

CITY OF FOND DU LAC – Council Communications

City Manager

Date: September 26, 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: September 6, 2022

To: Joe Moore, City Manager

From: Erick Gerritson, Fire Chief

Re: Fond du Lac Fire/Rescue Monthly Report for August 2022



...Acting to Save

Types of Calls	August 2022	August 2021	Year to Date (2022)	Year to Date (2021)
Alarms Involving Fire	8	5	85	76
Fire Mutual Aid Given	0	1	7	12
Fire Mutual Aid Received	0	0	2	5
Other Calls (False Alarms, Service Calls, etc.)	107	104	715	710
Emergency Medical Calls	575	590	4328	4249
Paramedic Intercepts	11	5	61	47
Interfacility Transports	42	44	314	326
TOTALS	690	699	5128	5035
Fire Inspections Completed	215	217	1871	1878
Defects found during Fire Inspections	178	45	961	746

TRAINING

- Dementia Friendly Presentation by FDL County ADRC
- Trauma Assessments with Dr. Grahl

COMMUNITY EVENTS

- DockSpider game with Big Brothers/Big Sisters
- National Night Out
- Faris Popcorn Anniversary PR Event
- Walmart Grand Re-opening PR Event
- Childrens Museum Anniversary PR Event
- Back 2 School Carnival at Celebration Assembly PR Event
- Whiffle Ball with Boys & Girls Club
- Lodge 1947 Union Picnic PR Event
- Community Church – assist with washing apparatus – PR Event
- Coffee with Public Safety at Gilles

OTHER

- Interview with NBC Channel 26/Green Bay re: Mental Health Initiative
- Primary Election Polling Station
- DockSpider Home Game Medics
- Race the Lake Medics
- Pinning Ceremony for FF/P Tristan Schill
- Grace Evangelical/Ricks Toybox partnership with toy cars carried in ambulances

CITY OF FOND DU LAC – Council Communications

Department of Community Development

Date: September 15, 2022
To: Joe Moore, City Manager
From: Dyann Benson, Community Development Director
Re: Monthly Report for August 2022



1. Statistics are attached for housing starts, inspections, downtown parking, the Senior Center, etc.
2. The following site plans were reviewed:
 - a. A new 900 square foot addition and alterations to an existing building for Manowske Welding at 821 South Military Road
 - b. A new 40,174 sf hangar for Badger Liquor at the Fond du Lac County Airport
 - c. Site improvements for Odyssey Theater at 1131 West Scott Street
3. There are several construction projects underway in the City. Projects include: Occupancy was granted for the new Jeep Showroom at Summit Automotive. Target continues its interior remodel and refresh. Roofing and exterior finishes are in progress at the new Club Car Wash on North Country Lane and the Club Car Wash on North Pioneer Road (former Fazoli's location). The contractor continues to install the new equipment for the new Club Car Wash on West Pioneer Road (formerly Jet Stream). Rough inspections (electrical, plumbing and mechanicals) are underway at the new Kwik Trip location on North Pioneer Road (former Schreiner's Restaurant site). The second floor is being poured at the new Aurora expansion at 210 Wisconsin American Drive. Interior finishes are underway for the remodeling of the former Best Buy building for Harbor Freight. The foundation is underway for the new Scooters Coffee at 527 West Johnson Street. Spirit Halloween has moved into the former TJ Maxx on West Johnson Street.
4. The Downtown Architectural Review Board (DARB) reviewed and approved new window replacements for Cutter Vac at 32 North Main Street and a new wall sign for Leb Insurance Group at 21 East 2nd Street.
5. The new mural on the fence in Franklin Park was completed by Zane Stratz and Big Cheddar Art Collective. Stop by and see the bright and colorful artwork!



