

CITY OF FOND DU LAC – Council Communications

City Manager

Date: September 27, 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: September 5, 2024
To: Joe Moore, City Manager
From: Erick Gerritson, Fire Chief
Re: Fond du Lac Fire Rescue Monthly Report for August 2024



...Acting to Save

Types of Calls	August 2024	August 2023	Year to Date (2024)	Year to Date (2023)
Alarms Involving Fire	13	7	74	79
Fire Mutual Aid Given	2	0	9	15
Fire Mutual Aid Received	0	0	1	1
Other Calls (False Alarms, Service Calls, etc.)	124	130	855	949
Emergency Medical Calls	549	541	4360	4310
Paramedic Intercepts	4	7	40	48
Interfacility Transports	20	27	161	345
TOTALS	686	678	5289	5338
Fire Inspections Completed	304	283	2075	2332
Defects found during Fire Inspections	124	92	922	868

TRAINING

- Recruit Academy continued for 2 new recruits
- Quarterly training with the Town of Fond du Lac
- Healthy Roster presentation to the crews
- Overview training of electric vehicles at Holiday Auto

COMMUNITY EVENTS

- Station tour for Boys & Girls Club Career Exploration Program
- Sparky helped to celebrate Weavers birthday at the DockSpider game
- Car Seat event held at Station 1
- Whiffle Ball at the Press Box with the PD's youth summer program
- Cops for Kids Run/Walk at Lakeside Park
- Marine Credit Union Back to School event
- Cops on a Rooftop fundraising event
- Showed engine at the Mercury Marine Union Picnic
- Ripon Boy Scouts station tour
- Back 2 School Carnival Celebration at the Celebration Assembly Church

- Touch a Truck event at Fleet Farm
- St. Vincent DePaul Family Fun Fair
- Firefighter read a book at Camelot Children's Center (Beacon House Raffle Winner)

OTHER

- Community Driven Strategic Plan: 37 External Stakeholders and 20 Internal Stakeholders took part in the process.
- Medics at the DockSpider home games/Friday night fireworks
- National Night Out event
- City hosted a public information meeting on housing study and strategic plan at Station 1
- Pinning Ceremony for Alex Zabel
- Partisan Primary Election held at Station 1
- Engineer Laura Ketelhut participated in the Children's Museum "tea party" event featuring women in the community
- Medics at the Race the Lake event
- Standby at the South Hills Pool Party Fireworks event
- Fire Safety presentation to the Foster Services group

- Fire Safety presentation to Marian University RA's
- CPR and First Aid Training to Staff at FDL Christian School
- Fire Safety Presentation at the Children's Museum Parent Café
- Fire Extinguisher Training for Advocap Headstart Preschool Employees

CITY OF FOND DU LAC – Council Communications

Department of Community Development

Date: September 27, 2024
To: Joe Moore, City Manager
From: Dyann Benson, Community Development Director
Re: Monthly Report for August 2024



1. Statistics are attached for housing starts, inspections, downtown parking, the Senior Center, etc.
2. A site plan for a 26,000 sq ft building addition and site improvements for Ultratech in the West Industrial Park was reviewed. A site plan for a 6,000 sq ft building addition for Wrightway Home Improvements showroom on West Scott Street was reviewed.
3. There are several construction projects underway in the City. Projects include: Occupancy was granted for the Odyssey Theater on West Scott Street. Drywall and finishes are in progress for the new Froedtert/Thedacare micro hospital on West Johnson Street. Drywall is in progress for the new Bank First building at 825 West Johnson Street. Rough-ins are in progress for the new State Farm office development at 127 North Main Street. Interior finishes are underway for Fastenal at 525 West Rolling Meadows Drive. Insulation is underway at the Morningside baseball field concession stand for the Fond du Lac School District. Foundation is in for the new County Fairgrounds stage.
4. The Board of Appeals reviewed and approved a variance for fence height in a front yard for a property on Bryn Mawr Circle that has two front yards, as part of their property fronts Johnson Street. A variance was granted for sign height at Plamore Park for the Miracle League of Fond du Lac.
5. The Downtown Architectural Review Board (DARB) reviewed and approved a new awning for Cujak's Wine & Spirits and a new sign for True Fitness at 73 South Main Street. Exterior façade alterations for 36 East 3rd Street, as part of the Fond du Lac Brewing Company project, were also reviewed and approved.
6. Plan Commission approved a mural for Holiday Automotive at 334 North Rolling Meadows Drive.
7. The Historic Preservation Commission reviewed and approved a Certificate of Appropriateness for windows at the Wagner-Phinney House at 236 North Park Avenue.

