

CITY OF FOND DU LAC – Council Communications

City Manager

Date: August 25, 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: August 3, 2021
To: Joe Moore, City Manager
From: Peter O’Leary, Fire Chief
Re: Fond du Lac Fire/Rescue Monthly Report for July 2021



PREVENTION & SUPPRESSION

	THIS MONTH		YEAR – TO – DATE	
PREVENTION	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR
Total Inspections	145	254	1220	1651
Total Defects	62	53	684	701
SUPPRESSION				
Alarms Involving Fire	15	11	80	68
Fire Mutual Aid Given	1	1	10	11
Fire Mutual Aid Received	2	0	3	5
Service/Good Intent Calls	46	58	349	336
False Alarms & False Calls	40	24	180	189
Other Calls	19	13	112	78
Total Fire Alarms & Calls	120	106	721	671
EMS				
Total Ambulance Calls	585	559	3500	3659
Total Fire & Ems Responses	705	665	4221	4330
Fire Property Loss	\$133,100.00	\$15,230.00	\$574,200.00	\$285,168.00
Fire Contents Loss	\$42,500.00	\$800.00	\$265,501.00	\$110,690.00
Engine Assisted EMS Calls	252	198	1490	1440

TRAINING

- Trans Canada Energy Training

COMMUNITY EVENTS

- PR Event with Life Net Helicopter at FDL County Fair
- Meet & Greet/Ice Cream Social at The Arc
- Joined static Flag display in Eden

OTHER

- DockSpider Games / Fireworks
- Fireworks at Lakeside Park
- FDL County Fair Bull Riding / Fireworks Demo Derby
- Retirement Luncheon for Deb Pinnow

CITY OF FOND DU LAC – Council Communications

Department of Community Development

Date: August 19, 2021
To: Joe Moore, City Manager
From: Dyann Benson, Community Development Director
Re: Monthly Report for July 2021



1. Statistics are attached for housing starts, inspections, downtown parking, the Senior Center, etc.
2. There were three (3) site plans reviewed for the month of July:
 - Site plan for a new 2,440 sf Taco John's restaurant at 634 West Johnson Street.
 - Site plan for an ADA ramp at Franklin House at 349 West 11th Street.
 - Mercury Marine is undertaking several projects at Plants 4 and 17:
 - 4,197 sf addition on the west side of building and a 22,499 sf addition at Plant 17
 - 66,595 sf addition at Plant 4
 - 2,574 sf open air canopy for employees at Plant 4
3. There are several construction projects underway in the City. Projects include: Temporary occupancy was granted for the building addition for Excel Engineering at 100 Camelot Drive. Interior remodel is progressing at Leb Insurance Group at 21 East Second Street and exterior façade renovation continues. The east façade shows the mix of building materials. Rough inspections continue for the addition at Sully's at 384 South Main Street. The white box buildout continues for Hobby Lobby at 616 West Johnson Street. Interior finishes are in progress for the new Bob's Pizza and Coffee Shop at 689 Fond du Lac Avenue. Rough inspections are underway for Holiday Auto's Delivery Center remodel. The buildout of the new residential development in Roco Circle (south of the Walgreens on East Johnson Street) continues with Building #1 close to temporary occupancy, drywall is being installed in Building #2 and rough electrical, HVAC and plumbing are in progress at Building #3.
4. The Downtown Architectural Review Board (DARB) reviewed new signage for The Cellar District at 40 East Division Street.
5. Plan Commission approved a Special Use Permit for the installation of a new electronic message for Georgetown Cleaners at 399 South Main Street.
6. The Redevelopment Authority closed on the sale of 326 South Seymour Street as part of the Homestead Opportunity Program. The Homestead Opportunity Program rehabs blighted residential homes and offers them as homeownership opportunities to income eligible homebuyers.
7. Placemaking activities return to Hamilton Park as part of Habitat for Humanity's Rock the Block event on August 27th and August 28th. Come out and enjoy Candy Park, a board game throughout the park, from 11am until 2pm.

