

CITY OF FOND DU LAC – Council Communications

City Manager

Date: January 28, 2022
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: January 10, 2022
To: Joe Moore, City Manager
From: Peter O’Leary, Fire Chief
Re: Fond du Lac Fire/Rescue Monthly Report for December 2021



PREVENTION & SUPPRESSION

	THIS MONTH		YEAR – TO – DATE	
	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR
PREVENTION				
Total Inspections	287	443	2516	2897
Total Defects	74	165	1175	1208
SUPPRESSION				
Alarms Involving Fire	10	7	129	104
Fire Mutual Aid Given	2	2	14	16
Fire Mutual Aid Received	1	0	4	5
Service/Good Intent Calls	45	45	589	566
False Alarms & False Calls	23	26	307	350
Other Calls	16	10	174	133
Total Fire Alarms & Calls	94	88	1199	1153
EMS				
Total Ambulance Calls	583	580	6402	6477
Total Fire & Ems Responses	677	668	7601	7630
Fire Property Loss	\$26,500.00	\$20,000.00	\$289,700.00	\$433,243.00
Fire Contents Loss	\$12,500.00	\$10,000.00	\$404,571.00	\$182,465.00
Engine Assisted EMS Calls	237	251	2719	2568

TRAINING

- Assisted EMS Skills Evaluation for Volunteer Emergency Medical Responder groups
- Tech Team Training

COMMUNITY EVENTS

- Salvation Army Bucket Brigade
- KFIZ FDL Christmas Parade
- Blackhawk Helicopter landing
- Winter Treatsland Event @ Faris Popcorn
- Woodworth School – Winter Door Decorating Contest
- Station tour for 3 year old’s birthday

OTHER

- Tank removal at Purina Mills

CITY OF FOND DU LAC – Council Communications

Department of Community Development

Date: January 7, 2022
To: Joe Moore, City Manager
From: Dyann Benson, Community Development Director
Re: Monthly Report for December 2021



1. Statistics are attached for housing starts, inspections, downtown parking, the Senior Center, etc.
2. There were two (2) site plans reviewed for the month of December:
 - Outdoor storage area for BCI Burke at 665 North Peters Avenue.
 - A new trash enclosure for River Hills Apartments at 78 River Hills Drive.
3. There are several construction projects underway in the City. Projects include: Occupancy was granted for Big Lots at 614 West Johnson Street. Interior buildout has started for Hobby Lobby at 616 West Johnson Street. Finishes continue at the new Taco Johns restaurant on West Johnson on the outparcel of the former Shopko building. Finishes continue at the new Homeless Shelter at 358 North Peters Avenue. Rough inspections are in progress for the final building at the River Hills development on South Main Street. Framing continues at the memory care/assisted living facility, Manor at the Meadows, on Rolling Meadows Drive. Framing will begin for the Silica expansion at 44 Zeller Court. Demolition continues at the former Saputo site at the northeast corner of Main Street and Scott Street.
4. The Board of Appeals approved a variance for a ground sign for Summit Automotive at 500 South Rolling Meadows Drive.
5. The Downtown Architectural Review Board (DARB) reviewed new signage for Argentum Et Aurum, a jewelry boutique, at 25 North Main Street.
6. Plan Commission approved a Special Use Permit for mini storage units on a vacant commercial lot located on Merwin Way (north of Love's Travel Stop and west of Country Inn & Suites). Plan Commission approved the location of a mural to be painted on the north wall of the building located at 209 South Main Street. This is a continuation of Downtown Fond du Lac Partnership's ArtWorks initiative.

