

CITY OF FOND DU LAC – Council Communications

City Manager

Date: June 24, 2024
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: June 10, 2024
To: Joe Moore, City Manager
From: Erick Gerritson, Fire Chief
Re: Fond du Lac Fire Rescue Monthly Report for May 2024



...Acting to Save

Types of Calls	May 2024	May 2023	Year to Date (2024)	Year to Date (2023)
Alarms Involving Fire	4	9	41	40
Fire Mutual Aid Given	0	2	6	10
Fire Mutual Aid Received	0	0	1	1
Other Calls (False Alarms, Service Calls, etc.)	108	138	516	552
Emergency Medical Calls	567	567	2714	2729
Paramedic Intercepts	7	8	25	40
Interfacility Transports	22	54	97	233
TOTALS	679	714	3271	3321
Fire Inspections Completed	229	306	1287	1583
Defects found during Fire Inspections	84	186	606	622

TRAINING

- Boat Rescue Training on Lake Winnebago
- HazMat Training – Level A dress out and communications exercise
- Pump testing of all apparatus
- Rescue Task Force (RTF) Training @ AC Neilson Building
- Active Shooter Incident Management (ASIM) Training
- Tech Team training at Mercury Marine
- Harassment Training completed
- Intubation Training

COMMUNITY EVENTS

- Champions of FDL Game Night held in classroom at Fire Rescue
- Station Tour and Career Overview with Bright Futures of WI
- Treffert Center Public Safety Event at County Airport
- Presentation and show trucks to 1st graders at Roberts Elementary
- Hometown Heroes Brat Fry
- Chegwin Boys & Girls Club kickball game
- Woodworth 8th graders Career Class – Tour at Station 2

- Attended and Chief Gerritson spoke at the Culvers ribbon cutting ceremony
- Lunch and Learn at the Senior Center
- Red Cross held a blood drive at Station 1

OTHER

- Recognition & Awards Banquet
- EMS Week - Open House
- FDL Police Memorial Event
- Red Cross Brat Fry
- Community Car Seat Check Event
- Medics at Turf Wars Event sponsored by Fondy High Cardinal Nest held at Cardinal Stadium
- Medics at Salute the Troops Annual Races held at Lakeside Park
- Participated in and were the Champions of the Guys Who Grill Event
- Inspected food trucks at Fondy Food Truck Festival held on Oven Island
- Led the Memorial Day Parade
- Medic at the DockSpider games and fireworks
- Firefighter Recruit Academy began

CITY OF FOND DU LAC – Council Communications

Department of Community Development

Date: June 14, 2024
To: Joe Moore, City Manager
From: Dyann Benson, Community Development Director
Re: Monthly Report for May 2024



1. Statistics are attached for housing starts, inspections, downtown parking, the Senior Center, etc.
2. Two site plans were reviewed for updates to parking lots at Oasis Restaurant on 339 North Main Street and at Wabash National for their parking area fronting Hickory Street.
3. There are several construction projects underway in the City. Projects include: Temporary occupancy was granted to Manor at the Meadows, a dementia care facility, at 590 West Rolling Meadows Drive. Finishes are in progress for the building expansion at Nemesis Metals at 1250 South Hickory Street. Interior finishes continue at the Odyssey Theater on West Scott Street. Framing has started for the new Froedtert/Theadacare micro hospital on West Johnson Street. Exterior walls and mechanicals are in progress at the new Holiday Reconditioning Center on West Scott Street, north of Target. Floor is poured and framing is starting for the new Bank First building at 825 West Johnson Street. The new Sam Meyer State Farm office at 127 North Main Street has been set on its new foundation and masonry work is in progress.
4. Plan Commission reviewed and approved a Special use Permit for 90 mini warehouse storage units on a vacant lot near the airport on Rolling Meadows Drive. A Special Use Permit was approved for Lucky Dog Rescue at 246 South Main Street for boarding of cats, up to four (4) cages.
5. The Downtown Architectural Review Board (DARB) reviewed and approved exterior alterations for 231 South Main Street and new windows for Aurora's Apothecary at 171 South Main Street. New signage was approved for PS Beauty Lounge. DARB provided some feedback on a proposed sign for Slim & Chubby's at 109 South Main Street.
6. The Fond du Lac Dock Spiders, Fond du Lac School District Recreation Department and City will be partnering again in 2024 for Fondy Flicks on the Field. The line-up includes: Friday, June 21, 2024 – Super Pets with gates open at 10:00am; Saturday, July 20, 2024 – Top Gun: Maverick with gates open at 7:00 pm; and Sunday, August 4, 2024 – Wonka.

