

CITY OF FOND DU LAC – Council Communications

City Manager

Date: December 21, 2023
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 Rescue

Date: December 5, 2023
To: Joe Moore, City Manager
From: Erick Gerritson, Fire Chief
Re: Fond du Lac Fire Rescue Monthly Report for November 2023



...Acting to Save

Types of Calls	November 2023	November 2022	Year to Date (2023)	Year to Date (2022)
Alarms Involving Fire	9	7	104	117
Fire Mutual Aid Given	0	2	15	12
Fire Mutual Aid Received	0	0	1	3
Other Calls (False Alarms, Service Calls, etc.)	108	76	1323	980
Emergency Medical Calls	547	582	5913	6059
Paramedic Intercepts	6	2	69	75
Interfacility Transports	17	54	415	458
TOTALS	664	665	7340	7156
Fire Inspections Completed	276	229	3485	2512
Defects found during Fire Inspections	76	119	1367	1313

TRAINING

- Training with Oakfield EMRs

COMMUNITY EVENTS

- Hope Lutheran Preschool; Riverside Elementary fire safety education/show engine
- Cub Scouts tour/EMS badge
- Engine at Red Kettle Kick-off at Thelma
- Honor Guard at Veterans Program at Radisson

OTHER

- New recruits Cody Clark, Amber Evers and Andy Hintz started at FDLFR
- Noon Kiwanis meeting held at Station 1
- Medics at Festival Foods Turkey Trot
- Several car seat installations
- Fire Extinguisher Trainings: Envision, Camelot Daycare Staff

CITY OF FOND DU LAC – Council Communications

Department of Community Development

Date: December 11, 2023
To: Joe Moore, City Manager
From: Dyann Benson, Community Development Director
Re: Monthly Report for November 2023



1. Statistics are attached for housing starts, inspections, downtown parking, the Senior Center, etc.
2. There were no site plans reviewed in November.
3. There are several construction projects underway in the City. Projects include: Exterior brickwork is wrapping up and interior finishes are in progress at the Manor at the Meadows, a dementia care facility, at 590 West Rolling Meadows Drive. Rough-ins and drywall continue for the new Automation, Innovation and Robotics (AIR) Center at Moraine Park Technical College. The relocated Planet Fitness has been granted occupancy on West Johnson Street, in the former TJ Maxx. One building is complete except for some exterior finishes while framing has started at the second building for the Parish Storage Units at 31-51 Merwin Way (located behind Love’s Travel Stop). Framing continues for the building expansion at Wabash National at 450 Arlington Avenue. The slab has been poured for the building expansion at Nemesis Metals at 1250 South Hickory Street with the exterior building walls arriving in early 2024. Froedtert has pulled building permits for renovations to space at Johnson Crossing (Festival Foods Shopping Center) and at the office building located at 889 East Johnson Street. Interior finishes are underway for the building expansion at Excel Engineering at 100 Camelot Drive. Interior finishes are in progress at the building addition for Riviera Maya at 609 West Johnson Street. A new ice cream shop, Cowlicks, will be opening on South Park Avenue in the former Bryanna’s Bakery. They are working on framing and finishes.
4. The Downtown Architectural Review Board (DARB) reviewed and approved a new projecting sign for Aurora’s Apothecary at 171 South Main Street. DARB reviewed and approved façade alterations to the Wood Sampler at 118 South Main Street.
5. Plan Commission approved a Special Use Permit for an automotive reconditioning center at 977 West Scott Street for Holiday Automotive.

