

CITY OF FOND DU LAC – Council Communications

City Manager

Date: September 21, 2020
To: City Council
From: Joe Moore, City Manager
Re: Council Communications



1. Fond du Lac Fire/Rescue Monthly Report
2. Department of Community Development Monthly Report
3. Fond du Lac Senior Center Monthly Report
4. Fond du Lac Police Department Monthly Report
5. City Attorney/Human Resources Monthly Report
6. Department of Public Works Monthly Report
7. Department of Administration Monthly Report
8. Fond du Lac Public Library Monthly Report

CITY OF FOND DU LAC – Council Communications

Fire Department

Date: September 2, 2020
To: Joe Moore, City Manager
From: Peter O’Leary, Fire Chief
Re: Fond du Lac Fire/Rescue Monthly Report for August 2020



PREVENTION & SUPPRESSION

	THIS MONTH		YEAR – TO – DATE	
PREVENTION	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR
Total Inspections	248	254	2102	1477
Total Defects	205	105	1328	792
SUPPRESSION				
Alarms Involving Fire	10	5	75	85
Fire Mutual Aid Given	1	1	7	11
Fire Mutual Aid Received	0	0	0	3
Service/Good Intent Calls	45	46	346	395
False Alarms & False Calls	31	28	259	208
Other Calls	12	10	123	122
Total Fire Alarms & Calls	98	89	803	810
EMS				
Total Ambulance Calls	540	580	4177	4080
Total Fire & Ems Responses	638	669	4980	4890
Fire Property Loss	\$3,700.00	\$2,100.00	\$313,538.00	\$576,300.00
Fire Contents Loss	\$9,015.00	\$450.00	\$138,196.00	\$265,951.00
Engine Assisted EMS Calls	215	274	1818	1765

TRAINING

- Active Shooter Incident Management Training
- Department Boat: operation review/victim rescue/area familiarization of FDL River

COMMUNITY EVENTS

- Primary Election – Station 1

OTHER

- DockSpider Games

CITY OF FOND DU LAC – Council Communications

Department of Community Development

Date: September 2, 2020
To: Joe Moore, City Manager
From: Dyann Benson, Community Development Director
Re: Monthly Report for August 2020



1. Statistics are attached for housing starts, inspections, downtown parking, the Senior Center, etc. Both July and August stats are attached due to switching over software for inspections in the month of July.
2. There were two (2) site plans submitted for the month of August:
 - A 19,422 sq ft building addition for the Holiday Automotive reconditioning center and auto body at 1180 Industrial Parkway.
 - A 1,280 sq ft storage building at the Fond du Lac High School at 801 Campus Drive.
3. There are several construction projects underway in the City. Projects include: Painting and finishes at the new Fairfield Inn at 935 S. Rolling Meadows Drive. Fond du Lac School District's renovation projects – Pier, Theisen, Waters and Chegwin – are ready for final occupancy. Rough carpentry is in progress for Capelle Bros. & Diedrich, Inc's new offices at 248 N. Hickory Street. Footings are going in for the new office building for Huberty & Associates at 37 N. Pioneer Road. Footings and foundations are in for the new warehouse addition at Badger Liquor at 850 Morris Street and walls are being constructed.
4. Board of Appeals approved a variance for a maximum fence height for the Fond du Lac County Historical Society at 336 Old Pioneer Road.
5. Plan Commission approved a Special Use Permit for a contractor facility, including material, equipment/storage and asphalt concrete recycling at 301 Dixie Street (the former Fond du Lac County Highway facility).
6. The Redevelopment Authority started rehabilitation of the vacant single-family home at 286 South Marr Street.

CITY OF FOND DU LAC
DEPARTMENT OF COMMUNITY DEVELOPMENT
Month: JULY 2020

Category	This Month	Same Month Last Year	Total This Year	Total By Same Period Last Year
I. DEVELOPMENT ACTIVITY (CITY)				
Residential Construction (Permits Issued):				
# New Single-Family Residential Units	0	3	10	15
# New Duplex Residential Bldgs(Units)	0	0	0	4(8)
# Residential Alterations/Additions	154	195	662	850
# New Multi-Family Residential Bldgs(Units)	0	0	0	0
# Total New Residential Bldgs(Units)	0	3(3)	10(10)	19(23)
\$ Total Value New Residential Construction	0	740,000	4,676,823	5,224,318
\$ Total Value Residential Alterations/Additions	1,508,040	2,000,033	6,473,797	9,305,773
Commercial/Industrial Construction (Permits Issued)				
# New Commercial/Industrial Structures	0	2	6	6
# Commercial/Industrial Additions/Alterations	10	13	117	69
\$ Total Value New Commercial/Industrial Construction	0	525,000	2,614,238	4,259,643
\$ Total Value Commercial/Industrial Additions/Alterations	4,469,365	2,022,633	34,983,190	16,606,745
General:				
# New Site Plans Reviewed	1	4	17	16
# Rezoning/Special Use Permits (Applied For)	1	2	7	6
# Variances (Applied For)	1	0	8	4
# New Lots/Parcels Created [CSMs & Fnl Plats]	1	0	2	17
II. FIELD INSPECTIONS, CONSULTATIONS & PUBLIC CONTACTS	413	392	2025	2137
III. HOUSING CODE ENFORCEMENT				
# Complaints Filed	31	61	278	348
# Initial Inspections	31	51	262	301
# Follow-up Inspections	51	64	528	452
# Complaint Cases Closed	14	54	198	287
IV. HOUSING REHABILITATION LOANS				
# Loans Approved	0	1	2	4
\$ Amount of Rehabs Approved	0	36,500	60,900	73,600
# Dwelling Units to be Rehabbed (Approved)	0	1	2	4
V. SENIOR CENTER (JUNE, 2020)				
# Volunteers/Hours	29/189	145/1,261	174/3,393	189/7,965
# Visitors	19,419	5,228	69,089	32,578
VI. DOWNTOWN PARKING				
\$ Revenue	19,972.20	27,541.89	147,730.49	179,827.34

