5,000.00	3,962.26	0.00	1,037.74	79.25
50-61000-52270	SYSTEM EXPENSE MCFLS	43,295.00	41,795.59	253.49	1,499.41	96.54
50-61000-52290	BANKING FEES	150.00	0.00	0.00	150.00	0.00
50-61000-52300	MATERIALS & SUPPLIES	8,500.00	7,674.53	99.84	825.47	90.29
50-61000-52400	MISC COLLECTION MATERIALS	4,500.00	438.39	0.00	4,061.61	9.74
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	20,027.87	2,263.11	6,472.13	75.58
50-61000-52430	JUVENILE BOOKS	18,000.00	14,185.08	2,037.84	3,814.92	78.81
50-61000-52440	ADULT MEDIA	6,500.00	5,430.20	1,077.75	1,069.80	83.54
50-61000-52450	JUVENILE MEDIA	3,500.00	1,547.04	173.97	1,952.96	44.20
50-61000-52460	LOST BOOKS REPLACEMENTS	5,000.00	2,158.75	221.47	2,841.25	43.18
50-61000-52470	ADULT PROGRAMMING	3,000.00	2,995.20	10.77	4.80	99.84
50-61000-52480	JUVENILE PROGRAMMING	6,000.00	2,482.79	839.05	3,517.21	41.38
50-61000-53100	OFFICE SUPPLIES	8,500.00	7,703.30	256.02	796.70	90.63
50-61000-53110	POSTAGE	400.00	370.21	0.00	29.79	92.55
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 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdgt Used
Fund: 50 LIBRARY FUND						
Account Category: Expenditures						
NORTH SHORE LIBRARY						
50-61000-53220	TRAINING	4,750.00	2,142.53	20.00	2,607.47	45.11
50-61000-53230	PROMO & ADVERTISING	2,750.00	2,590.77	80.00	159.23	94.21
50-61000-53500	EQUIPMENT REPLACEMENT	1,000.00	977.99	180.00	22.01	97.80
50-61000-55010	SALES TAX EXPENSE	200.00	0.04	0.00	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	0.00	0.00	100.00
50-61000-55350	LEASE/CONDO FEES	46,247.00	42,867.35	3,214.00	3,379.65	92.69
50-61000-58120	ADULT (FOL)	11,000.00	7,158.72	114.03	3,841.28	65.08
50-61000-58130	JUVENILE (FOL)	12,000.00	6,843.15	25.17	5,156.85	57.03
50-61000-58150	CIRCULATION (FOL)	3,900.00	1,329.02	0.00	2,570.98	34.08
50-61000-58300	FRIENDS OF THE LIBRARY BOOK SALES	4,500.00	3,435.86	1,526.46	1,064.14	76.35
50-61000-58350	MCFLS REPLACEMENTS	9,255.00	882.75	0.00	8,372.25	9.54
NORTH SHORE LIBRARY		<u>1,095,785.00</u>	<u>903,833.29</u>	<u>72,229.80</u>	<u>191,951.71</u>	<u>82.48</u>
Expenditures		<u>1,095,785.00</u>	<u>903,833.29</u>	<u>72,229.80</u>	<u>191,951.71</u>	<u>82.48</u>
Fund 50 - LIBRARY FUND:						
TOTAL REVENUES		1,032,002.00	1,034,691.03	644.55	(2,689.03)	
TOTAL EXPENDITURES		<u>1,095,785.00</u>	<u>903,833.29</u>	<u>72,229.80</u>	<u>191,951.71</u>	
NET OF REVENUES & EXPENDITURES:		<u>(63,783.00)</u>	<u>130,857.74</u>	<u>(71,585.25)</u>	<u>(194,640.74)</u>	
BEG. FUND BALANCE		131,096.16	131,096.16			
END FUND BALANCE		67,313.16	261,953.90			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As of 11/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdg't Used
Fund: 60 LIBRARY CAPITAL FUND						
Account Category: Revenues						
INTERGOVERNMENTAL						
60-00000-43710	INTERGOVERNMENTAL GRANT	0.00	25,000.00	0.00	(25,000.00)	100.00
	INTERGOVERNMENTAL	0.00	25,000.00	0.00	(25,000.00)	100.00
MISC REVENUE						
60-00000-47500	DONATIONS	300,000.00	78,202.53	28,951.75	221,797.47	26.07
	MISC REVENUE	300,000.00	78,202.53	28,951.75	221,797.47	26.07
	Revenues	300,000.00	103,202.53	28,951.75	196,797.47	34.40
Account Category: Expenditures						
CAPITAL PROJECTS						
60-91000-58010	CAPITAL PROJECTS	300,000.00	210,270.83	12,400.00	89,729.17	70.09
	CAPITAL PROJECTS	300,000.00	210,270.83	12,400.00	89,729.17	70.09
	Expenditures	300,000.00	210,270.83	12,400.00	89,729.17	70.09
Fund 60 - LIBRARY CAPITAL FUND:						
	TOTAL REVENUES	300,000.00	103,202.53	28,951.75	196,797.47	
	TOTAL EXPENDITURES	300,000.00	210,270.83	12,400.00	89,729.17	
	NET OF REVENUES & EXPENDITURES:	0.00	(107,068.30)	16,551.75	107,068.30	
	BEG. FUND BALANCE	255,306.14	255,306.14			
	END FUND BALANCE	255,306.14	148,237.84			
Report Totals:						
	TOTAL REVENUES - ALL FUNDS	12,954,991.00	13,070,015.24	297,228.30	(115,024.24)	
	TOTAL EXPENDITURES - ALL FUNDS	14,136,670.48	11,130,455.56	1,039,889.57	3,006,214.92	
	NET OF REVENUES & EXPENDITURES:	(1,181,679.48)	1,939,559.68	(742,661.27)	(3,121,239.16)	



Village of Bayside
9075 N Regent Road
Board of Trustees Meeting
November 16, 2023
Village Board Room, 6:00pm

**BOARD OF TRUSTEES
Meeting Minutes**

I. CALL TO ORDER AND ROLL CALL

Chair Barth called the meeting to order at 6:00 pm.

ROLL CALL

President: Eido Walny **Via Zoom**
Trustees: Mike Barth
Elizabeth Levins- Excused
Kelly Marrazza
Dan Rosenfeld -Excused
Bob Rudman
Margaret Zitzer - Excused

Also Present: Village Manager Andy Pederson
Administrative Services Director Rachel Safstrom
Village Attorney Chris Jaekels
Police Chief Thomas Liebenthal
Communications Center Director Liane Scharnott

II. PLEDGE OF ALLEGIANCE

III. CITIZENS AND DELEGATIONS

None

IV. CONSENT AGENDA

Approval of:

- A. October 2023 Financial Statement.
- B. Board of Trustees meeting minutes for October 19, 2023.
- C. Summary of Disbursements for October 11, 2023, through November 7, 2023 in the amount of \$328,948.21.
- D. October 2023 Community Impact Report.
- E. Green Tier Legacy Community 10-Year Award.
- F. 2024 Village Financial Policies.
- G. 2024 Village goals, performance measure, and fiscal analysis.
- H. 2024-2044 Capital Improvement Program.
- I. Resolution 23-21, a resolution amending Resolution 23-11 revising the fee schedule as referenced by the Village of Bayside Municipal Code.
- J. Purchase of a Public Works Patrol Truck.
- K. Memorandum of Understanding for Information Technology Services for North Shore Health Department.
- L. Contract Change Order with Property Solutions Contracting, LLC for Green Swale.

Motion by Trustee Rudman, seconded by Trustee Marrazza, to approve: October 2023 Financial Statement; Board of Trustees meeting minutes for October 19, 2023; Summary of Disbursements for October 11, 2023, through November 7, 2023 in the amount of \$328,948.21; October 2023 Community Impact Report; Green Tier Legacy Community 10-Year Award; 2024 Village Financial Policies; 2024 Village goals, performance measure, and fiscal analysis; 2024-2044 Capital Improvement Program; Resolution 23-21, a resolution amending Resolution 23-11 revising the fee schedule as referenced by the Village of Bayside Municipal Code; Purchase of a Public Works Patrol Truck; Memorandum of Understanding for Information Technology Services for North Shore Health Department; Contract Change Order with Property Solutions Contracting, LLC for Green Swale. Motion carried unanimously.

V. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Public Works Committee

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

There was a consensus of the Board to postpone this item to the December Meeting

2. Public Safety Committee

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

There was a consensus of the Board to postpone this item to the December Meeting

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

There was a consensus of the Board to postpone this item to the December Meeting

c. Discussion/action on Chapter DMA 2 PSAP Grant Program Award.

There was a consensus of the Board to postpone this item to the December Meeting

3. Finance and Administration Committee

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

There was a consensus of the Board to postpone this item to the December Meeting

b. Discussion/action on Resolution 23-18, a resolution adopting the 2024 sanitary sewer enterprise budget and establishing the Residential and Commercial Sewer User Fee rates.

Chair Barth commended Manager Pederson and Village Staff on the work putting together the 2024 Annual Program Budget.

Motion by Trustee Marrazza, seconded by Trustee Rudman, to approve Resolution 23-18 adopting the 2024 sanitary sewer enterprise budget and establishing the Residential and Commercial Sewer User Fee rates. Motion carried unanimously by roll call vote.

c. Discussion/action on Resolution 23-19, a resolution adopting the 2024 stormwater revenue fund budget and establishing the Equivalent Runoff Unit rate.

Motion by Trustee Marrazza, seconded by Trustee Rudman, to approve Resolution 23-19 adopting the 2024 stormwater revenue fund budget and establishing the Equivalent Runoff Unit rate. Motion carried unanimously by roll call vote.

d. **Discussion/action on Resolution 23-20, a resolution adopting the 2024 annual budget and establishing the 2023 tax levy.**

Motion by Trustee Marrazza, seconded by Trustee Rudman, to approve Resolution 23-20 adopting the 2024 annual budget and establishing the 2023 tax levy. Motion carried unanimously by roll call vote.

VI. VILLAGE PRESIDENT'S REPORT

No report.

VII. VILLAGE MANAGER'S REPORT

No report.

VIII. VILLAGE ATTORNEY'S REPORT

No report.

IX. ADJOURNMENT

Motion by Trustee Rudman, seconded by Trustee Marrazza, to adjourn the meeting at 6:03 p.m. Motion carried unanimously.

CHECK REGISTER FOR VILLAGE OF BAYSIDE

CHECK DATE 11/08/2023 - 12/01/2023

Check Date	Check	Vendor Name	Amount
Bank GEN GENERAL POOLED CHECKING			
11/15/2023	39547	ACP CREATIVIT, LLC	995.00
11/15/2023	39548	AFLAC	13.80
11/15/2023	39549	AMUNDSEN DAVIS	910.00
11/15/2023	39550	ARLINGTON COMPUTER PRODUCTS	2,129.00
11/15/2023	39551	ATM AMERICAN INDUSTRIAL MEDIC	320.00
11/15/2023	39552	BATZNER PEST CONTROL	348.00
11/15/2023	39553	BORIS TYNKOV	200.00
11/15/2023	39554	BRABAZON PUMP, COMPRESSOR & V	360.75
11/15/2023	39555	Clark Dietz	6,640.00
11/15/2023	39556	FARMERS IMPLEMENT LLC	1,142.78
11/15/2023	39557	FIRST SUPPLY LLC	564.40
11/15/2023	39558	FISCHER, JASON	50.00
11/15/2023	39559	HARDWIRED ELECTRIC LLC	156.00
11/15/2023	39560	HUMPHREY SERVICE PARTS INC	689.09
11/15/2023	39561	JOHN DOWELL	80.00
11/15/2023	39562	KAESTNER AUTO ELECTRIC	239.00
11/15/2023	39563	LIESENER SOILS INC	4,510.00
11/15/2023	39564	MESSERLI & KRAMER PA	290.00
11/15/2023	39565	MILWAUKEE COUNTY FEDERATED LI	816.47
11/15/2023	39566	PEDERSON, ANDREW	59.43
11/15/2023	39567	PREMISTAR-WISCONSIN	7,082.79
11/15/2023	39568	PREMIUM WATERS INC.	222.72
11/15/2023	39569	PROFESSIONAL ID CARDS INC.	12.50
11/15/2023	39570	RINGCENTRAL, INC.	738.52
11/15/2023	39571	ROTE OIL	4,583.53
11/15/2023	39572	SAFEBUILT LLC Lockbox #88135	8,674.22
11/15/2023	39573	SPECTRUM BUSINESS	257.15
11/15/2023	39574	TAPCO	5,500.00
11/15/2023	39575	TOTAL ENERGY SYSTEMS LLC	4,865.71
11/15/2023	39576	UniFirst Corporation	29.92
11/15/2023	39577	VERIZON CONNECT FLEET USA LLC	147.60
11/15/2023	39578	WAUKESHA COUNTY TECH COLLEGE	260.70
11/15/2023	39579	WE ENERGIES	3,718.27
11/15/2023	39580	WI DEPT. OF TRANS-7366	1,378.39
11/15/2023	39581	WI SCTF	1,434.03
11/15/2023	39582	WISCONSIN LIBRARY ASSOCIATION	20.00
11/15/2023	39583	WM RECYCLE AMERICA	1,744.57
11/15/2023	39584	X-CENTRIC	17,390.00
Total 11/15/2023:			78,574.34
11/21/2023	39586	ACP CREATIVIT, LLC	879.00
11/21/2023	39587	AMAZON/SYNCB	2,046.74
11/21/2023	39588	AMUNDSEN DAVIS	16,653.61
11/21/2023	39589	BEAR GRAPHICS	1,210.41
11/21/2023	39590	C K C Graphics and Signs	30.00
11/21/2023	39591	CAIVANO, AMANDA K.	75.58
11/21/2023	39592	Clark Dietz	2,870.00
11/21/2023	39593	DELTA DENTAL	248.42
11/21/2023	39594	EHLERS & ASSOCIATES	3,700.00
11/21/2023	39595	FRIENDS OF THE NORTH SHORE LI	1,526.46
11/21/2023	39596	GREAT LAKES EXCAVATING	15,800.00
11/21/2023	39597	IMPACT ACQUISITIONS, LLC	412.40
11/21/2023	39598	KIESLER POLICE SUPPLY	11,857.16
11/21/2023	39599	LANNON STONE PRODUCTS	1,767.65
11/21/2023	39600	LV ENTERPRISES LLC	3,214.00
11/21/2023	39601	MANNEDGE CONSULTING LLC	500.00
11/21/2023	39602	PACKERLAND RENT-A-MAT INC.	72.18
11/21/2023	39603	PEDERSON, ANDREW	5.20
11/21/2023	39604	PLAYAWAY PRODUCTS LLC	53.99
11/21/2023	39605	POMP'S TIRE SERVICE INC	1,067.12
11/21/2023	39606	ROTE OIL	1,193.61
11/21/2023	39607	SHERWIN INDUSTRIES	1,740.00
11/21/2023	39608	THOMSON REUTERS - WEST	204.96
11/21/2023	39609	WCMA	288.50
11/21/2023	39610	WE ENERGIES	2,944.89
11/21/2023	39611	X-CENTRIC	11,100.00
Total 11/21/2023:			81,461.88
11/22/2023	259(E)	AT&T	1,157.05
11/22/2023	260(E)	CARTER, JULIE	1,516.46
11/22/2023	261(E)	DEPT OF EMPLOYEE TRUST FUND	104,016.99
11/22/2023	262(E)	DIVERSIFIED BENEFIT SERVICES	4,260.78

CHECK REGISTER FOR VILLAGE OF BAYSIDE

CHECK DATE 11/08/2023 - 12/01/2023

Check Date	Check	Vendor Name	Amount
Bank GEN GENERAL POOLED CHECKING			
11/22/2023	263(E)	EFTPS	82,712.96
11/22/2023	264(E)	EMPOWER-GREATWEST	9,759.10
11/22/2023	265(E)	HOTEL MEAD	90.00
11/22/2023	266(E)	META-FACEBOOK	10.97
11/22/2023	267(E)	NORTH SHORE BANK	450.00
11/22/2023	268(E)	PARTY ON RENTALS LLC	530.00
11/22/2023	269(E)	US BANK	25,700.96
11/22/2023	273(E)	VERIZON WIRELESS	930.38
11/22/2023	274(E)	WI DEPARTMENT OF REVENUE	14,258.53
Total 11/22/2023:			245,394.18
11/28/2023	39612	AFLAC	13.80
11/28/2023	39613	BEAR GRAPHICS	228.63
11/28/2023	39614	CEDARBURG OVERHEAD DOOR CO	255.00
11/28/2023	39615	CHAMPION WINDOWS	100.00
11/28/2023	39616	MCDONALD SCHAEFER LLC	11,900.00
11/28/2023	39617	MESSERLI & KRAMER PA	290.00
11/28/2023	39618	RESERVE ACCOUNT-PITNEY BOWES	265.58
11/28/2023	39619	TEAMSTERS LOCAL UNION # 200	575.00
11/28/2023	39620	WI SCTF	1,434.03
Total 11/28/2023:			15,062.04
12/01/2023	275(E)	EFTPS	51,497.47
12/01/2023	276(E)	EMPOWER-GREATWEST	4,876.94
12/01/2023	277(E)	NORTH SHORE BANK	225.00
12/01/2023	278(E)	WI DEPARTMENT OF REVENUE	8,781.97
Total 12/01/2023:			65,381.38
GEN TOTALS:			
Total of 90 Checks:			485,873.82
Less 0 Void Checks:			0.00
Total of 90 Disbursements:			485,873.82



Community Impact Report

November 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	\$1,067,833	\$412,764	\$300,000	●
Fund Balance	30%	30%	28%	30%	●

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Property Status	99	79	121	120	●
ICMA CPM	No	n/a	Yes	Yes	●
Total Permits	675	575	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	68	50	55	●
Ordinances	11	6	11	15	●
Resolutions	28	21	32	25	●
myBlue Contacts	194	789	155	N/A	●

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Drop Off Day Cars	1,162	926	795	800	●
Codes Enforced	239	241	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	49,779	52,077	40,000	●
Social Media	242,356	301,214	333,782	450,000	●
Newsletter	12	11	12	12	●

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
SCF Requests	2,517	2,555	2,228	2,700	●
SCF DTA	0.3	0.2	.78	1	●
SCF DTC	2.0	4.0	10.62	7	●
SCF SLA%	92%	88%	78.8%	90%	●

SERVICE EXCELLENCE: Provide solution-based innovative services.