CITY OF FOND DU LAC
DEPARTMENT OF COMMUNITY DEVELOPMENT
Month: JULY 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	5	0	11	10
# New Duplex Residential Bldgs/Units	1(2)	0	2(4)	0
# Residential Alterations/Additions	114	154	654	662
# New Multi-Family Residential Bldgs/Units	0	0	6(78)	0
# Total New Residential Bldgs/Units	6(7)	0	19(93)	10(10)
\$ Total Value New Residential Construction	1,951,304	0	10,945,304	4,676,823
\$ Total Value Residential Alterations/Additions	1,028,834	1,508,040	7,088,196	6,473,797
Commercial/Industrial Construction (Permits Issued)				
# New Commercial/Industrial Structures	0	0	3	6
# Commercial/Industrial Additions/Alterations	9	10	86	117
\$ Total Value New Commercial/Industrial Construction	0	0	4,359,547	2,614,238
\$ Total Value Commercial/Industrial Additions/Alterations	2,722,846	4,469,365	16,377,913	34,983,190
General:				
# New Site Plans Reviewed	3	1	25	17
# Rezoning/Special Use Permits	5	1	10	7
# Variances	0	1	4	8
# New Lots/Parcels Created [CSMs & Final Plats]	1	1	5	2
II. FIELD INSPECTIONS, CONSULTATIONS & PUBLIC CONTACTS	627	413	3,523	2,025
III. HOUSING CODE ENFORCEMENT				
# Complaints Filed	44	31	276	315
# Follow-up Inspections	100	51	672	528
# Complaint Cases Closed	28	14	201	198
IV. HOUSING REHABILITATION LOANS				
# Loans Approved	0	0	2	2
\$ Amount of Rehabs Approved	0	0	35,450	60,900
# Dwelling Units to be Rehabbed (Approved)	0	0	2	2
V. SENIOR CENTER (JUNE, 2021)				
# Volunteers/Hours	13/120	29/189	30/1,217	174/3,393
# Contacts	57,710	19,419	168,864	69,089
VI. DOWNTOWN PARKING				
\$ Revenue	20,293.30	19,972.20	115,827.91	147,730.49

CITY OF FOND DU LAC – Council Communications

Senior Center

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



- We continue to follow Center for Disease Control (CDC), State, County, and City guidelines for groups meeting in a public space as we welcomed back more indoor programming this month.
- We celebrated National Grilling Month with our “Hot Diggity Dog Cook Out”. These parking lot events have allowed us to stay connected with participants who may not be quite ready to attend events indoors.
- Programs coming back this month included Stitchery/Knitting, Genealogy, Senior Snappers Photography, Beading Buddies, Yoga Lite, and additional days of Open Pool.
- We are thankful that the Fond du Lac County Human Services Committee voted unanimously to continue to provide the drive-up meal option at the Center as part of the County’s Senior Dining program. One committee member stated that this wonderful service solved a problem that we didn’t even know we had – and the continued participation shows that people truly appreciate the ability to pick up a hot, nutritious meal without having to dine in person.
- A big Thank You to our community partners at the Aging and Disability Resource Center of Fond du Lac County for our Zoom program, “What is the Aging and Disability Resource Center (ADRC) and How Can It Help Me?” The ADRC provides many needed resources and services for seniors and it is so important that people know about them **before** they need them.
- Our Clever Cook programs this week were a blend of virtual and in-person. It was great to have people attend in person to sample the recipes we made. It probably helped that one of our recipes was different ice cream toppings!

CITY OF FOND DU LAC – Council Communications

Police Department

Date: August 16, 2021
To: Joe Moore, City Manager
From: Aaron Goldstein, Interim Chief of Police
Re: Monthly Report for July 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	13	25	21	110	93	16	14	8	88	79	11	14	16	82	69
Crimes Against Persons	76	86	110	655	457	62	65	36	361	397	56	51	84	426	394
Crimes Against Property	47	49	60	313	259	57	41	34	219	233	52	62	91	402	359
Juvenile Crimes	31	26	36	146	128	28	28	17	99	109	29	20	24	139	155
Sex Crimes	0	3	0	5	7	0	3	0	2	5	0	0	1	3	2
Quality of Life	57	56	69	459	386	62	68	47	323	400	50	57	57	344	310
Accident Response	45	56	59	322	302	51	46	41	328	332	72	84	66	431	442
Emergency Detentions	4	2	2	27	33	6	6	9	60	45	3	5	1	24	34
Total Crime Categories	161	163	197	1051	962	109	101	165	710	598	165	98	98	817	812
Proactive Traffic Enforcement	13	25	21	110	93	16	14	8	88	79	11	14	16	82	69