CITY OF FOND DU LAC
DEPARTMENT OF COMMUNITY DEVELOPMENT
Month: AUGUST 2022

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	12	11
# New Duplex Residential Bldgs/Units	0	0	5(10)	2(4)
# Residential Alterations/Additions	144	85	893	739
# New Multi-Family Residential Bldgs/Units	0	0	0	6(78)
# Total New Residential Bldgs/Units	1(1)	0	17(22)	19(93)
\$ Total Value New Residential Construction	310,000	0	6,000,165	10,945,304
\$ Total Value Residential Alterations/Additions	1,826,278	1,151,594	12,358,207	8,239,790
Commercial/Industrial Construction (Permits Issued)				
# New Commercial/Industrial Structures	0	0	5	3
# Commercial/Industrial Additions/Alterations	11	19	130	105
\$ Total Value New Commercial/Industrial Construction	0	0	8,102,274	4,359,547
\$ Total Value Commercial/Industrial Additions/Alterations	7,394,983	4,672,785	43,828,141	21,050,698
General:				
# New Site Plans Reviewed	3	6	33	31
# Rezoning/Special Use Permits	0	1	10	11
# Variances	0	0	8	4
# New Lots/Parcels Created [CSMs & Final Plats]	2	2	16	7
II. FIELD INSPECTIONS, CONSULTATIONS & PUBLIC CONTACTS	929	624	4,724	4,147
III. HOUSING CODE ENFORCEMENT				
# Complaints Filed	36	30	302	306
# Follow-up Inspections	166	98	1,060	770
# Complaint Cases Closed	22	26	258	227
IV. HOUSING REHABILITATION LOANS				
# Loans Approved	1	1	3	3
\$ Amount of Rehabs Approved	30,000.00	29,559.29	87,500.00	80,241.29
# Dwelling Units to be Rehabbed (Approved)	1	1	3	3
V. SENIOR CENTER (JULY, 2022)				
# Volunteers/Hours	32/222	22/190	43/1,108	30/1,252
# Contacts	15,239	62,827	109,569	232,645
VI. DOWNTOWN PARKING				
\$ Revenue	18,500.97	18,044.88	137,873.39	133,872.79

CITY OF FOND DU LAC – Council Communications

Senior Center

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



- August 21st is National Senior Citizens Day and we combined it with National Sandwich month to host our “Sensational Senior Sandwich Celebration”. Our participants met in the back lot and enjoyed box lunches and visiting.
- Margaret Cahill of NBC26 in Green Bay was in attendance at the City Council meeting where the Community Development budget was presented. After hearing about the programs and activities at the Center, she came to visit us and showcased the Senior Center’s rebound after the pandemic.
- One of the topics that the Wisconsin Association of Senior Centers discusses frequently is how to advocate for the people that we serve. I had an opportunity to do that this month when I was invited to participate in a round-table discussion with Governor Evers to discuss how the State of Wisconsin can better serve seniors. I was able to share that typical “family caregiver” role is changing and that we are seeing more of our seniors becoming a primary caregiver for their grandchildren – especially in cases where the parent is struggling with addiction or serving time in jail/prison for addiction related offenses. My hope is that if Wisconsin implements some type of caregiver tax credit, it is broad enough to help seniors who are providing the physical and financial support for their grandchildren.
- We are busy planning for National Senior Center month, which is celebrated nationally, during the month of September.
- Additional special programs this month included presentations on Health Care Power of Attorney, Financial Power of Attorney, Finding Balance/Preventing Falls, Julie’s Favorite Recipes Instant Pot class, Thelma Community Arts Outreach – Greeting Cards, and a new version of Tech Tyme in partnership with Bug Tussel.

CITY OF FOND DU LAC – Council Communications

Police Department

Date: September 10, 2022
To: Joe Moore, City Manager
From: Aaron Goldstein, Chief of Police
Re: Monthly Report for August 2022



Patrol Division

Officers investigated an apparent drive by shooting incident in which multiple shots were fired from a vehicle. Casings were located, no victims located and no damage found.

Officers responded to the hospital for a report of a stabbing. Person of interest taken into custody on a probation hold.

Multiple calls of a large fight involving up to 20 people, resulted in 2 going to jail.

Criminal Investigative Division

The Criminal Investigative Division cleared **35** cases in the month of **August 2022**. Of those cases **8** were closed with arrests or referrals to the DA's Office for charges. There were **24** new cases assigned in August with a total case load of **123** active cases as of this report. Detectives are currently working **6** ICAC Cyber Tips.

Records Bureau

Open records requests processed (all other reports): **57**

Open records requests processed (traffic related- crash reports): **32**

Records processed to be sent to outside criminal justice agencies/departments (DSS, P&P etc.): **199**

Public Record Requests Processed – Total: **288**

Property and Evidence Control Unit

Property/evidence items processed: **663**

Facilitated hiring process resulting in three (3) candidates added to an unranked eligibility list
Recruiting at FVTC and Lakeshore Tech

Training Unit

Wisconsin Forensic Interview Guidelines
Training

Bloodborne Pathogens Annual Training

Evidence-based Interview Training

Internet Crimes Against Children (ICAC)