CITY OF FOND DU LAC
DEPARTMENT OF COMMUNITY DEVELOPMENT
Month: AUGUST 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	1	0	14	15
# New Duplex Residential Bldgs/Units	0	0	4(8)	2(4)
# Residential Alterations/Additions	91	112	618	658
# New Multi-Family Residential Bldgs/Units	0	0	0	0
# Total New Residential Bldgs/Units	1(1)	0	18(22)	17(19)
\$ Total Value New Residential Construction	414,000	0	7,123,200	4,887,400
\$ Total Value Residential Alterations/Additions	1,194,483	1,405,263	8,453,768	9,396,287
Commercial/Industrial Construction (Permits Issued)				
# New Commercial/Industrial Structures	0	3	4	8
# Commercial/Industrial Additions/Alterations	15	13	103	90
\$ Total Value New Commercial/Industrial Construction	0	754,176	24,940,712	7,936,244
\$ Total Value Commercial/Industrial Additions/Alterations	4,210,045	2,824,721	19,092,982	37,066,204
General:				
# New Site Plans Reviewed	2	4	10	15
# Rezoning/Special Use Permits	0	0	5	11
# Variances	3	1	13	6
# New Lots/Parcels Created [CSMs & Final Plats]	0	0	7	18
II. FIELD INSPECTIONS, CONSULTATIONS & PUBLIC CONTACTS	639	731	4,707	4,944
III. HOUSING CODE ENFORCEMENT				
# Complaints Filed	36	45	314	342
# Follow-up Inspections	136	183	1,224	1,307
# Complaint Cases Closed	36	35	307	305
IV. HOUSING REHABILITATION LOANS				
# Loans Approved	1	1	6	3
\$ Amount of Rehabs Approved	95,000	11,410	257,164	115,935
# Dwelling Units to be Rehabbed (Approved)	1	1	6	3
V. SENIOR CENTER (JULY, 2024)				
# Volunteers/Hours	48/252	43/248	81/1,895	52/1,492
# Contacts	18,686	16,817	124,263	109,218
VI. DOWNTOWN PARKING				
\$ Revenue	21,186.39	21,540.61	155,704.85	172,907.92

CITY OF FOND DU LAC – Council Communications

Senior Center

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



- We have gotten so much positive feedback about our “Journey of Happiness” initiative. The themes of “We Choose Happy” and “Stop the Negativity” tie directly into our goal of maintaining The Center as a place with a welcoming culture where people can come to live their best life and age well. You can follow our Journey of Happiness weekly messages on our Facebook page.
- This month’s Know Before You Need To Know (#KBYNTK) topics included “All You Need to Know About Advanced Care Planning” and “Advanced Directives for Solo Agers”. Solo Agers are the demographic of people who may never have married, don’t have children, or live away from any family, and are navigating aging on their own. It is important for Solo Agers to create a network of people that they can trust when it comes to having their Powers of Attorney for Health Care and Finances - to assure that their wishes will be followed and that their best interests will be a priority.
- We celebrated National Senior Citizens Day with a Root Beer Float social, sponsored by Goebel Financial. Other special events this month included A First Sip Experience: Barista Guided Coffee Tasting, a Trip Preview with Someday Travel, a class on Audio Streaming and a Rock Painting art class.
- We offered a “Pool School” for anyone interested in learning how to shoot or improve their billiards game. We also had an informational meeting to see if there was interest in a women’s billiard league for this fall.
- I was able to participate in a roundtable discussion with the Fond du Lac Area Women’s Fund focused on Serving Women and Girls in the Fond du Lac Region. I always feel it is important to be at the table for events like this to represent the voices of older women in our area. While I truly understand the need to support children and families, I feel it is equally important to support women as they age, especially because Fond du Lac County is an aging community and the needs of this demographic are increasing.

CITY OF FOND DU LAC – Council Communications

Police Department

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



Patrol Division

8 year old went into a neighbor's house on Forest Ave and turned on all of the burners on their stove with the intent of starting the house on fire, child taken home, mother referred for neglect.

Death investigation, 600 block of W Arndt St.

Subject slumped over the wheel on Portage St, had a gun and threatened a Samaritan, vehicle left and could not locate it.