Metric	2022 Total	2023 YTD	5 Year Average	Status
Dispatch Time	55 sec.	50 sec.	38 sec	●
Dispatch Calls	106,677	92,903	106,400	●
911 Calls	25,789	21,559	26,521	●
BCC Train Hrs.	3,917	7,633	2,234	●
Call Reviews	97.5%	98%	98%	●
Calls for Police	4,571	7,634	5,398	●
Police Accred.	Yes	Yes	Yes	●

Metric	2022 Total	2023 YTD	5 Year Average	Status
Police Calls	69,145	67,737	72,945	●
Fire Calls	11,474	11,271	9,169	●
EMD Use	633	7,972	N/A	●
Miles Patrolled	90,354	67,093	103,901	●
Traffic Stops	1,823	1,562	2,177	●
Citations	879	808	882	●

SUSTAINABLE RESILIENCE: Provide environmental stewardship and promote future resilience.

Metric	2022 Total	2023 YTD	5 Year Average	Target	Status
Garbage Tons	1,273	1,103	1,273	1,200	●
Recycling Tons	446	375	485	500	●
Yard Waste (yds)	1,987	2,090	2,735	2,500	●
Special Pickups	147	143	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	484	506	450	●
Tree City USA	Yes	Yes	Yes	Yes	●
Sewer Cleaned	23,361	14,408	25,730	26,000	●
Bird City USA	Yes	Yes	Yes	Yes	●

* = per year data unavailable



December 31, 2023, marks the end of the current term of Election Inspectors. Unless your current inspectors are reappointed by your governing body, they will no longer be Election Inspectors after the end of this year. At a meeting in December, not later than December 31, 2023, the municipal governing body shall appoint Election Inspectors for a two-year term which begins January 1, 2024, and ends December 31, 2025. Wis. Stats. §§ 7.30(4)(a), 7.30(6).

It is recommended that the Village Board appoint the following election inspectors for the 2024-2025 term:

Poll worker Appointments 2024

Chief Inspectors:

Margaret Zitzer
Lesly Tiainen

Election Inspectors and Tabulators

John Tianen
Marisa Roberts
Diana Pogoriler
Shari Shamah
Abigail Nash
Penny Goldman
Marne Struck
John Safstrom

Democratic Party List of Nominees

Elizabeth Colacino
Joseph Colacino
Susan Leslie
John Rodgers
Brenda Stelzer
Eilene Stevens
Elizabeth Vokac

Republican Party List of Nominees

Tara Clark
Bill Finke
Sean Clark
Candace Burger
Julia Pandl
Bonne Dick
Gil Rosen

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

RESOLUTION NO: 23-22

A Resolution to amend the 2023 Annual Program Budget.

WHEREAS, Resolution 22-24, a resolution adopting the 2023 Annual Program Budget and establishing the 2022 tax levy, was adopted on November 17, 2022;

WHEREAS, the Village of Bayside finds it necessary to amend the Annual Program Budget to be consistent with the Fund Balance Policy; and

WHEREAS, several revenue sources are seeing an increase as a result of a corresponding expense or increased services; and

WHEREAS, as staff reviews the 2023 projections in preparation for the audit, it has been noted that several items may come in over budget while others may see a decrease; and

WHEREAS, it is a good practice to amend a budget mid-year when practical to ensure the overall expenditures are not exceeded.

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF TRUSTEES, that it hereby amends the 2023 Annual Program Budget as indicated on the attachment;

PASSED AND ADOPTED by the Village Board of the Village of Bayside this fourteenth day of December, 2023.

VILLAGE OF BAYSIDE

Eido M. Walny, Village President

Rachel A. Safstrom
Administrative Services Director

		2023 Adopted	Increased Revenue	Decreased Revenue	2023 Amended Budget
GENERAL FUND					
General Fund Revenues					
Taxes					
10-00000-41300	Interest on Delinquent Taxes	\$ 12,000	\$ 8,806		\$ 20,806
Intergovernmental					
10-00000-43210	Community Development Block Grant	\$ 5,998	\$ 2,818		\$ 8,816
License and Permits					
10-00000-44460	Building Permits	\$ 338,310	\$ 80,000		\$ 418,310
10-00000-44495	Excavation Right of Way	\$ 10,000	\$ 6,450		\$ 16,450
10-00000-44525	Fill Permit	\$ -	\$ 4,510		\$ 4,510
Public Charges for Services					
10-00000-46125	Professional Service Invoicing	\$ 40,000	\$ 27,000		\$ 67,000
10-00000-46710	Park Facility Rental & Programs				\$ -
10-00000-46715	Public Works Service Revenue	\$ 14,684	\$ 4,824		\$ 19,508
Misc Revenue					
10-00000-48100	Interest	\$ 364,744	\$ 160,000		\$ 524,744
10-00000-48260	Insurance Awards	\$ 9,098	\$ 3,964		\$ 13,062
10-00000-48500	Donations	\$ 8,000	\$ 9,836		\$ 17,836
SANITARY SEWER FUND					
20-00000-43210	Intergovernmental Grants	\$ -	\$ 1,374		\$ 1,374
20-00000-46420	Commercial Sewer	\$ 80,500	\$ 29,060		\$ 109,560
20-00000-46450	Sewer Intergovt Revenue	\$ -	\$ 4,635		\$ 4,635
20-00000-48100	Interest	\$ 200	\$ 2,300		\$ 2,500
20-00000-48260	Insurance Awards	\$ -	\$ 17,821		\$ 17,821
STORMWATER FUND					
22-00000-48200	Misc Revenue	\$ -	\$ 20,598		\$ 20,598
PUBLIC SAFETY COMMUNICATIONS					
26-00000-46220	Intergovernmental Revenue	\$ 422,796	\$ 60,000		\$ 482,796
CIP Public Works					
41-00000-49210	Transfer from General Fund	\$ -	\$ 175,784		\$ 175,784
CIP Administration					
42-00000-49210	Transfer from General Fund	\$ -	\$ 77,762		\$ 77,762
GENERAL FUND EXPENDITURES					
General Government					
		2023 Adopted	Increase Expense	Decrease Expense	2023 Amended Budget
Personnel					
10-51000-51530	Health Insurance	\$ 30,570	\$ -	\$ 128	\$ 30,442
10-51000-51170	Health Insurance Buyout	\$ 1,810	\$ 128		\$ 1,938
Supplies/Contractual					

		2023 Adopted	Increase Expense	Decrease Expense	2023 Amended Budget
10-51000-52380	Financial Advising Services	\$ 3,000		\$ 3,000	\$ -
10-51000-55000	Contingency	\$ 53,174		\$ 53,174	\$ -
10-51000-55120	Boiler Insurance	\$ 854		\$ 854	\$ -
10-51000-51300	Elections supplies	\$ 5,670	\$ 1,200		\$ 6,870
10-51000-52210	Telecommunications	\$ 2,358	\$ 200		\$ 2,558
10-51000-52100	Contractual Services	\$ 27,000	\$ 10,500		\$ 37,500
10-51000-52110	Legal Counsel - Contracted	\$ 85,000	\$ 27,000		\$ 112,000
	Public Safety				
	Police				
	Personnel				
10-52100-51100	Wages	\$ 1,110,742		\$ 10,000	\$ 1,100,742
10-52100-51110	Overtime	\$ 46,500	\$ 10,000		\$ 56,500
10-52100-51170	Health Insurance Buyout	\$ 18,900	\$ 1,575		\$ 20,475
10-52100-51520	Life Insurance	\$ 1,144	\$ 88		\$ 1,232
10-52100-51530	Health Insurance	\$ 157,227		\$ 1,663	\$ 155,564
	Supplies/Contractual				
10-52100-52250	Computer Support	\$ 3,510		\$ 3,510	\$ -
	North Shore Fire				
10-52200-53760	Fire Insurance Dues	\$ -	\$ 27,550		\$ 27,550
	Inspections, Code Enforcement & Zoning				
10-52400-52500	Building Inspections	\$ 189,042	\$ 52,450		\$ 241,492
	Public Works				
	Personnel				
10-53000-51100	Wages FT	\$ 305,444		\$ 10,000	\$ 295,444
10-53000-51120	Wages PT	\$ 14,400		\$ 7,000	\$ 7,400
10-53000-51170	Health Insurance Buyout	\$ 3,000	\$ 398		\$ 3,398
10-53000-51530	Health Insurance	\$ 69,488		\$ 398	\$ 69,090
	Supplies/Contractual				
10-53000-52210	Telecommunications	\$ 768	\$ 750		\$ 1,518
10-53000-53700	Tipping Fees	\$ 75,000	\$ 13,000		\$ 88,000
10-53000-53700	Engineering				
10-53000-52300	Tools				
10-53000-53300	Uniform Supplies				
10-53000-53340	Winter Operations				
10-53000-53400	Fuel Maintenance				
10-53000-53600	Equipment Rental	\$ 8,700		\$ 3,000	\$ 5,700
	Parks				
10-55200-52350	Community Events	\$ 15,000	\$ 2,550		\$ 17,550
	Transfer to Other Fund				
10-59240-59000	Transfer Out	\$ -	\$ 253,546		\$ 253,546
	SANITARY SEWER FUND				

		2023 Adopted	Increase Expense	Decrease Expense	2023 Amended Budget
Expenses					
20-51000-52160	Engineering	\$ 88,852	\$ 53,164		\$ 142,016
20-58100-56260	Interest Clean Water Fund	\$ 53,509	\$ 2,026		\$ 55,535
STORMWATER FUND					
Expenses					
Personnel					
22-53000-51100	Wages FT	\$ 144,536	\$ 12,000		\$ 156,536
22-53000-51120	Wages PT	\$ -	\$ 5,598		\$ 5,598
22-53000-51500	Wisconsin Retirement	\$ 9,828	\$ 600		\$ 10,428
22-53000-51510	Social Security	\$ 11,057	\$ 700		\$ 11,757
22-53000-53500	Equipment Replacement	\$ 42,606	\$ 1,700		\$ 44,306
PUBLIC SAFETY COMMUNICATIONS					
Expenditures					
Personnel					
26-51000-51170	Health Insurance Buyout	\$ 4,785	\$ 1,360		\$ 6,145
26-51000-51530	Health Insurance	\$ 367,644		\$ 1,360	\$ 366,284
Professional Services					
26-51000-52000	Facility Maintenance & Supplies	\$ 29,133	\$ 30,000		\$ 59,133
26-51000-52100	Contractual Services	\$ 20,919	\$ 35,000		\$ 55,919
26-51000-52360	Licensing & Maintenance	\$ 235,767	\$ 25,000		\$ 260,767
26-51000-55000	Contingency	\$ 30,000		\$ 30,000	\$ -
CIP Public Works					
Expenditures					
Capital Projects					
41-91000-58010	Capital Projects	\$ 318,872	\$ 175,784		\$ 494,656
CIP Administration					
Expenditures					
42-91000-55190	GASB 45/Accrued Benefit Obligations	\$ 43,000	\$ 77,762		\$ 120,762
					-



November 10, 2023

Andy Pederson
Village Manager
Village of Bayside
9075 N Regent Rd.
Bayside, WI 53217

SUBJECT: SELECTION OF YOUR 2024 URBAN FORESTRY GRANT PROPOSAL

Dear Andy,

For your planning purposes, I am pleased to inform you that your application for the “EAB 2.0: Developing an UF Management Plan & Reforesting a Village Canopy” project has been selected to receive a 2024 Urban Forestry grant for \$25,000.00. **Congratulations!**

Competition was high again this year. We received 81 grant applications totaling \$1,220,031.55. The Department has \$804,746.00 available for the 2024 Urban Forestry grant, allowing 58 grants to be awarded, covering 66% of the dollars requested.

We continue to process your application with plans to provide your grant agreement on or before December 5, 2023. The project components and proposed budget will be reviewed for eligibility. Any necessary adjustments will be shared prior to drafting the agreement. If you are no longer interested in this grant, please let me know immediately!

Please hold any news release related to this grant award until after:

- 1) you have received and signed your agreement, **and**
- 2) the DNR has issued the statewide press release, which is scheduled for December 14, 2023.

Do not make any purchases or start work related to this project until after the grant start date, January 1, 2024, which will be noted on your agreement. Expenses incurred prior to the grant start date will be your responsibility.

Again, congratulations on the selection of your project for funding. Should you have any questions about the forthcoming agreement or grant, please feel free to contact me at (715)896-7099 or your [Urban Forestry Coordinator](#). I look forward to working with you as you complete your project.

Sincerely,

Nicolle Spafford
Urban Forestry Grant Manager

C: Olivia Witthun, Urban Forestry Coordinator - Plymouth



Department of Public Works

October 2023

Highlights and Accomplishments

- The 2023 ditch and culvert project was brought to completion with the final hydro-seeding and restoration.
- The leaf vacuum was set up and tested. The Truck completed two collections this month and will continue through November.
- Team members participated in the Wisconsin Department of Natural Resources Green Teir event and a salt class at UW-Madison.
- Monthly sewer maintenance was completed and the call out alarm system was updated and new control boards were installed.
- The DPW installed a donated memorial bench at Ellsworth Park and completed restoration around it.
- Final street sign toppers were replaced that were backordered and several information street signs were removed, cleaned, and decaled to offer better visibility to the signs.
- The plastic bag compactor was installed in front of Village Hall and was activated.
- 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	974	1,273	1,200	
Recycling Collected	Tons	446	331	485	500	
Diversion Rate	=Rec/(Rec+Garb)	26%	25%	28%	30%	
Yard Waste Collection	Stops	7,463	7,719	6,964	7,500	
Yard Waste Collected	Yards	1,987	1,890	2,735	2,500	
Recycling/ Clean Up Day Participants	Cars	1,162	850	1,004	800	
Access Bayside Requests	Requests Closed	682	876	761	700	
Special Pickups	Pickups	147	124	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	



Department of Public Works

November 2023

Highlights and Accomplishments

- The DPW spent every working day on collections and most days with multiple collections being completed, yard waste, loose leaves, garbage and recycling collections were completed.
- Team members installed new street sign decals on twelve signs in the community as a pilot program. If these decals remain in good shape, this will be a long-term cost savings of 60% as we transition to these decals instead of new signs.
- Staff worked with the DOT on damaged roadways on West Ravine Lane. The DOT arranged to have the area repaved.
- Mastic was installed around manholes in the community, this mastic helps protect village snow equipment.
- Village planter beds had fall clean up work completed.
- The Ellsworth Park pavilion has been winterized, the park and tennis courts remain open.
- Annual sewer jetting and manhole inspection has been started.

Metric	Measurement	2022 Total	2023 YTD	5 Year Average	Target	Status (comp. 5 yr avg)
Garbage Collected	Tons	1,273	1,103	1,273	1,200	
Recycling Collected	Tons	446	375	485	500	
Diversion Rate	=Rec/(Rec+Garb)	26%	25%	28%	30%	
Yard Waste Collection	Stops	7,463	8,601	6,964	7,500	
Yard Waste Collected	Yards	1,987	2,090	2,735	2,500	
Recycling/ Clean Up Day Participants	Cars	1,162	926	1,004	800	
Access Bayside Requests	Requests Closed	682	938	761	700	
Special Pickups	Pickups	147	143	171	165	
Mulch Deliveries	Deliveries	42	38	57	60	
Mulch Delivered	Yards	540	285	497	500	
Sewer Main Cleaned	Feet	23,361	14,408	25,730	26,000	
Manholes Inspected	Manholes	57	64	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	

Memorandum of Understanding

M10005BA02

Private Property Infiltration and Inflow Reduction Agreement

This Agreement is made between the Milwaukee Metropolitan Sewerage District (“District”) with its principal place of business at 260 West Seeboth Street, Milwaukee, Wisconsin 53204-1446, and the Village of Bayside (“Municipality”) with its municipal offices at 9075 N. Regent Road, Bayside, Wisconsin 53217.