CITY OF FOND DU LAC
DEPARTMENT OF COMMUNITY DEVELOPMENT
Month: AUGUST 2020

Category	This Month	Same Month Last Year	Total This Year	Total By Same Period Last Year
I. DEVELOPMENT ACTIVITY (CITY)				
Residential Construction (Permits Issued):				
# New Single-Family Residential Units	3	5	13	20
# New Duplex Residential Bldgs(Units)	0	2(4)	0	6(12)
# Residential Alterations/Additions	114	164	776	1,1014
# New Multi-Family Residential Bldgs(Units)	0	7(40)	0	7(40)
# Total New Residential Bldgs(Units)	3(3)	14(49)	13(13)	33(72)
\$ Total Value New Residential Construction	1,153,000	8,308,599	5,829,823	13,532,917
\$ Total Value Residential Alterations/Additions	979,511	1,693,000	7,453,308	10,998,773
Commercial/Industrial Construction (Permits Issued)				
# New Commercial/Industrial Structures	1	2	7	8
# Commercial/Industrial Additions/Alterations	4	23	121	92
\$ Total Value New Commercial/Industrial Construction	1,578,855	3,402,212	4,193,093	7,661,855
\$ Total Value Commercial/Industrial Additions/Alterations	620,570	2,426,129	35,603,760	19,032,874
General:				
# New Site Plans Reviewed	2	1	19	22
# Rezoning/Special Use Permits (Applied For)	2	1	9	11
# Variances (Applied For)	2	1	10	11
# New Lots/Parcels Created [CSMs & Fnl Plats]	2	0	4	0
II. FIELD INSPECTIONS, CONSULTATIONS & PUBLIC CONTACTS	429	370	2454	2507
III. HOUSING CODE ENFORCEMENT				
# Complaints Filed	21	41	299	389
# Initial Inspections	21	31	283	332
# Follow-up Inspections	67	68	595	520
# Complaint Cases Closed	19	36	217	323
IV. HOUSING REHABILITATION LOANS				
# Loans Approved	0	0	2	4
\$ Amount of Rehabs Approved	0	0	60,900	73,600
# Dwelling Units to be Rehabbed (Approved)	0	0	2	4
V. SENIOR CENTER (JULY, 2020)				
# Volunteers/Hours	38/135	143/1,305	176/3,528	191/9,277
# Visitors	14,399	5,301	83,488	37,663
VI. DOWNTOWN PARKING				
\$ Revenue	18,860.31	26,547.23	166,590.80	205,867.65

CITY OF FOND DU LAC – Council Communications

Senior Center

Date: September 1, 2020
To: City Council, Joe Moore, Dyann Benson,
and Friends Board of Directors
From: Cathy Loomans, Director
Re: Senior Center Update – August 2020



- Our outdoor programming was expanded this month to include two yoga classes, a Morning Xpress Fitness class, two line dancing classes, the SCAMP band rehearsals, and the ukulele group. These are in addition to our three times/week walking group, our golf leagues, our Parents of Angels support group and the Facebook Live/Parking Lot Balance and Stretch class.
- The highlight of the month was our Drive Up Volunteer Appreciation Event. Even though COVID canceled our typical April Volunteer Appreciation event at Lakeside Park, we couldn't let a year pass without recognizing our amazing volunteers. Since this year has been so crazy, we decided that a circus theme was appropriate! Volunteers were invited to make four stops in our parking lot, each one delivering a circus themed treat – snow cones, cotton candy, cherry popcorn, and carousel cookies. It was great to see everyone, and there were plenty of laughs at our clown and lion tamer costumes.
- Since everything began shutting down in March due to COVID, we have worked really hard on the goals of helping people to stay upbeat, keeping people smiling and laughing, and making sure that everyone we encountered knew that they were cared about and supported. Each month I have been reporting the highlights of the work we do to showcase those goals, but what I haven't talked about are the many difficulties we see day in and day out. I believe it's important for our community to understand how COVID is affecting seniors.
 - Senior living communities have been closed to outside visitors for months with residents being quarantined to their apartments or their rooms. This means there are many spouses, sons, daughters and grandchildren who have not been able to see or touch their loved one in over 6 months. The lack of human touch is something that we hear about every week.
 - When some of these communities loosened restrictions and started letting people dine together again, they put into place a 14 day quarantine for anyone that had to leave the building for a medical appointment. Upon return from their appointment, the resident had to stay isolated in their room for 14 days to make sure they wouldn't bring COVID into the residence. Because of this isolation, we know multiple people who have made the decision not to leave their residence for treatment for macular degeneration. These people have chosen to risk becoming legally blind instead of having to be isolated for two weeks after each appointment.
 - Seniors who were participating in wellness activities at the aquatic centers or fitness centers are sharing the very real physical decline they are experiencing because of the closure of these resources, and trying to minimize their exposure to COVID. The tradeoff is real.

