

CITY OF FOND DU LAC – Council Communications

City Manager

Date: March 24, 2021
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: March 5, 2021
To: Joe Moore, City Manager
From: Peter O’Leary, Fire Chief
Re: Fond du Lac Fire/Rescue Monthly Report for February 2021



PREVENTION & SUPPRESSION

	THIS MONTH		YEAR – TO – DATE	
	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR
PREVENTION				
Total Inspections	262	234	531	488
Total Defects	156	127	339	214
SUPPRESSION				
Alarms Involving Fire	6	10	19	16
Fire Mutual Aid Given	4	2	6	3
Fire Mutual Aid Received	0	2	0	2
Service/Good Intent Calls	44	38	96	80
False Alarms & False Calls	30	32	45	51
Other Calls	3	7	20	15
Total Fire Alarms & Calls	83	87	180	162
EMS				
Total Ambulance Calls	512	487	1043	1005
Total Fire & Ems Responses	595	574	1223	1167
Fire Property Loss	\$70,000.00	\$54,763.00	\$146,000.00	\$110,763.00
Fire Contents Loss	\$42,000.00	\$26,500.00	\$88,000.00	\$57,500.00
Engine Assisted EMS Calls	208	193	426	410

TRAINING

- Mercury Marine tour/training

COMMUNITY EVENTS

- Vaccination clinics

OTHER

- Accreditation Commission Hearing

CITY OF FOND DU LAC – Council Communications

Department of Community Development

Date: March 16, 2021
To: Joe Moore, City Manager
From: Dyann Benson, Community Development Director
Re: Monthly Report for February 2021



1. Statistics are attached for housing starts, inspections, downtown parking, the Senior Center, etc.
2. There were two new site plans submitted for the month of February:
 - Site plan for the new 14,718 sq ft St. Katherine Drexel homeless shelter, a partnership between St. Vincent De Paul and Solutions Center Shelter & Support Services, Inc., located at 358 North Peters Avenue.
 - Site plan for the 900 sq ft building addition for Sully's Tavern at 384 South Main Street.
3. There are several construction projects underway in the City. Projects underway include: Footings are in for the loading dock addition at Mid States Aluminum at 132 Trowbridge Drive. Finishes continue for the new offices of Huberty & Associates at 37 North Pioneer Road. Finishes and furnishings continue for the new Fairfield Inn at 935 S. Rolling Meadows Drive. Electrical work is in progress for the new addition at Meurer Bakery at 88 Forest Avenue. Interior buildout continues at the new addition for Excel Engineering at 100 Camelot Drive. Interior work is in progress for the new warehouse addition at Badger Liquor at 850 Morris Street. Concrete flooring is poured and building shell is up for the expansion of the conditioning center at Holiday Automotive at 1180 Industrial Parkway.
4. The Downtown Architectural Review Board (DARB) approved replacement windows for the east building façade at 15 North Main Street and complete exterior façade renovation for 21 East 2nd Street for Leb Insurance Group. The 2040 Comprehensive Plan was adopted on January 27, 2021.

CITY OF FOND DU LAC
DEPARTMENT OF COMMUNITY DEVELOPMENT
Month: FEBRUARY 2021

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	1	1	1
# New Duplex Residential Bldgs/Units	0	0	0	0
# Residential Alterations/Additions	34	57	74	98
# New Multi-Family Residential Bldgs/Units	5(36)	0	6(78)	0
# Total New Residential Bldgs/Units	5(36)	1(1)	7(79)	1(1)
\$ Total Value New Residential Construction	5,035,000	180,000	6,843,000	180,000
\$ Total Value Residential Alterations/Additions	529,258	593,219	1,335,636	1,179,103
Commercial/Industrial Construction (Permits Issued)				
# New Commercial/Industrial Structures	0	1	1	1
# Commercial/Industrial Additions/Alterations	4	11	9	22
\$ Total Value New Commercial/Industrial Construction	0	1,121,238	95,000	1,121,238
\$ Total Value Commercial/Industrial Additions/Alterations	1,004,108	1,636,473	1,182,108	24,580,642
General:				
# New Site Plans Reviewed	2	1	4	8
# Rezoning/Special Use Permits	2	0	2	0
# Variances	0	2	0	3
# New Lots/Parcels Created [CSMs & Final Plats]	0	1	0	1
II. FIELD INSPECTIONS, CONSULTATIONS & PUBLIC CONTACTS	287	209	720	498
III. HOUSING CODE ENFORCEMENT				
# Complaints Filed	33	34	66	65
# Follow-up Inspections	72	75	147	170
# Complaint Cases Closed	21	25	41	59
IV. HOUSING REHABILITATION LOANS				
# Loans Approved	0	1	1	1
\$ Amount of Rehabs Approved	0	57,000	26,500	57,000
# Dwelling Units to be Rehabbed (Approved)	0	1	1	1
V. SENIOR CENTER (JANUARY, 2021)				
# Volunteers/Hours	19/190	103/1,077	19/190	103/1,077
# Contacts	18,116	5,468	18,116	5,468
VI. DOWNTOWN PARKING				
\$ Revenue	13,595.29	23,130.39	29,194.18	49,006.06