Patrol Division

We met with Mercury Marine security to enhance critical incident preparedness. Officers were called to the area of Scott and Military for a check welfare of an individual jumping in front of traffic as a suicide attempt. Officers were able to place the individual into protective custody. It was later learned that this individual also threw a rock through the window of Wrightway Builders and had made entry into the business. Officers were also called to Northway Motel for an out of control child who was breaking windows, throwing rocks and also tried to bite Officers. The child was eventually placed into protective custody. Officers responded to Pet Smart for an individual who walked into their breakroom wearing no shoes and just stared at employees. The individual was eventually placed into protective custody. Officers responded for a report of a despondent individual with a knife outside the Army Reserve Center. After successful negotiations the individual was placed into protective custody. Officers also responded to a suicidal individual who cut himself after smashing out windows at the James Grace Apartments and eventually was placed into protective custody. Lastly, Officers responded to the 100 block of Forest Avenue for a report of shots being fired and upon arrival witnessed two individuals running from the location. Ultimately two individuals were arrested for outstanding warrants. There was nobody injured or any property damaged. Two shell casings were located in the area.

Criminal Investigative Division

The Criminal Investigative Division cleared 31 cases in the month of July, 2021. 6 of those cases were closed with arrests or referrals to the DA's Office for charges. There were 14 new cases assigned in July with a total case load of 118 active cases as of this report.

The School Resource Officers (SRO's) are continuing to work assigned cases. The SRO's continued to host numerous events such as a trip to the Fondy Sports Complex, a trip to the Armory on Fond du Lac Avenue, a trip to the Menomonee Zoo, a Bike Rodeo, a pizza party at Hamilton Park, a trip to Breezy Hill Campground and a trip to Skater's Edge in Appleton. SRO's will continue the outreach program and assist detective with investigations.

Detective Case Management

ARSON	CHILD PORNOGRAPHY 1	SEX ASSAULT ADULT 2
ASSIST OTHER AGENCY 1	DEATH INVESTIGATION	PHYS ABUSE CHILD
BATTERY 2	COMMERCIAL BURGLARY 1	SEX ASSAULT CHILD 1
DISORDERLY CONDUCT	FELONY THEFT 2	WEAPON LAWS 3
CONTROLLED SUBSTANCES	IDENTITY THEFT 1	

Records Bureau

New Incident Report Numbers (CR#) Processed: 802
New Supplements and Narratives Processed: 817
Open records requests processed (all other reports): 62
Open records requests processed (traffic related- crash reports): 11
Records processed to be sent to other agencies/dept. (DSS, P&P etc.): 254
Public Record Requests Processed – Total: 327

Court Unit

Municipal court cases processed: 189

Property and Evidence Control Unit

Property/evidence items collected: 1075

Training Unit

K9 Monthly Training 2 days
Firearms long gun training, 1 day training for all sworn to take place in July, August, September

Recruitment and Selection

A conditional officer was made to current Community Service Officer Aden Barrett. He will attend the Fox Valley Technical College police academy from August 10th through December 17th.

Community Service Officer Unit

Calls for Service: 140
Parking Tickets Issued: 153

Police Department Spotlight

Community Service Officers assisted with the following events:

- Farmers Market
- Fingerprinting
- Radar Throw Fond du Lac County Fair and traffic control
- Fond du Lac County Fair run/walk (traffic direction).
- Thelma Thursday evening concerts

- July 4th Fireworks traffic control

Community Engagement

- Christmas in July at Pizza Ranch
- The ARC Ice Cream Social
- Coffee with Fond du Lac PD (Forest/Military)

CITY OF FOND DU LAC - Council Communications

City Attorney/Human Resources Department

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



MUNICIPAL COURT

	Monthly	YTD
Traffic Safety Program Participants**	0	3
Municipal Citations	160	1256
Juvenile Hearings held in the Legislative Chambers	24	204
Trials to the Court held in the Legislative Chambers	6	34
Pre-trials Conferences*	64	291
Fines/Forfeitures collected	\$15,985.95	\$172,393.44