CITY OF FOND DU LAC
DEPARTMENT OF COMMUNITY DEVELOPMENT
Month: NOVEMBER 2023

Category	This Month	Same Month Last Year	Total This Year	Total By Same Period Last Year
I. DEVELOPMENT ACTIVITY (CITY)				
Residential Construction (Permits Issued):				
# New Single-Family Residential Units	0	2	18	18
# New Duplex Residential Bldgs/Units	0	0	3(6)	6(12)
# Residential Alterations/Additions	50	54	904	1,145
# New Multi-Family Residential Bldgs/Units	0	0	0	2(62)
# Total New Residential Bldgs/Units	0	2(2)	21(24)	24(30)
\$ Total Value New Residential Construction	0	999,000	5,854,900	20,286,728
\$ Total Value Residential Alterations/Additions	764,635	793,584	12,653,311	16,016,245
Commercial/Industrial Construction (Permits Issued)				
# New Commercial/Industrial Structures	0	1	10	7
# Commercial/Industrial Additions/Alterations	14	10	145	161
\$ Total Value New Commercial/Industrial Construction	0	1,759,400	16,257,022	10,450,596
\$ Total Value Commercial/Industrial Additions/Alterations	502,955	879,872	49,641,069	84,442,646
General:				
# New Site Plans Reviewed	0	0	16	34
# Rezoning/Special Use Permits	1	0	13	11
# Variances	0	0	10	12
# New Lots/Parcels Created [CSMs & Final Plats]	0	0	18	18
II. FIELD INSPECTIONS, CONSULTATIONS & PUBLIC CONTACTS	692	539	6,890	6,682
III. HOUSING CODE ENFORCEMENT				
# Complaints Filed	34	20	425	399
# Follow-up Inspections	153	109	1,722	1,515
# Complaint Cases Closed	45	27	415	425
IV. HOUSING REHABILITATION LOANS				
# Loans Approved	0	1	7	4
\$ Amount of Rehabs Approved	0	26,000	223,885	113,500
# Dwelling Units to be Rehabbed (Approved)	0	1	7	4
V. SENIOR CENTER (October, 2023)				
# Volunteers/Hours	36/243	30/278	55/2,193	45/2,024
# Contacts	18,966	20,418	153,916	162,232
VI. DOWNTOWN PARKING				
\$ Revenue	20,229.67	17,478.45	231,186.15	192,136.52

CITY OF FOND DU LAC – Council Communications

Senior Center

Date: December 1, 2023
To: City Council, Joe Moore, Dyann Benson,
and Friends Board of Directors
From: Cathy Loomans, Director
Re: Senior Center Update – November 2023



- Veterans Day is one of our favorite days at The Center. This year, instead of our traditional pancake breakfast, we held our “Freedom is Sweet, Stop in for a Treat” event in partnership with Home Helpers. Veterans, family members and many others stopped in to honor our veterans. The treats from Brianna’s Bakery and Tom Dooley’s Apple Orchard were a big hit.
- Our “Walk to Where” participants logged 3,935 miles during their summer of walking. Anyone that reported their steps to us was registered to win a wellness basket full of self-care items.
- The topic of electric vehicles comes up often at The Center, so we were excited to welcome a delivery specialist from Bergstrom Automotive to talk about the truths and myths surrounding electric vehicles.
- In our Know Before You Need To Know (KBYNTK) series, this month we had presentations on Pelvic & Prostate Health as well as Vestibular Rehabilitation Therapy. Issues like incontinence, vertigo, and dizziness not only increase the risk of falls as we age, but they can dramatically impact someone’s quality of life.
- Going into the holiday shopping season, we were excited to be able to offer “How to Shop Safely Online” as one of our technology classes this month. With scams, internet safety and identify theft increasing in frequency, we are hopeful that classes like this help people protect themselves as they navigate the internet.
- Our German classes joined together to watch a German movie – complete with American subtitles. Learning a new language is a fantastic way to keep your brain sharp as we age.
- The Moraine Park Technical College nursing students held a blood pressure clinic here this month. These intergenerational opportunities are valuable on many different levels.

CITY OF FOND DU LAC – Council Communications

Police Department

Date: December 14, 2023
To: Joe Moore, City Manager
From: Aaron Goldstein, Chief of Police
Re: Monthly Report for November 2023



Patrol Division

Death Investigation 100 block of S Bell St

Attempted suicide by taking pill, suspect was mobile in a vehicle

Two subjects overdosed together in the 100 block of E 10th St. both brought back with Narcan

Assisted Dodge County SO with pursuit suspect, vehicle located at Maplewood Commons

Assisted with missing 10 yr old child

3 arrested on warrants and methamphetamine seized from residence of 200 block of 18th St.

Kidnapped child (recovered) in 400 block of Ruggles St, suspect was manic and held on chapter 51

Assisted FD with porch fire in 100 block of W McWilliams St.