WHEREAS, Wisconsin law, through Section 66.0301 Stats., authorizes any municipality to enter into an intergovernmental cooperation agreement with another municipality for the furnishing of services; and

WHEREAS, the District is responsible for collecting and treating wastewater from the Municipality’s locally owned collection system; and

WHEREAS, the Municipality’s sewers collect wastewater from lateral sewers located on private property and owned by private property owners; and

WHEREAS, during wet weather events stormwater enters lateral sewers through defective pipes and leaky joints and connections (“infiltration”) and stormwater also enters lateral sewers from foundation drains, improper connections and other sources (“inflow”); and

WHEREAS, infiltration and inflow increase the amount of wastewater that the District must collect and treat; and

WHEREAS, during wet weather events infiltration and inflow (“I/I”) into privately owned sewers contributes to the risk of sewer overflows; and

WHEREAS, the District has established the Private Property Infiltration and Inflow Reduction Program (“Program”) to provide guidelines, requirements, and a funding structure for municipalities to complete I/I reduction work on private property through the District Private Property Infiltration and Inflow Policy (“Policy”); and

WHEREAS, the Policy provides the Municipality the discretion to have the District procure contractors and consultants to perform private property I/I reduction work on the Municipality’s behalf and for the District to deduct the cost of District management and oversight of the project (District Administrative Project Management Fee) from funds available to the Municipality through the Program; and

WHEREAS, the Municipality wishes to participate in the Program with the District procuring contractors and consultants to perform a private property I/I reduction work on the Municipality’s behalf; and

NOW, THEREFORE, in consideration of the mutual promises made by the parties to this Agreement, the parties agree as follows:

1. Term of Agreement

This Agreement becomes effective immediately upon signature by both parties and shall remain in effect until the earliest of (1) December 31, 2024, or (2) termination of this Agreement as otherwise set forth herein.

2. Project Description

The District shall procure construction and construction inspection at the following thirteen properties:

1. 1470 E. Bay Point Rd. – lateral televise, cured in place pipe
2. 1469 E. Bay Point Rd. – lateral relay, disconnect downspouts
3. 1466 E. Bay Point Rd. – grout abandoned lateral connection
4. 1459 E. Bay Point Rd. – grout the first 5’ to 15’ from the main
5. 1428 E. Bay Point Rd. – grout the first 5’ to 15’ from the main
6. 1490 E. Fairy Chasm Rd. – lateral rehab of the unlined section of lateral from cleanout to home
7. 1500 E. Fairy Chasm Rd. – disconnect 9 downspouts, abandon Palmer valve, install sump pump
8. 8645 N Pelham Pkwy. – full lateral replacement, foundation drain disconnection
9. 8665 N Pelham Pkwy. – full lateral replacement, foundation drain disconnection
10. 725 E Wahner Pl. – full lateral replacement, foundation drain disconnection
11. 222 E Fairy Chasm Rd. – full lateral replacement, foundation drain disconnection
12. 920 E. Fairy Chasm Rd. – partial lateral replacement
13. 9055 N Tennyson Rd. – full lateral replacement, remove palmer valve

Collectively referred to as “the Work.”

The District anticipates spending approximately \$360,000 on the Work, with the actual amount deducted from the Municipality’s Annual Municipal Funding Allocation (AMFA) for private property inflow and infiltration reduction work, in addition to a 4% allocation to the District for project management. The District shall procure a contractor (“Contractor”) and professional services to perform the Work, as well as provide all project management and oversight associated with the Work. The Municipality shall assist with public outreach and provide input and feedback as requested by the District.

3. Program Publicity and Outreach

- a. The District shall develop all informational literature and signage related to the Work, naming the District as the funder and the Municipality as the project partner. The District shall provide samples of all public involvement/public education documents to the Municipality for review prior to being distributed to the public. The Municipality shall assist with the distribution of these materials.
- b. The District shall coordinate all public meetings for the Work, and provide the Municipality a minimum of two weeks’ notice of the same. The Municipality shall participate in all public discussions.

4. Selection of Contractors by District

The District shall solicit bids for the Work and shall award the work to the lowest responsible bidder providing a responsive bid in accordance with Wis. Stats. Chapter 200 and District policies.

5. Contract Requirements

The District's contract for the Work shall:

- a. Be prepared by a qualified professional engineer and stamped as appropriate;
- b. Require the Contractor to obtain all necessary permits;
- c. Require the Contractor to carry Commercial General Liability, Automotive, Workers Compensation and Umbrella insurance, including addition of the Municipality as an additional insured where customary;
- d. Require a three year warranty on all lateral replacement work that may be enforced by either the District or the home owner and one year warranty on any grouting work; and

6. Construction Inspection

The District shall arrange for appropriate construction oversight through its contract with Oneida Total Integrated Enterprises (OTIE). The District is responsible for payment of all OTIE invoices.

7. Municipality Participation

The Municipality shall provide a resource for review of plans and specifications, Contractor invoices and any submissions related to the Work. The Municipality shall send a representative to monthly project progress meetings. The Municipality shall process all permit requests in a timely manner. The Municipality shall cooperate with the District, Contractor and home owners for a successful project.

8. Procedure for Contractor Payment

The District shall receive all consultant and contractor invoices as set forth herein and shall forward copies to the Municipality for review. The absence of a response from the Municipality within five business days indicates approval. Each consultant or contractor invoice shall include: an invoice number, dates covered by the invoice, a detailed description of the hours expended and the work performed, expenses (with supporting documentation), and the contract number. All invoices that have been reviewed and approved by the Municipality and the District Senior Project Manager (SPM) shall be paid directly by the District, and the equivalent amount deducted from the Municipality's AMFA.

Questions should be directed to the Senior Project Manager:

Rebecca Specht, P.E
Senior Project Manager
Milwaukee Metropolitan Sewerage District
260 West Seeboth Street
Milwaukee, WI 53204 – 1446

9. Modifications

The District may make minor modifications to the Work after consultation with the Municipality, which may include including additional laterals or foundation drain disconnections, without amendment to this Memorandum of Understanding. However, the maximum amount of Work charged to the Municipality's AMFA shall not exceed \$375,000 absent a written amendment to this Memorandum of Understanding.

10. Terminating the Agreement

The District or the Municipality may terminate this Agreement at any time prior to commencement of the Work. After the Work has commenced, either party may terminate the Agreement only for good cause, such as, but not limited to, breach of agreement by the other. Notwithstanding the foregoing, any Work completed by consultants and contractors, as well as the proportionate amount of the District's project management and oversight fees, shall be paid to close out the contracts in the event of termination, and the equivalent amounts deducted from the Municipality's AMFA.

11. Exclusive Agreement

This is the entire Agreement between the Municipality and the District regarding execution and payment for the Work.

12. Severability

If any part of this Agreement is held unenforceable, the rest of the Agreement will continue in effect.

13. Applicable Law

This Agreement is governed by the laws of the State of Wisconsin.

14. Resolving Disputes

If a dispute arises under this Agreement, the parties agree to first try to resolve the dispute with the help of a mutually agreed-upon mediator in Milwaukee County. Any costs and fees other than attorney fees associated with the mediation shall be shared equally by the parties. If the dispute is not resolved within thirty (30) days after it is referred to the mediator, either party may take the matter to court.

15. Notices

All notices and other communications in connection with this Agreement shall be made by U.S. mail, email to the designated project manager with a read receipt or through the District's electronic project management software (E-Builder).

16. No Partnership

This Agreement does not create a partnership relationship nor give the Municipality the apparent authority to make promises binding upon the District. The Municipality does not have the authority to enter into contracts on the District's behalf.

17. Assignment

The Municipality may not assign any rights or obligations under this Agreement without the District's prior written approval.

18. Public Records

The Municipality agrees to cooperate and assist the District in the production of any records in the possession of the Municipality that are subject to disclosure by the District pursuant to the State of Wisconsin's Open Records Law, §§19.31-19.39, Wis. Stats. The Municipality agrees to indemnify the District against any and all claims, demands, and causes of action resulting from the Municipality's failure to comply with this requirement.

DRAFT

**MILWAUKEE METROPOLITAN
SEWERAGE DISTRICT**

VILLAGE OF BAYSIDE

By: _____
Kevin L. Shafer, P.E., Executive Director

By: _____
Andy Pederson, Village Manager

Date: _____

Date: _____

Approved as to form:

Approved as to form:

Attorney for the District

Attorney for the Municipality

DRAFT

Project Budget

Engineer's Opinion of Probable Project Cost					
PROJECT: Village of Bayside - PPII Reduction Project					
DATE: September 13, 2023					
BY: BGH					
This represents Engineer's judgement based upon information received at date hereof. No representation is made that proposals, bids or costs received from contractors will compare favorably or proximately with this opinion. This is a preliminary opinion without benefit of knowledge usually ascertained during design and construction plan development.					
NO.	ITEM	UNIT	UNIT COST	QUANTITY	ITEM COST
1	Traffic Control	LS	\$ 10,000.00	1	\$ 10,000.00
2	6" Dia PVC Sanitary Sewer Lateral (Granular Backfill)	LF	\$ 300.00	40	\$ 12,000.00
3	6" Dia PVC Sanitary Sewer Lateral (Spoil Backfill)	LF	\$ 250.00	620	\$ 155,000.00
4	Connection to Existing Lateral Piping	EA	\$ 3,000.00	9	\$ 27,000.00
5	Lawn Restoration - Watered Sod	SY	\$ 105.00	650	\$ 68,250.00
6	Sump Pump Installation	EA	\$ 2,500.00	1	\$ 2,500.00
7	Palmer Valve Abandonment	EA	\$ 500.00	1	\$ 500.00
8	Concrete Floor Repair	SF	\$ 22.00	1	\$ 22.00
9	Electrical Outlet Installation	EA	\$ 660.00	1	\$ 660.00
10	Runtime Meter Installation	EA	\$ 110.00	1	\$ 110.00
11	Downspout Disconnection	EA	\$ 500.00	14	\$ 7,000.00
12	Underground Downspout Installation	LF	\$ 225.00	70	\$ 15,750.00
13	Test & Seal Lateral Connection	EA	\$ 2,000.00	3	\$ 6,000.00
MC1	4"-6" Sanitary Lateral Spot Repair within Pavement	LF	\$ 350.00	10	\$ 3,500.00
MC2	Tree Removal	EA	\$ 1,500.00	2	\$ 3,000.00
<i>Subtotal</i>					\$ 311,292
<i>10% Construction Contingency</i>					\$31,129
<i>Construction Project Total</i>					\$ 342,421
1	Inspection Hours	HOUR	\$ 109.00	144	\$ 15,696.00
<i>Project Total</i>					\$ 358,117

Requested Value of Funding Agreement \$ 360,000



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

ORDINANCE NO: 23-744

**An Ordinance to Create Section 107-90 of the Municipal Code
with Regard to Erosion Control Regulations**

The Village Board of the Village of Bayside, Milwaukee and Ozaukee Counties, Wisconsin does ordain as follows:

Section One: Section 107-90 of the Municipal Code is hereby created to read as follows:

ARTICLE IV. BAYSIDE CONSTRUCTION SITE EROSION CONTROL REGULATIONS

Sec. 107-90. Authority.

- (a) This ordinance is adopted under the authority granted by s. 61.354, Wis. Stats. This ordinance supersedes all provisions of an ordinance previously enacted under s. 61.35, Wis. Stats., that relate to construction site erosion control. Except as otherwise specified in s. 61.354, Wis. Stats., s. 61.35, Wis. Stats., applies to this ordinance and to any amendments to this ordinance.
- (b) The provisions of this ordinance are deemed not to limit any other lawful regulatory powers of the same governing body.
- (c) The Village Board hereby designates the Village Engineer to administer and enforce the provisions of this ordinance.
- (d) The requirements of this ordinance do not pre-empt more stringent erosion and sediment control requirements that may be imposed by any of the following:
 - (1) Wisconsin Department of Natural Resources administrative rules, permits or approvals, including those authorized under ss. 281.16 and 283.33, Wis. Stats.
 - (2) Targeted non-agricultural performance standards promulgated in rules by the Wisconsin Department of Natural Resources under s. NR 151.004, Wis. Adm. Code.

Sec. 107-91. Findings of Fact.

The Village Board acknowledges that runoff from land disturbing construction activity carries sediment and other pollutants to the waters of the state in the Village of Bayside.

Sec. 107-92. Purpose.

It is the purpose of this ordinance to maintain safe and healthful conditions; prevent and control water pollution; prevent and control soil erosion and sediment discharge; protect spawning grounds, fish and aquatic life; control building sites, placement of structures and land uses; preserve ground cover and scenic beauty; and promote sound economic growth by minimizing the amount of sediment and other pollutants carried by runoff or discharged from land disturbing construction activity to waters of the state in the Village.

Sec. 107-93. Applicability and Jurisdiction.

(a) APPLICABILITY.

(1) This ordinance applies to land disturbing construction activity on lands within the boundaries and jurisdiction of the Village. Except as provided under par. (2), This section applies to the following sites of land or land disturbing activities:

- a. Those requiring a subdivision plat approval or the construction of houses or commercial, industrial or institutional buildings on lots;
- b. Those requiring a certified survey approval or the construction of houses or commercial, industrial or institutional buildings on lots;
- c. Those involving grading, removal of protective ground cover or vegetation, demolition, excavation, land filling or other land disturbing activity 2,000 square feet or more;
- d. Those involving excavation or filling or a combination of excavation and filling affecting 400 cubic yards or more of dirt, sand or other excavation or fill material;
- e. Those involving grading, removal of protective ground cover or vegetation, excavation, demolition, land filling or other land disturbing activity on slopes of ten percent or more.

(2) This ordinance does not apply to the following:

- a. Transportation facilities, except transportation facility construction projects that are part of a larger common plan of development such as local roads within a residential or industrial development.
- b. This ordinance is not applicable to activities conducted by a state agency, as defined under s.227.01 (1), Wis. Stats.
- c. Construction projects exempted by federal statutes or regulations from the requirement to have a national pollutant discharge elimination system permit issued under chapter 40, Code of Federal Regulations, Part 122, for land disturbing construction activity.
- d. Routine maintenance for project sites that have less than 5 acres of land disturbance if performed to maintain the original line and grade, hydraulic capacity or original purpose of the facility.

(3) Notwithstanding the applicability requirements in par. (a), this ordinance applies to construction sites of any size that, as determined by the Village Engineer are likely to result in runoff that exceeds the safe capacity of the existing drainage facilities or receiving body of water, that causes undue channel erosion, or that

increases water pollution by scouring or transporting of particulate.

Sec. 107-94. Definitions.

- (a) "Best management practice" or "BMP" means structural or non-structural measures, practices, techniques or devices employed to avoid or minimize soil, sediment or pollutants carried in runoff to waters of the state.
- (b) "BMP handbook" means the most recent edition of the state department of natural resources Wisconsin Construction Site Best Management Practices Handbook.
- (c) "Cease and desist order" means a court-issued order to halt land disturbing construction activity that is being conducted without the required permit or in violation of a permit issued by the Village Engineer
- (d) "Construction site" means an area upon which one or more land disturbing construction activities occur on a residential site disturbing over 2,000 sq ft, or a, including areas that are part of a larger common plan of development or sale where multiple separate and distinct land disturbing construction activities may be taking place at different times on different schedules but under one plan.
- (e) "Design Storm" means a hypothetical discrete rainstorm characterized by a specific duration, temporal distribution, rainfall intensity, return frequency and total depth of rainfall.
- (f) "Erosion" means the process by which the land's surface is worn away by the action of wind, water, ice or gravity.
- (g) "Erosion and sediment control plan" means a comprehensive plan developed to address pollution caused by erosion and sedimentation of soil particles or rock fragments during construction.
- (h) "Final stabilization" means that all land disturbing construction activities at the construction site have been completed and that a uniform perennial vegetative cover has been established with a density of at least 70 percent of the cover for the unpaved areas and areas not covered by permanent structures or that employ equivalent permanent stabilization measures.
- (i) "Land disturbing construction activity" means any man-made alteration of the land surface resulting in a change in the topography or existing vegetative or non-vegetative soil cover, that may result in runoff and lead to an increase in soil erosion and movement of sediment into waters of the state. Land disturbing construction activity includes clearing and grubbing, demolition, excavating, pit trench dewatering, filling and grading activities.
- (j) "Maximum extent practicable" means the highest level of performance that is achievable but is not equivalent to a performance standard identified in this ordinance.
- (k) "Performance standard" means a narrative or measurable number specifying the minimum acceptable outcome for a facility or practice.
- (l) "Pollutant" has the meaning given in s. 283.01 (13), Wis. Stats.
- (m) "Pollution" has the meaning given in s. 281.01 (10), Wis. Stats.
- (n) "Responsible party" means the landowner or any other entity performing services to meet the requirements of this ordinance through a contract or other

agreement.

- (o) "Runoff" means storm water or precipitation including rain, snow or ice melt or similar water that moves on the land surface via sheet or channelized flow.
- (p) "Sediment" means settleable solid material that is transported by runoff, suspended within runoff or deposited by runoff away from its original location.
- (q) "Technical standard" means a document that specifies design, predicted performance and operation and maintenance specifications for a material, device or method.