Investigation Training

Cellbrite Digital Forensic Training

Strip Search Training

SWAT - Tactical Training

Community Service Officer Unit

Parking tickets: **188**

Community Engagement

National Night Out

West District Picnic and Interaction event at
Lakeside Gardens – West

Coffee and Juice with Public Safety Event –
Gilles Frozen Custard

Cops on the Rooftop for Special Olympics –
Dunkin Donuts

Ice Cream Celebrity Scooper – Galloway House
and Village

Wiffle Ball with the Boys and Girls Club

Recruitment and Selection

Five (5) are progressing well through the academy
(2 Sessions running concurrently)

CITY OF FOND DU LAC - Council Communications

City Attorney/Human Resources Department

Date: August 31, 2022
To: Joe Moore, City Manager
From: Deborah Hoffmann, City Attorney/Director – Human Resources
Re: Monthly Report – August 2022



MUNICIPAL COURT

	August	YTD
Traffic Safety Program Participants	1	17
Municipal Citations	382	2479
Juvenile Hearings held at the High School/PD	0	2297
Trials to the Court	2	40
Pre-trials Conferences	21	189
Fines/Forfeitures collected	\$20,661.22	\$170,507.82

HUMAN RESOURCES

	August	YTD
New Hires	2	43
Promotions	2	18
Retirements/Attrition	4	39
Recruitments	4	28

CITY OF FOND DU LAC – Council Communications

Public Works Department

Date: September 13, 2022
To: Joseph Moore, City Manager
From: Paul DeVries, Director of Public Works
Re: Department of Public Works Monthly Report



ENGINEERING AND TRAFFIC DIVISION

- Contractor, Don E. Parker Excavating continues work on the 2022 Street and Utility Construction Project. Pavement has been placed on 2nd Street and Grove Street, utility installation continues on N Butler Street, S Butler Street, and S Bell Street.
- Contractor, Advance Construction, continues work on the 14th Street Reconstruction. The contractor continues installation of storm sewer main and laterals.
- Staff continues work with Kunkel Engineering on the 2022 Mill & Overlay Program and 2022 Seal Coating Program. Preconstruction meetings were held for the 2022 Mill & Overlay project and 2022 Seal Coating Program. The contractors are anticipating work to begin mid-September.
- The S Military Road reconstruction project continues. The contractor completed the majority of underground utilities and anticipates concrete preparation work for mid-September. The project is a joint project with the WI DOT.
- Received bids for the 2022 Streambank Protection Project. Drax Incorporated was the low bid and the City is currently in the process of awarding the project.
- Held the preconstruction meeting for the 2022 Division St, Taylor St, and Lewis St Reconstruction project. The contractor anticipates the start of work at the end of September.
- Scheduled the preconstruction meeting for the Lakeside Harbor Lighthouse Repair project.
- Awarded the 2022 Bridge Maintenance project to Norcon Corporation. Staff will be working with Norcon to schedule the preconstruction meeting.
- The Pioneer Road (CTH VV) Reconstruction Project is complete with the exception of the traffic light installation on Pioneer Rd, north of Faros. The project is a joint project with FDL County.
- Completed the intersection reconstruction of Johnson Street & Pioneer Road. The project is a joint project with WI DOT.
- Completed the traffic light installation and reconstruction of the West Johnson Street Mall entrance project.
- Staff continues to work with MSA on the West Division Street Bridge replacement. This is a WisDOT Local Bridge Program project planned for 2023 construction with final design and coordination ongoing. The City will also reconstruct W. Division Street from the bridge west to Lincoln Avenue in 2023.
- Staff have been working with MSA on the design and installation for a new storm pump station on Lincoln Avenue adjacent to the Fond du Lac River. The project has required a significant amount of design, time and research.
- Engineering staff continue to follow up on various drainage complaints.
- Engineering staff continues routine inspections on various city bridges, a requirement by the WI Department of Transportation.
- Reviewed and approved 16 Excavation in the Right of Way Permits.