CITY OF FOND DU LAC
DEPARTMENT OF COMMUNITY DEVELOPMENT
Month: DECEMBER 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	1	0	16	22
# New Duplex Residential Bldgs/Units	0	0	5(10)	2(4)
# Residential Alterations/Additions	56	54	1,143	1,101
# New Multi-Family Residential Bldgs/Units	0	0	6(78)	0
# Total New Residential Bldgs/Units	1(1)	0	27(103)	24(26)
\$ Total Value New Residential Construction	340,000	0	13,656,608	9,815,546
\$ Total Value Residential Alterations/Additions	624,987	586,734	14,326,215	11,217,566
Commercial/Industrial Construction (Permits Issued)				
# New Commercial/Industrial Structures	0	0	5	8
# Commercial/Industrial Additions/Alterations	6	17	140	185
\$ Total Value New Commercial/Industrial Construction	0	0	7,309,241	4,234,823
\$ Total Value Commercial/Industrial Additions/Alterations	2,077,211	25,613,163	45,360,179	73,502,734
General:				
# New Site Plans Reviewed	2	1	47	27
# Rezoning/Special Use Permits	1	0	14	11
# Variances	1	0	8	17
# New Lots/Parcels Created [CSMs & Final Plats]	2	1	17	7
II. FIELD INSPECTIONS, CONSULTATIONS & PUBLIC CONTACTS	557	478	6,489	4,228
III. HOUSING CODE ENFORCEMENT				
# Complaints Filed	34	19	439	463
# Follow-up Inspections	116	88	1,172	910
# Complaint Cases Closed	29	24	347	329
IV. HOUSING REHABILITATION LOANS				
# Loans Approved	1	0	4	5
\$ Amount of Rehabs Approved	29,000	0	94,009.29	104,900
# Dwelling Units to be Rehabbed (Approved)	1	0	4	5
V. SENIOR CENTER (NOVEMBER, 2021)				
# Volunteers/Hours	21/254	24/175	35/1,877	191/4,534
# Contacts	7,980	11,296	266,803	143,435
VI. DOWNTOWN PARKING				
\$ Revenue	17,309.65	14,006.70	206,014.62	227,254.58

CITY OF FOND DU LAC – Council Communications

Senior Center

Date: January 1, 2022
To: City Council, Joe Moore, Dyann Benson,
and Friends Board of Directors
From: Cathy Loomans, Director
Re: Senior Center Update – December 2021



- We hosted the Fond du Lac County Dementia Care Network meeting this month. We heard updates on the work that the Alzheimer’s Association is doing as well as an update on the county’s funding for a Dementia Care Specialist. Serving people living with any form of dementia, as well as their care partners and families, is an important part of what we do.
- Thanks to Culvers on West Johnson, we were able to a “Twelve Pints of Christmas” game with our Facebook followers. Each day beginning on Dec 1, we gave away the number of pints corresponding to the day (1st day – 1 pint, etc.). It’s amazing how a pint of custard can brighten up someone’s day!
- On March 17, 2020, when we did our first drive up meal hand out for the Fond du Lac County Senior Dining Program, we never could have imagined that the program would be so popular and would still be in place. Since the pandemic began, we have served 40,490 drive up meals – including almost 20,000 in 2021. We look forward to continuing our work with the county to best support and serve our seniors.
- Participation in our programs and activities seems to ebb and flow with the news regarding Covid cases in our community. We are grateful that we are able to remain open to serve our community members.
- After taking a small pause to give our volunteers a break, we resumed our outreach card writing program – this time with a Christmas card theme. Our volunteers wrote and delivered 3,450 Christmas cards to senior living communities in the Fond du Lac area. We received several notes of thanks from recipients of these cards, sharing how these cards brightened their days.
- As we wrap up another calendar year, it’s hard to fathom that we navigated another full year of a pandemic. We continue to see the many ways this pandemic has impacted the physical and mental health of seniors in our community and work every day to connect people to not only programs and activities that we provide, but also the many community resources that are available.

CITY OF FOND DU LAC – Council Communications

Police Department

Date: January 19, 2022
To: Joe Moore, City Manager
From: Aaron Goldstein, Chief of Police
Re: Monthly Report for December 2021



Patrol Division

Vandalism to holiday lights in Lakeside Park were reported by parks department, along with some graffiti spray painted on playground equipment. Subject was arrested for a 4th offense OWI. Officers responded for a vehicle vs pedestrian crash at Pioneer and Johnson St.; pedestrian was flighted out and driver cited. Report of a fight between juveniles, resulted in underage drinking citations.

Criminal Investigative Division

The Criminal Investigative Division cleared 30 cases in the month of December 2021. Ten of those cases were closed with arrests or referrals to the DA's Office for charges. There were 20 new cases assigned in November with a total case load of 184 active cases as of this report.