Sec. 107-95. Applicability of Maximum Extent Practicable.

Maximum extent practicable applies when a person who is subject to a performance standard of this ordinance demonstrates to the Village Engineer's satisfaction that a performance standard is not achievable and that a lower level of performance is appropriate. In making the assertion that a performance standard is not achievable and that a level of performance different from the performance standard is the maximum extent practicable, the responsible party shall take into account the best available technology, cost effectiveness, geographic features, and other competing interests such as protection of public safety and welfare, protection of endangered and threatened resources, and preservation of historic properties.

Sec. 107-96. Technical Standards.

All BMPs required for compliance with this ordinance shall meet design criteria, standards and specifications based on any of the following:

- (a) Design guidance and technical standards identified or developed by the Wisconsin Department of Natural Resources under subchapter V of chapter NR 151, Wis. Adm. Code.
- (b) Soil loss prediction tools (such as the Universal Soil Loss Equation (USLE)) when using an appropriate rainfall or runoff factor (also referred to as the R factor) or an appropriate design storm and precipitation distribution, and when considering the geographic location of the site and the period of disturbance.

Sec. 107-97. Performance Standards for Construction Sites Under One Acre.

- (a) Erosion and sediment control practices at each site where land disturbing construction activity is to occur shall be used to prevent or reduce all of the following:
 - (1) The deposition of soil from being tracked onto streets by vehicles.
 - (2) The discharge of sediment from disturbed areas into on-site storm water inlets, adjacent waters of the state, drainage ways that flow off the site, dewatering activities, or sediment eroding from soil stockpiles existing for more than 7 days.
 - (3) The transport by runoff into waters of the state of chemicals, cement, and other building compounds and materials on the construction site during the

construction period. However, projects that require the placement of these materials in waters of the state, such as constructing bridge footings or BMP installations, are not prohibited by this subdivision.

- (b) The BMPs shall be located so that treatment occurs before runoff enters waters of the state.
- (c) The BMPs used to comply with this section shall be implemented as follows:
 - (1) Erosion and sediment control practices shall be constructed or installed before land disturbing construction activities begin.
 - (2) Erosion and sediment control practices shall be maintained until final stabilization.
 - (3) Final stabilization activity shall commence when land disturbing activities cease and final grade has been reached on any portion of the site.
 - (4) Temporary stabilization activity shall commence when land disturbing activities have temporarily ceased and will not resume for a period exceeding 14 calendar days.
 - (5) BMPs that are no longer necessary for erosion and sediment control shall be removed by the responsible party.

Sec. 107-98 Performance Standards for Construction Sites of One Acre or More.

- (a) The responsible party shall comply with this section and implement the erosion and sediment control plan developed.
- (b) A written site-specific erosion and sediment control plan shall be developed in accordance with this ordinance and implemented for each construction site.
- (c) Erosion and sediment control practices at each site where land disturbing construction activity is to occur shall be used to prevent or reduce all of the following:
 - (1) The deposition of soil from being tracked onto streets by vehicles.
 - (2) The discharge of sediment from disturbed areas into on-site storm water inlets, adjacent waters of the state, drainage ways that flow off the site, dewatering activities, eroding from soil stockpiles existing for more than 7 days, and erosive flows at outlets and in downstream channels.
 - (3) The transport by runoff into waters of the state of chemicals, cement, and other building compounds and materials on the construction site during the construction period. However, projects that require the placement of these materials in waters of the state, such as constructing bridge footings or BMP installations, are not prohibited by this subdivision.
 - (4) The transport by runoff into waters of the state of untreated wash water from vehicle and wheel washing.
 - (5) In addition to the erosion and sediment control practices under par. (1), the following erosion and sediment control practices shall be employed:
 - a. BMPs that, by design, discharge no more than 5 tons per acre per year, or to the maximum extent practicable, of the sediment load carried in runoff from initial grading to final stabilization.
 - b. No person shall be required to employ more BMPs than are needed to

meet a performance standard in order to comply with maximum extent practicable. Erosion and sediment control BMPs may be combined to meet the requirements of this paragraph. Credit may be given toward meeting the sediment performance standard of this paragraph for limiting the duration or area, or both, of land disturbing construction activity, or for other appropriate mechanisms.

- (6) The erosion and sediment control plan shall incorporate all of the following:
 - a. Maintenance of existing vegetation, especially adjacent to surface waters whenever possible.
 - b. Minimization of soil compaction and preservation of topsoil.
 - c. Minimization of land disturbing construction activity on slopes of 10 percent or more.
 - d. Development of spill prevention and response procedures.
- (7) The BMPs used to comply with this section shall be located so that treatment occurs before runoff enters waters of the state.
- (d) The BMPs used to comply with this section shall be implemented as follows:
 - (1) Erosion and sediment control practices shall be constructed or installed before land disturbing construction activities begin in accordance with the erosion and sediment control plan developed.
 - (2) Erosion and sediment control practices shall be maintained until final stabilization.
 - (3) Final stabilization activity shall commence when land disturbing activities cease and final grade has been reached on any portion of the site.
 - (4) Temporary stabilization activity shall commence when land disturbing activities have temporarily ceased and will not resume for a period exceeding 14 calendar days.
 - (5) BMPs that are no longer necessary for erosion and sediment control shall be removed by the responsible party.

Sec. 107-99. Permitting requirements, procedures, and fees.

- (a) No responsible party may commence a land disturbing construction activity subject to this ordinance without receiving prior approval of an erosion and sediment control plan for the site and a permit.
- (b) The responsible party that will undertake a land disturbing construction activity subject to this ordinance shall submit an application for a permit and an erosion and sediment control plan that meets the requirements and shall pay an application fee to the Village Clerk, such fee to be adjusted from time to time. By submitting an application, the applicant is authorizing the Village Engineer or designee to enter the site to obtain information required for the review of the erosion and sediment control plan.
- (c) The Village Engineer or designee shall review any permit application that is submitted with an erosion and sediment control plan, and the required fee. The following approval procedure shall be used:

- (1) Erosion control plans for sites of one or more acres of land development or land disturbing activity. Within 30 working days of receipt of the application, control plan, and fee, the department of public works shall review the application and control plan to determine if the requirements of this article are met. The Village Engineer may request comments from other agencies. If the requirements of this article are met, the Village Engineer shall approve the plan, inform the applicant and issue a permit. If the conditions are not met, the Village Engineer shall inform the applicant in writing and may either require needed information or disapprove the plan. Within 30 working days of receipt of needed information, the Village Engineer shall again determine if the plan meets the requirements of this article. If the plan is disapproved, the Village Engineer shall inform the applicant in writing of the reasons for disapproval.
 - (2) Erosion control plans for sites of less than one acre of land development or land disturbing activity. Within ten working days of receipt of the application, control plan statement, and fee, the Village Engineer shall review the application and control plan statement to determine if requirements of this article are met. The Village Engineer may request comments from other staff or agencies. If requirements of this article are met, the department of public works shall approve the plan, inform the applicant and issue a permit. If the conditions are not met, the department of public works shall inform the applicant in writing and may either require needed information or disapprove the plan. Within ten working days of receipt of needed information, the Village Engineer shall again determine if the plan meets requirements of this article. If the plan is disapproved, the Village Engineer shall inform the applicant in writing of the reasons for disapproval.
 - (3) Other requirement. No building permit or footing and foundation permit shall be issued for a site subject to this article without an erosion control permit.
- (d) All permits shall require the responsible party to:
- (1) Notify the Village Engineer within three working days of commencing any land development and land disturbing activity;
 - (2) Notify the Village Engineer of completion of any best management practices within the next working day after their installation;
 - (3) Obtain permission in writing from the Village Engineer prior to modifying the erosion control plan;
 - (4) Install all best management practices as identified in the approved erosion control plan;
 - (5) Maintain all road drainage systems, stormwater drainage systems, best management practices and other facilities identified in the erosion control plan;
 - (6) Repair any siltation or erosion damage to adjoining surfaces and drainage ways resulting from land development or land disturbing activities and document repairs in the weekly inspection reports.
 - (7) Conduct construction site inspections at least once per week and within 24 hours after a precipitation event of 0.5 inches or greater. Repair and replace erosion and sediment control BMPs as necessary within 24 hours of an inspection or

notification that repair or replacement is needed. Maintain, at the construction site, weekly written reports of all inspections. Weekly inspection reports shall include all of the following: date, time and location of inspection; an assessment of the condition of erosion and sediment controls; a description of any erosion and sediment control BMP implementation and maintenance performed; and a description of the present phase of land disturbing construction activity at the construction site;

- (8) Allow Village personnel or other agents authorized by the Village to enter the site for the purpose of inspecting compliance with the erosion control plan or for performing any work necessary to bring the site into compliance with the erosion control plan; and
- (9) Keep a copy of the erosion control plan on the site.
- (e) Erosion control permits shall be valid for the length of the building permit or other construction authorizations from the date of issuance. The Village Engineer may require additional best management practices as a condition of the extension if they are necessary to meet the requirements of this article. No permit may be open for more than 24 months, after which the applicant must re apply for coverage.
- (f) The responsible party throughout the duration of the construction activities shall maintain all BMPs necessary to meet the requirements of this article until the site has undergone final stabilization.

Sec. 107-100. Erosion and Sediment Control Plan, Statement and Amendments.

- (a) For each construction site identified, an erosion and sediment control plan statement shall be prepared. This statement shall be submitted to the Village Engineer. The erosion and sediment control plan statement shall briefly describe the site, the development schedule, and the BMPs that will be used to meet the requirements of the ordinance. A site map shall also accompany the erosion and sediment control plan statement.
- (b) EROSION AND SEDIMENT CONTROL PLAN REQUIREMENTS.
 - (1) The erosion and sediment control plan shall be designed to meet the performance standards and other requirements of this ordinance.
 - (2) Content of erosion control plan statement for land development and land disturbing activities. An erosion control plan statement (with site map) shall be submitted to the Village Engineer to briefly describe:
 - a. Name(s) and address(es) of the owner or developer of the site, and of any consulting firm retained by the applicant, together with the name of the applicant's principal contact at such firm. The application shall also include start and end dates for construction.
 - b. Property boundaries and area to be disturbed;
 - c. Description of the construction site and the nature of the land disturbing construction activity.
 - d. Description of the intended sequence of major land disturbing construction activities for major portions of the construction site,

including stripping and clearing; rough grading; construction of utilities, infrastructure, and buildings; and final grading and landscaping. Sequencing shall identify the expected date on which clearing will begin, the estimated duration of exposure of cleared areas, areas of clearing, installation of temporary erosion and sediment control measures, and establishment of permanent vegetation.

- e. Existing and proposed buildings and other improvements;
 - f. Best management practices necessary to meet the requirements of this article;
 - g. Description of vegetation and other materials to be used to stabilize the site, including a schedule for installation and maintenance;
 - h. Estimates of the total area of the construction site and the total area of the construction site that is expected to be disturbed by land disturbing construction activities.
 - i. Calculations to show the compliance with the performance standard
 - j. Name, address, and daytime telephone number of the applicant and the person responsible for maintenance of best management practices.
 - k. Start and end dates of land disturbing activities.
- (3) The erosion and sediment control plan shall include a site map. The site map shall include the following items and shall be at a scale not greater than 100 feet per inch and at a contour interval not to exceed five feet.
- a. Existing topography, vegetative cover, natural and engineered drainage systems, roads and surface waters. Lakes, streams, wetlands, channels, ditches and other watercourses on and immediately adjacent to the site shall be shown. Any identified 100-year flood plains, flood fringes and floodways shall also be shown.
 - b. Boundaries of the construction site.
 - c. Drainage patterns and approximate slopes anticipated after major grading activities.
 - d. Areas of soil disturbance.
 - e. Location of major structural and non-structural controls identified in the erosion and sediment control plan.
 - f. Location of areas where stabilization BMPs will be employed.
 - g. Areas which will be vegetated following land disturbing construction activities.
 - h. Area(s) and location(s) of wetland on the construction site, and locations where storm water is discharged to a surface water or wetland within one-quarter mile downstream of the construction site.
 - i. Areas(s) used for infiltration of post-construction storm water runoff.
 - j. An alphanumeric or equivalent grid overlying the entire construction site map.
- (4) Each erosion and sediment control plan shall include a description of

appropriate control BMPs that will be installed and maintained at the construction site to prevent pollutants from reaching waters of the state. The erosion and sediment control plan shall clearly describe the appropriate erosion and sediment control BMPs for each major land disturbing construction activity and the timing during the period of land disturbing construction activity that the erosion and sediment control BMPs will be implemented. The description of erosion and sediment control BMPs shall include, when appropriate, the following minimum requirements:

- a. Description of interim and permanent stabilization practices, including a BMP implementation schedule. The erosion and sediment control plan shall ensure that existing vegetation is preserved where attainable and that disturbed portions of the site are stabilized.
- b. Description of structural practices to divert flow away from exposed soils, store flows or otherwise limit runoff and the discharge of pollutants from the site. Unless otherwise specifically approved in writing by the Public Works Department, structural measures shall be installed on upland soils.
- c. Management of overland flow at all areas of the construction site, unless otherwise controlled by outfall controls.
- d. Trapping of sediment in channelized flow.
- e. Staging land disturbing construction activities to limit exposed soil areas subject to erosion.
- f. Protection of downslope drainage inlets where they occur.
- g. Minimization of tracking at all vehicle and equipment entry and exit locations of the construction site.
- h. Clean up of off-site sediment deposits.
- i. Proper disposal of building and waste material.
- j. Stabilization of drainage ways.
- k. Installation of permanent stabilization practices as soon as possible after final grading.
- l. Minimization of dust to the maximum extent practicable.

(5) The erosion and sediment control plan shall require that velocity dissipation devices be placed at discharge locations and along the length of any outfall channel as necessary to provide a non-erosive flow from the structure to a water course so that the natural physical and biological characteristics and functions are maintained and protected.

(c) The applicant shall amend the erosion and sediment control plan if any of the following occur:

- (1) There is a change in design, construction, operation or maintenance at the site which has the reasonable potential for the discharge of pollutants to waters of the state and which has not otherwise been addressed in the erosion and sediment control plan.
- (2) The actions required by the erosion and sediment control plan fail to reduce the impacts of pollutants carried by construction site runoff.

- (3) The Village notifies the applicant of changes needed in the erosion and sediment control plan.

Sec. 107-101. Fee Schedule.

Fees referred to in this article shall be established by the Village Board in a fee schedule, and may from time to time be modified by resolution. Fees shall be related to costs involved in handling permit applications, reviewing control plans, conducting site inspections, and administering the erosion control program by Village personnel. All costs incurred by the Village in processing a permit or application under this article, including, but not limited to, engineering, legal, and other expert and professional fees, shall be paid to the Village by the applicant. Failure to pay such fees be charged in accordance with Section 125-34 of the Village Code. As a condition of approval and issuance of the permit, the Village shall require the applicant to specify the project duration in months and prepay for monthly inspections for specified duration in advance of the issuance of the permit to guarantee the good faith execution of the approved erosion control plan and any permit conditions.

Sec. 107-102. Inspection.

If land development or land disturbing activities are being carried out without a permit, Village personnel shall enter the land pursuant to the provisions of Wis. Stats. § 66.0119.

Sec. 107-103. Enforcement.

- (a) The Village Engineer or designate may issue a notice of violation or post a stop-work order, or both, if:
 - (1) Any land development or land disturbing activity regulated under this article is being undertaken without an erosion control permit;
 - (2) The erosion control plan is not being implemented in a good faith manner; or
 - (3) The conditions of the permit are not being met.
- (b) If the permittee does not cease the activity or comply with the erosion control plan or permit conditions within 24 hours, the Village Engineer, building inspector director of public works or designee may revoke the erosion control permit.
- (c) If the landowner or land user where no erosion control permit has been issued does not cease the activity within 24 hours, the building inspector may request the Village attorney to obtain a cease and desist order.
- (d) The building inspector or director of public works or designate may retract the stop-work order or the erosion control permit revocation.
- (e) After posting a stop-work order, the building inspector or director of public works or designate may issue a notice of intent to the permittee or landowner or land user of the Village's intent to perform work necessary to comply with this article. Village personnel or other agents authorized by the Village board may go on the land and commence the work three working days after the notice of intent is mailed or served.

- (f) Any person violating any of the provisions of this article shall be subject to the penalty provisions of section 1-13. Each day a violation exists shall constitute a separate offence.
- (g) Compliance with the provisions of this article may also be enforced by injunction, citation, abatement of nuisances, or other appropriate and available remedy.

Sec. 107-104. Appeals.

- (a) Board of appeals. The board of appeals created pursuant to section 125-57, as authorized by Wis. Stats. §§ 62.23(7)(e) and 68.11:
 - (1) Shall hear and decide appeals where it is alleged that there is error in any order, decision or determination made by the Village in administering this article;
 - (2) Upon appeal, may authorize variances from the provisions of this article which are not contrary to the public interest and where owing to special conditions a literal enforcement of the provisions of this article will result in unnecessary hardship; and
 - (3) Shall use the rules, procedures, duties and powers authorized by statute in hearing and deciding appeals and authorizing variances.
- (b) Who may appeal. Appeals to the board of appeals may be taken by any aggrieved party.