Assisted Drug Unit with search warrant 100 block of W 9th St. resulted in recovery of several different types of drugs and 5 suspects arrested and taken to jail

Vehicle roll-over in the 100 block of Forest Ave driver was arrested for OWI

Criminal Investigative Division

The Detectives cleared **22** cases in the month of **November 2023**. Of those cases **11** were closed with arrests or referrals to the DA's Office for charges. There were **17** new cases assigned in the month with a total case load of **78** active cases as of this report. Detectives are currently working **16** ICAC Cyber Tips.

Mental Health Co-Response

Mental Health Assessments (Behavioral health crisis (MH or AODA) requiring assessment of safety, symptoms, and functioning): **30 (Adults) and 0 (Children)**

Records Bureau

Open records requests processed (all other reports): **112**

Open records requests processed (traffic related - crash reports): **12**

Records processed to be sent to outside criminal justice agencies/departments (DSS, P&P etc.): **106**

Public Record Requests Processed – Total: **231**

Property and Evidence Control Unit

Property/evidence items processed: **344**

Training Unit

Missing Person training completed

Strip Search training completed

Crisis Intervention Team (Schulget)

CIT Conference completed (De Jager, Jost)

DCI Drug Interdiction School (Malloy)

Recruitment and Selection

Three Laterals: Nick Willman, Nate Defatte and Jacob Wagner are in FTO and doing well. On track to be completed and on their own shortly.

New Hire Max Waln is in orientation phase

Three new recruits are in FTO (Flagg, Hlinak, Delveaux)

Community Service Officer Unit

Parking Tickets: **468**

CSO Kyle Tennie has resigned.

CSO Jackson Wagner is on his own.

CSO assisted with: 20 hours of parking per week and fingerprinting twice a week

CITY OF FOND DU LAC - Council Communications

City Attorney/Human Resources Department

Date: December 1, 2023
To: Joe Moore, City Manager
From: Deborah Hoffmann, City Attorney/Director – Human Resources
Re: Monthly Report – November 2023



MUNICIPAL COURT

	November	YTD
Traffic Safety Program Participants	0	8
Municipal Citations	243	3015
Juvenile Hearings held at the High School/School District	33	332
Trials to the Court	5	48
Pre-trials Conferences	38	304
Fines/Forfeitures collected	\$ 13,151.95	\$ 185,939.50

HUMAN RESOURCES

	November	YTD
New Hires	8	57
Promotions	5	40
Retirements/Attrition	6	56
Recruitments	5	48
Current Vacancies	22	N/A

CITY OF FOND DU LAC – Council Communications

Public Works Department

Date: December 20, 2023
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 2024 projects.
- Contractor, Sheet Piling Services continues work on the West Division Street Bridge Replacement. The contractor constructed the west abutment is completed and the contractor will continue work on the east abutment.
- The City continues to work with MSA and CD Smith on the Lincoln Ave & Thomas St Storm Water Lift Station.
- Staff continues working with various consultants on various project. The projects include: Design of a new sanitary lift station on Reinhardt Road, TMDL Storm Water Study, Storm water pond adjacent to Theisen Middle School, McDermott Park Landscaping, and the reconstruction of Pioneer Road from Martin Avenue to County Road V.
- Staff completed the 2023 Pavement Ratings and annual local road certification for WI Dept of Transportation
- Staff is working with a consultant on the 2024 Sidewalk Management Program
- Reviewed site plans for Erosion Control and Stormwater Management and Drainage Plans for newly constructed homes.
- Reviewed and approved 18 Excavation in the Right of Way Permits and several sidewalk permits.

CONSTRUCTION & MAINTENANCE DIVISION

- Repaired two storm sewer basins, two sanitary sewers, and one street pavement/curb
- Completed city-wide crosswalk and line painting
- Completed the installation of snow flags/ markers to identify hazards when plowing
- Installed snow fence in areas prone to drifting during the winter months
- Continued to address potholes citywide.
- Continue to address high manholes using our infrared asphalt heater which rejuvenates existing asphalt to adjust road grade around manholes
- Continue citywide street sweeping.
- Completed grading on Packer Street and McWilliams due to deteriorated asphalt
- Assisted Water Utility employees on repairs
- Assisted with barricade placement for Turkey Trot
- Assisted contractor with grinding of brush and organic materials at our Sullivan dump site
- Leaf Collection continued through the month, the primary focus for November
- Addressed the first measurable snow on city streets
- Staff participated in Annual Refresher Safety Training and CPR training
- Participated in Interview process for the Fleet Manager position

- Worked with Engineering to put together a storm water plan for ditch project we are planning to do before spring of 2024.