Subject going wrong way on Macy Ramp, stopped, 2 individuals arrested for possession of marijuana, one for a misdemeanor, one for a felony.

Assisted FBI with 2 child porn investigations they are working on in the City.

Death investigation on Lake St, nothing suspicious

Sexual Assault of 2 yr old, occurred at Franklin Park, investigation ongoing.

OWI arrest on Johnson/Doty resulted in the seizure of a significant amount of cocaine which also tested positive for fentanyl.

Death investigation 100 block of Ruggles St.

Criminal Investigative Division

The Detectives cleared **15** cases in the month of **August 2024**. Of those cases **4** were closed with arrests or referrals to the DA's Office for charges. There were **10** new cases assigned in the month with a total case load of **78** active cases as of this report. Detectives are currently working **5** ICAC Cyber Tips.

Mental Health Co-Response

Mental Health Assessments (Behavioral health crisis (MH or AODA) requiring assessment of safety, symptoms, and functioning: **25 Adults and 2 Children**

Records Bureau

Open records requests processed (all other reports): **114**

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

Records processed to be sent to outside criminal justice agencies/departments (DSS, P&P etc.): **118**

Public Record Requests Processed – Total: **242**

Property and Evidence Control Unit

Property/evidence items processed: **293**

Training Unit

AXON Taser 10 phase 1 briefing training completed

AXON Taser 10 phase 2 online classroom completed

Rifle Optics Integration training completed

Domestic Violence School – Schulget

CIT Advanced - Marsh

Recruitment and Selection

Facilitated several ride-alongs with potential candidates

Jacob Roy is in phase 3 of FTO

Corbin West is in phase 1 of FTO

Completed hiring process on 8/26/24 with 4 possible candidates referred to PFC

3 new officers just completed phase 2 testing in the academy (Wiessenberger, Eckes, Stelter)

Community Service Officer Unit

Parking tickets: **147**

Finger printing twice a week

Downtown parking

CITY OF FOND DU LAC - Council Communications

City Attorney/Human Resources Department

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



MUNICIPAL COURT

	August	YTD
Traffic Safety Program Participants	0	10
Municipal Citations	245	2,453
Juvenile Hearings held at the High School/School District	0	343
Trials to the Court	6	39
Pre-trials Conferences	32	227
Fines/Forfeitures collected	\$16,508.60	\$173,324.56

HUMAN RESOURCES

	August	YTD
New Hires	3	44
Promotions	1	23
Transfers	2	8
Retirements/Attrition	4	45
Recruitments	4	31
Current Vacancies	21	N/A

CITY OF FOND DU LAC – Council Communications

Public Works Department

Date: September 18, 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, Ninth Street, Bragg Street, and Henning Street. Utilities on all streets has been completed, Ledgeview Avenue is near completion with asphalt placement scheduled to start shortly.
- Contractor, Don E Parker Excavating started construction on the 2024 S Military Road Project. The project has had delays along the way due to boring operations under the railroad tracts.
- Contractor, Don E Parker completed utility installation on Rees Street and Marquette Street Project. The concrete construction started placement of curb, gutter, and driveway approaches.
- 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. 2024 Seal Coating Program is completed and Northeast Asphalt is nearly completed with the 2024 Mill & Overlay Program.
- 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. Concrete curb, gutter, driveway approaches, and sidewalk is complete and the contractor is currently placing asphalt for the trail with the roadway to follow.
- Staff continues working with various consultants on various project. The projects include design of a new sanitary lift station on Reinhardt Road and TMDL Storm Water Study.
- The City continues to work with MSA on various upcoming projects. The projects include:
 - Forest Ave Bridge Replacement - The WI DOT along with the City of Fond du Lac are designing the replacement of the Bridge.
 - Promen Drive Bridge located in Lakeside Park – The WI DOT along with the City of Fond du Lac are designing the replacement of the Bridge.
 - Oven Island - Fountain Island Pedestrian Bridge Replacement – Lunda Contractors is scheduled to start work this month.
- Highway Landscapers started work on the McDermott Park Landscaping Project. The project includes a pergola, convergence area, benches, landscaping beds, and a native planting area.
- Engineering staff continues routine inspections on various city bridges, a requirement by the WI Department of Transportation.
- Reviewed site plans for Erosion Control and Stormwater Management and Drainage Plans for newly constructed homes.
- Reviewed and approved 21 Excavation in the Right of Way Permits. Staff is working closely with fiber companies designing projects throughout the City.