CITY OF FOND DU LAC
DEPARTMENT OF COMMUNITY DEVELOPMENT
Month: MAY 2024

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	2	2	6	9
# New Duplex Residential Bldgs/Units	1(2)	0	2(4)	1(2)
# Residential Alterations/Additions	100	105	358	338
# New Multi-Family Residential Bldgs/Units	0	0	0	0
# Total New Residential Bldgs/Units	3(4)	2(2)	8(10)	10(11)
\$ Total Value New Residential Construction	806,500	525,000	2,576,200	2,707,000
\$ Total Value Residential Alterations/Additions	1,414,724	1,495,875	5,250,384	5,023,318
Commercial/Industrial Construction (Permits Issued)				
# New Commercial/Industrial Structures	0	1	4	5
# Commercial/Industrial Additions/Alterations	10	10	51	47
\$ Total Value New Commercial/Industrial Construction	0	560,000	24,940,712	7,182,068
\$ Total Value Commercial/Industrial Additions/Alterations	1,714,406	10,151,391	10,326,523	27,531,374
General:				
# New Site Plans Reviewed	2	4	6	11
# Rezoning/Special Use Permits	3	2	5	10
# Variances	0	2	3	3
# New Lots/Parcels Created [CSMs & Final Plats]	0	0	4	17
II. FIELD INSPECTIONS, CONSULTATIONS & PUBLIC CONTACTS	660	753	2,794	2,859
III. HOUSING CODE ENFORCEMENT				
# Complaints Filed	36	50	208	204
# Follow-up Inspections	168	200	766	766
# Complaint Cases Closed	41	58	190	172
IV. HOUSING REHABILITATION LOANS				
# Loans Approved	2	0	4	1
\$ Amount of Rehabs Approved	75,164	0	136,164	49,000
# Dwelling Units to be Rehabbed (Approved)	2	0	4	1
V. SENIOR CENTER (APRIL, 2024)				
# Volunteers/Hours	49/341	36/195	69/1,084	44/775
# Contacts	17,066	13,881	67,729	64,240
VI. DOWNTOWN PARKING				
\$ Revenue	20,296.46	21,767.64	95,692.25	107,009.63

CITY OF FOND DU LAC – Council Communications

Senior Center

Date: June 1, 2024
To: City Council, Joe Moore, Dyann Benson,
and Friends Board of Directors
From: Cathy Loomans, Director
Re: Senior Center Update – May



- We were honored and humbled to be recognized by the Fond du Lac Area Women’s Fund as community “SHEros” at their annual Power of the Purse event.
- We are so thankful for the experience we had with our Moraine Park Technical College intern. Sandy fulfilled her 144 hour internship this month, and we will miss the knowledge and additional programs that she was able to provide our participants. She did return to lead one final class for “Mocktail May”.
- May is National Older American’s Month and the theme for 2024 was “Powered by Connection”. In keeping with the theme, we invited our participants to “connect” a friend that had never been here before with our Center. It was a great way to introduce people to The Center and the many programs and activities that we offer. We also celebrated with a root beer float social.
- We had a very interesting lunch & learn program this month with the Fond du Lac Fire Department giving a presentation on Fire Safety in the Home. This topic was another in our series of “Know Before You Need To Know” programs.
- Thank you to the Aurora Health Care Physical Therapists who provided a very informative program “Shoulders 101”. Changes in our shoulders, knees, and hips can dramatically affect our quality of life as we age and knowing how to address issues that may arise can prevent long term injuries.
- Our participants continue to have a great experience at the classes held in partnership with the Thelma Sadoff Center For the Arts. This month Trista Holz instructed a class on Fused Glass Art. The projects turned out amazing! We also had several other arts & crafts opportunities this month - making miniature fairy gardens, learning how to watercolor in Georgia O’Keffe’s style, learning origami and painting a planting pot.