ELECTRICAL DIVISION

- November, 597 locates were called in. 107 were located and the rest could be office cleared
- Four call ins in November, three emergency locates and one streetlight knock down
- Three knockdowns: 13th St and Park Ave, Forest Ave and Hickory St, and Security Dr and Pioneer Rd. All are direct burials and anticipate scheduling repairs before the ground freezes.
- Replaced one battery charger at siren C03
- Repaired 65 street lights
- Installed one of the crosswalk flashers at Johnson St and Weis Ave
- Removed American Flags downtown to install the Christmas garland, also installed eight new flags on the Johnson St. Bridge
- Water Department - Macy Booster Building carrier water disconnect was diagnosed and replaced
- Waste Water- Replaced Karris Court Pump station breaker
- Waste Water- Repaired Guindon Boulevard float switch
- Waste Water- Adjusted the influent pump grinder

FLEET DIVISION

- C&M Leaf Machine #217 – Replaced cracked suction tube and blown hydraulic hose
- C&M Leaf Machine #216 – Repaired joystick controls, replaced damaged suction tube, worn drive belt for the suction impeller and leaking hydraulic fitting on the joystick control valve
- C&M 10 YD Dump Truck #39 –Replaced both air tanks, straps, and fittings, replaced hydraulic tank, fuel injector cups, injectors, reassembled the engine and replaced worn truck cab mounts
- C&M 10 YD Dump Truck #40 –Diagnosed faulty hydraulic control system that controls plow, salting equipment and dump box, company, Force, installed new control system
- Solid Waste #202 – Rebuilt worn grabber arm
- Solid Waste #207 – Replaced leaking hydraulic hose for the left packer cylinder
- Water Department #463 – Added transmission fluid due to not shifting properly
- Parks Department Mower #318 – Replaced faulty solenoid, fans, worn alternator belt, and two tires
- Police Department #619 – Oil sample from transmission resulted in oil full of metal shavings requiring new transmission. Squad was a lease vehicle for the MEG unit and traded in on a new vehicle.
- Fire Department Ambulance #655 – Replaced front brake rotors, brake pads, and both front tires. Replaced a clearance light and repaired an outside door handle for the patient compartment.
- Fire Department Ladder #660 – Service call to check ladder swaying back and forth while extended, adjusted shims for the middle section of ladder
- Fire Department Engine #661 – Diagnosed and replaced faulty throttle valve and wiring harness for the valve. Rebuilt the tank to pump valve that was leaking into fire pump.
- Transit Bus #912 – Adjusted sensors for the front door
- A technician completed his CDL training.

PARKS DIVISION

- Continued tree pruning and hazardous tree removals throughout the city.
- Forestry crew and our Contractor continued removing Ash trees throughout the city, because of Emerald Ash Borer
- Continued mulching leaves throughout our Parks.
- Finished the fall maintenance at the Pools and winterizing of the systems.

- Removed and cleaned up flower beds throughout the parks. Stored the bulbs for spring planting.
- Winterizing of the shelters and restrooms throughout the parks.
- Finished installing Christmas lights and assisted the Rotary Club with installing the Lightshow.
- Contractor planted trees throughout the City terraces and Parks.
- Park crew assisted contractors that were hired to install the new donated Gazebo at Lighthouse Point.

TRANSIT

- Transit Administration is putting the final touches on our fare increase plan for 2024. Our website has been updated, and we have worked with Mueller Communications for assistance with website links with a press release.
- Fond du Lac Area Transit Manager, Lynn Gilles, will be retiring in early March 2024. Gilles has been Transit Manager for over 20 years. Joey Kunde, Assistant Transit Manager, has been named Transit Manager upon Gilles' retirement. We are currently recruiting for the Assistant Transit Manager position.
- Transit Administration is currently working on the procurement of four heavy-duty buses. The 30' buses will be manufactured by Gillig. The delivery date for the four buses will be early to mid-2025.

WATER UTILITY

Water Distribution System:

- Repaired two main breaks.
- Replaced one fire hydrant.
- Replaced lead service line.
- Digging work decreased this month due to limited staff.
- Continue to do follow-up work on main line valves flagged by seasonal staff.
- Inspected non-draining hydrants and pumped as necessary..