Section Two: Severability: In the event that any provision of this Ordinance is for any reason held to be invalid, unconstitutional, or unenforceable by any court of contempt jurisdiction, such portions of this Ordinance shall be deemed separate, distinct and independent provisions of the Ordinance and all remaining portions of this Ordinance shall remain in full force and effect.

Section Three: All ordinances or parts of ordinances conflicting with the provisions of this ordinance are hereby to such extent repealed.

Section Four: This ordinance shall take full effect and be in force after its passage and posting pursuant to law.

PASSED AND ADOPTED by the Village Board of Trustees of the Village of Bayside this fourteenth day of December, 2023.

VILLAGE OF BAYSIDE

Eido M. Walny, Village President

Rachel A. Safstrom, Administrative Service Director

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

ORDINANCE NO 23-745

**An Ordinance to Amend Part II, Chapter 122, Article III
with Regard to Stormwater and Erosion Management and Control**

The Village Board of the Village of Bayside, Milwaukee and Ozaukee Counties, Wisconsin does ordain as follows:

Section One: Part II, Chapter 122, Article III of the Municipal Code is to read as follows:

Article III: Stormwater Management Utility

Section Two: Severability: In the event that any provision of this Ordinance is for any reason held to be invalid, unconstitutional, or unenforceable by any court of competent jurisdiction, such portions of this Ordinance shall be deemed separate, distinct, and independent provisions of the Ordinance and all remaining portions of this Ordinance shall remain in full force and effect.

Section Three: All ordinances or parts of ordinances conflicting with the provisions of this ordinance are hereby to such extent repealed.

Section Four: This ordinance shall take effect and be in force after its passage and posting pursuant to law.

PASSED AND ADOPTED by the Village Board of Trustees of the Village of Bayside this fourteenth day of December, 2023.

VILLAGE OF BAYSIDE

Eido M. Walny, Village President

Rachel A. Safstrom, Administrative Service
Director



Bayside Communications Center

October 2023

Highlights and Accomplishments

- BCC is excited to announce that they were awarded grant funding by the Wisconsin Department of Military Affairs (DMA) totaling \$611,842.01 as part of the FY24 NG911 Grant.
- BCC completed a joint purchase with the Bayside Police Department on a new scheduling program that will be implemented in December 2023 and will replace the current software used in BCC.
- BCC welcomes Mindy Gwinn to the center. Mindy has a background working in the Milwaukee County District Attorney's Office and will be a welcome addition to the team.

Metric	Measurement	2022 Total	2023 YTD	5 Year Average	Status (comp. 5 yr. avg)
Phone Calls	Calls	106,677	85,193	106,400	
911 Calls	Calls	25,789	19,566	26,521	
911 Hang Ups	Hang Ups	3,094	2,545	3,428*	
Answer Time	Seconds	4	4	4	
Dispatch Time	Seconds	55	51	38	
Police Calls	Calls	69,145	60,763	72,945*	
Fire Calls	Calls	11,474	10,212	9,169*	
EMD Protocol Use	Number of Calls	633	7,172	N/A	
Request for Police	Requests	3,145	2,696	2,736	
Traffic Stops	Number of Stops	16,877	16,075	17,388	
Training Hours	Hours	3,917	7,251	2,234	
Call Reviews	%	97.5%	98%	98%	
Text to 911	Number of sessions	3	99	N/A	



Bayside Communications Center

November 2023

Highlights and Accomplishments

- BCC partnered with Goodwill Industries to provide 911 education and opportunities to sit in the dispatch center and job shadow with the BCC team.
- Eric Poulsen has been promoted to Assistant to the Director and will be starting on call reviews of EMD calls and education for the center on Emergency Medical Protocol.
- BCC welcomes Dontrell Balentine. Dontrell has a background in 911 dispatching and will be a welcome addition to the team.
- BCC training team met to discuss the addition of two new trainers to the team: Troy Kasten and Dion Peregoy. Welcome to the training team!

Metric	Measurement	2022 Total	2023 YTD	5 Year Average	Status (comp. 5 yr. avg)
Phone Calls	Calls	106,677	92,903	106,400	
911 Calls	Calls	25,789	21,559	26,521	
911 Hang Ups	Hang Ups	3,094	2,730	3,428*	
Answer Time	Seconds	4	4	4	
Dispatch Time	Seconds	55	50	38	
Police Calls	Calls	69,145	67,737	72,945*	
Fire Calls	Calls	11,474	11,271	9,169*	
EMD Protocol Use	Number of Calls	633	7,972	N/A	
Request for Police	Requests	3,145	2,939	2,736	
Traffic Stops	Number of Stops	16,877	17,598	17,388	
Training Hours	Hours	3,917	7,633	2,234	
Call Reviews	%	97.5%	98%	98%	
Text to 911	Number of sessions	3	155	N/A	



Police Department

October 2023

Highlights and Accomplishments

- Lieutenant Fuller and Officer Cranny responded to an Entry to Vehicle call in the 8400 block of N Greenvale Rd. The caller stated that she received a notification on a phone app that her vehicle had been entered. Four suspects were seen leaving the area on foot. A perimeter of the area was set up with the assistance of River Hills PD and Fox Point PD. The suspects were found and taken into custody.
- As part of the North Shore Mobile Field Force, Officer Dills was on standby at the Fox Point Police Department for a vigil at Congregation Shalom. The Mobile Field Force's assembly was purely precautionary, and they were not deployed during the event.
- The Department has launched the second generation of the myBlue Trading Card program. 15-year-olds and younger who collect all 16 trading cards can claim a prize.
- Officer Russell held a Pumpkin Carving event for kids at the Bayside Garden Center. The event was well attended and a great success. We would like to thank the Bayside Garden Center for hosting the event and for donating all the pumpkins.
- The Department has launched a new traffic enforcement strategy that utilizes directed patrols by officers based on speed and enforcement data, coupled with information and feedback gathered from community.
- An analysis of speed data collected from speed feedback signs on Rexleigh Drive, Fairy Chasm Road, and Lake Drive for October 2023 revealed that the average vehicle speed at each location was within one mile per hour of the posted speed limit.

Metric	Measurement	2022 Total	2023 YTD	5 Year Average	Status (comp. 5 yr avg)
Calls for Service	Calls	4,571	6,805	5,869	
Community Engagement / myBlue Sector Activity	Contacts	194	697	Incomplete Data	
Traffic Stops	Stops	1,823	1,383	2,135	
Citations	Citations	879	716	892	
Warnings	Warnings	1,100	758	1,028	
Arrests	Arrests	86	72	137	
Ordinance Enforcement	Tickets Issued	39	33	62	
Crimes Against Persons	Count	9	4	7	
Crimes Against Property	Count	48	23	53	
Crimes Against Society	Count	32	18	39	
Reports Written	# Written	706	656	899	
Patrol Miles Driven	# Miles	90,354	60,032	103,901	
Code Enforcement	Notices Issued	239	231	176	
Business/ Vacation Checks	# Performed	1,761	1,488	1,642	
Crime Prevention	Notices Given	170	200	290	
False Alarms	Count	118	58	85	
Accidents Investigated	Count	59	48	68	
Outside Agency Assists	Count	221	205	269	
Field Interviews Conducted	Contacts	82	78	103	
Speed Sign/Trailer Deployment	Location Count	14	36	26	
Rx Drugs Collected	Pounds	487	437	506	



Police Department

November 2023

Highlights and Accomplishments

- The Department participated in a Coffee with a Cop event at the Fiddleheads coffee shop in Mequon along with the Mequon Police Department, Ozaukee County Sheriff's Office, and the Wisconsin State Patrol.
- Lt. Klawitter and Lt. Fuller attended an advanced training for the National Incident Management System.
- Officer Kadulski testified in a jury trial for a case involving an arrest she made in a 5th offense of Operating While Intoxicated. After hearing all the testimony and examining the evidence, the jury found the defendant guilty of this offense.
- Lt. Kleeba attended Peer Support Training. The two- training was put on by CVMIC.
- Lt. Kleeba conducted a safety walk through with staff at the Middle School.
- Officer Cranny attended training regarding the detection of deceptive behaviors in people and the identification of hidden compartments in vehicles.
- Lt. Klawitter held a meeting with the Field Training Officers to prepare for the upcoming field training of future Officer Matthew Wierzchowski. Matthew is scheduled to start as a Police Officer on December 6, 2023.

Metric	Measurement	2022 Total	2023 YTD	5 Year Average	Status (comp. 5 yr avg)
Calls for Service	Calls	4,571	7,634	5869	
Community Engagement / myBlue Sector Activity	Contacts	194	789	Incomplete Data	
Traffic Stops	Stops	1,823	1,562	2135	
Citations	Citations	879	808	892	
Warnings	Warnings	1,100	850	1028	
Arrests	Arrests	86	77	137	
Ordinance Enforcement	Tickets Issued	39	33	62	
Crimes Against Persons	Count	9	4	7	
Crimes Against Property	Count	48	29	53	
Crimes Against Society	Count	32	21	39	
Reports Written	# Written	706	695	899	
Patrol Miles Driven	# Miles	90,354	67,093	103,901	
Code Enforcement	Notices Issued	239	241	176	
Business/ Vacation Checks	# Performed	1,761	1,645	1,642	
Crime Prevention	Notices Given	170	225	290	
False Alarms	Count	118	61	85	
Accidents Investigated	Count	59	57	68	
Outside Agency Assists	Count	221	233	269	
Field Interviews Conducted	Contacts	82	83	103	
Speed Sign/Trailer Deployment	Location Count	14	39	26	
Rx Drugs Collected	Pounds	487	484	475	



State of Wisconsin / DEPARTMENT OF MILITARY AFFAIRS

PO BOX 14587
MADISON 53708-0587

OFFICE OF EMERGENCY COMMUNICATIONS

TELEPHONE 608 888-5501

October 26, 2023

Bayside Communications Center
Andy Pederson, Village Manager
9075 N Regent Road
Bayside, WI 53217

RE: **Chapter DMA 2 PSAP Grant Program**

Dear Andy Pederson,

The Wisconsin Department of Military Affairs/Office of Emergency Communications (DMA/OEC) is pleased to award **Bayside Communications Center** state funding through the PSAP Grant Program to provide additional funding for the equipment upgrades and advanced training necessary for Next Generation 9-1-1 (NG9-1-1) implementation. Before work on the grant project can begin, we will need the following:

1. Thoroughly read each document within this award package.
1. The **Signatory Official** must sign and initial where indicated including the bottom of each page, after each general and/or special condition, and the last page. Electronic signatures are acceptable.
2. The **Signatory Official** is responsible for ensuring that the agency agrees with the terms and conditions of this grant award. If the agency or signatory official does not agree with the terms and conditions, they may notify the program contact identified in the award package to decline the award.
3. Maintain a copy of the signed award documents. Return the signed award documents via email within thirty (30) days to interop@widma.gov.

Please feel free to reach out to the Grant Specialist, Grant Grywalsky, with any questions. We look forward to a collaborative working relationship with **Bayside Communications Center**.

Sincerely,

Grant Grywalsky
NextGen9-1-1 Grant Specialist
Office of Emergency Communications
WI Dept of Military Affairs

ATTACHMENT A – GRANT SUMMARY AND AWARD CONDITIONS

October 26, 2023

Bayside Communications Center
Andy Pederson, Village Manager
9075 N Regent Road
Bayside, WI 53217

Re: **Chapter DMA 2 PSAP Grant Program**


Grant Number: **2024-P101**

The Department of Military Affairs (DMA), Office of Emergency Communications (OEC) hereby awards to **Bayside Communications Center** (hereinafter referred to as the Grantee), the amount of \$611,842.01 for programs or projects pursuant to the 2019 Wisconsin Act 26 and Chapter DMA 2 of the Wisconsin Administrative Code.

This grant may be used until **June 1, 2025** for the projects consistent with the budget and general conditions in Attachment A, subject to any grant assurances set forth in Attachment B, and the reporting requirements outlined in Attachment C.

The Grantee shall administer the program or projects for which this grant is awarded in accordance with the applicable rules, regulations, and conditions of the Department of Military Affairs. The submitted application is hereby incorporated as reference into this award as Attachment D.

This grant shall become effective, and funds may be obligated (unless otherwise specified in Attachments A, B and/or C) starting December 1, 2023 and after the Grantee signs and returns a signed version of this grant award to the Department of Military Affairs. Keep a copy of these documents for your records.

DocuSigned by:

4249C565540744F...
Erik Viel, Director
Office of Emergency Communications
Wisconsin Department of Military Affairs

10/30/2023 | 5:59 AM CDT

Date

The Grantee, Bayside Communications Center hereby signifies its acceptance of the above-described grant on the terms and conditions set forth above or incorporated by reference therein.

Grantee: **Bayside Communications Center**

By: _____
Andy Pederson
Village Manager

Date

ATTACHMENT A – GRANT SUMMARY AND AWARD CONDITIONS

Grantee: **Bayside Communications Center**
 Project Title: **FY24 PSAP Grant Program**
 Statute Reference: **§ 256.35 (3s) (bm) and § 20.465 (3) (qm)**

Grant Number: **2024-P101**

Grant Period from: **December 1, 2023 to June 1, 2025**

APPROVED BUDGET

Cost Category	State & Match
Equipment Hardware & Software	\$166,220.70
Advanced Training	\$0.00
Consolidation or Other Services	\$445,621.31
STATE (90%) TOTAL	\$550,657.81
MATCH (10%) TOTAL	\$61,184.20
TOTAL APPROVED BUDGET	\$611,842.01

Budget Note(s)

1. Removed CodeRED Costs in the Consolidation and Other Services category as emergency services costs (-\$13,202.82)

Please contact Jessica Jimenez if you have any questions about the changes to your budget.

Special Condition(s)

The following must be addressed during the performance period:

1. In addition to the consolidation information submitted with the grant application, submit a final Consolidation Implementation Plan to OEC that addresses the following:
 - a. Timeline and milestones for the consolidation project.
 - b. Staffing considerations at the new consolidated PSAP, including an organizational chart representing the final operational organization following consolidation.
 - c. Long-term cost sharing and funding method for operational costs of the consolidated PSAP, including an explanation on any operating costs that will be shared by the agencies post-consolidation.
2. Submit a final Technology Migration Plan to OEC. The following information must be detailed in the Technology Migration Plan:
 - a. The 9-1-1 system service provider transition to the consolidated center.
 - b. Land mobile radio and dispatch migration – the plan should address how dispatching for LE/Fire/EMS will look for the county for the jurisdictions being served by the consolidated PSAP. The plan should also identify what radio system will be used, what talkgroups will be used, and if any new equipment is needed.
3. Both plans need to be approved and signed by all agencies involved in the consolidation.

Signatory Official
 Initials _____
 Date _____

ATTACHMENT A – GRANT SUMMARY AND AWARD CONDITIONS

Grant/Budget Modifications

Budget changes in excess of 10% of the total project budget, or a change to include a grant expense not previously approved, requires a written modification request prior to any budget reallocations. In most circumstances, grant modifications cannot increase the award total. Contact OEC for a Modification Request Form.

Any changes in personnel involved with the grant including the main contact, the secondary contact and the signatory official need to be reported to grant administrative staff via email.

Name of Grant Specialist: **Grant Grywalsky**

Phone Number: **608-471-2155**

Email: **Grant.Grywalsky@widma.gov**

Name of Program Manager: **Jessica Jimenez**

Phone Number: **608-888-5520**

Email: **Jessica.Jimenez@widma.gov**

General OEC Email: Interop@widma.gov

Award General Conditions

1. *Supplantation:* In appropriate circumstances, grant funds may be used to supplant local funds authorized for a PSAP. However, grant funds must increase the amount of funds for the PSAP that would otherwise be available from local resources and PSAP base operating budgets shall not be reduced because of the award of grant funds. Grantees that are suspected of supplanting local funds will be scrutinized more closely and Department of Military Affairs (DMA) may require additional documentation to ensure PSAP base budgets are not being reduced.
2. *Training:* All personnel who utilize equipment purchased with funds from this grant must receive training either through the equipment vendor or other competent source specific to that piece of equipment before it is put into service. The Grantee is required to maintain proper training records.
3. *Fiscal Compliance:* To be allowable under a grant program, costs must match the approved budget and must be obligated (purchase order issued, class scheduled) during the grant performance period. Payment must be made within 30 days of the grant period ending date and/or vendor invoicing. Reimbursement for travel (i.e., mileage, meals, and lodging) is limited to applicable state rates and timeframes. Taxes are not allowable.
4. *Allowable Costs:* Costs incurred shall be allowable and meet grant goals and objectives. No costs or services shall be incurred outside of the approved grant performance period.
5. *Programmatic Changes:* Any changes to the grant require **prior** approval from DMA through a modification submitted via email and approved by the DMA Grant Specialist. Changes requiring a modification may include but are not limited to Budget, Scope of Project, Period of Performance, main point of contact, secondary point of contact, signatory official, and/or applicable Performance Measures.