Detective Case Management

Arson 1	Commercial Burglary 1	Sex Offenses 1
Assist other Agency 3	Sex Assault Child 6	Robbery –strong arm 1
Battery 1	Felony Theft 1	Weapon Laws 2
Child Pornography 1	Other 2	

Records Bureau

New Incident Report Numbers (CR#) Processed: 784
New Supplements and Narratives Processed: 816
Open records requests processed (all other reports): 61
Open records requests processed (traffic related- crash reports): 16
Records processed to be sent to other agencies/dept. (DSS, P&P etc.): 196
Public Record Requests Processed – Total: 273

Court Unit

Municipal court cases processed: 286

Property and Evidence Control Unit

Property/evidence items processed: 981

Training Unit

Digital Evidence/ Cell phone inventory	Discriminatory Harassment
Missing Persons	Strip Search Training
Weekly videos posted on SharePoint	Signed three up for WLEEDA conference

Recruitment and Selection

Aden Barrett graduated academy

Next hiring process starts January 8

CSO process starts January 7

Community Service Officer Unit

Calls for service: **127**

Parking tickets: **305**

Police Department Spotlight

Awards Banquet and Togetherness

Trim a Tree for PD families

Community Engagement

Police Lights of Christmas Hand off Event

Officers and Deputies from **50 area** Law Enforcement agencies throughout WI participated in the kickoff. We stuffed a record **1,000** backpacks with hats, gloves, toiletries, and snacks. Gift cards were also provided to each agency to use to help those in need this holiday season.

Holiday Parade

Cops for Kids Christmas Program **75** local families received a bag of food for holiday meal, \$25 gift card to Save A Lot, stuffed animal and toys for kids 12 and under 12 + received pool passes, gift cards, movie passes

CITY OF FOND DU LAC - Council Communications

City Attorney/Human Resources Department

Date: January 1, 2022
To: Joe Moore, City Manager
From: Deborah Hoffmann, City Attorney/Director – Human Resources
Re: Monthly Report – December 2021



MUNICIPAL COURT

	Monthly	YTD
Traffic Safety Program Participants**	0	9
Municipal Citations	236	2446
Juvenile Hearings held in the Legislative Chambers/High School	68	338
Trials to the Court held in the Legislative Chambers	(trials not scheduled)	52
Pre-trials Conferences*	18	418
Fines/Forfeitures collected	\$19,692.20	\$259,042.19

* Held by phone or e-mail

** Virtual Class

HUMAN RESOURCES

	Monthly	YTD
New Hires	2	38
Promotions	0	24
Retirements/Attrition	3	39
Recruitments	2	31

CITY OF FOND DU LAC – Council Communications

Public Works Department

Date: January 12, 2022
To: Joseph Moore, City Manager
From: Paul DeVries, Director of Public Works
Re: Department of Public Works Monthly Report



ENGINEERING AND TRAFFIC DIVISION

- City staff continues preparation for the 2022 Street and Utility Reconstruction Projects. Streets for 2022 include:
 - S. Butler Street from Forest Avenue to Division Street
 - N Butler Street from Russell Street to Portage Street
 - S Bell Street – Bragg Street to Forest Avenue
 - Grove Street from Hillcrest Lane to Seymour Street
 - 14th Street from Park Avenue to Martin Avenue
 - 2nd Street from Vincent Street to DeNeveu Creek
- The City continues to work with Gremmer and Associates on West Johnson Street intersection Project. Bids were received and staff is currently reviewing the bids and discussing the award.
- The City continues to work with MSA on the West Division Street Replacement. This is a WisDOT Local Bridge Program project planned for 2023 construction with final design and coordination ongoing.
- WI DOT Local Program Project for S Military Road from Superior Street to Western Avenue is currently out for bids through the WI DOT. The project bid opening is February 8. Construction will begin in the spring 2022 includes a roundabout at the intersection of Military Rd and 9th Street, bike lane, and complete reconstruction of utilities and street.
- 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). The project was advertised; bids have been opened and are in the process of being reviewed.
- GIS staff is currently working the Clerk's Office on updating the voting district maps and locations.
- Request for Proposals for the 2025 replacement of the Promen Drive Bridge have been received and under review.
- 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 12 Excavation in the Right of Way Permits.