* Held by phone or e-mail

** Virtual Class

HUMAN RESOURCES

	Monthly	YTD
New Hires	3	20
Promotions	5	11
Retirements/Attrition	5	19
Recruitments	4	14

CITY OF FOND DU LAC – Council Communications

Public Works Department

Date: August 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 continues work on the 2021 Utility & Street Construction Project. Water main/laterals and sanitary main/laterals are complete on Doty Street and the contractor is currently installing storm sewer.
- The City continues to work with Kunkel Engineering on the 2021 Street Maintenance Program and the 2021 Concrete Street Rehabilitation Program.
 - Northeast Asphalt Inc has been awarded the 2021 Mill & Overlay Project and anticipates a start date in early October. The project includes asphalt replacement in two parking lots and sections of Fanna Street, 15th Street, 18th Street, and Bruce Street
 - Struck & Irwin Paving has been awarded the 2021 Seal Coating Program. The program is a micro seal surface consisting of a mixture of asphalt emulsion and aggregate. Seven streets will receive the micro seal application.
 - Opened bids for the 2021 Concrete Street Rehab Project. Vinton Construction was read as the low bidder and the project is currently under review.
- Staff is working on specifications and quantities for the upcoming 2021 Bridge Maintenance Project. The project anticipates an advertisement mid-August with bid opening in early September.
- The City continues to work with Gremmer and Associates on West Johnson Street intersection study and design in conjunction with the planned Meijer Project. Ahead of this project, Cablecom has relocated the fiber on behalf of the City.
- 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. The Right of Way and Temporary Easement acquisitions are in progress.
 - West Division Street bridge replacement. This is a WisDOT Local Bridge Program project planned for 2023 construction with final design and coordination ongoing.
 - 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). Right of Way and Temporary Easement correspondences are being send to property owners along this project. Construction is planned for 2022.
- Staff continues routine inspections on various city bridges, a requirement by the WI Department of Transportation.
- Engineering staff is following up on drainage complaints in various areas throughout the community.
- Reviewed site plans for Erosion Control and Stormwater Management and Drainage Plans for newly constructed homes.

- Reviewed and approved 10 Excavation in the Right of Way Permits.

CONSTRUCTION & MAINTENANCE DIVISION

Operations:

- Graded gravel alleys and repaired two failing road areas
- Repaired 14 storm catch basins and three storm manholes
- Repaired four sanitary laterals and five sanitary manholes
- Addressed several downed trees from severe storm on 7/6
- Staged and removed barricades for 4th of July fireworks
- Prepped storm pumps ahead of severe weather on 7/14 & 7/28
- Mowing of river banks, storm ponds and ditches
- City-Wide Bulky Pilot Program executed
- Installation of new 4” waterline in the Municipal Service Center due to failing infrastructure
- Crosswalk and centerline painting continues
- Infrared asphalt areas where high manholes may cause winter equipment damage
- Cleaned Screenings in 36” storm line on Doty and McWilliams from contractor’s temporary connection that failed.
- Assisted Fond du Lac County in cleaning large culverts on CTH V project.

Administrative:

- Attended Special event meetings for “Rock the Block”, Sabora Mexico Festival, Fondue Fest
- Working with Fondue Fest & Library to have a Touch-A-Truck in the “Kids Zone”
- Participated in Leadership meeting regarding Suicide prevention
- Continued to work with Engineering and outside Consultant on Concrete rehab program
- Participated in interview process for City Engineer and attended clearwater progress meeting
- Debriefed on Walleye Weekend event with Festivals regarding operations on the Public Works side of the event.
- Requests for Information regarding pricing on city-wide curbside bulky collection was sent out to potential vendors – No vendors responded to the request
- Received 2021-22 WisDOT Salt Contract pricing, 2.9% increase from 2020-21 (\$85.31/Ton)
- Replenished garbage can inventory