Meter Shop:

- Meter Service Technicians (MSTs) notified 68 customers of leaks or high use. (phone calls, graphs left in door)
- MSTs assisted the outside crew with various jobs. (service replacement, hydrant replacement, main break, pumping out hydrants)
- Checked curb stops for plumbing on 2023 CIP streets.
- Began testing cellular endpoints for meter reading through Badger Meter. This could eventually replace our current meter reading system as that system is becoming old.

Water Plant/Operations:

- DNR required monthly 50 bacteriological samples were taken from distribution. Disinfection byproduct samples were taken along with quarter raw water samples from the wells.
- Experienced some issues with HMO chemical feed pump failures. Temporary pumps were set up; however, we plan to install new pumps.
- Worked with contractors on getting quotes to install new phosphate equipment.
- New operators took their DNR Waterworks Certification tests and both passed.
- Generators were ran. Discovered an issued with the generator at McDermott Park and contacted contractor to make repairs.
- Worked with a consultant on elevated differential pressures at the McDermott treatment vessels.
- The utility pumped 119,516,000gallons of water. The minimum volume was on November 23 – 3.192 MGD and maximum on November 20 – 4.837 MGD. Average – 3.984 MGD.

- Well Rehab Project 2023:
 - Well 13: Installed new equipment, the well is now up and running successfully.
 - Well 26 & 27: Well treatment plan was submitted to DNR for review. Scheduled chemical treatment of the well to begin in January.

Water Business Office:

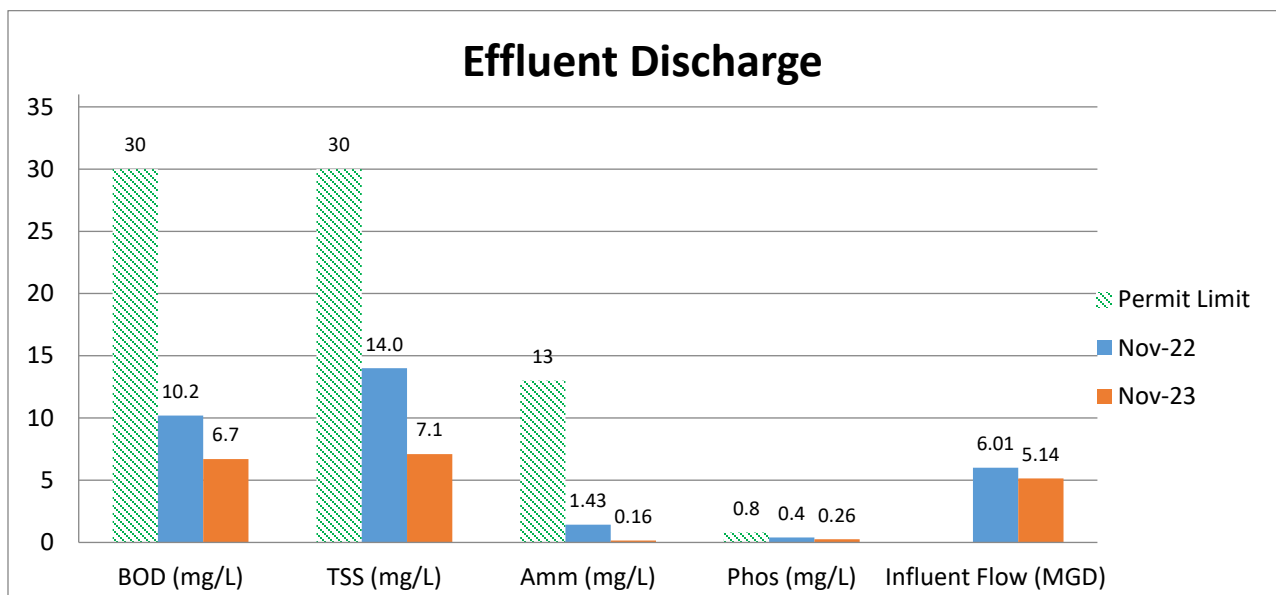
- Mailed out 618 (11/30/23), 4,338 (12/1/23), and 106 (12/4/23) water/sewer cycle bills. Staff experienced some issues with printing which led to bills being sent on multiple days.
- 1,331 water accounts were transferred to the tax role totaling \$801,554.25.
- Sent letters to properties that have not replaced their private lead service. All properties have responded to the letters and are scheduled for replacement.
- Hydrocorp’s contract was finalized, and commercial, industrial, and multifamily cross connection inspections will resume. Mailed inspection notices and to start inspections in December.
- Continue to work with the new billing software and tweaking as necessary:
 - Staff will be working with the software company to revise the tax role process in 2024.
 - Meter reading software integration continue to be worked on.
 - Staff continues to fine tune various workflows.
 - The financial portion of the software is working very well.