CITY OF FOND DU LAC – Council Communications

Police Department

Date: June 10, 2024
To: Joe Moore, City Manager
From: Aaron Goldstein, Chief of Police
Re: Monthly Report for May 2024



Patrol Division

Death investigation at Holiday Inn Express

Assisted State Patrol in chase, suspect crashed Pioneer/Martin, wanted for kidnapping in Indiana

Assisted with MEG search warrant in the 200 block of Marr St.

Assisted fire dept with 800 block of Security Dr, 3yrs old home alone and burned beans on the stove

Flock cameras assisted in arresting individual driving a stolen vehicle

Burglary investigation in the 100 block of W Scott St. involving the same suspect who was on the roof at International Paper

4 yr old found wandering outside 200 block of Oak St. Mother did not respond, entry made to residence,

Mother arrested for neglect and drug possession

Strong armed robbery in the 300 block of W Division St suspect taken into custody.

Theft from library, parent found a computer in child's backpack and reported it to the PD

Criminal Investigative Division

The Detectives cleared **18** cases in the month of **May 2024**. Of those cases **7** were closed with arrests or referrals to the DA's Office for charges. There were **13** new cases assigned in the month with a total case load of **65** active cases as of this report. Detectives are currently working **3** ICAC Cyber Tips.

Mental Health Co-Response

Mental Health Assessments (Behavioral health crisis (MH or AODA) requiring assessment of safety, symptoms, and functioning): **28 Adults and 2 Children**

Records Bureau

Open records requests processed (all other reports): **133**

Open records requests processed (traffic related - crash reports): **10**

Records processed to be sent to outside criminal justice agencies/departments (DSS, P&P etc.): **168**

Public Record Requests Processed – Total: **311**

Property and Evidence Control Unit

Property/evidence items processed: **315**

Training Unit

CTK interviewing training completed (N Hahn)

EVOC, CPR, PPE/Blood borne pathogens training completed

RTF training with the fire department

ARRIDE – (L Luebke)

SWAT co-train with County TEMS specific training

Recruitment and Selection

Facilitated several ride-alongs with potential candidates

Corbin West is doing well and set to Graduate on 8/2/24

Lateral process for 2 candidates ongoing

CSO process 5/29/24 produced 3 potential candidates, waiting on backgrounds

3 new officers are to start the Academy on 6/5/24 (Wiessenberger, Eckes, Stelter)

Community Service Officer Unit

Parking tickets: **166**

On-boarding process of new CSO's Aiden and Noah

Finger printing twice a week

Downtown parking

CITY OF FOND DU LAC - Council Communications

City Attorney/Human Resources Department

Date: June 1, 2024
To: Joe Moore, City Manager
From: Deborah Hoffmann, City Attorney/Director – Human Resources
Re: Monthly Report – May 2024



MUNICIPAL COURT

	May	YTD
Traffic Safety Program Participants	4	10
Municipal Citations	383	1,477
Juvenile Hearings held at the High School/School District	58	270
Trials to the Court	5	21
Pre-trials Conferences	55	139
Fines/Forfeitures collected	\$23,732.85	\$115,596.11

HUMAN RESOURCES

	May	YTD
New Hires (16 Seasonal)	1	23
Promotions	1	14
Transfers	0	4
Retirements/Attrition	1	29
Recruitments	3	23
Current Vacancies	17	N/A