CONSTRUCTION & MAINTENANCE DIVISION

- Repaired three sanitary laterals, two main line sanitary mains and five manhole structures
- Repaired six storm sewer structures
- Cleared six storm sewer outfalls and restored with erosion fabric and rip-rap
- Continue city-wide street sweeping
- Continue sanitary interceptor cleaning
- Hosted & participated in Competent Person and Confined Space Training at Lakeside Pavilion. Training sessions are part of the our newly implemented safety program with Advance Safety Technologies
- Attended bi-monthly Safety Committee Meeting
- Four employees participated in the American Public Works Snow Plow Rodeo. The Rodeo includes a driver's skill course, winter maintenance seminar, and proper snow fighting practices.
- Participated in the preconstruction meeting for the 2022 Mill & Overlay Project
- Participated in recruitment process for Wastewater TV & Meter Tech vacancies
- Crews assisted in locating a clearwater issue at the Fives. Staff from the Fives replaced leaking water valves and city staff explored the sanitary main to look for inflow & infiltration
- Staff set up barricades and four employees participated in the Labor Day Parade
- Provided support for the installation of "Smart Cover" sanitary flow meters at select locations

ELECTRICAL DIVISION

- August 621 locates were called in, 115 were located, remaining were office cleared due to no conflicts
- Twelve call ins in August – Five emergency locates, two street light knock downs, one traffic signal knock down, three traffic signal issues, and one outdoor warning siren issue.
- Repaired two streetlight knockdowns - Scott St & Brooke St and Main St, south of 21st St
- Repaired one traffic signal knockdown at Division St and Macy St
- Repaired sixty street lights
- Replaced twenty-seven streetlights on Rolling Meadows Drive as part of a focus on energy program. Besides reducing our energy consumption, we get \$1,687.50 back from Focus on Energy for upgrading the lights to LED. The cost of the new lights was \$7,344. Our energy cost should go from about \$2000/year down to around \$1000/year, resulting in a 6-year payback.
- MSC – Garage lighting – LED lights that are out of warranty are starting to fail. We installed [6] lights out of my attic stock and used to replace the failed fixtures. We placed an order for [16] additional LED high bay fixtures.
- Parks – Buttermilk PAC Light – Repaired and replaced stage lighting prior to performances
- Parks – Taylor Park – GFCI receptacle. Parks Department was pumping splash pad surge tank and the GFCI kept tripping.
- Parks – Lighthouse Point Light Pole – Individuals have been forcing open the light pole base and unplugging the streetlight. We have attempted to permanently seal the base and deter additional vandalism.
- Police – Light Replacement – Replace several lights within the evidence storage area.
- We have had a reoccurring issue in the traffic cabinet at Main and Second St and are working on correcting it.

FLEET DIVISION

- C&M Bobcat Mini Loader – Installed decals, radio equipment and strobe lamps and safety equipment

- C&M Excavator #23 – Lubricated foot pedal and linkage, replaced strobe light on top with LED, fabricated new bracket to hold light and repaired tires
- C&M Street Sweeper #28 – Installed new conveyor chain, replaced 2-way radio antenna mast, side and main brooms, centered conveyor belt and faulty hydraulic relief valve for side broom.
- C&M 10 YD Dump Truck #39 – Drained oil from engine and found metal shavings in the oil. Removed engine and installed remanufactured engine
- C&M 10 YD Dump Truck #40 – Repaired racked air cylinder for tailgate, replaced cylinder and Governor for the air compressor and welded cracked dump box frame
- Solid Waste Sanitation Truck #201 – Installed decals, radio equipment and safety equipment
- Solid Waste Sanitation Truck #201Z – Replaced turbo, broken intake ductwork for the turbo, and exhaust back pressure sensor
- Solid Waste Sanitation Truck #202 – Installed two new grabber arms, installed four new chains and adjusted, dismounted and mounted eight recap tires on rear axles and adjusted the lock bracket for the hopper door so the sensor would stop kicking out the PTO.
- Fire Department Ambulance #486 – Diagnosed and found a bad engine and replaced with remanufactured engine from Ford
- Fire Department Truck #475 – Repaired leak coming from cracked camshaft housing, replaced power steering pump bolts, leaking coolant hose and fuel tank assembly, fuel filler hose, and worn left outer tie rod end
- WTRRF Truck #702 – Removed and replaced starter
- Transit Bus #910 – Ordered parts to replace worn wheelchair ramp parts.
- Transit bus #911 – Replaced blown fuse for backup lamp circuit and replaced steering drag link.

PARKS DIVISION

- Continued on tree pruning and hazardous tree removals throughout the city
- Park crews and contractor continued removing Ash trees throughout the city
- Continued mowing grass throughout the parks.
- Completed mulching of trees throughout our parks.
- Installed a donated group of benches in Lakeside Park.
- Taylor Pool last day was August 21 and Fairgrounds last day was August 14.
- Our Park and Forestry three month seasonal employees have left for the season.
- Park crew is working on cleaning and painting the Waiting Station in Lakeside Park.