- Many seniors who come to pick up their lunch have shared that we are the only human contact they have each day - that coming for lunch is the reason that they get out of bed and get dressed. Our seniors are struggling!
- Many seniors are expressing their concerns about depression and anxiety as the sunny days of summer will be changing into fall and our typically long Wisconsin winter. The mental health impact of COVID isn't something that is discussed often, but it is a large concern in our seniors. Several times a week we speak to someone, who through their tears is trying to figure out how to stay positive with so much loss and negativity surrounding us. I have frequently seen a meme on social media that says "You never know what someone is going through. Be Kind Always." Now more than ever this is so true and we will continue to do what we can to support our people throughout this pandemic.

CITY OF FOND DU LAC – Council Communications

Police Department

Date: September 14, 2020
To: Joe Moore, City Manager
From: William Lamb, Police Chief
Re: Monthly Report for August 2020



OPERATIONS

CATEGORY	CENTRAL DISTRICT					EAST DISTRICT					WEST DISTRICT				
	Prev Mo	2019 Mo	2020 Mo	2019 YTD	2020 YTD	Prev Mo	2019 Mo	2020 Mo	2019 YTD	2020 YTD	Prev Mo	2019 Mo	2020 Mo	2019 YTD	2020 YTD
Violent Crimes	15	17	23	136	128	8	23	9	103	90	16	24	16	106	95
Crimes Against Persons	132	74	93	547	748	35	64	47	451	394	81	63	73	443	490
Crimes Against Property	63	61	53	312	363	34	34	57	244	276	91	77	62	468	465
Juvenile Crimes	36	23	29	134	175	9	27	13	164	105	24	31	45	174	185
Sex Crimes	0	0	0	8	5	0	0	0	4	1	1	0	0	5	3
Quality of Life	77	95	88	592	532	47	73	56	466	385	56	54	59	440	414
Accident Response	65	55	45	403	367	41	41	42	434	370	66	78	71	644	512
Emergency Detentions	4	3	4	30	31	6	6	6	52	54	1	3	2	28	23
Total Crime Categories	392	328	335	2162	2349	180	268	230	1918	1675	336	330	328	2308	2187
Proactive Traffic Enforcement	204	181	149	1609	1198	165	150	78	1228	788	146	150	86	1676	903

Patrol:

- Officers responded to a hit and run at Brooke and Western. The victims chased the striking vehicle to the area of 45/Scott St where the vehicle went into the ditch and the driver fled on foot. A K-9 attempted to pick up the track, but did not locate the suspect. The Sheriff's Dept. later received a report of a suspicious person walking along HWY 45 that turned out to be the suspect from the hit and run. He was cited for multiple offenses.
- A call from the 400 block of Thomas St when the homeowner thought she could hear someone in her basement. Officers did locate an intoxicated subject passed out in the basement. The suspect stated he had no idea how he ended up in the basement and the homeowner did not want to pursue any charges.
- Officers were called to the area of Merrill and Marquette for a female reporting that her ex-boyfriend was outside the residence and was setting her car on fire. She also reported that he beat her a couple of days prior to this incident and stole a handgun from her. The suspect was taken into custody by the SWAT team at an address on Ellis St two days later.
- Officers responded to a report of juveniles jumping the fence and entering the convent property.
- Officers are investigating an incident that occurred in Lighthouse Cir. in which a female subject grabbed a flag off a vehicle. A male subject and others surrounded the vehicle of the people who

stole the flag. The driver accelerated and struck the male victim who ended up on the hood of the car. The victim then ended up rolling off the car and sustained a serious head injury. He was transported by Flight to Theda Care. The investigation continues.

- Officers responded to a domestic call on E Merrill where a male subject attacked a female. The suspect fled from the scene prior to the officer’s arrival. He apparently returned after officers left and the victim called to report noise in the basement. The suspect surrendered after K-9 announcement warnings were given. He was held on Disorderly Conduct, battery, criminal trespass, felony bail jumping, and two warrants.
- The Tactical Field Force Unit was called to assist Kenosha PD with riots in the wake of an Officer involved shooting.

Criminal Investigative Division:

- Cleared 27 cases in August; 3 of those were closed with arrests or referral to DA for charges. There were 22 new cases assigned with total open case load of 87.
- Detectives continue to investigate a series of counterfeit bills being passed throughout the City.
- Detectives are investigating a burglaries that occurred in the 800 block of W Scott St, the 500 block of S Main St and Roberts school.
- Detectives are conducting death investigations that occurred in the 200 block of Doty St and the 200 block of E Rees St.
- Detectives are investigating multiple sexual assaults.
- Detectives are investigating a fraud that occurred in the 500 block of S Seymour St.
- Detectives are investigating a shooting incident that occurred near the intersection of W 12th St and Morris St.
- Detectives are investigating a battery that occurred in the 200 block of N Macy St.
- MEG/SCU arrested a suspect on N Main St who was armed with a loaded firearm and possessed fentanyl/crack cocaine. The suspect had a warrant and was arrested for three previous deliveries.
- CID is currently working on 6 ICAC cybertips; 1 was received and 1 was resolved this month.
- Several new cases assigned involving TCI.
- Detective Case Count:

Arson	1	Death Investigation	1
Battery	2	Identity Theft	1
Check-Forgery-Counterfeit	2	Other	1
Child Pornography	1	Robbery with a Weapon	1
Commercial Burglary	2	Sex Assault Adult	4
Controlled Substances	1	Sex Assault Child	5
		TOTAL	22
Closed Other	7	Referral to DA	1
		TOTAL	8

ADMINISTRATION

General:

- AC Goldstein and Capt. Laridaen attended (virtually) a Body Worn Camera committee meeting.
- AC Goldstein met (virtually) with planning committee for the Humanity Project: The untold stories 2nd Edition.
- Capt. Laridaen lead the Department’s Tactical Field Force team in Oshkosh for the visiting President of USA.