CONSTRUCTION & MAINTENANCE DIVISION

- Repaired seventeen storm sewer catch basins and two sanitary repairs
- Continued to address potholes, street sweeping, mowing operations, and crack sealing
- Staff assisted City Contractor with hydro excavation as part of the 2024 Utility Reconstruction
- Staff responded to a fuel spill on Interstate 41, assisting State Highway Patrol, FDLFR and FDLPD
- Staff removed paver bricks at the intersection of Johnson and Main and replaced with concrete panels
- Staff removed baseball backstop at McDermott Park
- Placed barricades and personnel support for Labor Day Parade and Race the Lake events
- Clearwater Staff continue to televise/inspect sanitary and storm lines, including bagging and flooding of storm sewers to find additional groundwater infiltration of the sanitary collections system.
- Sanitary mainline cleaning continues throughout the City's sanitary collection system
- Completed the hauling/removal of lake dredging material from Lakeside Park dewatering site
- Flail mowing of riverbanks and storm ponds continues
- Staff assisted Water Utility on multiple general construction and concrete restoration projects
- Sign Shop Staff continues to work on cross walks, stop lines and curb painting.
- City Staff continue to work with Private Contractor to address Noxious Weed Violations throughout the city. Five citations relating to Noxious Weed Enforcement were issued.
- Conducted multiple interviews for vacant positions within the division.
- Participated as a Judge for the 2024 Wisconsin Chapter of the American Public Works Association Snow Plow 'Rodeo'
- Participated in the preconstruction meeting for our annual Pavement Maintenance Program

ELECTRICAL DIVISION

- August 522 locates were called in, 106 had to be field located
- Three after hours call ins: Two streetlight knock downs and one emergency locate
- Repaired three total streetlights 185 E Johnson, 143 W. Scott, and 289 4th St
- Repaired 64 streetlights in August and replaced 13 LED traffic signals
- Six radar feedback school zone signs were programmed, and time clocks were set on the other four flashing yellow beacons near school zones.
- Battery chargers were replaced at outdoor warning siren C03 and C11.
- Tapco completed the annual traffic signal maintenance report and the testing of all the conflict monitors at 49 traffic signal intersections. We will work to address the issues noted on the report, most of which are minor.
- We worked with Tapco to repair the Sensus vehicle detectors for the eastbound left turn at Johnson and Main. The access point was over 10 years old and needed to be replaced.
- A streetlight was relocated on 4th St near 4th St court for a construction project on the building.
- We worked with a contractor to replace a street light conduit on Morningside drive in front of the softball complex. The old conduit was deteriorated and in the way of new driveway construction.
- Water Department – Replaced 7 Vega tank level transducers at Well 21, Trowbridge, Merrill, and McDermott Treatment.
- Water Department – Electrical was removed and rerouted for a new HMO Skid
- Water Department – VFD was replaced at the Trowbridge PAX water mixer.
- Parks Department – Diagnosed the failure of an irrigation pump on light house point and it needs to be replaced

FLEET DIVISION

- C&M tractor #3 – Changed hydraulic oil and hydraulic filter, filled to proper level
- C&M front mower #165 – Replaced the cooling fan relay, repaired wires, tightened loose exhaust bolt for the manifold, and tightened the alternator belt
- C&M 10 yard dump truck #39 – Replaced 2 batteries and 2 circuit breakers in the battery compartment
- Solid Waste truck #202- Check engine lamp on caused by faulty transmission output shaft speed sensor. Replaced leaking hydraulic supply hose for the hydraulic pump. Replaced damaged rear tire.
- Parks Department 16' mower #318 – Replaced alternator and batteries
- Parks Department tractor #326 – Adjusted valve lash and replaced fuel injectors
- Water Department van #457 – Replaced blower motor and resistor for the blower motor
- Water Department mower #474 – Service call mower stopped moving. Found belt for hydrostatic motor was missing. Replaced missing belt
- Police Department squad #602 – Loud noise when driving, found rock between the rotor and the dust shield. Removed rock and checked all brake parts.
- Police Department squad #612 – Removed ALPR system (automatic license plate reader) to make squad ready to switch into a SRO (school resource officer) squad.
- Police Department squad #622 – Removed police equipment to access and remove the data cable for the 2-way radio system to install into a new police squad. Reinstalled the police equipment.
- Fire Department ladder truck #660 – Rebuilt front brakes, replaced broken dipstick and oil fill tube, replaced leaking drain valve on the hydraulic tank and replaced broken and missing body bolts.
- Fire Department Explorer – Remove equipment and decommission vehicle for sale
- WTRRF utility vehicle #726 – Replaced weak battery and repaired three hydraulic leaks coming from leaking hoses by hydraulic tank.
- WTRRF vacuum truck #732 – Removed damaged leader hose and installed a new fitting. Reset the hose length on the controller. Replaced strobe lamp on left front of truck.
- WTRRF vacuum truck #733 – Replaced 4 tires with recapped tires. Replaced damaged leader hose. Repaired wireless remote switch. Fabricated tool for jetter hose. PMA.
- Transit bus #914 – Check engine lamp on caused by faulty NOX sensor. Replaced sensor and cleared trouble codes. Repaired coolant leak from hose.
- Transit bus #916 – Replaced leaking coolant hose for the air compressor. Replaced leaking drain plug for the coolant tank. Adjusted rear suspension height. Replaced broken engine drive belt.