TRANSIT

- Fond du Lac Area Transit recently held the fourth of five stakeholder meetings for the Transit Development Plan. Short-term and long-term recommendations are being developed. Short-term changes include tweaking routes #30, and #55, with schedule changes for routes #25 and #120. We will be discontinuing route #70 as of January 1, 2023 due to declining ridership. Long-term recommendations include expanding service hours, adding staff, and building a Transit Center. The final Transit Development Plan meeting is scheduled for September 19.
- Free Fare Day was held on Wednesday, August 31. Lynn Gilles and Joey Kunde, transit administration were at the transfer zone all morning. We loved spending time with riders, both seasoned and those new to the system. We want to thank Pick and Save, West Johnson for donating cookies and bottled water.
- Fond du Lac Area Transit has been awarded the Federal Transit Administration 5339 capital grant for the second year of bus replacements. The projected cost for the two clean diesel buses is \$1,100,000 with a federal share of \$880,000. We are currently waiting on a quote from Gillig Inc. and will then place our order. These buses should be delivered in early 2024.

WATER UTILITY

Water Distribution System:

- Replaced three lead services
- Repaired six water main breaks
- Replaced two fire hydrants
- Repaired broken polyethylene service
- Replaced one main line valve and replaced one operating nut.
- Completed valve box & service box work orders
- Continued asphalt and concrete restoration from work.

Meter Shop:

- Meter Service Technicians installed 20 meters between 5/8" to 6".
- Meter Service Technicians notified 83 customers of leaks or high use.
- HydroCorp inspected 49 facilities, 37 were compliant.
- Conducted 998 residential cross connection and clear water inspections.
- Continued to conduct private water service material inspections. Visited 968 properties in August.

Water Plant/Operations:

- DNR required monthly 50 bacteriological samples were taken from distribution.
- The utility pumped 139,209,000 gallons of water in the month of August. The minimum volume was on August 28 – 3.757 MGD and maximum on August 1– 5.178 MGD. Average= 4.491 MGD.
- Well rehab project started and we noted a large increase in chemical costs associated with the project. Not much work completed on well rehab, waiting for chemicals to arrive.
- Fixed an HMO issue at Trowbridge WTP. Cleaned out carrier line, injected quills, and replaced the backflow devices.
- Tested generators.

Water Business Office:

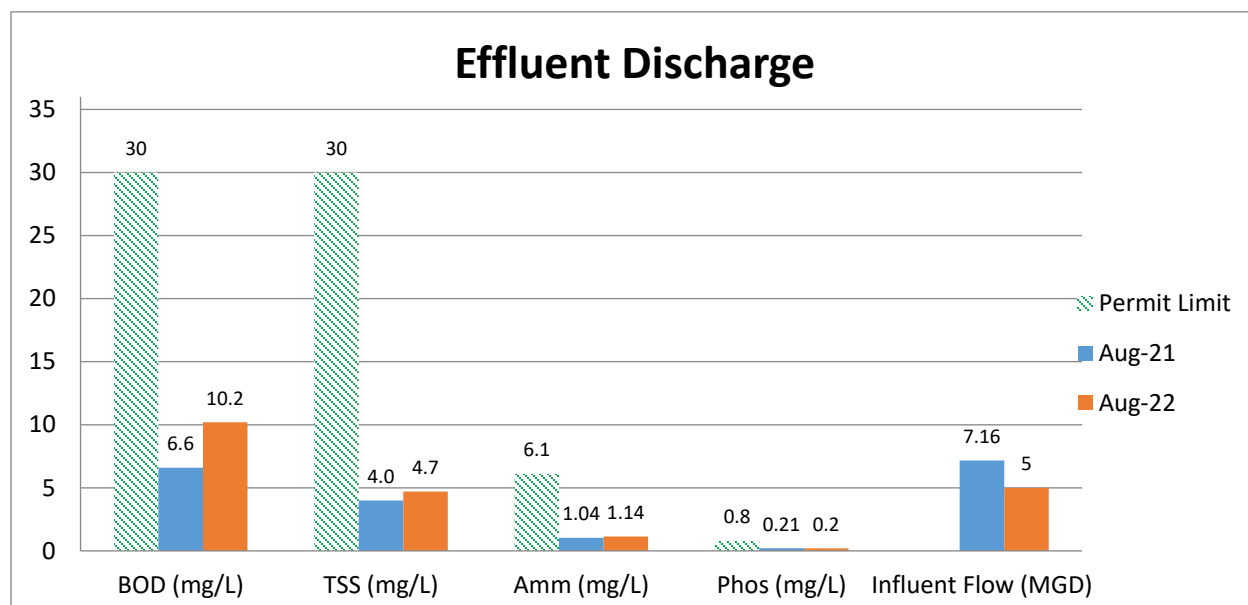
- Mailed out 4,988 water/sewer cycle bills and 1,544 delinquent notices.
- Completed 538 work orders (work orders consist of manual meter reads, assistance to plumbers, seasonal meters install, pressure tests, and various customer requests)
- Completed 468 initial/finals for water service changes. (Services starting/stopping from people moving)
- Customers submitted 12 pool fill bill adjustments. (204 total this year)
- Received one toilet rebates in August (8 total this year)
- Received two quotes to upgrade security for the water business office. This would include bulletproof walls and glass, along with secure glass so people cannot jump over the counter.
- Completed contract with Origin for new billing software, preparing for the transition.