CONSTRUCTION & MAINTENANCE DIVISION

Operations:

- Completed annual city-wide leaf collection
- Repaired four sanitary lateral repairs
- Repaired three storm water structure repairs
- Inspected Sanitary collection system structures in rural sections of the city to prevent unnecessary Inflow in Infiltration due to structures being damaged during agricultural practices

- Assisted Police by providing additional security measures for the annual Christmas Parade
- Ash tree removals commenced
- Crews began removing hazard trees on the rivers
- Cleaned up windfall from high wind event
- Mild weather allowed street sweepers to continue cleaning streets

Administrative:

- Worked with Comptrollers to sign an agreement with Wisconsin Rural Water Association (WRWA) to implement a new Public Works Safety Program
- Utilized Safety Grant funding to purchase a power post driver for our Sign Shop
- Composed employee reviews
- Attended bimonthly Lake Area Public Works Association meeting in Plymouth
- Coordinated efforts with Police to generate a plan of action relating to the Waukesha Parade tragedy. (plan executed in “operations”)
- Participated in an information session with Downtown Fond du Lac Partnership and Community Development regarding “Bird Scooters”
- Assisted Comptrollers by participating in informal interviews for the vacant Deputy Procurement Officer position

ELECTRICAL DIVISION

- December 283 locates were called in, 80 were located and the rest could be office cleared where it is known from our records that there are no conflict.
- Electrical Department had seven call-ins in December – Three traffic signal knockdowns, three streetlight knock downs, and one emergency locate.
- Four traffic signals were knocked down in December – Johnson St and Country Lane, southwest corner of Johnson St and Peters Ave, northeast corner of Scott St and Hickory St, and northwest corner of Park Ave and 4th St.
- Three streetlights were knocked down – Ellis St and 16th St, Frazier Dr. and Doty St, and 269 N. Main St. The first two listed were wind damage.
- Repaired 45 streetlights in December.
- Replaced two direct burial poles with assistance from C & M.
- Library – Idea Studio Track Lighting – Replaced 5 track light floods and inventoried existing light fixtures for the upcoming LED lighting upgrade.
- MSC – Garage door repair and troubleshooting main entrance door and wash bay door had several issues that need attention.
- Parks – Replaced Dock “B” light between Slip 6 & 8 lamp and photo eye.
- Senior Center – Replaced heater that was tripping the circuit located in the other side of the building.
- Water – Martin Tower - Replaced the defective motion sensor for their alarm system with replacement provided by the water department. Deactivated sensor until it was replaced.
- Water – Main Plant MCC Room Light Switch- The report was the lights in the lab/MCC area lighting would not shut off, replaced melted switch.
- Water – Well 18 - Meter disconnect and reinstall. Replaced failed meter and worked with Joe to disconnect the control wires and 120-volt power.
- Water – Pole Shed Unit Heater - Report of excessive noise from a unit heater and after investigation the exhaust motor bearings are worn and should be replaced by an HVAC contractor.

- Wastewater – Aeration Tank Motor troubleshooting. Motor in the aeration tank was tripping out because the motor was running at a higher amperage. Once the motor was out, a sheet of plastic was wrapped in the impeller causing the motor to work harder.

FLEET DIVISION

- Completed maintenance repairs on Construction & Maintenance equipment. The equipment include: #1 Tractor - Replaced leaking hydraulic hose on boom, #27 Street Sweeper - Replaced both steering cylinders and four pins, #28 Street Sweeper – Removed leaking hydraulic cooler and sent out for repairs and installed side broom, # Tractor – Replaced faulty parking brake switch, #41 Hook Truck – Set up brine tank, #42 5-Yard Dump Truck – Installed wing and wheel chains and repaired slater light and leaking plow lift cylinder, and #7 John Deer Loader – Installed wing post & wing and recharged accumulator for the ride control
- Completed maintenance repairs on Solid Waste equipment. The equipment included: #202 – Replaced cabin air filter, faulty joystick, and both front steer tires, #203 – Replaced faulty turbo actuator, headlight bulb, and adjusted proximity sensors in auto packer, #205 – Replaced damaged axle hub and both rims on rear axle, 2 leaking coolant lines, and hosing place, and #207 – Replaced the turbo chargers, removed plugged DPF & DOC filters
- Completed maintenance repairs on Police Dept squads. The squads included: Squad #11 – Rebuilt front brakes and replaced four tires, Squad #6 – Rebuilt front brakes and driver’s side seatbelt, and Squad #902 – Windshield wiper washer system inoperative
- Completed maintenance repairs on Fire Dept vehicles. The vehicles included: Utility Truck – Replaced faulty turn signals switch, MED #484 – Replaced faulty parking brake sensor and adjusted the parking brake actuator, Fire Engine #Q472 – Replaced front and rear tires, and #478 Fire Tower – Removed decals & numbers, performed pre-trip inspection, topped off all fluids, and aired tires
- Completed maintenance repairs on Water Dept vehicles. The vehicles included: #462 Utility Truck – Fabricated pins for truck bed, #456 10-Yard Dump Truck – Repaired damaged front grill trim and #473 – Replaced faulty blown motor
- Completed maintenance repairs on Transit vehicles. The vehicles included: Bus #911 – Removed diesel particulate filter and cleaned, replaced headlamp, Bus #914 – Repaired shorted wire for wheelchair button, Bus #915 – Replaced air compressor and inspected rear door for issues, and Tahoe #917 – Repaired driver’s side window switch
- WTRRF Vactor Truck – Front camera damage, removed, repaired, and re-installed