CITY OF FOND DU LAC – Council Communications

Public Works Department

Date: June 19, 2024
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 continues work on the 2024 Utility & Street Reconstruction Project. The contractor is currently working on Ledgeview Avenue between Park and Amory Street.
- The 2024 Military Reconstruction has been awarded to Don E Parker Excavating. The project includes the complete reconstruction of Military Road from Hickory Street to the Railroad Tracks with the addition of a bike lane.
- Contractor, Don E Parker continues utility installation on Rees Street and Marquette Street Project. As part of this project, the contractor is completing pavement restoration on W Division Street west and east of the newly construction bridge.
- Contractor, Jossart Brothers continues work on Doty Street, north of Division Street. This project is carryover from 2023. Utilities have been installed and concrete pavement has been placed. The electrical contractor is currently installing conduit for street lights.
- Contractor, Lunda Construction has been awarded the Lakeside Park Oven-Fountain Island Pedestrian Bridge Project.
- Staff continues to work with MSA and CD Smith on the Lincoln Ave & Thomas St Storm Water Lift Station.
- The City continues to work with Kunkel Engineering on the 2024 Street Maintenance Programs, which include the 2024 Mill & Overlay Program and 2024 Seal Coating Program.
 - Awarded Fahrner Asphalt the 2024 Seal Coating Program
 - Awarded Northeast Asphalt the 2024 Mill & Overlay Project
- Kopplin & Kinan continues work on the Theisen School storm water pond.
- The WI DOT, Fond du Lac County, and the City attended the preconstruction meeting for the Pioneer Road (CTH VV) Reconstruction from Martin Avenue to CTH V. Vinton Construction continues utility installation.
- 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, and McDermott Park Landscaping.
- Reviewed site plans for Erosion Control and Stormwater Management and Drainage Plans for newly constructed homes.
- Reviewed and approved 19 Excavation in the Right of Way Permits. Staff is working closely with fiber companies designing projects throughout the City.

CONSTRUCTION & MAINTENANCE DIVISION

- Repaired five storm sewer basins and completed four sanitary repairs
- Continued to address potholes and street sweeping citywide
- Staff worked on adjusting manhole heights using infrared heating on asphalt roads
- Completed concrete spot repairs on Fond du Lac Ave, from 4th St. to 6th St.

- Clearwater staff continue to televise/inspect sanitary and storm lines
- Sanitary mainline cleaning continues throughout the city's sanitary collection system
- Continue winter restoration from seasonal excavations
- Exercised all bypass pumps
- Staff removed hazard trees on the Fond du Lac River and DeNevue Creek
- Assisted police department with traffic control for the annual Memorial Day Parade
- Executed annual Bulky Waste Lottery where we provide free bulky pick up to the first 50 registered
- Started to haul away lake dredging material from Lakeside Park dewatering site from 2023
- Summer mowing efforts began
- Issued 12 citations relating to Noxious Weed Enforcement
- Received one quote for contracted weed services as part of our updated Noxious Weed Enforcement measures
- Participated in Leadership Training at Marian University
- Met with Fond du Lac Festivals and other leadership regarding Walleye Weekend set up and logistics
- Staff participated in refresher training for our combination sewer/vac trucks
- Public Works Staff participated in Audiometric testing (Hearing Test) as part of our Safety Program
- Coordinated materials and project expectations for a sanitary mainline repair in the right of way of USH 41 damaged during WisDOT Project.

ELECTRICAL DIVISION

- May 617 locates, 122 had to be field located
- Nine after hours call ins for the month, one street light knockdown, four emergency locates, three traffic signal issues and one power problem at the farmer's market
- Four streetlights knocked down: Berger Parkway, N. Peters Ave, Franklin Park and Morningside Drive
- One traffic signal was damaged by a truck turning the corner too short. The pole itself was not damaged
- Repaired 60 streetlights
- Replaced six traffic LED signals
- Replaced battery charger in siren C03
- The outdoor warning sirens all worked as intended during the severe weather event on 5/21
- Repaired bad underground on Royal Ave south of Pheasant
- Replaced two American Flags downtown due to wind damage
- We worked with C&M to replace five direct burial poles
- Continue with the lighting and programming of the new LED light fixtures at the Library
- Parks - Replaced a faulty solenoid on the fish grinder
- Parks - Fountain island annual installation of fountain
- Water Dept - Well 11 replaced a photo eye for the lights
- Water Dept - Trowbridge chorine transfer pump stopped working and was replaced
- Water Dept - McDermott HMO Mixer failed and was replaced. The existing motor was sent in to be rebuilt.