ELECTRICAL DIVISION

- 557 Diggers Hotline locates were called in. We located 126 and the rest could be office cleared where it is known from our records that there are no conflict.
- Electrical Department had eight call-ins in July – Five traffic light issues and three streetlight knockdowns.
- Four streetlights were knocked down – Campus Dr. E. of University, Arndt St. W. of Hickory, 605 E. Scott, and in the roundabout at Pioneer and County Hwy. V. All lights are back in service.
- Repaired 23 streetlights and replaced eight red and green traffic signals
- Repaired damaged conduit at several locations. The conduit was not at a proper depth when it was installed, and is a Schedule 20 thin wall conduit that breaks easily. We have been working with them to repair the conduit and relocate to a better depth.
- Warning Sirens - Installed new outdoor warning siren on Campus near Prairie, replaced battery charger in siren CO1 and replaced communication brush in siren C12.
- Fire Station 1 – Replaced failed LED fixtures.

- Library – Replaced burnt out lamps in garage/storage area.
- Parks – Kiwanis Shelter replaced photo eye, DeNevue bathroom convert lighting to LED, DeNevue Open Shelter light replacement, Zoo Barn – replaced GFCI breaker, Fairgrounds Pool – replace existing canopy lights with LED fixtures, Dock E – repaired dock lighting conduit and short in the wire
- Police – Replace Auto-Eject for SWAT Negotiations van.
- WTRRF – Troubleshoot Centrate Tank Mixer, Aeration Basin – Install and relocate air meters as directed, Luco Road Lift Station – Replace outside lighting, Rewire spare centrate mixer.

FLEET DIVISION

- Sanitation Truck #209 - Diagnosed and found that a body control was malfunctioning causing transmission issues. Grabber arms had a hydraulic hose leaking, one bad battery located and an air relay valve was leaking.
- C&M #4 Loader- Replaced turn signal switch and leaking O-rings
- C&M Plow truck #54- Replace bad condenser, O-rings, seals, accumulator, and recharge system.
- C&M Truck #73- Fabricate new tailgate and replace.
- C&M Truck #79- Diagnosed and found a bad throttle body and replaced a tire pressure sensor
- Water Dept. truck #409- Fabricate shelving for side compartments and install.
- Water Dept. Truck #462. Completed replacement of failed engine.
- Fire Dept. E473- Crimp on an AC line was leaking. Replaced hose and returned to service.
- Fire Dept. E471- Repair latch on side compartment, repair wiring harness on headlights, seat belt alarm keeps going off and replaced a leaking oil pressure switch.
- Transit bus #911- Repair AC

PARKS DIVISION

- Continued on tree pruning and hazardous tree removals throughout the city.
- Park crews and contractor continued removing ash trees throughout the city.
- Mow grass throughout the parks and trim weeds.
- Started mulching of trees throughout our parks and will complete in August.
- Monday and Wednesday Buttermilk Park Concerts have been going well.
- Taylor Pool and Fairgrounds pool are open. Fairgrounds pool last day was July 31 and Taylor will be open until August 22.
- July 4 Fireworks, sponsored by Festival Foods, was a success and attended by many.
- Our crew started painting the shelter at Franklin Park at the end of July and should be completed early August.

TRANSIT

- Fond du Lac Area Transit has just completed their work for the Transportation Improvement Plan that is coordinated by East Central Wisconsin Regional Planning Commission. The Transportation Improvement Plan is a list of upcoming projects covering a period of four years. Included in these projects is a list of all upcoming operational and capital projects. All transit projects must be included in the Transportation Improvement Plan before being considered for state and federal grant opportunities.
- Fond du Lac Area Transit is currently working on contract oversight as part of our Federal Grant program. All contractors, currently receiving payment through either a state or federal grant program, must meet with transit personnel on a semi-annual basis. We review a variety of operational standards, including preventive maintenance on vehicles, drug and alcohol programs and testing, civil right issues, and many others.

- Fond du Lac Area Transit has recently entered into a contract with Token Transit. This will enable transit to offer a contactless fare through a phone application. We are awaiting marketing tools and educational materials for both driver and rider training. We hope to have the program underway by October.