CITY OF FOND DU LAC – Council Communications

Senior Center

Date: March 1, 2021
To: City Council, Joe Moore, Dyann Benson,
and Friends Board of Directors
From: Cathy Loomans, Director
Re: Senior Center Update – February 2021



- Thanks to our amazing Knit Wits knitting group, we were able to donate a car full of handmade hats, scarves and mittens to the Fond du Lac School District for distribution. The items ranged in sizes from child to adult and were beautifully made. They are our Knit Wit version of Bernie Mittens!
- Culvers continues to provide smiles (and custard) for us to hand out on occasion. The smiles and excitement when people see it's a "custard day" reminds us that it doesn't matter how old you are to enjoy a special treat.
- We celebrated Random Acts of Kindness Day by delivering flowers to several people that had been nominated or selected because of the kindness they show to others. It was a great way to brighten people's day and let people know that the kindness they show does not go unnoticed.
- Our virtual program offerings continue to expand. This month we introduced our participants to Zoom. We offered a "How to Zoom" presentation through Facebook and also offered 1:1 sessions for anyone that was interested in testing out the Zoom platform. In addition to our Facebook programs, this month we had several different presentations via Zoom including one on CBD Oil with Doug Paust from Green Acres CBD, one on the HomeFit Program through AARP, and one from the Better Business Bureau on Being a Better Consumer, Scams and Identity Theft.
- We continue to encourage our participants to do their daily "Neurobics" – aerobics for the brain – and we hand out numerous word and jigsaw puzzles to help people keep their brains fit.
- Our Clever Cook Facebook Programs this month featured Valentine themed Berry Heart Parfaits, and Homemade Dog Biscuits (with peanut butter and bacon!). We invited the furry family members of our participants to stop by on National Dog Biscuit Day to enjoy a special treat – and the dogs loved them!
- We are starting to work on schedules for our spring programs and look forward to getting as many programs as possible meeting again in our parks.

CITY OF FOND DU LAC – Council Communications

Police Department

Date: March 19, 2021
To: Joe Moore, City Manager
From: William Lamb, Police Chief
Re: Monthly Report for February 2021



OPERATIONS

CATEGORY	CENTRAL DISTRICT					EAST DISTRICT					WEST DISTRICT				
	Prev Mo	2021 Mo	2020 Mo	2020 YTD	2021 YTD	Prev Mo	2021 Mo	2020 Mo	2020 YTD	2021 YTD	Prev Mo	2021 Mo	2020 Mo	2020 YTD	2021 YTD
Violent Crimes	8	10	11	25	18	9	8	16	32	17	13	9	9	23	22
Crimes Against Persons	54	41	78	174	95	49	47	58	103	96	51	47	43	110	98
Crimes Against Property	32	30	35	76	62	30	23	22	51	53	60	42	44	85	102
Juvenile Crimes	12	10	11	20	22	9	6	15	46	21	14	12	15	32	26
Sex Crimes	1	0	1	1	1	0	0	0	0	0	0	1	0	0	1
Quality of Life	40	53	41	97	93	43	26	24	53	72	30	21	33	64	51
Accident Response	29	43	39	97	72	37	47	55	106	87	61	65	81	151	126
Emergency Detentions	4	3	5	9	7	6	13	8	22	19	6	0	4	6	6
Total Crime Categories	180	190	221	499	370	183	170	198	413	365	235	197	229	471	432
Proactive Traffic Enforcement	76	98	194	385	174	58	73	126	235	131	97	91	170	322	188

Criminal Investigative Division:

- Detective New Case Count:

Battery	1	Information	1
Assist other agency	1	Other	3
Child Pornography	4	Physical abuse - Child	3
Death Investigation	2	Sex Assault – Child	2
Disorderly Conduct	1	Financial Crimes	1
		TOTAL	19

- Cleared 36 cases in the month of February; 7 of those cases were closed with arrests or referred to the DA's office for charges. There were 27 new cases assigned in February with a total caseload of 130 active cases as of this report.