FLEET DIVISION

- C&M Seasonal Trucks – Removed salters and plows from dump trucks for summer use and leaf pickup
- C&M Street Sweeper #28 – Replaced faulty coolant temperature sensor

- C&M Street Line Sprayer #142 – Repaired a broken wiring harness for the engine kill switch
- Parks Stump grinder #15 – Replaced damaged a wiring harness, installed turf tires and rear weights for summer use
- Parks Mower #312 – Replaced a faulty parking brake switch
- Solid Waste #203 – Adjusted chains on grabber arm to eliminate slop, replaced the broken main support bolt on grabber arm and installed a shield on hydraulic hose
- Solid Waste #205 – Reset oil life monitor for the transmission, replaced faulty coolant level sensor, and repaired leaking hydraulic pump
- Police Squad #606 – Replaced faulty fuel tank vent solenoid
- Electrical Bucket truck #135 – Removed hydraulic pump head and replaced leaking gasket on the bottom of the pump
- Fire Truck #662 – Replaced all 4 front ball joints and installed new wheel seals
- Fire Truck #663 – Replaced worn right side steering tie rod, worn belts and belt tensioner, leaking coolant hose and inspected vehicle for DOT inspections
- WTRRF Truck #724 – Tire pressure monitor light on, relearned tire positions and adjusted tire pressures
- Transit Bus #912 – Installed new firmware and programmed city bus routes into the new destination sign.
- Transit Bus #916 – Adjusted the upper left door rod to time with the closure of the right side door, replaced worn wheelchair restraint, cleaned wheelchair hold down brackets and lubed all moving parts.

PARKS DIVISION

- Continued on tree pruning and hazardous tree removals throughout the city.
- Contractor planted new trees on City terraces and in the parks throughout the city.
- Spring clean-up of park grounds and pools to include shrub pruning and mulching planting beds.
- Filled Taylor and Fairgrounds pool with water at the end of May and started to heat water.
- Mow grass and trim throughout the Parks.
- Planting annuals throughout our parks.
- Most of our seasonal help had started with the Park and Forestry Department by the end of May.
- Attended several Walleye Weekend planning meetings.
- Contractor installed new pool heaters at Fairgrounds Aquatic Center.
- Installation of the bridge over the Fond du Lac River connecting Lakeside Park West and Lakeside Park East is mostly completed. The Ribbon cutting was on May 30th and went well.

TRANSIT

- We recently had a meeting with the Fond du Lac School District and will be offering more reduced rate student passes in September 2024 in order to get kids to school who are in financial need. Fond du Lac Area Transit and the School District have always had a great working relationship and we hope to continue to foster this through more accessible rides for students in hardship.
- We have a couple of candidates for our open bus operator position. One interview is scheduled for the 12th and the other has yet to be scheduled. Both have had driving experience and we hope to hire one to get our team back to nine drivers. This will help with the summer vacations planned and to reduce overtime.
- Fond du Lac Area Transit Request for Proposal openings will be on Monday, June 17th, 2024. We are requesting for interior bus cleaning, Shared Ride Taxi service, Tripper service, and renewing our intergovernmental agreement with Fond du Lac County to provide Handivan/Non-ADA service. These will all be three year contracts.

- Fond du Lac County Department of Social Services currently runs our Handivan program and have requested a meeting with us and Quality Cab. They are hoping to use Quality Cab to revive our Non-ADA service that was shut down during COVID. We currently also use Quality Cab for our Shared-Ride Taxi service and we both believe they would be a good partner in this endeavor.
- Joey Kunde will be attending a Drug and Alcohol Compliance training in Madison on Wednesday, June 19th, and Bryan Brown, Assistant Transit Manager, will be there the following day for Reasonable Suspicion Training.
- Fond du Lac Area Transit will be doing two table top events at the Public Library to promote Buses to Books. Buses to Books allows kids ages 5-17 to ride the bus for free to and from the Library, using their library cards, on Thursdays this summer. We hand out promotional items, and give bus directions, along with promoting the event.

WATER UTILITY

Water Distribution System:

- Repaired three main breaks, one fire hydrant, six service leaks and retired five lead services
- Hydrant painting has been scheduled for this summer.
- Worked on restoration of asphalt, concrete, curb & gutter from work done over the winter.
- Summer seasonal employees have started turning valves and exercising hydrants.
 - Maintenance maps to track seasonal work has been updated and deployed.

Meter Shop:

- Meter Service Technicians notified 63 customers of leaks or high use
- MSTs cross trained the outside Distribution Maintenance staff on meter tasks
- Continue to test and replace 1.5" to 6" meters throughout the city
- Hydrocorp inspected 6 facilities, 5 were compliant.