WATER UTILITY

Water Distribution System:

- Replaced four lead water services
- Repaired two water main breaks
- Replaced two copper water services
- Replaced one hydrant
- Vac behind walk to determine water service material for 2022 reconstruction projects.
- Continued with leak audit throughout the city with two potential non-surfacing leaks found
- Continued winter restoration work of concrete, asphalt, and landscaping.

Meter Shop:

- Meter Service Technicians installed 97 meters between 5/8" to 6".
- Cross Connection and Clearwater inspections are completed during meter changes outs.
- Meter Service Technicians notified 97 customers of leaks or high use.
- HydroCorp conducted 64 inspections this month, 48 were compliant, 8 non-compliant, and 7 rescheduled. Meter Service Technician continues to follow up with non-compliance issues in an attempt to increase compliance.
- Meter Service Technicians continue meter installation methods in commercial properties to verify billing schematics.
- Began conducting home inspections in preparation for the 2022 reconstruction projects.

Water Plant/Operations:

- Completed DNR required monthly 50 bacteriological samples and the quarterly raw water samples, along with the daily production testing.
- The utility pumped 142,458,000 gallons of water in the month of July. The minimum volume was on July 10 – 3.745 MGD and maximum on July 13 – 5.568 MGD. Average=4.595 per day.
- Drained, washed down, and replaced sump pump in the backwash pit at Trowbridge Water Treatment Plant (WTP).
- Continued to fix copper pinhole leaks within the WTPs.
- Replaced, under warranty, the mixer in the Whispering Springs water tower.
- Total Energy Solutions was onsite for generator preventative maintenance.
- Toepfer fixed the security programming at the remote well sites.

Water Business Office:

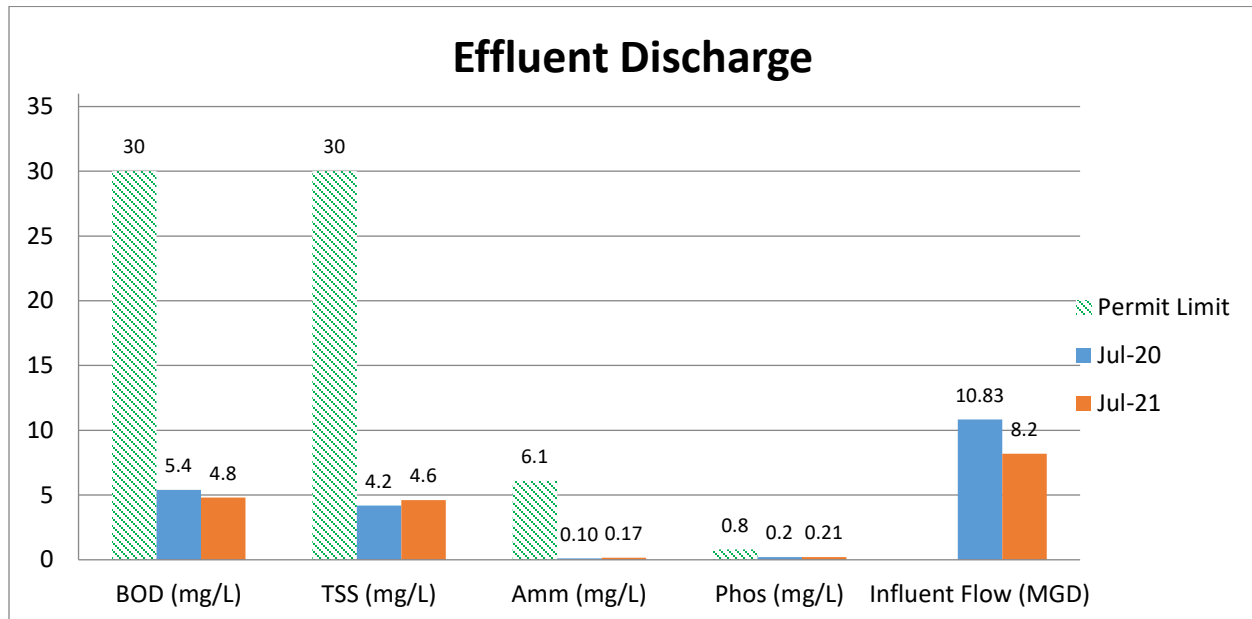
- Mailed out 5,705 water/sewer cycle bills and 1,801 delinquent notices.
- Completed 512 work orders (work orders consist of manual meter reads, assistance to plumbers, seasonal meters installs, pressure tests, and various customer requests)
- One toilet rebate was completed, six total for 2021.
- Residents submitted 184 pool fill credit requests so far this summer through the month of July.
- Completed 398 initial/finals for water service changes. (Services starting/stopping from people moving)