Support Services Division:

- Records Division processed 549 new reports with 723 new supplements and narratives. Open Records requests process 334.

- CSO's responded to 101 calls for service
- Parking Enforcement issued 384 parking tickets
- Municipal court processed 185 new municipal court cases
- Property/evidence items collected: 944

CITY OF FOND DU LAC - Council Communications

City Attorney/Human Resources Department

Date: March 1, 2021
To: Joe Moore, City Manager
From: Deborah Hoffmann, City Attorney/Director – Human Resources
Re: Monthly Report – February 2021



MUNICIPAL COURT

	February	YTD
Traffic Safety Program Participants**	0	0
Municipal Citations	176	330
Juvenile Hearings held in the Legislative Chambers	33	69
Trials to the Court held in the Legislative Chambers	7	12
Pre-trials Conferences*	19	44
Fines/Forfeitures collected	\$20,893.68	\$43,268.79

* Held by phone or e-mail

** Virtual Class

HUMAN RESOURCES

	February	YTD
New Hires	3	5
Promotions	0	3
Retirements/Attrition	3	6
Recruitments	0	3

CITY OF FOND DU LAC – Council Communications

Public Works Department

Date: March 16, 2021
To: Joseph Moore, City Manager
From: Paul DeVries, Director of Public Works
Re: Department of Public Works Monthly Report



ENGINEERING AND TRAFFIC DIVISION

- Contractor, Dorner Incorporated, Green Bay, has been awarded the 2021 Utility & Street Construction Project. The contractor is preparing a schedule with work expected to start in April.
 - Doty Street from Follett Street to Scott Street
 - W. Cotton Street from Military Road to Macy Street
 - Star Street from 6th Street to 8th Street
 - Carpenter Street from Greenwood Street to Main Street
 - Garfield Street from Bank Street to Scott Street
- Contractor, Jim Fischer, Appleton, has been awarded the 2021 Sidewalk Program. Property owners in the 2021 Sidewalk Program will receive their inspection reports in mid-April.
- Contractor, RG Schmitt, has been awarded the contract and is currently working on the STH 23 Utility Relocation project. The water main relocation work is being completed in advance of the STH 23 Expansion project planned for 2021-2022. This utility relocation work is scheduled to be complete by the end of April.
- Contractor, Michels Incorporated, Brownsville, has been awarded Fox Ridge Business Park – Phase 3. The contractor is preparing a schedule with work expected to be completed in fall of 2021.
- Staff is working on the design for concrete replacement at Fire Station No. 1 on S Main Street, this project will be bid out this spring.
- The City continues to work with Gremmer and Associates on various upcoming projects. The projects include:
 - West Johnson Street intersection study and design in conjunction with the planned Meijer Project. Construction is planned in 2021.
- The City continues to work with MSA on various upcoming projects. The projects include:
 - S Military Road from Superior Street to Western Avenue. This is a WisDOT Local Program project planned for a 2022 construction.
 - West Division Street bridge replacement. This is a WisDOT Local Bridge Program project planned for 2023 construction.
 - 2021 Sanitary Sewer Pipe Rehabilitation. This is a project to line pipes and manholes to fix inflow & infiltration into our sanitary sewer system.
- The City continues to work with the County and Gremmer on the design for Pioneer Road (CTH VV) Reconstruction Project from Forest Avenue to Johnson Street (STH 23). Construction is planned for 2022.
- Engineering staff is receiving and following up on drainage complaints.
- Reviewed site plans for Erosion Control and Stormwater Management and Drainage Plans for newly constructed homes.
- Reviewed and approved nine Excavation in the Right of Way Permits.