PARKS DIVISION

- Continued on tree pruning and hazardous tree removals throughout the city.
- Park crews and contractor continued removing ash trees throughout the city.
- Finished the fall maintenance at the pools and winterizing of the systems.
- Finished winterizing of the shelters and restrooms throughout the parks.
- Installed group of donated benches were throughout our Parks.
- Finished mulching leaves throughout the parks
- Park crew checked Holiday lighting throughout the parks.
- Continued with playground inspections and maintenance.
- Started on dock inspections and maintenance
- Crew started the winter job of fixing and painting picnic tables and benches.
- Santa was at the Park on Christmas Eve from 6pm-8pm in front of the Bandstand. Numerous cars came through the park to see Santa and the Lights.

TRANSIT

- The Request for Proposals for our Transit Development Plan have been finalized and are now available on Vendornet.wi.gov. The period to submit proposals ends on January 26, 2022 and the actual study and plan will begin early March 2022 and should wrap up by the end of September 2022.
- Fond du Lac Area Transit is starting a contest on January 24, 2022. The contest is designed to get our riders more familiar with Token Transit, our transit fare app. The contest will run through February 18, 2022. Prizes will include day passes and monthly passes. Riders can enter the contest by liking and sharing our Token Transit Facebook posts.
- Fond du Lac Area Transit is currently in the process of replacing our entire radio system hardware. Some items, including office desk radios, bus radios, handheld radios, and chargers are almost 20 years old. Our radio system is an invaluable communication tool between transit drivers, dispatch, and emergency personnel.

WATER UTILITY

Water Distribution System:

- Replaced four lead water services
- Repaired three water main breaks
- Replaced three water main line valves and repaired 3 others
- Replaced one fire hydrant struck by car.

Meter Shop:

- Meter Service Technicians installed 14 meters between 5/8" to 6".
- Completed 1,107 Cross Connection and Clearwater inspections during meter changes outs in 2021. All violations have been followed-up on and corrected.
- Meter Service Technicians notified 86 customers of leaks or high use.
- Completed the in-home inspections for 2022 construction projects.
- HydroCorp conducted 42 inspections this month. 41 were compliant. Meter Service Technicians continue to follow up with non-compliance issues in an attempt to increase compliance.

Water Plant/Operations:

- DNR required monthly 50 bacteriological samples were taken from distribution.
- The utility pumped 123,912,000 gallons of water in the month of December. The minimum volume was on December 10 – 3.481 MGD and maximum on December 2 – 4.573 MGD. Average=3.997 per day.
- The well rehabilitation project continues to move forward. Have seen a 33% increase in price for chemicals needed, and switched suppliers to speed up delivery.
- Installed new block heater on generator at McDermott Park.
- Alliant installed new power service to Well 17.
- Followed up on issues with HMO pumps at both Well 21 & Trowbridge treatment plants.

Water Business Office:

- Mailed out 4,961 water/sewer cycle bills and 2,016 delinquent notices.
- Completed 364 work orders (work orders consist of manual meter reads, assistance to plumbers, seasonal meters installs, pressure tests, and various customer requests)
- Three toilet rebates were completed, 24 rebates in 2021. This is up from past years due to our additional advertising.