WASTEWATER UTILITY

Flows and Concentration:

- The lowest daily flow occurred on the 4th at 4.98 million gallons. The highest daily flow occurred on the 15th at 24.76 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	291	4.8	30	98
Total Suspended Solids (TSS)	mg/L	232	4.6	30	98
Ammonia	mg/L	20.6	0.17	6.1	99.2
Phosphorus	mg/L	4.8	0.21	0.8	96



Operations:

- Machine learning is a new concept in wastewater that uses modeling to study data and predicts what may occur in advance of it actually happening. The staff is working with the consultant Black & Veatch looking into using machine learning as a tool to improve biological phosphorus removal. The goal would be to predict when we might see phosphorus increase based on historic conditions at the plant. This ability would allow us to make process adjustments in advance of that increase to keep our discharge at a minimum. This concept will be evaluated over the next year.
- The staff is working with Marquette University and The University of Minnesota on sampling various areas in the plant and out in the lake looking at quaternary amines or “Quatz”. Quatz is often used in cleaners/disinfectants. The universities are looking into any increases that may have occurred through the pandemic. Some treatment plants did experience process upsets due to the increased chemicals used to counteract Covid-19. The Fond du Lac WTRRF fortunately was not one of those. The universities are working will several treatment plants around Wisconsin and Minnesota over the next two years.

Maintenance:

- Maintenance staff were involved in taking aeration basins out of service for a contractor to replace some of the valves. The valves will be replaced with larger ones to allow us to push more air to the basins at times when it is necessary to do so. The project is being paid for by Xylem who

implemented the OSCAR ammonia based aeration control system that we utilize for ammonia removal.

Industrial Pretreatment:

- The Sampling Technician completed the 3rd quarter OSG sampling. The analysis of those samples is used to bill the small communities (OSGs) surrounding Fond du Lac who discharge to the treatment plant.

Administration:

- The Fond du Lac WTRRF is pleased to announce we have hired Sam Plass to fill the Electrician and Instrumentation Tech vacancy.
- The Operator position is still vacant at this time.
- A final draft is being prepared for the updated OSG Agreement, which is the agreement between the City and the smaller communities surrounding it that discharge sanitary waste to the treatment plant.

CITY OF FOND DU LAC - Council Communications

Department of Administration

Date: August 24, 2021
To: Joe Moore, City Manager
From: Tracy Salter, Director of Administration
Re: Department of Administration Monthly Report



COMPTROLLER

- Held sessions with newer City Council members to discuss the budget process, Council roles and answer any questions.
- Along with Deputy Procurement Officer, participated in a discovery call related to a software platform that would allow for Transit riders to purchase bus fares or passes electronically via an app.
- Completed and published the 2020 Comprehensive Annual Financial Report and submitted to the GFOA for the Certificate of Achievement for Excellence in Financial Reporting program.
- Participated in first round interviews for vacant City Engineer position.
- Continued work on 2022 budget and 2022-2026 CIP.

Department Statistics

Statistics	July	2021 YTD	2020 Totals
Accounts Payable Checks	415	2,956	5,122
Payroll Checks/Direct Deposits	822	6,121	10,804
Purchase Orders Approved/Issued	232	2,049	3,851
Utility Bills Processed	5,877	37,789	64,479
Utility Bills sent electronically	303	1,757	2,476
InvoiceCloud on-line utility payments	1,312	12,211	19,932
Credit card payments made in person	313	2,074	3,767
Parking meter/ticket credit card payments	844	8,863	11,523
WebTrac on-line reservations/payments	55	345	269
Tax Refund Intercept/State Debt Collection	\$9,005.86	\$115,489.17	\$130,899.28

PURCHASING

- Attended the Federal Transit Administration's Procurement webinar focused on preventing key procurement deficiencies, and procurement aspects of FTA's COVID-19 supplemental funds.
- Working with building inspections, architect, general contractor and subcontractors to pinpoint the reason, and find the solution for, the subpar cooling system performance at the pavilion.
- Completed the procurement of body worn and fleet camera systems with ITS, the Police Department and City Attorney's office all working collaboratively through the process.