Signatory Official
 Initials _____
 Date _____

ATTACHMENT A – GRANT SUMMARY AND AWARD CONDITIONS

6. *Contracts and Procurement:* Grantees shall use their own procurement procedures and regulations, provided that the procurement conforms to applicable state law and procurement standards. Copies of legal agreements shall be submitted to the DMA Grant Specialist as deemed necessary which may include procurement solicitations, Contracts, or Interdepartmental Agreements and Memorandums of Understanding (MOU) among collaborating agencies.
7. *Conflict of Interest:* No staff member of the Grantee organization may use their position to obtain financial gain or anything of substantial value for the private benefit of themselves or their immediate family, or for an organization with which they are associated, such as a royalty, commission, contingent fee, brokerage fee, consultant fee, or other benefit. Wis. Stat. § 19.59(1)(a).
8. *Fiscal Control:* The Grantee will use fiscal control and fund accounting procedures and will ensure proper disbursement of, and accounting for, funds received and distributed under this program, per Wis. Stat. § 16.41 (Agency and authority accounting; information; aid).
9. *Disbursement:* Grant funds will be disbursed in the form of reimbursement by DMA upon completion of approved Program Report(s), Fiscal Report(s), Project Closeout, and satisfaction of Special Conditions. The Final Closeout Report is considered your Request for Reimbursement and must include copies of paid detailed invoices/receipts, necessary supporting documentation and a completed Request for Reimbursement Form signed by the Signatory Official for your agency.
10. *Program Income:* All income generated as a direct result of a grant-funded project shall be deemed program income. Program income must be used for the purpose and under the conditions applicable to the award. Program income should be used as earned and accounted for in your reimbursement request.
11. *Copyright, Acknowledgement, and Publications:* The Grantee will comply with all copyright and materials acknowledgement requirements as addressed in the projects' grant guidelines. The Wisconsin Department of Military Affairs reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for DMA purposes: the copyright in any work developed under this grant; and any rights of copyright to which the Grantee or a contractor purchases ownership with grant support. The content of any grant-funded publication or product may be reprinted in whole or in part, with credit to the DMA acknowledged. When issuing statements, press releases, and other documents describing projects or programs funded in whole or in part with grant funds, the Grantee shall clearly acknowledge the receipt of grant funds in a statement.
12. *Grant Compliance:* Grantee must comply with the Grant Announcement used to announce the funding opportunity and this Grant Award Document. The Grantee must cooperate with the DMA Grant Specialist.
13. *Grant Reporting:* The Grantee shall ensure that all grant reporting will be timely on a schedule established by the DMA. Grant reporting information provided to the DMA staff shall accurately assess the completeness of grant goals, activities, benchmarks and target dates.
14. *Cooperation with Evaluation or Audit:* The Grantee shall cooperate with the performance of any evaluation or audit of the program by the State 911 Subcommittee, DMA or by their contractors.

Signatory Official
Initials _____
Date _____

ATTACHMENT B – GRANT ASSURANCES

1. Wisconsin State Statute and Standards Compliance

The Grantee agrees to comply with the requirements outlined in the statewide emergency services number statute (Wis. Stat. 256.35) and Wisconsin Administrative Code, Chapter DMA 2. All awards funded under this Grant Announcement must comply with evolving state and national standards pertaining to NextGen9-1-1 systems as those standards are finalized and released statewide or at the national level. Please be advised that if the Grantee is deemed to be out of compliance with the Chapter DMA 2 of the Wisconsin Administrative Code or any grant conditions or requirements, current grant funds may be held or de-obligated, and the approval of future grant funds may be impacted.

2. Grant Administration Training

The Grantee shall make every effort to participate in any applicable grant program conference calls or administrative trainings supplied by DMA. Grantees must participate in scheduled grant training events, allow a programmatic or financial site visit (if applicable), and accept technical assistance from DMA.

3. Audit Requirements

- a. The Grantee agrees to comply with all applicable Wisconsin State Purchases Law pursuant to Wis. Stat. Chapter 16; purchasing rules and regulations.
- b. The Grantee is prohibited from transferring funds between programs (i.e., NextGen9-1-1 Program, Homeland Security, Emergency Management Program Grant, etc.)
- c. The Grantee agrees to fully cooperate with compliance audits including periodic programmatic, fiscal monitoring, records review and site visits conducted by DMA. Grantees agree to submit timely and accurate Program Evaluation Reports to DMA as required and to participate in DMA sponsored surveys and all other required reports related to any DMA administered grant program. DMA reserves the right to deny payment to any approved programs for failure to comply with this provision.

4. Matching Funds

This grant award requires a 10% local match. Matching funds must be an allowable expense under the grant program and must come from a non-state or federal grant funding source. By accepting this grant award, the Grantee is certifying that it has the funding available to cover the total cost of the project prior to receiving reimbursement by DMA. The 90% state reimbursement will be a one-time payment at the close out of the grant project when all funds for the project have been expended.

5. Payment Methodology and Withholding Grant Funds

DMA shall only remit funds to Grantees upon receipt of a Grant Reimbursement Request Form at the close out of the grant period, signed by the Signatory Official, and including the required supporting documentation. The Grantee fully understands that DMA has the right to withhold, suspend or terminate grant funds to any recipient that fails to conform to the requirements (general/special conditions, reporting) outlined in this award package. If the Grantee is deemed to be out of compliance with the applicable administrative rule (Chapter DMA 2) or any grant conditions or requirements that would make the Grantee ineligible to receive grant funding, current grant funds may be held or de-obligated, and the approval of future grant funds may be impacted.

6. Non-Appropriation

All awards are subject to the availability of appropriated state funds and to any modifications or additional requirements that may be imposed by law.

Signing Official
Initials _____
Date _____

ATTACHMENT B – GRANT ASSURANCES

7. Maintenance of Records

All grant documents including but not limited to invoices, purchase orders, packing slips, equipment make, model and serial numbers, must be maintained by the Grantee for a minimum of four (4) years after DMA closeout date.

8. Property acquired with grant funds

DMA requires that property acquired with grant funds be tagged and tracked detailing the description of the property, serial or identification number, source of property, name of owner, acquisition date, cost, location, and condition. Title to property acquired in whole or part with grant funds shall vest in the Grantee, subject to divestment at the option of DMA, where its use for 9-1-1 purposes is discontinued. Grantees shall exercise due caution in the use, maintenance, protection and preservation of such property. Grantees that accept grant funding are responsible for all sustainment costs after the end of the grant period.

9. Equal Opportunity, Non-discrimination and Affirmative Action Program Requirements

It is the responsibility of all Grantees to ensure that their employment practices comply with Equal Opportunity Requirements, s. 51.01 (5), Wis. Stats., s. 111.32 (13)(m), Wis. Stats., and Gubernatorial Executive Orders governing the promotion of a diverse workforce, equal opportunity and the prevention of sexual harassment and including where applicable, the requirement of Grantees to formulate, implement and file an Equal Opportunity Plan with DMA.

In connection with the performance of work under this grant, the Grantee agrees not to discriminate against any employee or applicant of employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in s. 51.01(5), Wis. Stats., sexual orientation as defined in s. 111.32(13m), Wis. Stats., or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the Grantee further agrees to take affirmative action to ensure equal employment opportunities.

Pursuant to 2019 Wisconsin Executive Order 1, Grantee agrees it will hire only on the basis of merit and will not discriminate against any persons performing a contract, subcontract or grant because of military or veteran status, gender identity or expression, marital or familial status, genetic information or political affiliation.

10. Ethical Standards/Prohibited Political Activity

It is the responsibility of all Grantees to comply with applicable provisions of Wis. Stats. Chapter 19, Subchapter III – Code of Ethics for Public Officials and Employees and the provisions of the Hatch Act, which limits the political activity of public employees.

11. Collection of Unallowable Costs

Payments made for costs determined to be unallowable by either the awarding agency, cognizant agency for indirect costs, or pass-through entity, either as direct or indirect costs, must be refunded (including interest) to the State of Wisconsin in accordance with instructions from the state agency that determined the costs are unallowable unless state statute directs otherwise.

Signatory Official
Initials _____
Date _____

ATTACHMENT B – GRANT ASSURANCES

12. 9-1-1 Fee Diversion

In accordance with the Federal Communications Commission (FCC) regulation on 9-1-1 fee diversion, the Grantee agrees that as a taxing jurisdiction of the State of Wisconsin, the Grantee shall not use any portion of funds received under this grant program for a purpose or function other than those approved by DMA and designated by the FCC as acceptable under [47 CFR § 9.23](#).

Grantee agrees that, as a condition of receipt of the grant, the Grantee will return all grant funds if the Grantee expends, at any time for the full duration of this grant, any portion of funds received under this grant program for a purpose or function other than those approved by DMA and designated by the FCC as acceptable under [47 CFR § 9.23](#).

Signatory Official
Initials _____
Date _____

ATTACHMENT C – REPORTING REQUIREMENTS AND CLOSEOUT

Reporting Requirements

Grantee agrees to meet reasonable fiscal and administrative requirements to account for its grant funds in accordance with state statute, administrative code, and as the Office of the Governor or DMA may require including but not limited to submitting quarterly progress reports, final financial reports, and closeout documentation. Templates for the quarterly reports will be made available at a later date.

Quarterly reports must be sent to DMA by the end of the following month (with the exception of the closeout report) after the close of each calendar quarter as follows:

Report 1 – Grant Period Start to March 31, 2024	Due: April 30, 2024
Report 2 – April 1, 2024 to June 30, 2024	Due: July 31, 2024
Report 3 – July 1, 2024 to September 30, 2024	Due: October 31, 2024
Report 4 – October 1, 2024 to December 31, 2024	Due: January 31, 2025
Report 5 – January 1, 2025 to March 31, 2025	Due: April 30, 2025
Report 6 – April 1, 2025 to June 1, 2025	Due: At Closeout

Failure to comply with this provision may result in the withholding of grant funds until the delinquent report is received. If a Grantee closes out their project prior to the grant period end date, a final progress report and closeout report is required within forty-five (45) days of the final expense and invoice.

Grant Closeout

After the project period of the grant has ended, the Grantee will need to submit all closeout documents and complete closeout requirements within 60 days after the end of the grant. Extension requests must be submitted a minimum of 30 days before the end date of the grant performance period and will be reviewed by program staff on a case-by-case basis. Requests to extend the grant performance period are generally discouraged. There is no guarantee of an extension request approval and extensions are contingent on state fiscal year deadlines and state statutory requirements.

Unless requested in advance, grant reimbursement payment will be in the form of a check. If the Grantee prefers electronic payment via ACH, please contact OEC for more information.

In order to closeout a grant, DMA requires submission of:

- *Grant Reimbursement Request Form* – expenditures on the Grant Reimbursement Form must have been incurred within the approved period of performance listed on these award documents.
- *Invoices and proof of payment* for all grant funded items identified on the Grant Reimbursement Request Form – proof of payment can be a copy of the check or a general ledger report with the check number.
- *A copy of the procurement information* authorizing that type of purchase if not already submitted to OEC.
- *A final equipment inventory report* – this report is required for any equipment purchased with a single per unit cost in excess of \$5,000 and should include serial numbers for equipment. A template will be provided.

Upon completion of the closeout process, DMA will send a Closeout Letter to Grantees, advising the grant is closed.

Signatory Official
 Initials _____
 Date _____



State of Wisconsin / DEPARTMENT OF MILITARY AFFAIRS

PO BOX 14587
MADISON 53708-0587

OFFICE OF EMERGENCY COMMUNICATIONS

TELEPHONE 608 888-5501

As the duly authorized representative, I hereby certify that this award package was received and reviewed by the appropriate members of this organization. I also acknowledge receipt of the Grant Award and any attached Special Conditions, as well as receipt of the General Conditions. I understand that this grant is awarded subject to compliance with all certifications and conditions described in this award package.

Bayside Communications Center		
Signature of Authorized Agent	Date	Agency
Andy Pederson		2024-P101
Name (printed)		Grant Award Number

This grant award is effective from December 1, 2023. Substitute signing or stamping is not accepted.

PLEASE SIGN DOCUMENTS, KEEP ONE COPY FOR RECORDS AND RETURN A SIGNED SCANNED VERSION VIA EMAIL WITHIN THIRTY (30) DAYS TO:

Interop@widma.gov
Subject: Signed Grant Award Documents



Chapter DMA 2 – PSAP Grant Program Application Form



Eligible applicants should complete this form and submit with the required documentation to interop@widma.gov by the deadline specified in the Grant Announcement. If you are experiencing issues submitting your application, please call [608] 888-5501 for assistance.

Section 1: Applicant Information	
A. Agency Name	Bayside Communications Center
B. Physical Address	9075 N Regent Road Bayside, WI. 53217
C. Mailing Address (Leave blank if same as above)	
D. Main Point of Contact	Name: Liane Scharnott
	Title: Director of Communications
	Email: lscharnott@baysidewi.gov
	Phone: 414-206-3922
E. Secondary Point of Contact (Must be different from above)	Name: Rich Foscatto
	Title: Director of Information Technology
	Email: rfoscatto@baysidewi.gov
	Phone: 414-206-3923
F. Signatory Official	Name: Andy Pederson
	Title: Village Manager
	Email: apederson@baysidewi.gov
	Phone: 414-206-3925



Chapter DMA 2 – PSAP Grant Program Application Form



Section 2: Project Narrative

A. Provide a summary of the proposed grant project(s) to be funded during the grant period.

Bayside Communication Center (BCC) has been a consolidated dispatch center for the North Shore since May 2011. Currently, dispatch provides Emergency Dispatch/9-1-1 Services for Bayside, Brown Deer, Fox Point, Glendale, River Hills, Shorewood, Whitefish Bay, and the North Shore Fire Department. With a collective population of approximately 68,100, across 25 square miles, each one of these communities offers a unique blend of service delivery, calls for service, and community needs and requirements. BCC is a true model of collaboration and cooperation, effective public service delivery, and a long term, sustainable model for dispatching services.

1. Consolidation of Cudahy Dispatching with Bayside Communications Center (BCC). Both parties involved met and considered the three factors below to develop a preliminary plan and assess needs:

A. Cost Savings: Having met with the City of Cudahy and examined both the historical and current Cudahy operating budget and actual expenditures we would like to jointly move forward with a consolidation with the City of Cudahy in 2024. This discovery process identified several areas of potential savings to the City of Cudahy in terms of staffing, technology and many other short and long term capital projects necessary to upgrade their existing infrastructure to prepare for NG911 and dispatching needs in the future. Through this consolidation, the City of Cudahy will save significant financial resources and be better positioned within BCC to provide advanced services to the residents in Cudahy.

B. Service Levels: BCC has a proven track record of holistic operations yet meeting the needs of each individual community. In addition to the services you currently provide, this opportunity will include direct answering of cellular 911 calls, versus the current transfer process from Milwaukee County. Additional benefits include Emergency Medical Dispatch Protocols, NG 911, Text to 911, Code Red Mass Notifications, NG911 AT&T ESINET infrastructure and enhance dispatch technologies. All these benefits will free up your police officers who currently backfill as dispatchers when staffing shortages occur. This will afford the City of Cudahy with additional public safety resources, as well as numerous other benefits.

C. Sustainability: Consolidating dispatch centers within Milwaukee County has proven itself to be sustainable, both financially and operationally. With fewer, but larger centers, personnel are better trained to meet the growing and changing demands of this crucial public safety profession, while mitigating recruitment and retention issues of personnel, and more quickly aligning to evolving mandates within police and fire services. BCC personnel completed nearly 4,000 hours of training in 2022 with skills enhancements being institutionally rooting within the operating and capital budgeting framework to ensure Cudahy saves money, works within levy limit mandates, and reduces the funding burdens of the future funding anticipated technological and operational expenses.

2. Proposal to Upgrade BCC from analog trunk lines to NG911: NG911 is a critical upgrade that will improve the efficiency and effectiveness of emergency response. The proposal outlined will help to ensure that the upgrade is successful and that the PSAP is able to take full advantage of the benefits of NG911. Next Generation 911 (NG911) is a digital, IP-based system that will replace the analog 911 infrastructure that has been in place for decades. NG911 will enhance emergency number services to create a faster, more resilient system that allows voice, photos, videos, and text messages to flow seamlessly from the public to the 911 network. NG911 will also improve public safety answering points' (PSAPs) ability to help manage call overload, natural disasters, and transfer of 911 calls based on caller location data.

3. Consolidation with Greenfield as a Tertiary Backup Center

The proposal includes the consolidation of Greenfield as a tertiary backup center, expanding the Emergency Services IP Network (ESINet) at both BCC and Greenfield. This setup will enable seamless operation and offsite capabilities for both centers. The expansion ensures operational continuity, facilitating quick transitions and robust disaster recovery options.

4. Prepositioning BCC with Backup MCC7500e(s)

To prepare for NG911 and anticipate future expansions, the proposal includes prepositioning BCC with the latest Motorola MCC7500e communication consoles. This upgrade is essential as it aligns with the end-of-life capabilities of existing Motorola equipment, while also accommodating potential expansions within the center and supporting the needs of current communities. These radio consoles would be pair with the two mobile Intrado laptops that BCC has already procured and configured.

The proposed grant project aims to achieve improved emergency response capabilities, cost savings through consolidation, and seamless integration with NG911. By enhancing BCC's infrastructure and services, the project contributes to the safety and security of the communities it serves, fostering efficient and effective public service delivery.