CONSTRUCTION & MAINTENANCE DIVISION

- Employees attended a virtual Winter Road Maintenance training, hosted by UW Madison
- Received delivery of 2000 tons of salt from our state municipal contract, 2500 ton is our seasonal obligation
- Hauled snow from the downtown area
- Hauled snow from cul de sacs to increase snow storage and make more traversable
- Continued to cut ash trees between winter operations and extreme cold temps
- Assisted with the set up and take down of Sturgeon Spectacular on Sheboygan Street
- Cleaned up leachate spill for Wastewater at Well 16, located on Morris Street
- Hauled mulch and compost from Sullivan site for disposal
- Set up and took down for February Primary Election
- Pulled pump motor at pump station at Harborview Drive and Main Street
- Met with Fleet Manager to go through Capital Improvement Equipment list ahead of budget prep
- Attended bi-monthly Clearwater meeting to discuss progress and future efforts
- Attended bi-monthly Lake Area Public Works Association meeting in Waupun
- Worked with Solid Waste Foreman to review Job Descriptions for Solid Waste Employees. Efforts were conducted at the request of Solid Waste Staff and last updated in 2011

ELECTRICAL DIVISION

- The electrical department had 15 call-ins in February: Seven emergency locates, two traffic knockdowns, and six street light knockdowns.
- Traffic accidents caused damage to two traffic signals: Northeast corner of Main Street and Fourth Street and the south island of Johnson Street and Rolling Meadows Drive.
- Traffic accidents caused damage to six streetlights: S. Military Rd near Seymour St, Marr St., north of Sheboygan St, Larsen Dr and S. Hickory St, 154 Meadowbrook Blvd, W. Johnson St near Popeye's, and northeast corner of N. Park Ave and Arndt St.
- We are working on an underground issue on Scott Street west of the train tracks. We have approximately four street lights not working due to the issue
- Repaired 67 streetlights in February.
- Upgraded the traffic controller at Park Ave and Division St to a newer model.
- 131 Diggers Hotline locates were called in. We located 50 and the rest could be office cleared where it is known from our records that there are no conflict.
- WTRRF-disconnect and rewire actuator for grit washer, disconnect WAS pump, disconnect exhaust fan, replace emergency lighting in MCC room.

FLEET DIVISION

- Completed multiple maintenance repairs on several pieces of equipment from Construction & Maintenance. The equipment included:
 - Loader #7 - Welded broken plow swing stops, replaced transmission filters and returned to service, Mini excavator #11 - Straighten bent thumb on boom, CAT Mini backhoe #14 - Prep for service, Wheel excavator #23 - Removed front rims and steps for blasting and paint. Street Sweeper #28 - Winter teardown and rebuild for seasonal service, Patrol truck #35 - Repair plow, repaired inoperative driver's window and cracks in the dump box frame, Patrol truck #36 - Inspected hydraulic system for leaks. Diagnosed corroded 7-pin connector that was shorted causing power to feed through the brake light circuit, Patrol truck #42 - Replaced hydraulic hoses and quick couplers for plow, replaced hydraulic plow lift cylinder, repaired salter light connector, replaced exhaust insulator, replaced wing plow lift cylinder and welded bracket for quick disconnects for wing cylinder, Sanitation truck #202- Replaced

output shaft speed sensor, leaking gasket for coupler on lower radiator hose, and left headlight.

- Park Dept. Large mower #311 - Replaced engine belts, replaced idler pulleys, rebuilt u-joints for side decks and replaced lift pin for left wing.
- Completed multiple maintenance repairs on three squad cars. The equipment included:
 - Police Squad #5 - Replaced bad battery and faulty alternator, Police Squad #57 - Scheduled maintenance, camera system inoperative. Relocated the Arbitrator (camera system) 2-3 inches forward because the wires were too short and stressed. Relocated flashlight and radio speaker per officer request. Removed computer docking station swing mount and replaced with the locking swing mount, relocated microphone holder. Also, fabricated and installed new gun locker and pan to hold equipment in the rear of the squad. Police Squad #67 - Installed push bar after a traffic accident. Repaired air conditioning and recharged system. Check engine lamp is on for misfire on cylinder number 5, replaced sparkplugs.
- Completed multiple maintenance repairs on six pieces of equipment from the fire department. The equipment included:
 - Fire Dept. Ambulance Med #483 - Replaced worn tires, Fire Dept. Ambulance Med #485 - Diagnosed that both rear slack adjusters were faulty and repaired. Fire Dept. Ambulance Med #484 - Replaced bad batteries and repaired heavily corroded battery cables. Fire Dept. Ambulance Med #481- Replaced tank and heated lines for the DEF tank, removed driver's seat for upholstery repair, Fire Dept. Rescue #R471-Towed in for a blown coolant hose. Will-Burt scene light not functioning properly. Diagnosed and found the stow sensor was inoperative. Checked sensor and performed adjustments and the light operates normally. Dome lamp inoperative, replaced dome lamp assembly. Roll up door alarm on, replaced drivers side rear roll up door alarm sensor. Repaired tank to pump handle. Replaced and calibrated leaking large diameter discharge valve. Replaced Federal Q siren brake and replaced light fixture in cab. Fire Dept. Engine #E473 - Rebuilt leaking deluge valve.
- Transit bus #915 - Repaired copper coolant pipe leaking on front of engine.