Water Plant/Operations:

- DNR required monthly 50 bacteriological samples were taken from distribution.
- Disinfection byproducts samples were taken along with arsenic at well 16 and well 27.
- New SCADA computers were installed at the main plant and McDermott Park.
- Contract came in and tested production meters for accuracy.
- Seasonal employee started for mowing grass at 27 different site locations.
- Daily rounds application has been modified to include amps for the well motor and drawdown of the underground water source so it can be monitored more closely.
- The utility pumped 154,664,000 gallons of water. The minimum volume was on May 24 – 4.162 MGD and maximum on May 1 – 6.256 MGD. Average – 4.989 MGD.
- Well Rehab Project 2023:
 - Well 27: Well has been placed back into service.
 - Well 26: Motor was sent to Texas and was found to have experienced an intense energy surge consistent with a lightning strike. Hoping to get insurance money for a replacement.
- Trowbridge Reservoir Rehabilitation and Martin Tower Rehab/Repaint projects bids were opened.

Water Business Office:

- Mailed out 4,912 water/sewer cycle bills and 272 e-bills
- Received 69 sewer credit requests for pool fills
- Received 5 toilet rebates so far in 2024. Investigating other water conservation measures
- Continue to work with the new billing software and tweaking as necessary.
 - May billing reads were imported with very few follow-ups required.

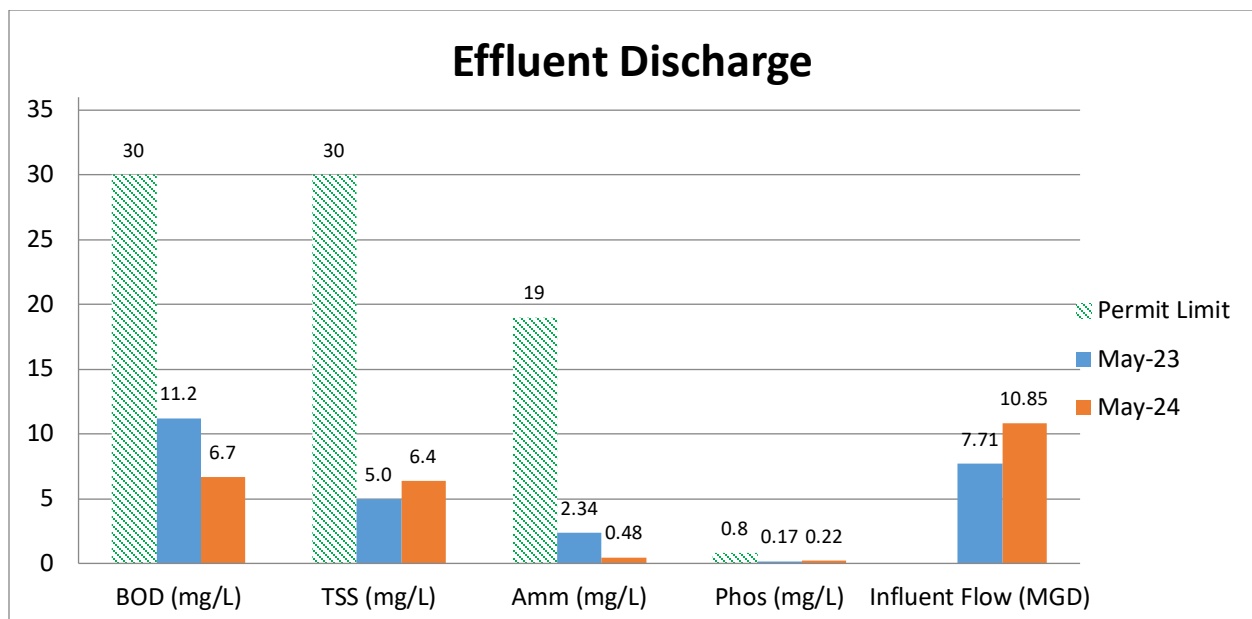
- Mobile Lite (tablet software for meter change outs), MSTs continue to utilize the new software for meter change outs and it has shown to work well.