- Capt. Laridaen and TFF was deployed to Kenosha this week (multiple deployments).

Support Services Division:

- Records Division responded to 370 Open Records requests & processed 755 new reports with 906 new supplements and narratives.
- CSO's responded to 212 calls for service.
- Parking Enforcement issued 235 parking tickets.
- Municipal court processed 206 new municipal court cases.
- Property/evidence items collected in June: 1197
- Trainings attended:
 - K9 monthly training occurred
 - 1 officer attended Basic SWAT training
 - All sworn attended firearms in-service training

PD SPOTLIGHT

- Anniversaries:
 - Officer Trent Smith – 6 years with the department
 - Officer Baillie Kettleon – 5 years with the department

CITY OF FOND DU LAC - Council Communications

City Attorney/Human Resources Department

Date: September 1, 2020
To: Joe Moore, City Manager
From: Deborah Hoffmann, City Attorney/Director – Human Resources
Re: Monthly Report – August 2020



MUNICIPAL COURT

	August	YTD
School Year 2019-2020 Over-all Number of Truants	N/A	173
Traffic Safety Program Participants	0	5
Municipal Citations	98	1587
Juvenile Hearings held at the High School/PD	1	151
Trials to the Court held in Legislative Chambers	5	36
Pre-trials Conferences held by phone or e-mail	56	257
Fines/Forfeitures collected	\$16,036.00	\$182,350.29

HUMAN RESOURCES

	August	YTD
New Hires	5	28
Promotions	3	12
Retirements/Attrition	5	23
Recruitments	5	20

CITY OF FOND DU LAC – Council Communications

Public Works Department

Date: September 17, 2020
To: Joseph Moore, City Manager
From: Jordan Skiff, Director of Public Works
Re: Department of Public Works Monthly Report



ENGINEERING AND TRAFFIC DIVISION

- Contractor, Don E. Parker Excavating, continues work on the 2020 Street and Utility Construction Project. Follett Street from Military Road to Doty Street is completed. Work is scheduled to be complete in October. Weekly construction updates can be located on the City of Fond du Lac's Website <https://www.fdl.wi.gov/engineering/weekly-construction-advisory/>.
- Contractor, Vinton, completed work on Rees Street between Macy and N Main along with the Police Department parking lot.
- Contactor, Norcon Corporation has been awarded the 2020 Bridge Maintenance Project. The project includes work at on the West 12th Street Bridge over the Fond du Lac River and the Western Ave Bridge over the west branch of the Fond du Lac River.
- County Highway Department Crews and sub-contractors are continuing project on Fond du Lac/National/CTH V. The grading, curb & gutter, sidewalk, and street lighting are completed and crews are currently working on paving operations. A fall completion is scheduled.
- Contractor, Northeast Asphalt, continues work on the 2020 Mill & Overlay project. The parking lots and all streets have been completed and work continues on the trail in McDermott Park.
- Contractor, Fahrner Asphalt, has completed the work on the 2020 Chip Seal Program.
- Reviewed site plans for Erosion Control and Stormwater Management and Drainage Plans for newly constructed homes.
- Reviewed and approved 15 Excavation in the Right of Way Permits.

CONSTRUCTION & MAINTENANCE DIVISION

- C&M completed crosswalk and infrastructure repairs on Johnson Street, from N. Main Street, east to National Avenue. This project included replacement of the brick crosswalks, cleaning the sanitary and storm mainlines, exercising water valves, and replacement of damaged or spalled street panels. Additionally 5-storm catch basin were repaired and 42 storm basins and manholes were injected with a polyurethane foam to fill in voids, cracks and crevices to prevent water infiltration, and deterioration. The cost to inject the basins with polyurethane was about 10% of the cost in comparison to reconstructing them.
- Completed seven additional storm sewer structure repairs
- Mobilized pumps in anticipation of a wet weather event that could have led to bypassing (8/27/20)
- Conducted internal interviews with interested staff for a mentorship opportunity in the Sign Shop. Sign Painter, Kevin Westphal is retiring in 2021 and this was the next step in the succession plan.
- Repaired a sinkhole at the Wastewater Treatment and Resource Recovery Facility.
- Graded and shouldered Kohlman Road. This roadway has heavy industrial traffic and very flat terrain making it difficult to storm water to drain property causing the road base to weaken.
- Alley and gravel road shouldering city-wide was completed
- Assisted engineering with site work prep on Marquette Court for repairs to be done by a contractor

- Repaired spalled concrete at the Forest Avenue Bridge.
- Repaired nine sidewalk sections and 35 feet of curb citywide.
- Designed and ordered custom stencils for the “Adopt-A-Drain” program. The stencils will be used to indemnify storm sewer catch basins adopted by local residents, organizations, or business owners.
- Attended the bi-monthly meeting for the Lake Area Public Works Association in Valders. The majority of the conversations related to COVID-19 and how other municipalities are operating during these uncertain times.
- Utilized League of Wisconsin Municipalities Mutual Insurance dividend funds to purchase three emergency spill kits. The kits will assist our staff in the event we have a substantial fuel or oil spill out in the field.

ELECTRICAL DIVISION

- 587 Diggers Hotline locates were called in. We located 123 and the rest could be office cleared where it is known from our records that there are no conflicts.
- Approximately 36 streetlights were repaired this month.
- The outdated tornado siren on Martin Ave was replaced with a new one.
- Installed 15 flags and 30 banners on the North Main Street decorative poles.
- Repaired lights at the Lakeside Park Marina.
- Diagnosed and repaired security lights at Buttermilk Creek Park.
- Lowered conduit for the crosswalk reconstruction project completed by C&M.
- Repaired and replaced two streetlights and one traffic signal that were knocked down in August.