PARKS DIVISION

- Removed snow from park and city property as needed.
- Continued fixing and painting picnic tables and benches.
- Capelle/Diedrich continued working on the renovation of the Pavilion in Lakeside Park.
- Continued on tree pruning and hazardous tree removals throughout the city.
- Park crews and Construction and Maintenance crews continued removing Ash trees throughout the city, because of Emerald Ash Borer.
- Continued to work on winter maintenance items at both pools.
- Completed snow removal and ice smoothing at McDermott Park Ice Rink
- Continued on dock inspections and maintenance

TRANSIT

- Fond du Lac Area Transit resumed full service as of February 15, 2021. Ridership is currently hovering around 50% of pre-Covid levels. We are following the Executive Order regarding mask wearing while on public transportation.
- As mentioned in our last monthly update, Fond du Lac Area Transit and Fond du Lac County, as our Americans with Disabilities transportation contractor, have completed the initial submission for a Federal Drug and Alcohol Compliance Audit. The audit will conclude with an exit interview on March 29, 2021. Jackie Braatz, as the City of Fond du Lac Drug and Alcohol Program Manager, has done an outstanding job in coordinating this effort.

- Fond du Lac Area Transit has changed its training protocol from large group driver training to single driver training. Most of our training is being done with the assistance of the Transit Mutual Insurance video training program. This month, all drivers are being trained on the following subjects:
 - Adverse Weather Conditions - Blood borne Pathogens Training - Customer Service/Conflict Avoidance - Distracted Driving Training - Driver Assault Awareness - Intersection Safety - Safety Turning Procedures - Side Swipe Prevention

WATER UTILITY

Water Distribution System:

- Repaired nine main breaks
- Thawed water service
- Repaired three valves
- Repaired two leaking polyethylene services
- Finished maintenance patches

Meter Shop:

- Meter Service Technicians installed 33 meters between 5/8" to 2".
- Cross Connection and Clearwater inspections are completed during meter changes outs.
- Meter Service Technicians notified 72 customers of leaks or high use.
- HydroCorp conducted 56 non-residential cross connection control inspections in February, 15 sites were non-compliant. Meter Service Technicians are following up with non-compliance issues in an attempt to increase compliance.

Water Plant/Operations:

- DNR required monthly 50 bacteriological samples were taken, took quarterly disinfection byproduct samples.
- Operators performed their daily inspections and process control testing
- The utility pumped 119,699,000 gallons of water in the month of February. The minimum volume was on February 6 – 3.583 MGD and maximum on February 17 – 4.898 MGD. Average=4.275 per day.
- Well 11: Equipment was delivered, installation is delayed due to cold weather.
- Well 17: Obtained safe bacti samples and well was put back into service.

Water Business Office:

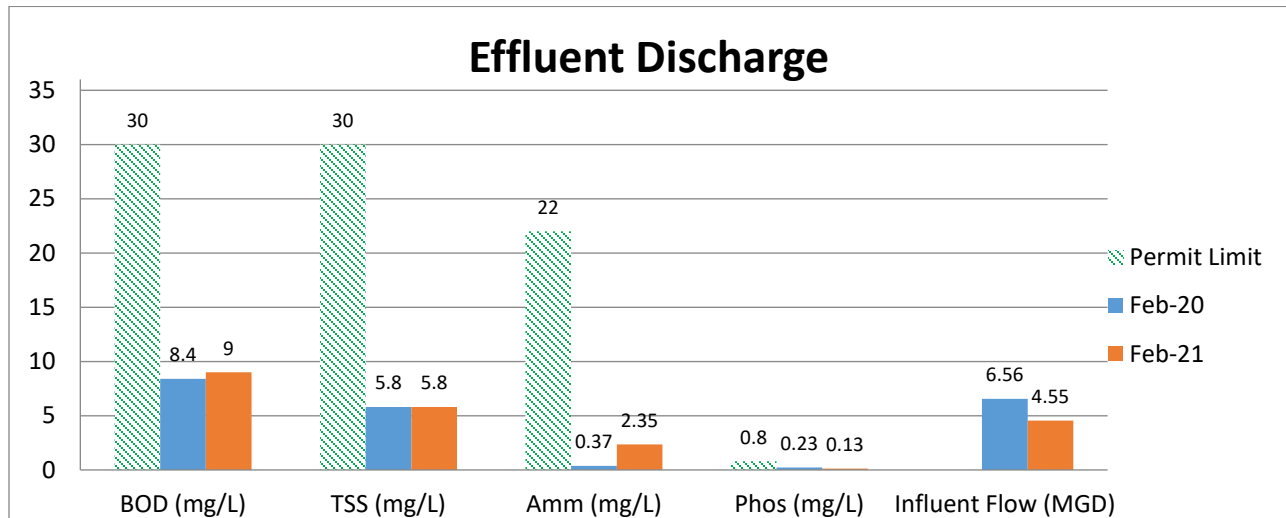
- Mailed out around 4,930 water/sewer cycle bills and 1,950 delinquent notices.
- Completed 289 work orders (work orders consist of manual meter reads, assistance to plumbers, seasonal meters installs, pressure tests, and various customer requests)
- Continued to work through the online bill pay transition from Click2Gov to Invoice Cloud. Transition is scheduled for March 19. Included bill stuffers in the bills that went out on Feb. 26 informing of the change.
- No toilet rebates were submitted. One YTD. Investigating with the PSC to expand the offer to commercial properties.
- Added information on the Utility's webpage to help inform residents of water outages due to main breaks. This has helped to reduce phone calls.
- Submitted application for the DNR's SDWLP to assist with replacing PLSLs.

WASTEWATER UTILITY

Flows and Concentration:

- The lowest daily flow occurred on the 21st at 3.62 million gallons. The highest daily flow occurred on the 28th at 7.40 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	375	9	30	98
Total Suspended Solids (TSS)	mg/L	293	5.8	30	98
Ammonia	mg/L	32.7	2.35	22	93
Phosphorus	mg/L	6.1	0.13	0.8	98



Operations:

- Xylem, the company who provided our updated aeration control system completed a pilot test of a different control scheme to improve operation, nutrient removal, and efficiency of the aeration blowers. Good information was provided for the pilot. In order to operate with the new control scheme full scale they would need to make some modifications to the aeration basins.

Industrial Pretreatment:

- First quarter OSG sampling was underway. The sampling pertains to the communities surrounding Fond du Lac that discharge their sanitary waste into the City's collection system. Plant staff samples their connection points quarterly to ensure they are invoiced accurately for their contributions to the wastewater treatment plant.

Lab:

- The lab had successful results on their proficiency testing which will allow them to continue their state certification for 2021.

Administration:

- The Fond du Lac WTRRF has not had any luck finding quality candidates for the vacant Electrician position. The search continues.

CITY OF FOND DU LAC - Council Communications

Department of Administration

Date: March 18, 2021
To: Joe Moore, City Manager
From: Tracy Salter, Director of Administration
Re: Department of Administration Monthly Report



COMPTROLLER

- Continued preparation for annual audit, slated for March 8th through March 12th for final field work.
- Continued implementation meetings with AMS/Invoice Cloud (on-line bill payment) and AssetWorks (new fleet and fuel management system).
- Continued participation in AMP Management Team and Public Safety referendum meetings.
- Worked with City Clerk's Office to gather information to send out notifications to delinquent personal property tax customers.