WASTEWATER

Flows and Concentrations:

- The lowest daily flow occurred on the 24th at 4.32 million gallons. The highest daily flow occurred on the 2nd at 6.35 million gallons.
- Effluent permit limits and results for the WTRRF are as follows:

November 2023	Unit of Measurement	Conc. entering the facility	Actual Discharge	Permit Limit	% Removal
Biological Oxygen Demand (BOD)	mg/L	481	6.7	30	99
Total Suspended Solids (TSS)	mg/L	319	7.1	30	98
Ammonia	mg/L	33.3	0.16	13	99.5
Phosphorus	mg/L	7.1	0.26	0.8	96



Operations:

- The combined heat and power engine used to produce approximately 50% of the treatment plant's power failed. After an inspection by the contractor, the failure was due to low compression in a cylinder. The low compression was due to damage in that cylinder from debris. The contractor will be able to make the repair onsite. WTRRF staff hope to be back running by Christmas.
- Operations have been spending a good amount of time working with the deammonification process to optimize it for continued growth of the granules. The deammonification process treats the liquid portion of the dewatering process. Deammonification uses a specific type of bacteria (Anammox) to remove ammonia before this waste stream joins the main plant wastewater. The Anammox, being living organisms, reproduce. WTRRF staff have been told there are other projects in the works elsewhere in the U.S. Fond du Lac is the only installation in the country, so the WTRRF will be the primary seed source to start up those other projects. Having more granules available will be beneficial to those other startups.

Maintenance:

- The Electrician and Instrumentation Technician position remains vacant.
- Maintenance staff is wrapping up as many outdoor tasks as they can before the temperatures drop and snow starts falling.

Laboratory:

- WTRRF staff are looking to fill one part-time position by the end of the year and start that person early in 2024.

CITY OF FOND DU LAC - Council Communications

Department of Administration

Date: December 15, 2023
To: Joe Moore, City Manager
From: Tricia Davi, Director of Administration
Re: Department of Administration Monthly Report



COMPTROLLER

- Processed outstanding special assessments and special charges (including delinquent water/sewer bills) and uploaded the information to the County tax system for placement on the upcoming tax bills.
- Continued testing and parallel processing with upgraded ONESolution finance applications.
- Finished implementation of GASB 96 – a new accounting and financial reporting requirement related to subscription-based IT arrangements.
- Prepared the real estate and personal property tax roll and submitted to the County Treasurer for processing. Tax bills should be available the first week of December.

Department Statistics

Statistics	November	2023 YTD	2022 Totals
Accounts Payable Checks	361	4,890	5,399
Payroll Checks/Direct Deposits	802	9,804	11,036
Purchase Orders Approved/Issued	329	3,497	3,665
Utility Bills Processed	5,090	59,484	65,787
On-line utility payments	3,029	28,273	31,721
WebTrac on-line reservations/payments	17	431	529
Tax Refund Intercept/State Debt Collection	\$5,430.57	\$75,536.52	\$124,128.38

PURCHASING

- Walked through Plamore Park to create the final punch list.
- Began discussions and negotiations with the GFOA and their Business Advisory Services branch to engage their consulting team to assist with the selection of a new ERP system.
- Continued participation in weekly status update meetings at the Police Department regarding the remodeling project. Men's locker room remodeling is underway.
- Awarded McDermott Park Landscaping base bid and one alternate. Landscaping work will begin in the Spring.