FLEET DIVISION

- Park Dept. Bucket Truck #304-Scheduled maintenance, rebuild front and rear brakes, maintenance on utility bucket, install loud speaker.
- Park Dept. Utility Vehicle #17-Service call for electrical issue. Electronic control module is bad. Working with the MB Corp. to rectify the problem, possibly the machine will require an updated system installed to make the repair.
- C&M Street Sweeper #28- Service call for steering issue. We had to replace wheel bearings on both rear steer tires. Also, replaced spray nozzles, side broom and main broom.
- C&M Plow Truck #35- Replace box tarp system, repaired driver’s seat and fix headlights.
- C&M Plow Truck #48- Service call for blown airline. The heat from a hole in the muffler melted an air line causing air brake system to lock up.
- C &M Plow Truck #54- Service call for a no start issue. A bad starter was found and replaced.
- C&M Pickup Truck #91- Complaint of a grinding noise in front of truck. Diagnosed and found a bad front drive shaft and wheel bearing.
- Sanitation Truck #201- Report of not building air pressure. A faulty air compressor was found, replaced compressor and governor.
- Sanitation Truck #209- A complete rebuild of lift arm was performed. Also during inspection worn idler pulleys, belts and belt tensioners were found and replaced.
- C&M Trailer #242- Fabricated a new tailgate and installed
- Water Dept. Truck #455- A/C not working. Diagnosed and replace expansion valve and accumulator. Refilled system and returned to service.
- Water Dept. Mower #474- Scheduled maintenance, install new bagger, replace worn tires and sharpen blades.
- Police Squad #4- A/C was not working. A coolant leak was found. When the squad started running hot, the vehicle computer shut down the air conditioning.

- Fire Dept. Ladder Truck #477- The truck was getting a malfunction code for the transmission. Diagnosed and replaced a bad transmission sensor. Replaced and returned to service.
- Fire Dept. Truck #474- Service call for coolant leak. A blown coolant hose was found. Replaced, filled cooling system and returned to service.
- ITS Car #793- Noise coming from engine. Diagnosed and found a noisy cooling system fan. Replaced and returned to service.
- Transit Bus #913- Suspension issues, replaced tie rod ends. Also repaired a coolant leak, removed rear differential and sent out for repair and replaced mud flaps and brackets.
- Transit Bus #914- Check/Transmission Engine Light is on. Diagnosed and found a faulty transmission control module and speed sensor. Repaired and put back in service.

PARKS DIVISION

- Continued tree pruning and hazardous tree removals throughout the city.
- Forestry crew and our contractor continued removing ash trees throughout the city due to Emerald Ash Borer.
- Continued mowing grass throughout the parks.
- Installed a group of donated benches in Lakeside Park.
- Taylor Pool's last day was August 23rd. Overall attendance was good, with an average of 250+ patrons per day.
- Completed renovation of the tennis courts at Paul Butzen Park and basketball courts at Buttermilk Creek Park and Franklin Park.
- Lakeside Park hosted movie nights August 27-29th. Unfortunately, the weather did not cooperate and the only movie shown was on August 28. The other two movies are rescheduled for September 10th and 12th. Fond du Lac Festivals is coordinating the movie series.
- City paint crews painted designated stalls along Park Avenue and diagonal parking stalls along Main Street, by the playground area in Lakeside Park. This new painting will allow more vehicles to park in those areas.

TRANSIT

- The back to school season seems to be starting off very well. Our informational campaign on Facebook, along with press releases, and on board informational fliers have helped prepare riders to use Transit during the pandemic. Our riders have been very compliant in using masks and boarding with exact change. There have been no conflicts with the drivers. Our school year contractor, Johnson Bus, has reported compliance with all pandemic related guidance.
- Fond du Lac Area Transit administration continues to work on the Public Transit Agency Safety Plan. Transit Assistant Manager, Joey Kunde, will be meeting with our contractors next week, in order to ensure compliance with all Federal Transit Agency regulations.
- Fond du Lac Area Transit has recently finished all 2021 planning documents for East Central Wisconsin Regional Planning Commission. These documents are used to illustrate system need for upcoming operational and capital grants.

WATER UTILITY

Water Distribution System:

- Repaired three main breaks
- Replaced four lead serviceS
- Repaired one fire hydrants
- Concrete, asphalt, landscaping restoration

- Continued leak detection audit, discovered seven potential non-surfacing leaks that will require more investigating.

Meter Shop:

- Meter Service Technicians replaced 133 meters of varying sizes 5/8” to 2”.
- Meter Service Technicians notified 131 customers of leaks or high use.
- Conducted 92 cross connection / clear water inspections both new and follow-up.
- HydroCorp conducted one non-residential cross connection control inspection in August, which was compliant.

Water Plant/Operations:

- DNR required monthly 50 bacteriological samples were taken, other samples taken include water quality samples, disinfection byproducts, and arsenic at well 17
- Investigative PH, temperature, and iron samples were taken at Well 12 & 13 to determine the source of elevated iron at the Merrill Avenue Water Treatment Plant.
- The utility pumped 141,450,000 gallons of water in the month of August. The minimum volume was on August 29 – 3.536 MGD and maximum on August 26 – 5.729 MGD.
- Continued 2020 Well Rehab project with Well 19.
- Installed new air compressor at necessary well houses to monitor ground water depth.