Department Statistics

Statistics	February	2021 YTD	2020 Totals
Accounts Payable Checks	536	922	5,122
Payroll Checks/Direct Deposits	758	1,509	10,804
Purchase Orders Approved/Issued	334	684	3,851
Utility Bills Processed	5,099	10,955	64,479
Utility Bills sent electronically	204	479	2,476
Click2Gov on-line utility payments	1,990	3,643	19,932
Credit card payments made in person	252	492	3,767
Parking meter/ticket credit card payments	1,492	2,898	11,523
WebTrac on-line reservations/payments	18	56	269
Tax Refund Intercept/State Debt Collection	\$6,427.35	\$12,682.94	\$130,899.28

PURCHASING

- Continued participation in system set up and project status meetings for the implementation of new fleet and fuel management software package.
- Coordinated efforts between Mueller Communications, Police Department, Fire Department and Department of Administration to bring the public education campaign for the upcoming Public Safety referendum.
- Continued as co-chair of Alternate Master Plan Management Team meetings, including presentation of the team's recommendations to the Advisory Park Board and City Council. Organized and attended Public Information Meetings held at the Radisson.
- Opened bid for Ash Tree removals in 2021. Currently working through the award process.
- Awarded Harbormaster contract for the 2021 and 2022 boating seasons to the sole bidder.
- Reissued bid for Concessionaire at the pavilion due to lack of responders the first time.
- Opened bid for Ash Tree removals in 2021. Currently working through the award process.
- Awarded Harbormaster contract for the 2021 and 2022 boating seasons to the sole bidder.
- Reissued bid for Concessionaire at the pavilion due to lack of responders the first time.

CITY CLERK/CENTRAL SERVICES

Department Statistics

Statistics	February	2021 YTD	2020 Totals
Park Facility Reservations	0	0	664
Dog Licenses	169	497	982
Cat Licenses	19	60	163
Print Shop Orders	82	150	1196
License Applications	25	70	854
Special Assessment Reports	84	135	1185
Special Event Requests	13	20	95

2021 Fond du Lac Lakeside Marina Boat Slips

DOCK	TOTAL NO. OF SLIPS	2021 SLIPS RENTED	2021 SLIPS AVAILABLE
Dock A	28	23	5
Dock B	36	36	0
Dock C	20	19	1
Dock D	20	17	3
Dock E	20	16	4
Dock F	28	28	0
Dock G	44	44	0
Dock H	36	36	0
	232	Total Boat Slips	

Elections

Virtual Election Training was held on February 11th for all Election Officials working the February 16th Spring Primary.

There were 2,710 Absentee Ballots issued and 66% of them were returned to be counted (1,782) by Election Day.

The six highest candidates will advance to the April 6, 2021 Spring Election*:

- *Keith Heisler (1,733)
- *Tiffany Brault (1,726)
- *Daniel Degner (1,454)
- *Patrick Mullen (1,232)
- *Misty Gedlinske (1,111)
- *Lawrence Foster, Jr. (1,082)
- Brett A Zimmermann (1,058)
- Kenneth Cassaday (679)
- Ben Huizenga (644)
- Thom Strizek (525)
- Nakiah Maya Johnson (326)

Statistics for 2021 Spring Primary Election:

Ward	Registered Electors	Absentee Voters	Voted At Polls	New Reg.	Total Voters
1	932	39	67	0	106
2	784	42	55	2	97
3	1229	122	132	0	254
4	943	42	65	1	107
5	1564	137	146	0	283
6	1113	77	136	1	213
7	853	43	83	0	126
8	1127	57	144	4	201
9	839	46	56	0	102
10	1151	62	148	2	210
11	764	39	56	0	95
12	1089	137	125	3	262
13	756	30	62	3	92
14	1143	132	136	0	268
15	876	71	104	1	175
16	801	72	107	2	179
17	234	53	8	2	61
18	78	11	5	0	16
19	843	66	105	2	171
20	0	0	0	0	0
21	1198	45	124	2	169
22	1251	115	182	0	297
23	1307	131	197	2	328
24	1410	99	185	1	284
25	1600	114	222	4	336
26	0	0	0	0	0
27	0	0	0	0	0
Total	23,885	1,782	2,650	32	4,432

19% Voter Turn-out

40% of voters voted absentee

88% of absentee ballots requested through mail

12% of absentee ballots voted in-person at clerk's office

ASSESSOR'S OFFICE

The Assessor's Office is doing a final review of all permits and open reminders for the 2021 assessment year. End of year reports show 2,146 permits issued during 2020, with 712 properties having changes to the assessed value. Improvements such as remodeling a kitchen or bath and adding a new garage or deck are the most common reasons a change in value may occur. Reductions in value may occur if there has been a fire, removal of an outbuilding, or it is determined that the property has some deferred maintenance issues.