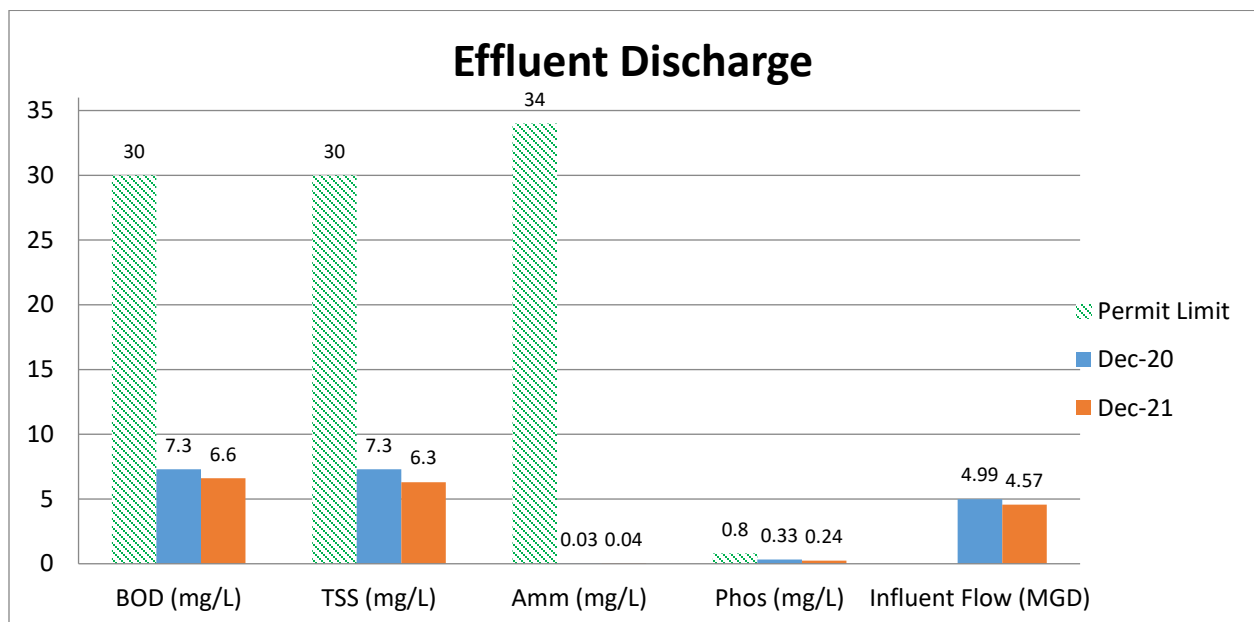
- Completed 304 initial/finals for water service changes. (Services starting/stopping from people moving)
- Meter Service Technicians continue to audit meter installation methods in commercial properties to verify billing schematics, and compare services provided to services billed. Discrepancies have been discovered during the audit. Customers with discrepancies will be back billed or credited for the previous 24 months as advised by the Public Service Commission of Wisconsin and outlined in the Wisconsin State Statute.

WASTEWATER UTILITY

Flows and Concentration:

- The lowest daily flow occurred on the 25th at 3.56 million gallons. The highest daily flow occurred on the 11th at 6.75 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	394	6.6	30	98
Total Suspended Solids (TSS)	mg/L	268	6.3	30	98
Ammonia	mg/L	28.9	0.04	34	99.8
Phosphorus	mg/L	6.3	0.24	0.8	96



Maintenance:

- The maintenance staff began reviewing a list of facility improvements developed through the facility master plan process that was completed in 2020. Many of these activities include long-term maintenance like cleaning harder to reach areas, painting, crack filling, etc.

Administration:

- Department supervisors completed annual staff reviews to evaluate workplace performance.

CITY OF FOND DU LAC - Council Communications

Department of Administration

Date: January 19, 2022
To: Joe Moore, City Manager
From: Tracy Salter, Director of Administration
Re: Department of Administration Monthly Report



COMPTROLLER

- Processed the 2021 real estate and personal property tax rolls, and worked with County Treasurer's Office to print bills and make them available for viewing on the County's web site. City Central Services coordinated the mailing of all bills.
- Auditors were on-site December 20 to 23 for their preliminary fieldwork.
- Participated in second interviews for Benefits Coordinator position.
- Along with Transit and East Central Wisconsin Regional Planning Commission, participated in final walk-through of Transit Development Plan Request for Proposals (RFP). The RFP is slated to be published on January 5, 2022.