Water Business Office:

- Mailed out 4,879 water/sewer cycle bills, 1,926 delinquent notices were sent.
- Planning to re-advertise the toilet rebate program due to the low participation.
- Completed 582 work orders (work orders consist of manual meter reads, assistance to plumbers, seasonal meters installs, pressure tests, and various customer requests)

Other:

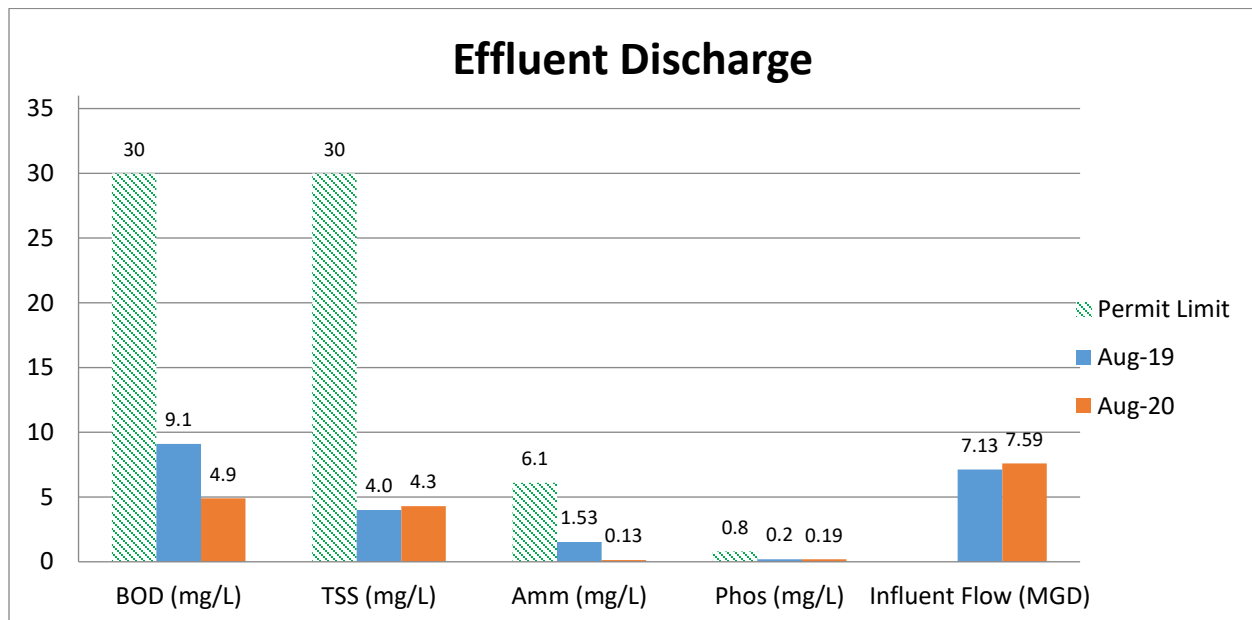
- DNR completed their triannual sanitary Survey of the system.

WASTEWATER UTILITY

Flows and Concentration:

- The lowest daily flow occurred on the 16th at 5.16 million gallons. The highest daily flow occurred on the 28th at 19.24 million gallons.
- Effluent permit limits and results for the WTRRF are as follows:

	<i>Unit of Measurement</i>	<i>Conc. entering the facility</i>	<i>Actual Discharge</i>	<i>Permit Limit</i>	<i>% Removal</i>
Biological Oxygen Demand (BOD)	mg/L	292	4.9	30	98
Total Suspended Solids (TSS)	mg/L	243	4.3	30	98
Ammonia	mg/L	23.1	0.13	6.1	99
Phosphorus	mg/L	5.0	0.19	0.8	96



Operations:

- Water Quality Trading is a phosphorus compliance option afforded to municipalities to help in achieving their lower discharge limits. Through the Master Plan evaluation, it became part of an alternative that would accompany improved phosphorus removal at the plant. By installing practices out in the watershed to in essence, keep phosphorus from getting into the water municipalities can get credits for those practices based on modeling calculations. WTRRF is looking into a property in the area to evaluate it as a potential credit opportunity. By evaluating it the City can see what costs would be associated to installing practices and maintain them for the next 10-20 years. It is one thing to evaluate an alternative using modeling, but when evaluating a real life example that will more accurately show costs associated to this option it will give the City a “real world” example of what they would be up against.
- The wastewater treatment plant has three aeration basins where most of the biological treatment takes place. Over the years, the staff has made modifications in stages to improve biological phosphorus removal. Plant personnel using equipment they constructed and installed have completed the work. One of the aeration basins has been set up a certain way for the better part of a year showing the best results of all three. This month the staff began converting the other two basins to match. This work should be completed next month.

Maintenance:

- The maintenance staff continues additional tasks such as landscaping, mowing grass, exterior painting, addressing outdoor lights, and addressing outdoor tankage and equipment.
- Maintenance has been constructing equipment used to improve aeration basin performance and were involved in the take down and cleaning of the basins as well.

Administration:

- Covid-19: Fond du Lac WTRRF returned to a one-shift operation on 6/1. There are two staff members remaining on second shift. All staff continue to maintain social distancing and regular hand hygiene along with keeping their distance operating plant vehicles and equipment. They maintain one person for each vehicle needed.
- Cody Schoepke, the Wastewater Superintendent, provided a presentation to the Morning Rotary on the ins and outs of wastewater treatment as it leaves homes, travels to the wastewater plant, and is

fully treated prior to discharge. Approximately 25 individuals got an in depth look into the newest treatment technologies and resource recovery opportunities the City is involved with.