WASTEWATER UTILITY

Flows and Concentration:

- The lowest daily flow occurred on the 20th at 4.00 million gallons. The highest daily flow occurred on the 8th at 7.38 million gallons.
- Effluent permit limits and results for the WTRRF are as follows:

August 2022	<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	410	10.2	30	98
Total Suspended Solids (TSS)	mg/L	299	4.7	30	98
Ammonia	mg/L	28.3	1.14	6.1	96
Phosphorus	mg/L	6.4	0.20	0.8	97



Operations:

- Operation's staff reviewed several applications for a vacant position. Conducted a few interviews; however no job offers have been extended and the search continues.
- Fond du Lac WTRRF filled one TV & Metering Tech vacancy. An offer and acceptance took place with Keilon Johnson who comes to the City with years of experience in collection system televising down in Virginia. The staff looks forward to working with him and utilizing his experience to push collection system monitoring to the next level. These positions operate the televising truck to investigate clearwater issues and evaluate pipe material and construction.
- Cody Schoepke gave a tour to a group from the American Biogas Council. They had heard of Fond du Lac's facility and their innovative approaches to resource recovery. The Council is interested in our combined heat and power generation and reusing biogas as fuel. A discussion occurred about the future of biogas and the options available beyond what the plant is currently doing. The group was very knowledgeable on Renewable Natural Gas (RNG) and pipeline injection which is a CIP project the plant has in place for 2024/2025. That opportunity can be very lucrative and it significantly reduces greenhouse gas emissions.
- The biosolids dryer project has moved beyond the 60% design phase and is on schedule to meet the deadline for a Clean Water Fund Loan application, which needs to be submitted with associated design documentation by the end of September. This project, like many others has

already seen significant delays. Construction will take place next year into 2024 with hopes of starting up in the fall of 2024.

Lab:

- The annual WET (Whole Effluent Toxicity) testing took place on the effluent. Samples of the effluent water are sent to a contract lab where live minnows are placed in the effluent for a designated amount of time. There is an acute result and a chronic result that takes place. Both results provide data that determines the quality of the effluent based on the impact it has on the minnows. Historically the treatment plant effluent has been very high quality passing this test without issue and this year was no different.

Collection System:

- The City moved forward with the purchase of six SmartCovers to replace some of the old flowmeters. The technology mounts to the underside of a manhole lid and monitors the liquid level in the manhole at all times. Through performing a calculation, it is able to measure flow. Having these installed not only will benefit street reconstruction projects, but also will help us track I/I in different areas of the City.

Administration:

- Mary Kunde, the Administrative Assistant, worked with Cody to update the wastewater portion of the City website. Updates include changes to current process and equipment, news, and even a new page on Infiltration and Inflow (I/I). If you have the opportunity to look, please let Cody know your thoughts and suggestions for future changes.
- Cody Schoepke presented to the Fond du Lac County Airport Committee with an update on the Water Quality Trading evaluation of the airport property. Fond du Lac WTRRF is very interested in partnering with the County to establish best management practices on their property to reduce erosion and runoff of excess nutrients into the West branch of the Fond du lac River. In doing so, the City could produce credits that could be used to offset their phosphorus discharge when it potentially could be above their future limit. Water Quality Trading is a compliance option the DNR has provided municipalities to utilize to meet their lower future phosphorus limits. This is the low cost alternative to meet the future limit. Next steps include discussions on a lease of the property and what a trading program would like over the next 10-20 years.