B. Provide a proposed timeline for your project(s), including proposed start/end date, anticipated purchasing process plan and implementation schedule. Timeline should not exceed June 1, 2025.

Proposed Timeline for the Grant Project(s): Consolidation of Cudahy Dispatching, BCC NG911 Upgrade, tertiary backup site:

1. Consolidation of Cudahy Dispatching with Bayside Communications Center (BCC)

1. Consolidation of Cudahy Dispatching with Bayside Communications Center (BCC)
Start Date: January 1, 2024 End Date: June 30, 2024

Anticipated Purchasing Process Plan:

Identify required equipment and technologies for the consolidation based on needs assessment. Work with vendors for the identified equipment and services. Procure necessary equipment and services through established procurement processes.

Implementation Schedule:

July 2023: Initiate negotiations with vendors and finalize contracts.
February 2024: Begin the physical integration of Cudahy's dispatching infrastructure with BCC.
March 2024: Conduct joint training and orientation sessions for personnel from Cudahy and BCC.
April 2024: Establish direct answering of cellular 911 calls and implement other enhanced services.
May 2024: Complete the consolidation process and ensure seamless dispatch operations.
June 2024: Conduct a comprehensive review of the consolidation process and its outcomes.

2. Upgrade BCC NG911
Start Date: July 1, 2024
End Date: December 31, 2024
Anticipated Purchasing Process Plan:

Engage with NG911 solution providers to assess technical requirements and cost estimates.
Continue working with AT&T, State of Wisconsin and agency phone vendors for the NG911 upgrade.
Procure NG911 equipment and software through established procurement procedures.

C. Describe any planned NG9-1-1 coordination between the applicant and the Land Information Office within the applicant's county. Coordination between PSAPs and GIS personnel will be essential to successful NG9-1-1 buildout.

BCC has been working with the State of WI and AT&T to upgrade to NG911. The center is currently scheduled to cutover in Q4 of 2023 or Q1 in 2024. AT&T has completed the onsite inspection of the center and data center. A new fiber circuit has been laid to BCC and is active. BCC granted the State and AT&T rack space for their switches and established a DEMARC. BCC has a letter of cooperation with Milwaukee County Land Information Office. The Land Information Office has already begun working with AT&T to provide the necessary shape files for the BCC upgrade.



Chapter DMA 2 – PSAP Grant Program Application Form



Section 3: Proposed Project Budget

A. Provide a narrative for the proposed budget. The detail provided in the narrative must be sufficient so that reviewers can interpret what each identified cost is and how costs were estimated or calculated in the budget details in Section 3B based on the vendor quotes provided. The narrative must also identify the source of the local match required. The budget may include multiple projects. Grant funds cannot be used for existing contracts or costs beyond the grant performance period.

We are pleased to submit this grant proposal to the grant review committee in support of the 2024 Public Safety Answering Point (PSAP) Grant - BCC. This proposal outlines our plan for the Cudahy Consolidation and Next Generation 911 (NG911) Upgrade to enhance our emergency response capabilities and ensure the safety and security of our community. The total estimated budget for the proposed project is \$596,564.83.

1. Cudahy Consolidation

a. Intrado: \$63,781.51

Description: Intrado is a critical software component that facilitates emergency call handling, call routing, and data management. It will serve as the core platform for our PSAP operations.
Cost Estimation: The quoted price of \$63,781.51 has been provided by the vendor based on our specific requirements and the number of licenses needed.

b. Pro Phoenix: \$85,250.00

Description: Pro Phoenix offers an integrated Computer-Aided Dispatch (CAD) system, which will be essential in efficiently managing emergency incidents, dispatching resources, and ensuring effective communication between first responders.
Cost Estimation: The cost of \$85,250.00 has been determined through negotiations with the vendor, taking into account the required user licenses and customizations.

c. Net Motion: \$2,096.80

Description: Net Motion provides a Virtual Private Network (VPN) solution to establish secure connections between mobile devices used by our Police and Fire departments.
Cost Estimation: The quoted cost of \$2,096.80 has been provided by Net Motion based on the number of devices that need to be covered.

d. Code Red/OnSolve: \$13,202.82

Description: Code Red, now part of OnSolve, is an emergency notification system that will allow us to quickly disseminate vital information to the public during critical incidents or disasters.
Cost Estimation: The cost of \$13,202.82 is the result of negotiations with the vendor, considering the scope of the service required and the expected usage.

e. Locution: \$38,522.00

Description: Locution provides a comprehensive automated 911 dispatching system, which includes voice and data communication functionalities for improved efficiency in handling emergency calls.
Cost Estimation: The quoted price of \$38,522.00 has been provided by Locution, taking into account the specific needs of our PSAP.

f. Motorola MCC7500's Move: \$21,883.00

Description: This cost covers the relocation of the existing Motorola MCC7500 communication consoles to the new consolidated PSAP location.
Cost Estimation: The estimated cost of \$21,883.00 has been obtained from Motorola, considering the labor, equipment, and logistical requirements for the relocation process.

g. VPN Tunnel Police/Fire: \$6,400.00

B. Budget Details. Based on the narrative provided in Section 3A, enter the grant costs into the associated cost categories below. The total in the last row should reflect the entire amount to be funded with both the state share and any required local share/match. The state and local share are automatically calculated based on the required percentage and total cost of the grant project(s). The budget may include multiple projects.

Cost Category	Item(s) Description – List all proposed grant funded items	Total Cost
Equipment Hardware & Software	BCC NG911 Upgrade EMD Call Review BCC/Cudahy \$18,720.00 BCC Security Remediation \$22,400.00 BCC LAN Remediation \$24,000.00 NG 911 Intrado v7166238387.70 \$38,387.70 NC911 NICEAqua \$62,713.00 TOTAL \$166,220.70	\$ 166,220.70
Advanced Training		
Consolidation or Other Services	Cudahy Consolidation Intrado \$63,781.51 Pro Phoenix \$85,250.00 Net Motion \$2,096.80 Code Red/OnSolve \$13,202.82 Locution \$38,522.00 Motorola to move MCC7500's \$21,883.00 VPN tunnel Police/Fire \$6,400.00 Primary PSAP Backup Greenfield ESN Net upgrade \$56,918.00 Upgrade BCC to prepositioner for NG911 Motorola MCC7500e \$170,770.00	\$ 458,824.13
	State Share: 90% of Total Local Share/Match: 10% of Total Total:	
	\$ 562,540.35 \$ 62,504.48	\$ 625,044.83

NOTE: Please reference Attachment A for the approved grant budget



Chapter DMA 2 – PSAP Grant Program Application Form



Section 4: Grant Project Sustainability Plan

A. Provide a narrative for the proposed sustainment and maintenance of any grant-funded activities after the grant period has ended. Applicants must demonstrate that any projects that extend beyond the grant period will be sustained.

At Bayside Communications Center (BCC), we understand the importance of ensuring the long-term success and sustainability of any projects that extend beyond the grant period. We have taken proactive measures to demonstrate our commitment to the continuity and maintenance of grant-funded activities, thereby ensuring the seamless operation of vital emergency communication services. Our approach includes the following strategies for each of the grant-funded activities:

1. Cudahy Consolidation with Bayside Communications Center (BCC):

BCC has recognized the significance of the Cudahy consolidation project and the need to secure ongoing funding for its successful continuation. To sustain the consolidation efforts beyond the grant period, BCC will incorporate the annual operation and maintenance costs for the consolidated services into our regular operating budget. We have thoroughly assessed the budget requirements and identified the necessary budget adjustment increase. This increase will be balanced by reallocating the costs currently budgeted for managing existing services. By integrating these expenses into our standard budget, we are committed to maintaining the consolidation and delivering the enhanced services to the residents of Cudahy in the long run.

2. Proposal to Upgrade BCC from Analog Trunk Lines to NG911:

BCC recognizes the significance of upgrading our communication infrastructure to NG911, and we are committed to sustaining this vital upgrade beyond the grant period. To secure the necessary funding for the maintenance and support of the NG911 system, BCC will incorporate any associated fees into our regular operating budget. We have taken a comprehensive approach to assess the ongoing expenses and will ensure that the required funds are earmarked appropriately. By integrating these fees into our budget, we will be well-prepared to continue operating the NG911 system seamlessly and effectively.

3. Increasing Redundancy and Capability with Greenfield Collaboration:

BCC places a high priority on enhancing redundancy and capability to support future public safety initiatives, including the collaboration and consolidation with Greenfield to establish offsite tertiary backup facilities and operations at both locations. To sustain these expanded capabilities beyond the grant period, we will incorporate any associated fees into our regular operating budget. The identified costs for increased redundancy and capability have been carefully evaluated, and we are committed to allocating the necessary funds to ensure continued support for this critical project. With this approach, we will be able to maintain the collaborative efforts with Greenfield and provide uninterrupted services to the communities we serve.

4. Motorola MCC7500e Upgrade:

BCC recognizes the importance of upgrading our communication consoles to the latest Motorola MCC7500e model to prepare for NG911 and end-of-life functionality with existing Motorola components. To sustain this crucial upgrade beyond the grant period, BCC will incorporate any associated fees into our regular operating budget. The budget adjustments required for this upgrade have been thoroughly analyzed, and we are dedicated to allocating the necessary funds to ensure seamless operations and preparedness for future emergencies.

BCC's Sustainable Funding Model:

BCC is financially supported by member agencies through public safety agreements that include both operational and capital funding models. This established funding model ensures that BCC is adequately resourced to meet future operational and technological needs. The public safety agreements provide a reliable and consistent revenue stream that allows us to sustain and maintain grant-funded activities well beyond the grant period.

In conclusion, BCC has proactively prepared for the sustainment and maintenance of all grant-funded activities. Through prudent budget adjustments and the incorporation of associated fees into our regular operating budget, we are confident in our ability to continue providing high-quality emergency communication services to the communities we serve. Our established funding model, supported by member agencies, guarantees the continuity and success of these essential projects well into the future. We remain committed to maintaining the safety and well-being of our residents by ensuring the seamless and reliable operation of our critical emergency communication services.

B. Provide a narrative that demonstrates your regular operating budget will not decrease as a result of receiving this grant award.

At Bayside Communications Center (BCC), we recognize the importance of financial stability to sustain our operations and deliver exceptional emergency services to the communities we serve. Our annual operating budget is publicly available on the Village of Bayside website, demonstrating our commitment to transparency and accountability in financial matters. The funding model established with our member agencies has proven to be effective in meeting both operational and capital needs, allowing us to maintain a high standard of service delivery.

The proposed grant award will not result in a decrease in our regular operating budget. On the contrary, it will enable us to better prepare for the future needs of NG911, facilitate the consolidation with Cudahy, and accommodate potential additional agencies in the future. The grant funding will serve as a strategic investment to enhance our data center, infrastructure, and technologies, leading to improved operations and expanded capabilities for all the agencies that rely on BCC's services.

1. Preparing for NG911:

The implementation of Next Generation 911 (NG911) is a critical step to enhance the efficiency and effectiveness of emergency response. While the upgrade requires an initial investment, the long-term benefits will be significant. NG911's digital, IP-based system will enable seamless and faster communication with the public, incorporating voice, photos, videos, and text messages. By embracing this cutting-edge technology, we will be better equipped to handle emergencies and provide enhanced services to the communities we serve. The grant award will not only support the initial transition to NG911 but also ensure that we remain at the forefront of emergency communications in the years to come.

2. Consolidation with Cudahy:

The proposed consolidation with Cudahy will create operational synergies and generate cost savings for both BCC and Cudahy. While the consolidation process may require some initial adjustments, it is anticipated that the shared resources and streamlined operations will lead to greater efficiency and resource optimization. These cost savings will contribute to maintaining the stability of our regular operating budget. Moreover, the consolidation will expand our service capabilities, including direct answering of cellular 911 calls and advanced dispatch technologies, enhancing our ability to respond promptly and effectively to emergencies.

3. Future Agency Expansion and Data Center Enhancement:

The grant award will provide us with the necessary resources to prepare for potential future agency expansions. As additional agencies join BCC, our operations may expand, necessitating adjustments to our infrastructure and technology. By proactively investing in data center enhancement, we will be well-prepared to accommodate the growing needs of all our member agencies while maintaining the high level of service they have come to expect from BCC.

In conclusion, the grant award will not negatively impact our regular operating budget. Instead, it will serve as a strategic investment that empowers Bayside Communications Center to embrace the future of emergency communications, facilitate consolidation with Cudahy, and anticipate potential agency expansions. By doing so, we will ensure the continued excellence of our services while providing cost-effective and reliable emergency response capabilities to the communities we proudly serve. We remain committed to prudent financial management and look forward to leveraging the grant funds to the fullest extent to enhance our operations and fulfill our mission of ensuring the safety and well-being of our residents.



Chapter DMA 2 – PSAP Grant Program Application Form



Section 5: Standards Compliance Certification

By signing this application form, the Applicant certifies, to the best of their ability, that the information provided below is true and accurate at the time of this grant application. The Applicant also certifies that the below basic training and service standards will be maintained during the grant period. The 911 Subcommittee may choose to audit any applicant based on the responses to these questions.

Please review the statements carefully and check “yes” if the requirement has been met/will be maintained during the grant period and “no” if the requirement has not been met or cannot be maintained during the grant period.

Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	1. The applicant is a Designated PSAP as required by Wis. Admin. Code DMA § 2.03. See FY24 PSAP Grant Announcement, Section 2.1 for additional details.
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	2. The applicant has a basic training program (either commercially available or in-house) that provides at least 40 hours of instruction to telecommunicator/dispatch staff.
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	3. The basic training program covers general knowledge and awareness of geography, population and demographics served by the applicant, including other emergency services agencies and their jurisdictions.
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	4. The basic training program provides an overview of the Incident Command System (ICS), National Incident Management System (NIMS), interoperable communications plans, and emergency operations plans.
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	5. The basic training program reviews procedures for: <ul style="list-style-type: none"> a) Accurately processing and relaying caller information b) Obtaining complete caller information c) Properly classifying and prioritizing requests for emergency services d) Processing available caller information to identify conditions that may affect safety e) Operating and responding to emergency alerts f) Processing and documenting records and operating records systems
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	6. The basic training program instructs telecommunicators in the appropriate use of emergency services terminology and the ability to communicate clearly in written and oral form, especially when relaying emergency information and communicating with the public.
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	7. The basic training program includes initial training in the applicant’s continuity of operations plans and provides annual refresher training to all telecommunicators on the applicant’s plans.
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	8. The applicant has implemented a policy that prohibits a telecommunicator from handling 9-1-1 calls without direct supervision until the telecommunicator has completed the basic training program.
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	9. If any telecommunicators were hired prior to submitting this grant application, the newly hired telecommunicators were scheduled to begin the basic training program before the grant application deadline and will complete the program within 12 months of starting the training.
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	10. Any telecommunicators hired after submission of this grant application will begin basic training within 12 months of their hiring date.
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	11. The applicant has implemented Emergency Medical Dispatch (EMD) protocols at the agency or transfers EMD-related calls to a 3 rd party provider. The EMD training organization used meets the standards set by the 9-1-1 Subcommittee. See FY24 PSAP Grant Announcement, Section 2.4. for additional details.
09-21-22		11.a. If yes to #11, enter the date in which EMD protocols were implemented at the agency or the date in which EMD-related calls began to be transferred to a 3 rd party provider. If no to #11, skip to #12.
Yes <input type="checkbox"/>	No <input type="checkbox"/>	12. If no to #11, within 3 years of the first grant award under this grant program, the applicant will implement EMD protocols at the agency or contract to transfer EMD-related calls to an authorized 3 rd party such as another PSAP that has implemented the required EMD protocols. If yes to #11, skip to #13.
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	13. The applicant agency receives both wireline and wireless 9-1-1 calls directly.



Chapter DMA 2 – PSAP Grant Program Application Form



Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	14. The applicant operates 24 hours per day, seven days per week.
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	15. A minimum of two telecommunicators are on duty and available to receive and process 9-1-1 calls while the applicant agency is in operation.
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	16. 90% of all 9-1-1 calls are answered within 10 seconds, and 95% of 9-1-1 calls are answered within 20 seconds.
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	17. The applicant has established a continuity of operations plan (COOP) that addresses all of the following topics: <ol style="list-style-type: none"> a) The PSAP's operational processes that identify key communications and IT components. b) Any processes required to recover PSAP operations. c) Roles and responsibilities of a communications response team that may be deployed to restore PSAP operations. d) Employee training exercises necessary to implement and maintain the COOP. e) Interoperable communications planning and operations. f) A list of essential contacts, including PSAP and emergency services staff within the agency. g) Identification of any alternate operations site. (NOTE: This may also include any alternate routing agreements and procedures with outside jurisdictions capable of handling 9-1-1 calls from the PSAP in the event of system failure or facility abandonment.)