Department Statistics

Statistics	December	2021 YTD	2020 Totals
Accounts Payable Checks	507	5,183	5,122
Payroll Checks/Direct Deposits	767	10,458	10,804
Purchase Orders Approved/Issued	286	3,290	3,851
Utility Bills Processed	5,094	64,554	64,479
Utility Bills sent electronically	0	4,491	2,476
InvoiceCloud on-line utility payments	1,871	22,997	19,932
Credit card payments made in person	251	3,561	3,767
Parking meter/ticket credit card payments	976	13,218	11,523
WebTrac on-line reservations/payments	14	468	269
Tax Refund Intercept/State Debt Collection	\$9,862.13	\$163,910.82	\$130,899.28

PURCHASING

- Held first and second interviews for open Deputy Procurement Officer. Cameron Fails was selected and will be starting on January 10, 2022. Cameron comes to the City after 8 years with Faith Technologies with experience in purchasing and logistics.

CITY CLERK/CENTRAL SERVICES

- Real Estate tax bills and Personal Property tax bills were mailed on December 16, 2021.
- 232 Boat slip renewals were mailed out on December 28, 2021 with a deadline of January 31, 2022 to renew current slip. Boat slip holders have the option to pay in two installments (1st half due January 31st and balance by April 1st) or pay in full. Current slip holders are able to pay their rental in person, through the mail or online through the parks reservation system.
- Residential Parking Permits were mailed to 105 residents for those requesting a permit to park a vehicle for the streets listed in Chapter 7, Section 7.05(5) Schedule J, Subsection (g) No Parking from 7:30 a.m. to 5:00 p.m. Weekday, Except by Permit, of the Traffic Code for the City of Fond du Lac (locations are listed below).
 - Ashland Avenue, West side, from E. First St. to E. Second St.

- First Street, E., North side, from 350 feet west of the west curb line of Vincent Street to 375 feet east of the east curb .line of Vincent Street.
- First Street, E., South side, from the east curb line of Ashland Avenue to 235 feet east thereof.
- East Division Street, north side, from 140' east of the east back of walk of North National Avenue to the west curb line of Cherry Lane.
- East Division Street, both sides, from 140' west of the west back of walk of National Avenue to the east curb line of Sallie Avenue.
- Cherry Lane, both sides, from 150' east of the east curb line of North National Avenue to the north curb line of East Division Street.
- Royal Ave., S., Both sides, from the south curb line of
- E. Division St. to the north curb line of E. Second St.
- Oaklawn Avenue, east side, between East Division Street and East Merrill Avenue
- East Division Street, north side, between Oaklawn Avenue and Cottage Avenue
- Candidates started circulating nomination papers on December 1, 2021 to run for Fond du Lac City Council. The required 100 signatures are due by January 4, 2022 to be on the April 5, 2022 Spring ballot. The following filed their required paperwork and nomination papers:
 - Thomas Schuessler
 - Brett Zimmermann
 - Jane Puddy Ricchio
 - Thomas Strizek
 - Kenneth Cassaday
 - Donna Richards
- Notification letters were sent to Election Officials that were approved for appointment by City Council at the December 12, 2021 meeting. Mailings are being prepared to let people know to check www.myvote.wi.gov to confirm their polling location prior to the April 5, 2022 Spring Election due to redistricting.

Department Statistics

Statistics	December	2021 YTD	2020 Totals
Park Facility Reservations	23	787	664
Dog Licenses	135	1006	982
Cat Licenses	12	190	163
Print Shop Orders	97	1223	1196
License Applications	25	871	854
Special Assessment Reports	68	1192	1185
Special Event Requests	4	126	95

ASSESSOR'S OFFICE

- Construction projects continue at a rapid pace, with an additional 178 permits issued for December. All permits issued will be reviewed for progress as of January 1.
- An additional 95 real estate sales were recorded in December. This is comparable to the 94 transfers recorded in December 2020 and is up from the 46 transfers in December 2019. Staff will review all sales to determine if they are good market sales. All sale information is due to the Department of Revenue by the first week in February. The valid market sales for the year are used by the Department of Revenue to determine the ratio for equalization purposes.
- Staff mailed 1021 Statement of Personal Property forms on December 30. Staff verified that current businesses are still at the same location. Any new businesses noted during verification are added to our files and are included in the new mailings. The Statement is due back to the assessor's office by March 1.