- Earlier this month the DNR Basin Engineer Mark Stanek made his annual inspection visit to the plant. He was pleased at the efforts and successes of the WTRRF staff as he toured the facility. He appreciates their attention to detail and regular communication when things come up. Overall the facility received high remarks for their operation, maintenance, and lab abilities.
- It is with tremendous pride to announce that the Fond du Lac Wastewater Treatment and Resource Recovery Facility has been awarded the 2020 Central States Water & Environment Association (CSWEA) Operations of the Year Award for the state of Wisconsin! There is something to be said about what it takes to receive this award, let alone be nominated. The staff in Fond du Lac are some of the best in the industry. They truly care about the mission of the facility and through that protecting the environment for years to come.
- The plant electrician of 12 years left for another position within the City so the WTRRF currently has an opening.
- Summer Interns and seasonal employees wrapped up their time with the WTRRF this month to head back to school.

CITY OF FOND DU LAC - Council Communications

Department of Administration

Date: September 14, 2020
To: Joe Moore, City Manager
From: Tracy Salter, Director of Administration
Re: Department of Administration Monthly Report



COMPTROLLER

- Staff completed the Comprehensive Annual Financial Report (CAFR) and submitted it to the GFOA for the annual review and award process.
- Staff finalized, compiled and published the 2021 Proposed Budget and 2021-2025 Capital Improvement Plan.
- Along with HR, met with Pharmacy Benefits Manager (PBM) for potential switch to a new PBM for 2021. Also met with health insurance broker to discuss City metrics and items for possible future cost savings and plan design changes.
- Along with Purchasing and Fire/Rescue, started internal conversations on going out for a Request for Proposal or Qualification for a new ambulance billing provider. This will be a complex project as other Fire/Rescue reporting and tracking requirements will need to be part of any changes.
- Finalized the official statement for the 2020A series GO notes with Quarles & Brady.
- Based on information provided and phone conference, S&P Global Ratings assigned its 'AA-' long-term rating to the city of Fond du Lac, Wis.' approximately \$20.8 million series 2020A general obligation (GO) promissory notes. At the same time, we affirmed our 'AA-' long-term rating (SPUR) on the city's previously issued GO debt. The outlook is stable.
- Debt issuance finalized through informational presentation, adoption of resolution, sale date, completion of several documents providing information/certifications and collection of required signatures to allow for the closing and receipt of funds to occur on September 9, 2020.

Department Statistics

Statistics	August	2020 YTD	2019 Totals
Accounts Payable Checks	384	3,372	5,159
Payroll Checks/Direct Deposits	915	7,080	10,948
Purchase Orders Approved/Issued	240	2,217	3,851
Utility Bills Processed	4,408	43,258	63,243
Utility Bills sent electronically	187	1,602	2,042
Click2Gov on-line utility payments	1,898	12,782	17,231
Credit card payments made in person	272	2,567	4,136
Parking meter/ticket credit card payments	933	8,331	14,701
WebTrac on-line reservations/payments	27	243	357
Tax Refund Intercept/State Debt Collection	\$6,139.78	\$95,560.31	\$196,519.16

PURCHASING

- Opened and awarded bid for bridge maintenance. Bids received were higher than budgeted, so the scope was pared back to fit within the budgeted amount.
- Opened and awarded bid for chip sealing program. Bid received was lower than budgeted, so additional work was added to utilize the funding available to improve street conditions.

- Participated in kick-off call with Johnson Consulting to begin the feasibility study of the approved master plan for Lakeside Park.
- Held discussions with AssetWorks about the possibility of interfacing our financial software with the fleet system to avoid double entry requirements, and avoid operating each system as a silo.
- Administered pre-bid walkthrough meeting at the Pavilion with interested contractors for the renovations planned for the facility this fall and winter.
- Met with chief Building Inspector and contractors to discuss the concept for covering 2 atriums that are leaking at the Police Department.

CITY CLERK/CENTRAL SERVICES

Department Statistics

Statistics	August	2020 YTD	2019 Totals
Park Facility Reservations	52	612	714
Dog Licenses	10	810	1167
Cat Licenses	1	148	143
Print Shop Orders	110	608	1072
License Applications	25	799	851
Special Assessment Reports	107	825	1045
Special Event Requests	13	76	121

2020 Fond du Lac Lakeside Marine Boat Slips

DOCK	TOTAL NO. OF SLIPS	2020 SLIPS RENTED	2020 SLIPS AVAILABLE
Dock A	28	27	1
Dock B	36	36	0
Dock C	20	20	0
Dock D	20	20	0
Dock E	20	20	0
Dock F	28	28	0
Dock G	44	44	0
Dock H	36	36	0
	232	Total Boat Slips	

Election Results – August 11, 2020 Partisan Primary

25% Voter Turn-out

66% of voters voted absentee

88% of absentee ballots requested through mail

6% of absentee ballots voted in-person at clerk's office

Ward	Registered Electors	Absentee Voters	Voted At Polls	New Reg.	Total Voters
1	765	84	56	5	140
2	647	90	44	3	134
3	1096	220	115	3	335
4	760	84	57	3	141
5	1377	271	144	2	415
6	980	135	80	2	215
7	670	88	59	2	147
8	890	107	102	4	209
9	737	74	48	2	122
10	1024	136	81	6	217
11	607	77	52	4	129
12	1015	222	75	2	297
13	626	64	52	1	116
14	1060	191	87	3	278
15	746	143	65	8	208
16	713	153	53	0	206
17	215	94	8	0	102
18	75	16	11	0	27
19	777	137	52	1	189
20	0	0	0	0	0
21	1048	131	80	2	211
22	1140	220	106	4	326
23	1211	235	111	3	346
24	1262	251	96	4	347
25	1460	239	126	4	365
26	0	0	0	0	0
27	0	0	0	0	0
Total	20,901	3,462	1,760	68	5,222