CITY OF FOND DU LAC - Council Communications

Department of Administration

Date: September 16, 2022
To: Joe Moore, City Manager
From: Tricia Davi, Director of Administration
Re: Department of Administration Monthly Report



COMPTROLLER

- Began process with Baird Public Finance (underwriter) and Quarles & Brady (bond counsel) to issue necessary debt for 2022 capital projects.
- Staff participated in the 4th meeting of the Transit Development Plan to develop a systematic design to move Fond du Lac Area Transit into the future.
- Published the 2023 Proposed Budget, 2023-2027 Capital Improvement Plan and 2023-2024 APRA spending plan.
- Submitted more additional requested information to the Public Service Commission (PSC) for the Water rate case. The Commission will review the information and make continued additional requests as needed.
- Started data clean-up process for conversion of water billing data to new Origin software platform. Implementation will begin in early September, with go-live slated for June, 2023.

Department Statistics

Statistics	August	2022 YTD	2021 Totals
Accounts Payable Checks	442	3,700	5,183
Payroll Checks/Direct Deposits	916	7,309	10,458
Purchase Orders Approved/Issued	289	2,531	3,290
Utility Bills Processed	5,287	44,160	64,554
Utility Bills sent electronically	15	101	4,491
InvoiceCloud on-line utility payments	3,090	20,690	22,997
Credit card payments made in person	301	2,249	3,561
Parking meter/ticket credit card payments	673	6,239	13,218
WebTrac on-line reservations/payments	52	445	468
Tax Refund Intercept/State Debt Collection	\$5,913.67	\$95,359.24	\$163,910.82

PURCHASING

- Working with the Attorney's Office to revamp the internal contract review process.
- Pushing forward on demolition and site prep at Plamore Park. Old playground equipment is being auctioned on Wisconsin Surplus.
- Worked with Police Department on disposing and auctioning surplus equipment in preparation of full station remodel.
- Started roll-out of new multi-function devices and printers with new vendor, Rhyme.
- Met with Library and Graybar to finalize lighting project options. Lighting should be fully replaced by the end of 2022.
- Advised and assisted various departments on preparing bid specifications that conform to Federal and State requirements, for those projects funded by grant dollars.

CITY CLERK/CENTRAL SERVICES

Elections

- Training was provided to new Election workers on 8/3/22 to make them familiar with election laws, forms and procedures to protect the integrity of each election.
- Election training was provided on 8/4/22 to all election officials working the August 9th Partisan Primary Election. This training included information about crossover ballots; assisting voters; absentee ballots received at the polling location; and procedures on remaking damaged ballots.
- 8/9/22 Partisan Primary Results:
 - 36% Voter Turn-out
 - 26% of voters voted absentee

Ward	Registered Electors	Absentee Voters	Voted At Polls	New Reg.	Total Voters
1	706	43	168	15	211
2	651	49	138	8	187
3	1134	127	317	20	444
4	766	46	184	8	230
5	1414	185	381	23	566
6	781	62	205	11	267
7	804	46	188	12	234
8	1031	67	256	15	323
9	753	70	143	11	213
10	1017	56	262	21	318
11	640	27	116	5	143
12	1140	141	247	11	388
13	622	34	113	6	147
14	789	112	261	7	373
15	825	107	270	18	377
16	1139	177	309	15	486
17	1202	129	370	6	499
18	1610	156	519	24	675
19	698	75	200	6	275
20	1291	139	399	13	538
21	1285	60	294	11	354
22	969	109	313	15	422
Total	21,267	2,017	5,653	281	7,670

Department Statistics

Statistics	August	2022 YTD	2021 Totals
Park Facility Reservations	112	993	787
Dog Licenses	11	891	1006
Cat Licenses	2	131	190
Print Shop Orders	102	1195	1223
License Applications	22	786	871
Special Assessment Reports	127	767	1192
Special Event Requests	8	104	126

ASSESSOR'S OFFICE

- Staff is busy reviewing permits from the first half of the year, and valuing properties where improvements have been completed. Staff will review each permit to determine if an onsite inspection is warranted and if the work completed would affect the market value of the property. All value changes made now, will affect the 2023 assessment.
 - An additional 388 building permits were issued in August, bringing the YTD total to 1973.
 - YTD permits exceed the 1767 permits issued during the same period in 2021, but is still considerably less than the 2107 issued in 2020.
- Staff reviews all sales/transfers to determine if they are market value sales and reports to the Wisconsin Department of Revenue throughout the year. Property sales listings are also review to identify any discrepancies with assessment records.
 - There were 129 transfers recorded this August; compared to 137 transfers in August 2021.