WASTEWATER

Flows and Concentrations:

- The lowest daily flow occurred on the 19th at 6.01 million gallons. The highest daily flow occurred on the 22nd at 27.85 million gallons.
- Effluent permit limits and results for the WTRRF are as follows:

May 2024	Unit of Measurement	Conc. entering the facility	Actual Discharge	Permit Limit	% Removal
Biological Oxygen Demand (BOD)	mg/L	330	6.7	30	98
Total Suspended Solids (TSS)	mg/L	215	6.4	30	97
Ammonia (NH ₃)	mg/L	20.8	0.48	19	98
Total Phosphorus (TP)	mg/L	5.0	0.22	0.8	96



Operations:

- The Operations Summer Intern has started, Carter Tuttle.
- The bid was advertised for the Renewable Natural Gas cleaning equipment at the end of April. The City received two bids. The evaluation of those bid details will occur over the coming weeks. A selection will be made in June.

Industrial Pretreatment:

- Tyler Phillips, the Industrial Pretreatment Coordinator has been working with an industry to join the City's Industrial Pretreatment Program. A permit has been drafted, reviewed, and finalized. Certain industries are required by the EPA to be in an industrial pretreatment program. This is to ensure what is discharge from the industry is safe for City collection system and treatment plant infrastructure as well as the water that is discharged to Lake Winnebago.

Lab:

- The Lab Summer Intern has started, Corrie Phelan

Maintenance:

- We are fortunate to have a returning short term seasonal Isabella Kafka to assist the Maintenance Division.

Administration:

- WTRRF is using some of the ARPA funds to boost security at the treatment plant. This project in particular includes relocating our main gate further into the treatment plant to accommodate semi tankers in the entry to the plant because in the future the plant will only be accessed via fob or intercom. The facility is entirely fenced in, yet the main gate is wide open all day long. Moving forward someone who does not have access will need to be granted access by a staff member in order to come into the treatment plant. The other project involves updating the fiber network throughout the treatment plant to provide redundancy and update building to building communication. The WTRRF is working closely with City IT and hired contractors for the work.
- WTRRF is involved in the local Youth Apprenticeship (YA) program again. The new YA is Aydryan Meilahn from Campbellsport High School. He is currently looking to pursue a degree in Natural Resources.

CITY OF FOND DU LAC - Council Communications

Department of Administration

Date: June 14, 2024
To: Joe Moore, City Manager
From: Tricia Davi, Director of Administration
Re: Department of Administration Monthly Report



COMPTROLLER

- Submitted the Municipal Financial Report (State Report) to the Department of Revenue. This report, due each May, is used by the State to calculate various State Aid payments.
- Submitted the Water Utility Annual Report to the Public Service Commission.
- Attended Board of Review for any citizens wishing to contest their property assessments. At the conclusion of the Board of Review, the Assessor's Office finalized the Municipal Assessments for 2024.
- Performed configuration and testing in preparation of the June upgrade of our Parks Reservation/Parking Permit software.

Department Statistics

Statistics	May	2024 YTD	2023 Totals
Accounts Payable Checks	573	2,256	5,496
Payroll Checks/Direct Deposits	898	3,604	10,589
Purchase Orders Approved/Issued	339	1,727	3,791
Utility Bills Processed	4,987	26,555	64,471
On-line utility payments	2,886	12,270	30,324
WebTrac on-line reservations/payments	52	233	457
Tax Refund Intercept/State Debt Collection	\$20,617.59	\$85,825.76	\$82,445.56

PURCHASING

- The following proposals/quotes/bids were opened, reviewed and awarded:
 - Martin Elevated Tan Repaint
 - Loop Signage
 - Mill and Overlay
 - Lakeside Park Oven Island-Fountain Island Bridge
 - WTRRF Biogas Upgrade (award not yet made)
- Held walk-throughs or pre-bid meetings for:
 - Library Solar Panels rebid
 - Police Department remodeling progress meeting
 - Fire/Rescue training room upgrades
 - Fire/Rescue garage door upgrades
 - Wastewater & Alliant Energy for Biogas project