PARKS DIVISION

- Continued on tree pruning, hazardous tree removals and removing ash trees throughout the city
- Continued to mow grass throughout the parks and trim weeds
- Mulching of trees throughout our parks was mostly completed in August
- Taylor Pool last day was August 18th and Fairgrounds last day was August 11th
- Fairgrounds Aquatic Center is having the slides renovated. This work started August 12th and will be completed by winter.
- Park and Forestry three month seasonal employees have left for the season
- McKinley Park is receiving a new playground. The previous one was sold and removed in August, with the new one being installed in September.

TRANSIT

- We continue to work with SRF on the Micro Transit study. We expect to get an existing conditions report from SRF early next week. Some of the items will include proposed pilot technology, use of preexisting contractors, hours of service, and estimated costs for a pilot study. Our contractors gave

great insights into their current conditions and what they may need in order to make a Micro Transit pilot work if they were to be used.

- Fond du Lac Area Transit had their first Union Negotiations meetings this week. This will be the start of a proposed three year contract with the union. We have two more dates set for negotiations.
- Free Fare day was Friday, August 30th this year. We had 473 passengers ride the bus on Friday, which is right around average for the past couple of years. Bryan Brown, the Assistant Transit Manager, Dalton List, the Marketing Intern, and myself handed out cookies and water donated by Pick n Save on Johnson Street from 9am – Noon.
- Next week, Assistant Transit Manager, Bryan Brown and myself will be working with Fond du Lac School District's Wings Program. We will be doing a "How to Ride the Bus" class. This will be the second year in a row FDLAT will be teaching a class here. The Wings program stands for working independently nurturing goals success. It helps students with disabilities learn how to live on their own or with assisted help. FDLAT is excited to be a part of their learning experience.
- Rewired Dynamics will be coming in on Thursday, September 26th to do a nightly staff meeting with the FDLAT team. The presentation is called "5 Voices Boot Camp" and will cover items such as greater self-awareness, better alignment, clear communication, effective delegations, high performance, and quicker decision making. Rewired Dynamics, "has a proven track record of engaging with innovative and high performing teams and businesses to maximize effective communication and culture alignment." We are very excited to be able to bring them in to make FDLAT the best team we can be.

WATER UTILITY

Water Distribution System:

- Repaired eight main breaks, replaced one hydrant struck by vehicle, and replaced five lead services
- Worked on restoration of asphalt, concrete road/sidewalk, curb & gutter, as well as topsoil, seed and mulch. Restoration is always ongoing.
- Using the Zonescan to search the distribution system for non-surfacing leaks.
- Researching for a different company for a new correlator.
- Contractor is scheduled to be in town in August to complete annual hydrant painting project.
- All summer help have gone back to school. One summer help decided to stay on-board and is now full time.

Meter Shop:

- Staff notified 101 customers of potential internal plumbing leaks to help with water conservation efforts and reduce unnecessary large water bills.
- Exchanged 84 residential meters
- Completed 141 work orders to complete various tasks such as read meter, turn off service, turn on service, investigate water pressure issues, locate and exercise curb stop, and perform service material inspections.
- Hydrocorp inspected 30 commercial and industrial properties for cross connection. Zero were non-compliant.
- Clerk worked on retiring historical meters in the database. These were meters that were exchanged earlier in the year but that workflow was not set up yet.
- MST worked on commercial & industrial cross connection inspections that are completed in house.