CITY CLERK/CENTRAL SERVICES

Department Statistics

Statistics	July	2021 YTD	2020 Totals
Park Facility Reservations	72	628	664
Dog Licenses	16	849	982
Cat Licenses	3	175	163
Print Shop Orders	85	710	1196
License Applications	33	794	854
Special Assessment Reports	123	702	1185
Special Event Requests	10	90	95

2021 Fond du Lac Lakeside Marina Boat Slips

DOCK	TOTAL NO. OF SLIPS	2021 SLIPS RENTED	2021 SLIPS AVAILABLE
Dock A	28	28	0
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	

ASSESSOR'S OFFICE

With the uptick of Covid-19 Delta variant cases, the assessment staff will continue to review permits and sales using Covid-19 recommendations. Exterior improvements are reviewed normally, but staff is mailing questionnaires to property owners to determine if interior improvements are complete. The questionnaires have specific questions for each type of improvement. If the permit was issued for a kitchen or bath remodel, the property owner can choose from a list of different type finishes for each item updated. Staff members will continue to conduct interior inspections at the property owners request, or if warranted.

There were an additional 127 transfers in July, which brings the year to date total to 923 transfers. Compared to the 2020 total of 760 and the 2019 total of 750, we're experiencing a 20% increase over the last two years. Each transfer is reviewed to determine if it would be considered a valid market sale. In reviewing each sale and available listings, assessment staff is finding properties that have had interior remodeling completed without the necessary permits which trigger the review and possible adjustment of property valuation. Letters are sent to the buyer or seller to verify changes that may have occurred to these properties. All property assessments are completed with the best information available to the assessor to provide for a fair and equitable valuation for all properties.

CITY OF FOND DU LAC – Council Communications

Public Library

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



Community Reads 2 Million Minutes

Our Summer Reading goal of reading 2 million minutes was met this week, meaning the Friends of the Fond du Lac Public Library will donate ice cream treats as a reward. Come by the Library on Sunday, August 22, at noon for a cool treat to say thank you for meeting the reading goal.

Idea Studio at the Night Market

The Library's Idea Studio has had a space at each of the night markets and have hosted a free activity for attendees. In July, we offered button-making and custom comb-bound journals.

Idea Studio's Maker-in-Residence

Our Maker-in-Residence Maria Anholzer began her residency in mid-July and has been posting weekly updates, hosting a weekly art night online, and joined us for a collaborative community art project at the July 29 Night Market downtown.

Updates in Genealogy work

We continue to receive many emails requesting genealogy information, and one was especially intriguing. The patron was hoping for an obituary of a wife who died in Ripon with a known death date in July 1922. Her husband disappeared during the winter of 1929-30 and although a police report was filed, the family never heard from him again. Our newspapers didn't include an obituary so I directed the patron to the Ripon PL to locate the wife's obituary and used our subscription to Ancestry.com to locate the couple in the 1920 census, Social Security Applications & Claims, 1911 US Army Registration & WWI Draft Registration, a possible marriage record in Washington in 1936 for the husband, and an Arizona Death Record in 1942 for the husband. The Prescott Public Library (AZ) emailed us the obituary from the Prescott Evening Courier and the Anacortes Public Library (WA) worked with the University of Washington (WA) to locate information in the local newspaper since the husband had just been in Arizona for four months when he died. The patron was ecstatic!

Updates for the Help Desk

The Help Desk saw a couple of new services added to it. Alana reached out to the Lions Club after a patron inquired about eyeglass donations. We now have a tub at the Help Desk where patrons can donate their used eyeglasses, and the Lions Club will pick them up from us whenever it is full. After Lori B, Jenny, and some of the reference staff all received requests to use our laminator (locked away in the Idea Studio), we decided to bring that up to the Help Desk as well.