CITY CLERK/CENTRAL SERVICES

Department Statistics

Statistics	May	2024 YTD	2023 Totals
Park Facility Reservations	87	342	898
Dog Licenses	22	710	1082
Cat Licenses	7	114	144
Print Shop Orders	112	458	1359
License Applications	612	708	920
Special Assessment Reports	89	358	774
Special Event Requests	15	76	125

2024 Fond du Lac Lakeside Marina Boat Slips

DOCK	TOTAL NO. OF SLIPS	2024 SLIPS RENTED	2024 SLIPS AVAILABLE
Dock A	28	24	4
Dock B	36	36	0
Dock C	20	18	2
Dock D	20	18	2
Dock E	20	20	0
Dock F	28	27	1
Dock G	44	44	0
Dock H	36	36	0
232		Total Boat Slips	

ASSESSOR

- The 2024 assessment year concluded with the meeting of the Board of Review on May 21. There were no residential or commercial property owners that filed objections to appear before the Board of Review. The final Municipal Assessor's Report was filed with the Wisconsin Department of Revenue on May 21 following the Board of Review meeting. Our internet site, assessordata.org was updated with the final 2024 assessed values as well.
- 949 building permits have been issued since January 1, 2024. Total permits issued are up from the 886 permits issued last year at this time.
- In May there were 104 real estate transfers, compared to 84 transfers last May. Current housing inventory is still low and even though interest rates are higher than they were last year, housing prices are continuing to show appreciation.
- Currently staff is working on their normal daily tasks, moving forward we will be preparing for the City's 2025 revaluation as well.

CITY OF FOND DU LAC – Council Communications

Public Library

Date: June 15, 2024
To: Joe Moore, City Manager
From: Jon Mark Bolthouse, Library Director
Re: Library Monthly Report



Library Building Update: Gull mitigation

Over the past couple of years, the library has been contracting with a company to mitigate the gulls on the roof of the building. Years ago, the problem was so bad that customers were being bombarded by swooping gulls trying to protect their nests. Work with this company has produced seriously positive results and this year is no exception. We have no active nesting on the roof at all and the birds have found other places to lay their eggs. Next year, we will need to consider whether the problem is permanently fixed and we can move on without the help of the company.

Seed Library available at the Library

We began “circulating” seeds at the beginning of May. We are splitting each commercial seed packet into 5 smaller envelopes intended to give patrons a sampling of seeds to experiment with growing their own vegetables, herbs, or flowers. The service has proven to be extremely popular with hundreds of seed packets taken in the first two weeks. Due to the popularity of the service, we limited patrons to 7 envelopes of seeds per week and have purchased two additional batches of seeds.

State Park Passes

For the second year in a row, we are offering one-day State Park passes. Residents must know the day they plan to visit and have Wisconsin License plates on their vehicle. These have gotten off to a slower start than the seed envelopes, but with the upcoming nice weather, we expect their popularity to increase.

Star Wars Celebration in Children’s department

Christine and Gabriela kicked off May with a galactic party to celebrate all things **Star Wars**. Gabriela shared, *“On May the 4th, we had our ‘May the Fourth Be with You’ party with an obstacle course and many crafts that were prepared by [me] and Christine. We had 11 people from the 501st Legion Wisconsin Garrison volunteers come to the event and make it extra special with amazing characters, including a very realistic Darth Vader that came directly from Madison! As always, we were very appreciative of the great volunteers we had from the Library Board, the Key Club from the High School, and members of the community that make these kinds of events possible.”* Christine said, *“Our May the Fourth Be with You Star Wars program was well attended and was a lot of fun. We had the 501st Legion Wisconsin Garrison join us with many Darth Vader, Storm Troopers, commanders, and more characters from the Dark Side while I dressed up as Princess Leia. We set up games, activities, crafts, and a Jedi Training obstacle course for patrons to enjoy. It was a great experience and so much fun to watch the characters interact with each other and patrons.”*



Winnefox Passport Program

Winnefox, our regional library system, introduced a Library Explorer Passport Adventure program, which encourages community members to visit as many libraries in the Winnefox system as possible. Each visit increases the odds of winning a prize provided by Winnefox. Fond du Lac Public Library staff will be stamping these passports as they're brought to the library, and collecting entry slips when community members visit the necessary number of libraries in the system.