ASSESSOR'S OFFICE

Department Summary

August is the start to a very busy season for assessment staff. An additional 269 building permits were issued in August for a total year to date of 1549 permits. This compares to the 2107 permits issued between January 1 and August 31st 2019. Staff members review each permit to determine if it is an improvement that would need an onsite inspection or a letter sent for more information. Examples of items that require onsite visits would be new buildings, garages, siding, windows, & decks. Additions, new construction, and any interior remodeling are put aside for several months before sending a letter to the owner to confirm the permit is completed and gather further information to help determine a value.

In August 2020, there were 136 sales recorded. This is compared to 83 sales in August 2019. Sales are continuing to be reviewed with listings of each property. Any properties found to have discrepancies with assessment records, are sent letters to confirm listing information. With Covid-19 still restricting on sight visits, property assessments are completed with the best information available.

CITY OF FOND DU LAC – Council Communications

Public Library

Date: September 15, 2020
To: Joe Moore, City Manager
From: Jon Mark Bolthouse, Library Director
Re: Library Monthly Report



COVID-19 Update

The Library continues to respond to the ongoing pandemic by modifying our procedures and monitoring the County's dashboard. On Saturday, September 12, we hit our 50-person capacity for the first time. The good news is that customers responded to the display and waited until other folks left. This is a very good thing and we're very pleased that library patrons are responding correctly to the visual cues.

The Express Branch opened on Tuesday, September 8, and already we've received a lot of positive comments from the patrons who rely on this location for their library needs.

Curbside Pickup

Curbside continues to be popular with our more vulnerable patrons, but usage has been dropping. In May, we saw 3,391 curbside users and in August, that has dropped to 594. With an average daily count of 23 people, circulation staff have been able to incorporate the service into our daily routines.

Summer Reading ends

August saw summer reading and programming draw to a close. While summer reading officially ended on August 15, we continued to accept cards and hand out prizes through the remainder of the month. Though our participation numbers were (perhaps unsurprisingly) lower than previous years, we saw a higher percentage of participants completing all four of their reading cards than in previous years. It seems the continued pandemic encouraged many patrons to keep reading throughout the summer this year.

Eight local daycares completed the Summer Reading Challenge as well. Though we were unable to visit each and provide a special storytime for them, kids who participated received a prize book. They were very appreciative, as evidenced by the lovely card we received from Camelot Children's Center.

Family Parks Adventure Scavenger Hunt is complete

Our Family Parks Adventure Scavenger Hunt reached its conclusion August 15. Twenty three families submitted their entries to us (though I would guess we had others participate that may not have completed the hunt). Six of these families were the lucky recipients of Family Fun Prize Packs, including beach toys, sidewalk chalk, gift certificates for Annie's Fountain Cafe and Kelley Country Creamery, and more. All the winners were extremely excited to be chosen.

Weeding the Library Collection

Alana did research on establishing material weeding guidelines, as the collection has not been thoroughly weeded for some time. The goal is to set a schedule wherein materials are regularly and continuously weeded, replenished, and replaced, which keeps the collection fresh. This also helps patrons more easily locate materials, and it helps assure the library is offering the latest and most relevant information. Alana replaced additional outdated job search books, and removed older travel guide editions, as well as started weeding the social sciences section. She was most excited to get rid of a book with a prominent stamp of approval from Bill Cosby on the front cover (his approval has not been sought for some time now...), and a book that included tips on how to search for a job using MySpace (which is several generations of social media removed from our current state). Joanne weeded some large print books, freeing up storage space,

although she did so cautiously, aware of the fact that these books are rarely re-printed but frequently re-read.

Collections work is quiet and continuous, and is needed to keep patrons coming back for more.

Seefeld Local History

More interesting tales were uncovered as reference staff continued to enter our newspaper index cards into google sheets for later digitization. Joanne completed the County Fair entries and started on Societies, and has this fun fact to share: “Did you know that both Porter Wagner AND Dolly Parton did shows at the FDL County Fair in August 1968? Big-time entertainers for that time period!” Shelley also came across an interesting index card: “Village Library is the home of a lively contention at NFDL as a result of the disbandment of the Women's Reading Club. The affairs of the library are said to be very unsettled.”

All of the reference staff assisted in locating obituaries requested through the Reference e-mail; an ever-popular request. Shelley did some extra research and scanning of the August 30, 1918 FdL Daily Reporter to send to a fellow in Kentucky to help him celebrate his 102nd birthday. His daughter called to make the request; he was born and raised in Fond du Lac.

Reopening of Idea Studio

A lot of our effort in August was directed at planning and preparing for the limited reopening of the Idea Studio, including rearranging the space, creating new procedures and documents, completing the long-planned web page updates, and reconfiguring our online systems for the new arrangement. We will be offering by-appointment in-person use for the Carvey CNC, laser cutter/engraver, printmaking press and a limited version of the recording studio station. Users must have previous training on file for those pieces of equipment. We will also be offering online project setup appointments for 3-D printing, sublimation printing of masks and mugs, and the button maker. In this case, there is no training required and projects can be picked up from the main desk after they are completed.