CITY OF FOND DU LAC – Council Communications

Public Library

Date: September 24, 2022
To: Joe Moore, City Manager
From: Jon Mark Bolthouse, Library Director
Re: Library Monthly Report



Roof Update

The majority of the work on the roof is complete. We are currently waiting on some fabricated sheet metal to come in and be installed. The roofers are reporting that supply chain issues have put the sheet metal on back order, pushing the project back a couple of weeks. The hope is to have the work completed by the end of September, though I am optimistic that it will be completed sooner than that. Weather is a contributing factor, and the rain this week is curtailing the project a bit.

Chapter 52 leak

Sadly, we had a plumbing/water issue at Chapter 52. While working on landscaping, Jean noticed water running into the curb from an unknown source. Investigation by the city revealed a leaky lead pipe coming from the water lateral in the street. We called Ahern Gross and they were able to get it repaired. The good news is that the lead service line has been replaced and there is no longer lead pipe leading to the water supply at the book store.

Hope on the Block Comfort Care Closet

The Salvation Army and FDL Fire & Rescue invited Lori B. to develop a year 'round resource for people experiencing homelessness. After sharing the need for after hour support and referral services that we see at the library, we decided to develop a comfort care closet. Sustain FDL got involved and we discovered a group of students at the North FDL School District who were developing their own campaign to help people experiencing homelessness. We combined our efforts and the Hope on the Block comfort care closet was built.

After overcoming several hurdles and timeline setbacks, the closet was finally installed at the north entrance of the library and filled in early August. Hygiene supplies and referral resources provide after-hours support to neighbors in need. FDL Fire & Rescue built the cabinet; the Library is the host (and with the FDL County Health Dept. will maintain the referral information in the cabinet); the Salvation Army will store supplies and manage monetary donations; Sustain FDL will maintain the



website (hopeontheblockfdl.com) and fill the closet; and the North FDL students are creating and selling products to raise money and marketing the need for donations.

In addition to referral information, the cabinet is stocked with soap, shampoo, bug spray, sunscreen, water, granola bars, sleeping bags, feminine care products, deodorant, toilet paper, hand sanitizer and other donated products. Since organizers want people in need to get find sustainable housing, the closet is locked while the library is open in hopes that people seeking resources will speak with library staff, use our courtesy phone or take advantage of the 2-1-1 resource room we have on the 2nd floor.

While we hope to have an official ribbon cutting ceremony in a few weeks, we have been pleased by the overwhelming support and use from people who have heard about the project. In the first week alone, we know the cabinet had been opened over 80 times while the library was closed.

Summer Reading and the Children's Department

August sees our summer programs winding down as staff prepare for fall. Our Summer Reading Program ended officially on Sunday, August 14. This year, we had 1,552 kids and teens register for summer reading, reading over 992,000 minutes. A few more interesting bits of data: 8-year-olds were our best represented age, with 165 enrolled in the challenge. St. Mary's Springs Academy was our best represented school overall, followed by our homeschooled students. Within the district, Lakeshore Elementary had the largest share of students, with 90 participating this year. Over 30% of kids and 35% of teens completed all four levels of reading, reading at least 20 hours throughout the summer. While we have not yet returned to pre-pandemic levels of participation, we are still showing a steady increase and look forward to continuing that trend next year.

History at Home program

History at Home this month was on the topic of Green Book Sites in Wisconsin. Our presenters are working on a book on the topic and were kind enough to share their research thus far. The crowd was very engaged, and included the owners of a house in town that was a Green Book site. One of the presenters was adamant that we get these buildings in Fond du Lac listed on the National Historic Register, which is less daunting a process than the National Historic Landmark designation. Whereas landmark status requires a lot of rules about preservation and renovation, the Register status does not. The presenters also asked if we have an African American History Archive as part of our Seefeld collection, and we let them know that we do not. We are, however, assisting them with further research into the local area, so perhaps this is a goal we can work towards. Thanks to Lori B. for kicking off that research with a list of articles about the AME church that used to be in town!

Exotic Pet Rescue

John Moyles from J&R Aquatic Pet Rescue was onsite to host an Exotic Pet Surrender event. Our host had wrangled an alligator that was found in a Wisconsin lake weeks before the event, which led to a newspaper article about him and the event. We weren't sure how this one would go, but they ended up taking 25 surrendered pets and talking to 75 humans about the problem of releasing exotic pets into the local ecosystem.





Because of the program's success, we have scheduled them again for next February, hopefully timing it to when the excitement of holiday-gifted pets loses its luster and people are looking to unload them.