Assessor staff continues to review The Statement of Personal Property as they are returned by businesses. Over 1,500 Statements were mailed to all business in the city. More than 75% have already been processed. Once all returned Statements have been processed, a second mailing will occur to non-filers. Businesses that do not return the Statement are “doomed”, which means an estimated assessment is placed on the business.

Assessment staff received and reviewed the list of 512 residential sales and 28 commercial sales that the Department of Revenue was considering to determine the estimated fair market value of all properties in Fond du Lac. Twenty-one of those sales were sent back to the Department of Revenue with new information that would reject those sales as not meeting the definition of a valid market sale.

The 2021 Open Book and Board of Review dates have been set. Open Book will be held Tuesday, April 27 and Wednesday, April 28. The Board of Review is scheduled for Tuesday, May 25.

CITY OF FOND DU LAC – Council Communications

Public Library

Date: March 15, 2021
To: Joe Moore, City Manager
From: Jon Mark Bolthouse, Library Director
Re: Library Monthly Report



COVID-19 Update

The move to open an additional day on Friday has been fine, without any major issues. The public has been appreciative of an additional day of Library service and have asking for more. Indeed, the number of complaints has increased in terms of patrons wanting the Library to be open for regular hours.

On the vaccine front, I continue to lobby the County to include Library staff in the vaccine rollout. While this hasn't resulted in any overall vaccine schedule for staff, we have had success with individuals finding vaccines at Walgreens and / or Pick 'n Save. So far, 18 staff members have indicated that they've received at least the first shot or choose not to be vaccinated. I am hoping for better news from the County in the next week.

Veterans Collection Added to Materials

A newly formed collection of materials for veterans was established on the 2nd floor. A new "genre" spine label was created and we are recycling the OPPCENTER location in Workflows for the new Veterans' Opportunity Collection.



Weekend Visitors

The number of patrons visiting the library on the weekends has been steadily increasing. During the extremely frigid Sturgeon Spectacular, the library had 726 visitors on Saturday and almost 400 on Sunday. The following weekend, when temperatures increased, over 800 people stopped by the library (and likely viewed the snow sculptures on Sheboygan St).

Dial-A-Story at the Library

Our Dial-A-Story service saw an increase in calls for the month of February, with a total of 44 patrons receiving a storytime on demand. Picture books featured in February included **Winter is for Snow** by Robert Neubecker and **I Am Perfectly Designed** by Karamo Brown. Both stories featured special guest readers, and we are looking at how to incorporate more guest voices in the future.

New Children's Book Box

With the success of our Teen Book Box, we decided to try a similar model for younger kids, once again utilizing some of our withdrawn materials. Some of these materials are in like new condition, and we've used these to create Story on the Go Kids Book Bags. Each child who registers receives a gently used book (they choose from either picture books or chapter books), some small "treasures," a craft project, and a snack. We've limited registration to 40, which filled within a few days and received praise from one mom

(via Circulation staff) that their child loved the story they received. February was our first month debuting this service; we are excited to see how it develops.

New StoryWalks coming soon

The tail end of February saw the Parks department install the new frames for our StoryWalks in Hamilton and Lakeside Parks, ahead of our new season of stories. In the coming months, Sarah will be working with Chris and Ian to create a promotional video to highlight the changes to the StoryWalks and get patrons excited to visit them again.

Reference Department update

February trudged along as many of the pandemic months have. We offered the services we could while still being safe, we made adjustments to services in the face of new realities, and we put ourselves out there when patrons were in the building. This month I want to acknowledge all that the reference staff have done, such as increasing their weekend hours to be in the building when patrons need them the most. With Fridays now being open as well and with reference staff still working in two different pods for safety, this means that when we are on desk with patrons in the building, we are on: on desk for more hours, and typically helping multiple people at once, all day long. It is something that reference staff do without complaint and they make it look easy, and for that I thank them! Happily, we received thanks from a patron this month as well, in the form of a letter sent to Nancy from a child at her church.

Embroidery machine added to Idea Studio

Crystal went for training on the embroidery machine and has been putting the design software and machine through its paces. Happily, the machine and software seem more user friendly than we had guessed and we anticipate it being popular with patrons once we are able to run more training and have more patrons through the space regularly.