CITY OF FOND DU LAC – Council Communications

Public Library

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



Circulation Statistics

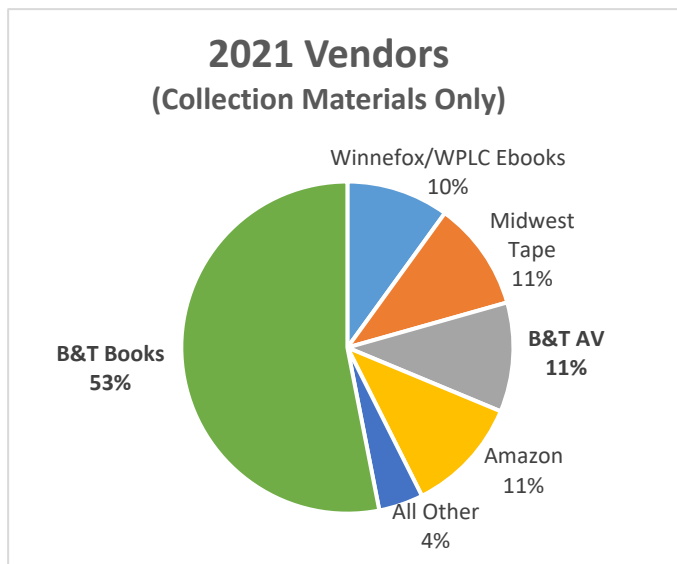
While we have not yet figured out all of the detailed annual report statistics, we are happy to report that circulation did increase a little over 2020. **The annual circulation for 2021 was 378,631 items.**

As expected after two years into the pandemic, Overdrive ebook, audiobooks, and e-magazine circulation increased dramatically—from 63,101 in 2018 to 87,374 in 2021.

Physical material circulation has dropped, but is beginning to recover. Circulation at Express in 2018 was 29,454 items and has bounced back to 21,140 items in 2021. At the main library, circulation is a bit slower to return to pre-pandemic levels. In 2018, 596,448 items were circulated while in 2021, 357,491 items checked out.

Book & DVD Vendors

Ever wonder where we purchase materials for the library collection? Baker & Taylor is a book and AV jobber (wholesaler) with whom we spend almost 65% of our material’s budget. Another jobber, Midwest Tape, and Amazon account for just over 10% each and we give another 10% to Winnefox for our contribution to the Wisconsin Public Library Consortium for the State’s Overdrive collection. Winnefox also uses some of the money for a regional “Overdrive Advantage” account. Additional copies of popular materials are purchased specifically for Winnefox users so we do not have to wait as long for our holds to be filled.



Katie’s Paint-along programs popular

December’s Paint Along featured a gingerbread house scene inspired by our popular take-and-make kit. When registration for this class opened, it filled up within hours, so we decided to offer a second session at the end of the month. Fifteen kids and 9 adults (one of which painted an extra canvas we had) kept my assistant (Jon Mark) and I very busy! Katie provided the basic gingerbread house template, and encouraged the kiddos to add their own flair. Katie gave them examples and ideas, such as gumdrops on the roof,



peppermint candy windows, candy canes, and sprinkles or lights on the trees. She also made sure to walk around and gather ideas from the kids themselves, then shared their ideas with everyone, such as how to easily draw a star on top of the trees or fun candy ideas for the houses. All participants (and their grown-ups) were very pleased with the results. Some kids told me where they would hang their

pictures in their houses, and one little girl said she's giving her painting to her teacher for Christmas (awwww!). One boy was 20 minutes late to the class, but caught up very easily with help from the step-by-step handout Ian created. While Katie had their attention, she told the attendees about our Winter Reading program and provided event handouts to them as well. Everyone thanked her for a great program before they left, and many said they were excited to sign up for January's class.

Seefeld Local History

Debbie handled several interesting research questions in December. One patron was looking for information about an arson that took place on Winnebago Drive in 1980 or later. Another patron asked for obituaries for several individuals who lived in Auburn Township and died prior to 1907, when death registration became required in Wisconsin. Unfortunately, the newspaper columns of events in smaller surrounding communities or rural areas from that time were usually sparse and reported only once a week. Also, our cemetery records were compiled by volunteers reading headstones in the 1970's or 1980's, and although many individuals are listed, some stones are not legible or are hidden by dirt and debris. Luckily, she found one man's will, which helped.

Teen Photo Contest

The popular annual program, the Teen Photo Contest, was launched for the eighth time in late December. Working with Sarah Davis and Kallie Schell, we agreed on new categories for 2022 that we believe will encourage and challenge area teens to submit interesting entries for the contest. Categories for the 2022 contest include: Unexpected Fondy (to encourage teens to explore their community and see it in a new light), Tell Me a Story (to create photos that either feature stories in some way, or tell an interesting story with their composition), and Anything Goes. This contest will run through April 1, as in past years.