Section 6: Additional Applicant Data

Current 9-1-1 call handling equipment manufacturer and model	Intrado
When was the call handling equipment originally installed?	Complete hardware/system upgrade Q4 2021
When does your agency plan to replace the call handling equipment?	Vendor life cycle or every 5 yrs.
Current 9-1-1 logging recorder manufacturer and model	Nice Inform Version 9.1.2.110-up6
Current Computer Aided Dispatch (CAD) equipment vendor and model	Pro Phoenix 2022
When was your CAD system last upgraded?	Q4 2022
Current Record Management System (RMS) manufacturer and model	Pro Phoenix
Number of answering positions/workstations	10
Number of back up or remote answering positions/workstations	2 remote positions and 2 mobile laptops
Does your agency operate a back-up or disaster recovery location?	Yes
Number of telecommunicators (on staff/vacant)	24 / 1
Who is your Geographic Information System (GIS) mapping provider? (in-house, another municipal agency, or name of vendor)	Milwaukee County Land Nav
If yes to #11 above, who is your EMD training provider?	Priority Dispatch

Section 7: Authorized Signature

Liane Scharnott	08/01/23
Signatory Official Printed Name	Date
Liane Scharnott <small>Digitally signed by Liane Scharnott Date: 2023.08.01 14:48:37 -05'00'</small>	
Signatory Official Signature	

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

ORDINANCE NO: 23-746

**An Ordinance to Repeal and Recreate Section 35-121 of the Municipal Code with Regard to
Entering or Staying Upon Streets or Panhandling on Public Property or Rights-of-Way**

The Village Board of the Village of Bayside, Milwaukee and Ozaukee Counties, Wisconsin does ordain as follows:

Section One: Section 35-121 of the Municipal code is hereby repealed and recreated to read as follows:

35-121 – Entering or staying upon streets or panhandling on public property or rights-of-way prohibited.

- (a) Purpose. Pedestrians are increasingly using streets in ways for which they were not designed. These uses include approaching vehicles when in use or staying upon medians for purposes other than crossing the street. These activities create safety hazards for pedestrians and distract drivers, making automobile crashes more likely. In addition, panhandling (as defined below) by those who enter or stay upon public property or rights-of-way can likewise result in such hazards as well as obstructions to lawful movement of persons. This section is designed to decrease these safety hazards by restricting such activities.
- (b) Definitions. As used in this section:
 - (1) “Street” means streets within the Village.
 - (2) A vehicle is “in operation” when it has an operator, as defined in Section 340.01(41), Wisconsin Statutes.
 - (3) A “median” is a paved or unpaved area dividing a street that separates lanes of traffic traveling in opposite directions, or in the case of left or right hand turn lanes, vehicles traveling in the same direction.
 - (4) “Panhandle” means to beg, solicit or ask for any item of value; to attempt to sell or obtain compensation for an item or service or an item or service that is already offered or available to the general public; or to attempt to sell or obtain compensation for an item or service under circumstances that would lead a reasonable person to conclude that the payment is in substance a donation.
- (c) No person shall enter or stay upon any street, other than a safety zone, or panhandle on any public property or right-of-way, if such act interferes with the lawful movement of traffic.
- (d) Entering or staying upon streets restricted.
- (e) No person, other than a person in or on a vehicle, shall enter or stay upon any street within the Village and approach any vehicle in operation, except a vehicle that is legally parked at the curb or the shoulder.

- (f) No person shall enter or stay upon a median of a street unless that person is in the process of crossing the street in a safety zone or crosswalk. It is prima facie evidence of a violation of this section if a person stays on the median through two consecutive opportunities to cross the street in a legal manner under this chapter and the state traffic laws adopted herein.

This may include a change in the traffic control signal or lack of traffic, as applicable. After such two consecutive opportunities, such person shall not be considered to be “using the safety zone or crosswalk to cross the street”.

- (g) No operator of a vehicle shall park, stop or leave standing a vehicle on a street where prohibited or suddenly decrease the speed of said vehicle or deviate from a traffic lane for the purpose of responding to persons violating subsections (e) or (f).

- (h) No person shall panhandle on public property or right-of-way.

- (i) Exceptions. The exceptions set forth below notwithstanding this section applies to all panhandling on public property or rights-of-way, regardless of circumstances. This section does not apply to:

(1) Persons on the sidewalk;

(2) Persons using the safety zone or crosswalk to cross the street;

(3) Persons engaged in law enforcement or rescue activities, including providing assistance to an injured or disabled vehicle or person;

(4) Persons entering a vehicle as an invited passenger where it is lawful to do so, including buses, rideshares and activity permitted under Section 346.29(1), Wisconsin Statutes (taxis);

(5) Persons engaged in repair or maintenance activities on the street or boulevard under the direction or authority of the Village of Bayside, Milwaukee County or the state of Wisconsin;

(6) Crossing guards; or

(7) Streets or portions thereof that have been closed pursuant to a street use permit or other express authorization from the Village.

- (j) Penalty. Any person violating this section shall upon conviction be liable for the penalties specified in Section 1-13.

Section Two: Severability. In the event that any provision of this Ordinance is for any reason held to be invalid, unconstitutional, or unenforceable by any court of competent jurisdiction, such portions of this Ordinance shall be deemed separate, distinct and independent provisions of the Ordinance and all remaining portions of this Ordinance shall remain in full force and effect.

Section Three. All ordinances or parts of ordinances conflicting with the provisions of this ordinance are hereby to such extent repealed.

Section Four. This ordinance shall take effect and be in force after its passage and posting pursuant to law.

PASSED AND ADOPTED by the Village Board of Trustees of the Village of Bayside this fourteenth day of December, 2023.

VILLAGE OF BAYSIDE

Eido M. Walny, Village President

Rachel Safstrom, Administrative Services Director /
Village Clerk

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

ORDINANCE NO: 12-747

**An Ordinance to Repeal and Recreate Section 35-119
of the Municipal Code with Regard to Loitering**

The Village Board of the Village of Bayside, Milwaukee and Ozaukee Counties, Wisconsin does ordain as follows:

Section One: Section 35-119 of the Municipal code is hereby repealed and recreated to read as follows:

35-119 – Loitering prohibited.

- (a) As used in this section, the term “loiter” means to be slow in moving, to delay, to linger, to saunter, to prowl, or to lag behind.
- (b) No person shall loiter in a place, at a time or in a manner not usual for law-abiding individuals under circumstances that warrant alarm for the safety of persons or property in the vicinity. Among the circumstances that may be considered in determining whether such alarm is warranted is the fact that the person takes flight upon appearance of a police officer, refuses to identify him or herself, or manifestly endeavors to conceal him or herself or any object.
- (c) No person shall loiter upon the public streets, sidewalks, street crossings, parks, vacant lots, public buildings, water ways, or any public place in the Village in such manner as to prevent, interfere with or obstruct the ordinary free use of such public streets, sidewalks, street crossings, parks, vacant lots, public buildings, water ways, or public places by persons using or passing along over or by the same.
- (d) No person shall loiter upon the public streets, private driveways, or sidewalks or in adjacent doorways or entrances so as to obstruct the free entry of such property.
- (e) No person shall by loitering interfere with the free use of any place of public assembly or public use by others using such place of public assembly.
- (f) No person shall loiter on any private premises without invitation from the owner or legal occupant.
- (g) Any person violating the provisions of this chapter may be subject to forfeiture under the general penalty provisions of this code as specified in section 1-13.

Section Two: Severability. In the event that any provision of this Ordinance is for any reason held to be invalid, unconstitutional, or unenforceable by any court of competent jurisdiction, such portions of this Ordinance shall be deemed separate, distinct and independent provisions of the Ordinance and all remaining portions of this Ordinance shall remain in full force and effect.

Section Three. All ordinances or parts of ordinances conflicting with the provisions of this ordinance are hereby to such extent repealed.

Section Four. This ordinance shall take effect and be in force after its passage and posting pursuant to law.

PASSED AND ADOPTED by the Village Board of Trustees of the Village of Bayside this fourteenth day of December, 2023.

VILLAGE OF BAYSIDE

Eido M. Walny, Village President

Rachel Safstrom, Administrative Services Director /
Village Clerk



Administrative Services

October 2023

Highlights and Accomplishments

- Continued work on the 2024 Annual Program Budget.
- Finalized Long-term Financial Plan for 2024-2029
- Began work on 2023 Audit requirements.
- Welcomed Nicole Maurer as Deputy Clerk/Treasurer. We began training on Bayside policies and procedures.
- Began preparations for 2024 Elections.

Metric	Measure	YTD%	Measure	YTD%
General Fund	Revenue	102%	Expenditure	80%
BCC	Revenue	101%	Expenditure	76%

Metric	Measure	YTD%	Measure	YTD%
Sanitary Sewer	Revenue	109%	Expenditure	66%
Storm Water	Revenue	89%	Expenditure	62%

Metric	Measurement	2022 Total	2023 YTD	5 Year Average	Target	Status (comp. 5 yr avg)
Grants Awarded	\$	\$1,050,237.80	\$1,062,385.05	\$412,764	\$300,000	
Property Status	Number	99	76	121	120	
Total Permits	Number	675	514	564	400	
Public Meetings	Number	46	33	50	55	
Ordinances	Number	11	6	11	10	
Resolutions	Number	28	17	32	25	
Communications Reach	Digital Interactions	242,356	95,771	333,782	450,000	
SCF Created	Number	2,517	2,391	2,228	2,700	
SCF DTA	Number	0.3	0.3	.78	1	
SCF DTC	Number	2.0	4.0	10.62	7	
SCF SLA Days	% in SLA	92%	88%	78.8%	90%	
Elections	Number	4	2	2.8	4	
Votes Cast	Number	7,055	3,820	4,837	7,250	



Administrative Services

November 2023

Highlights and Accomplishments

- Continued work on 2023 preliminary audit.
- Nicole and Rachel attended two and half day election training in preparation of the upcoming election cycle including the Presidential Election.
- Held several employee meetings for various shifts and departments to answer questions related Flexible Spending Program.

Metric	Measure	YTD%	Measure	YTD%
General Fund	Revenue	105%	Expenditure	85%
BCC	Revenue	104%	Expenditure	84%

Metric	Measure	YTD%	Measure	YTD%
Sanitary Sewer	Revenue	107%	Expenditure	68%
Storm Water	Revenue	89%	Expenditure	67%

Metric	Measurement	2022 Total	2023 YTD	5 Year Average	Target	Status (comp. 5 yr avg)
Grants Awarded	\$	\$1,050,237.80	\$1,067,833	\$412,764	\$300,000	
Property Status	Number	99	79	121	120	
Total Permits	Number	675	575	564	400	
Public Meetings	Number	46	38	50	55	
Ordinances	Number	11	6	11	10	
Resolutions	Number	28	21	32	25	
Communications Reach	Digital Interactions	242,356	301,214	333,782	450,000	
SCF Created	Number	2,517	2,555	2,228	2,700	
SCF DTA	Number	0.3	0.2	.78	1	
SCF DTC	Number	2.0	4.0	10.62	7	
SCF SLA Days	% in SLA	92%	88%	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**

ORDINANCE NO 23-748

**An Ordinance to Create Section 2-109 of the Municipal Code
with Regard to Appointment of Election Officials**

The Village Board of the Village of Bayside, Milwaukee and Ozaukee Counties, Wisconsin does ordain as follows:

Section One: Section 2-109 of the Municipal Code is hereby created to read as follows:

Sec. 2-109 Appointment of Election Officials

There shall be a minimum of seven inspectors for the polling place at each election. When voting machines are used, the number of inspectors may be reduced to five. Additional inspectors may be appointed whenever more than one voting machine is used or wards are combined. Inspectors shall be appointed as provided in Wis. Stats. §7.30. Alternate officials may also be appointed to a number sufficient to maintain adequate staffing of polling places. No fewer than three Election Inspectors, one of which must be a Chief Election Inspector, shall be appointed for each shift. Pursuant to Wis. Stat. §7.30(1), the Village of Bayside provides for the selection of two or more sets of election inspectors to work at different times on each election day and per the Village Clerk, Deputy Clerk, or designee to establish different working hours for different officials assigned to the same polling place. The Village Clerk, Deputy Clerk, or designee may establish and assign partial or split shifts for election inspectors, with the final shift to continue until the completion of all required Election Day duties that follow the closure of the polls. Pursuant to Wis. Stat. §7.30(3)(a), the Village Clerk and Deputy Clerk, as well as election inspectors, are authorized to act as tabulators in any election.

Section Two: Severability: In the event that any provision of this Ordinance is for any reason held to be invalid, unconstitutional, or unenforceable by any court of competent jurisdiction, such portions of this Ordinance shall be deemed separate, distinct, and independent provisions of the Ordinance and all remaining portions of this Ordinance shall remain in full force and effect.

Section Three: All ordinances or parts of ordinances conflicting with the provisions of this ordinance are hereby to such extent repealed.

Section Four: This ordinance shall take effect and be in force after its passage and posting pursuant to law.

PASSED AND ADOPTED by the Village Board of Trustees of the Village of Bayside this fourteenth day of December, 2023.

VILLAGE OF BAYSIDE

Eido M. Walny, Village President

Rachel A. Safstrom,
Administrative Service Director

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

ORDINANCE NO 23-749

**An Ordinance to Amend Section 104-98 of the Municipal Code
with Regard to Building Permit Requirements**

The Village Board of the Village of Bayside, Milwaukee and Ozaukee Counties, Wisconsin does ordain as follows:

Section One: Section 104-98 of the Municipal Code is hereby repealed and recreated to read as follows:

(a) As used in this section, the term "Uniform Dwelling Code" shall mean chapter ILHR 22.25 of the Wisconsin Administrative Code as adopted by the State of Wisconsin.

(b) No one- or two-family dwelling may be built, enlarged, altered, or repaired unless a building permit for the work is first obtained by the owner or the owner's agent from the building inspector after approval of the architectural review committee. Razing and demolition projects shall require a razing permit from the building inspector but shall not require the approval of the architectural review committee. Application for a building permit shall be made in writing upon a Village of Bayside building permit application form or via the Village's authorized online portal. A final building permit must be issued, and the permitted work commenced within six months of the date of approval by the architectural review committee, unless the building inspector grants an extension. Failure to secure issuance of the building permit or to commence work within six months or the extension specified by the building inspector shall nullify the approval of the architectural review committee and require an entirely new application and architectural review committee approval for any work requiring a permit.

(c) No addition to, alteration or repair of an existing one-family or two-family dwelling may be undertaken unless a building permit for the work is first obtained by the owner or agent from the building inspector after approval of the architectural review committee or unless the work is deemed minor repair or a razing or demolition project by the building inspector. In this subsection, the term "minor repair" means repair performed for maintenance or replacement purposes on any existing one-family or two-family dwelling that does not affect exterior aesthetic appearance and that does not increase a given occupancy and use. Window replacement and door replacement projects shall not be considered to affect the exterior appearance of a structure and are considered to be a minor repair, as long as the location of the opening does not change, and the size of the opening does not exceed twenty-five percent of the original. Re-roofing of any one- or two-family dwelling in excess of 200 square feet requires a building permit. Only when such reroofing, as determined by the village manager, results in a substantial change in color or style is architectural review committee approval necessary. Painting or residing a one- or two-family dwelling is considered a minor repair under this section and does not require any permit or approval.

(d) The applicant shall submit two sets of plans and a survey for all new, or repairs or additions to existing, one- and two-family dwellings at the time the building permit application is filed.

(e) If the building inspector finds that the proposed building, repair, or addition complies with all village ordinances and the uniform dwelling code, he shall approve the application and issue a building permit to the applicant. A copy of any issued building permit shall be kept on file with the building inspector.

The building permit shall become void 180 days from date of issuance unless commencement of construction has begun, and construction has continued without interruption within 180 days. The architectural review committee shall have the authority to establish a required commencement date more than 180 days at the time it approves the issuance of the building permit.

(f) No application for a building permit shall be accepted by the building inspector unless the applicant certifies in writing that the proposed construction will not result in the need for Milwaukee Metropolitan Sewerage District ("district") permission under its Rule 7.13, as amended (establishing a new sewer connection or increased use of a connection). Upon request of the applicant, the village shall request such permission from the district within 60 days. The village shall have no obligation to undertake any work with regard to its sewers to facilitate the issuance of such permission. The applicant may agree to cover the costs of any work with regard to village sewers which work is required for such permission in which case the village shall require advanced payment, deposit, or financial assurance to ensure that the necessary work is completed at applicant's expense.

(g) No new impervious surface of more than 150 square feet may be installed (at once or incrementally in less than ten years) unless an impervious surface permit for the work is first obtained by the owner or agent of the owner. The cost of such permit shall be as determined by the village board from time to time.

Section Two: Severability: In the event that any provision of this Ordinance is for any reason held to be invalid, unconstitutional, or unenforceable by any court of competent jurisdiction, such portions of this Ordinance shall be deemed separate, distinct, and independent provisions of the Ordinance and all remaining portions of this Ordinance shall remain in full force and effect.

Section Three: All ordinances or parts of ordinances conflicting with the provisions of this ordinance are hereby to such extent repealed.

Section Four: This ordinance shall take effect and be in force after its passage and posting pursuant to law.

PASSED AND ADOPTED by the Village Board of Trustees of the Village of Bayside this fourteenth day of December, 2023.

VILLAGE OF BAYSIDE

Eido M. Walny, Village President

Rachel A. Safstrom, Administrative Service
Director