CITY CLERK/CENTRAL SERVICES

Department Statistics

Statistics	October	2023 YTD	2022 Totals
Park Facility Reservations	42	805	1209
Dog Licenses	8	866	1058
Cat Licenses	2	125	153
Print Shop Orders	160	1048	1581
License Applications	6	896	854
Special Assessment Reports	83	656	1048
Special Event Requests	15	104	128

Lakeside Park Marine

DOCK	TOTAL NO. OF SLIPS	2023 SLIPS RENTED	2023 SLIPS AVAILABLE
Dock A	28	25	3
Dock B	36	36	0
Dock C	20	19	1
Dock D	20	19	1
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

- Along with colder weather, November brings a busier time to the Assessor's Office. Staff continues to review permits, sales, remodel projects, and reminders for the 2024 assessment roll and preparing to inspect projects that will be incomplete as of 01/01/2024. These properties will receive a partial assessment for the 2024 assessment year based on the stage of construction as of January 1.
- With the elimination of most Personal Property for 2024, we are continuing to get guidance on the process of assessing buildings on leased land. For 2024, it appears the owner of the real estate that the building on leased land physically sits on will initially receive the assessed value for those buildings. The landowner would also then be responsible for collecting the correct tax on the improvement from the building owner.
- There were an additional 101 sale transfers that took place in November that staff will be reviewing and validating for timely submission to the Department of Revenue by the 1st week in February.

CITY OF FOND DU LAC – Council Communications

Public Library

Date: December 15, 2023
To: Joe Moore, City Manager
From: Jon Mark Bolthouse, Library Director
Re: Library Monthly Report



New Library Staff

November brought with it two new staff members for the Information and Outreach Services Team. We welcomed Avis Seizert as the new Local History and Genealogy Librarian and Lauryn Wilcox as a Library Assistant I. Existing staff jumped in to get them trained and welcome them on board. Both have been incredible additions to the IOS team and are doing a great job learning about everything the Fond du Lac Library offers, as well as the community we serve.

In the Technical Services department, we are happy to report that Pam Thielman, from Circulation and Ellie Thelen, from Central Payments at the City/County Building, accepted the copy cataloging positions. They began work at the end of November.

Buechel (Festival) Branch Move

Work continues on the planned move of the Library Branch located on the east side of town in the Festival Foods shopping complex. The branch will move from its current location on the west side of the complex to a new location east of Festival, in between Fresh Fit Café and GNC Nutrition.

In November, Bayland Construction was hired to complete the walls and “build out” of the new branch location. They are on an accelerated schedule and plan to turn over occupancy to us by the end of the year. After making several decisions regarding flooring, wall colors, countertop laminate and outlet locations, everything is still on schedule to be completed by the end of December. The layout and “look” of the space will be very similar to the current branch.

The branch and the book drop will be closed for the first several weeks in January and we plan to have a grand re-opening in February.

DVD Circulation decreases

The effects of streaming media coupled with fewer DVDs available to purchase has pushed the circulation of physical media down in 2023. As a comparison: in 2018, DVD circulation accounted for 36% of our total circulation. In 2023, it's 23%. The library is looking at alternatives to offer, such as Kanopy, a streaming service that offers movies, television shows, and content for kids to our community. However, not every library user has access to high speed internet, making it difficult for some to access the service.

Library staff are spending time working on this problem and hope to find a solution going forward. In the meantime, we will continue to have DVDs available for those patrons who utilize the service.

New Equipment in Idea Studio

The tube in the Full Spectrum laser cutter/engraver that we've been using since opening in 2016 stopped working completely, after a period of some slow deterioration. We had already purchased a Glowforge Pro, with the intention of running both for a period of time and then phasing out the Full Spectrum laser, but the dead tube accelerated these plans. Idea Studio staff worked on getting familiar with the Glowforge and preparing materials and training for the new system.

Playtime at the Library

When storytimes end for a season, we host Playtime at the Library on Monday mornings. We decided to try this out in hopes of keeping our storytime audience in the habit of visiting the Library every Monday morning for a program. The first Playtime of this storytime break happened at the tail end of November, hosted by Gabriela. For this iteration of Playtimes, we wanted to try something extra. We reached out to community contacts who focus on families with young children and asked if they'd be willing to attend one Playtime session. This would provide families opportunities to learn about resources they may not know exist; additionally, we advertised who would be in attendance each week, in hopes that any families who might have questions or concerns in a specific area of development could try to attend when someone with specialized knowledge would be there to talk with. Our first session was attended by special guest Robyn Wise from the FDL County Health Department. We had a great turnout of families and Robyn later told me that she had fun playing with all the kids and chatting with caregivers.