Water Plant/Operations:

- Fifty monthly bacteriological samples for WI DNR Compliance Samples and disinfection byproduct samples were taken.

- The utility pumped 171,640,000 gallons of water. The minimum volume was on August 23 – 4.890 MGD and maximum on August 13 – 6.449 MGD. Average – 5.537 MGD.
- Hawkins has submitted our application to the WisDNR for the addition of the phosphate chemical feed. This is required per the WisDNR, and is intended to help mitigate lead in the water.
- Well Rehab Project 2023: Well 26 was put back into service after obtaining safe water samples.
- Well 21 WTP: New HMO pump was installed and put in service
- Martin Tower Rehabilitation: The reservoir was put back into service on August 3rd.
- Trowbridge Reservoir Rehab: Staff isolated the reservoir and operated the system without it to understand what will be needed when the project is going on. When the reservoir was isolated no big issues were discovered.
- The meter for Well 17 is no longer working correctly. Will look to replace the main electronics board.

Water Business Office:

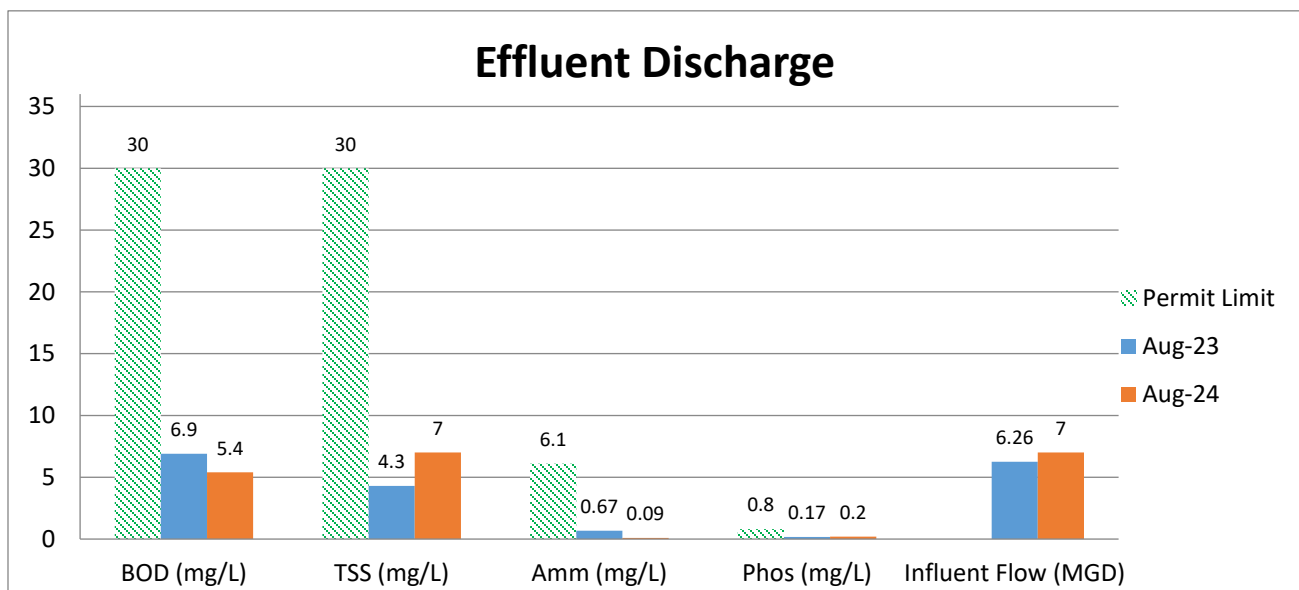
- Mailed out 4,976 water/sewer cycle bills and 302 e-bills.
- Received eight additional sewer credit requests. 206 sewer credit requests for pool fills this year to date.
- No toilet rebates received in August. 8 toilet rebates so far in 2024.
- New Mobilelite software was made available. Staff worked with ITS to get these updates

WASTEWATER

Flows and Concentrations:

- The lowest daily flow occurred on the 31st at 5.67 million gallons. The highest daily flow occurred on the 6th at 10.07 million gallons.
- Effluent permit limits and results for the WTRRF are as follows:

August 2024	Unit of Measurement	Conc. entering the facility	Actual Discharge	Permit Limit	% Removal
Biological Oxygen Demand (BOD)	mg/L	364	5.4	30	99
Total Suspended Solids (TSS)	mg/L	255	7	30	97
Ammonia (NH3)	mg/L	25.3	0.09	6.1	99.6
Total Phosphorus (TP)	mg/L	5.8	0.20	0.8	97



Operations:

- WTRRF staff completed the annual takedown of one of their three aeration basins. This is a routine maintenance item each year to ensure no excess solids deposition is occurring, no issues with the rubber membrane diffusers at the bottom of the tank is occurring, and to make sure the different zones of the process are functioning as they are designed for biological treatment. The maintenance activity took place without issue. Cody is happy to report it was completed in record time, not because staff sped through it, but because of the change in work hours from this time last year. The additional hour onsite enabled them to take it down completely one day, perform the cleaning and inspection on the second day, and have it full and back in service the third day. When staff began performing this task 10 years ago it took a full work week to complete.
- The construction bid for the Water Quality Trading (WQT) project has been advertised. This work will involve installing practices, like grassed or rock-lined waterways to reduce erosion coming from farm fields, thus eliminating sediment containing phosphorus from getting into the FDL River. The bids will be opened in early September with construction shortly to follow. This work will be completed on the FDL County Airport Property.

Laboratory:

- Unfortunately the Lab division within the WTRRF had one of their long-time analysts, Emily Buch, leave for another opportunity. The position was posted and initial interviews took place.
- Lab staff continue the evaluation of an automated BOD process. Site visits and reference checks have occurred so the evaluation phase is near completion. This equipment will save a lot of time in the lab and allow analysts to focus on other things.

Maintenance:

- The Maintenance Mechanic vacancy has remained open since January

CITY OF FOND DU LAC - Council Communications

Department of Administration

Date: September 16, 2024
To: Joe Moore, City Manager
From: Tricia Davi, Director of Administration
Re: Department of Administration Monthly Report



COMPTROLLER

- Staff attended Future State mapping sessions with the GFOA in preparation for the upcoming request for proposal release for the new ERP system.
- Staff attending ratings calls with S&P for the upcoming general obligation, water revenue and sewer revenue bonds. S&P confirmed the City's AA- rating, the Water Utility's A- rating and gave Wastewater an A+ rating.
- Staff compiled and published the 2025 Proposed Budget and 2025-2029 Capital Improvement plan.

Department Statistics

Statistics	August	2024 YTD	2023 Totals
Accounts Payable Checks	606	3,851	5,496
Payroll Checks/Direct Deposits	1,400	7,503	10,589
Purchase Orders Approved/Issued	351	2,722	3,791
Utility Bills Processed	5,021	37,136	64,471
On-line utility payments	2,419	16,360	30,324
WebTrac on-line reservations/payments	48	382	457
Tax Refund Intercept/State Debt Collection	\$8,053.70	\$120,787.33	\$82,445.56

PURCHASING

- The following proposals/quotes/bids were opened, reviewed and/or awarded:
 - Water Well Rehabilitation
- The following projects had pre-bid walk through sessions held to discuss project scopes and answer questions:
 - Food Hall Renovation
 - Chapter 52 Roof
 - WTRRF Water Quality Trading Land Improvements

CITY CLERK/CENTRAL SERVICES

Elections

- Election training was provided on 8/8/2024 to all election officials working the August 13th 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.
- 8/13/24 Partisan Primary
 - 37% Voter Turn-out
 - 26% of voters voted absentee

Department Statistics

Statistics	August	2024 YTD	2023 Totals
Park Facility Reservations	84	671	898
Dog Licenses	18	751	1082
Cat Licenses	3	126	144
Print Shop Orders	117	884	1359
License Applications	28	790	920
Special Assessment Reports	101	617	774
Special Event Requests	8	113	125

ASSESSOR

- August brings the end of summer and start of the busy season for assessment staff. An additional 233 building permits were issued in August to add to the 1460 permits issued between January 1 and July 31st. Staff members review each permit to determine if it is an improvement that would need an onsite inspection. Examples of items that require onsite visits would be new buildings, garages, windows, siding, decks, patios, additions and interior remodeling.
- An additional 129 sales were entered, validated and reviewed in August. New real estate listings were also reviewed, and any properties found to have discrepancies when compared to the assessment record will be addressed as well.
- The initial processes have been started for the 2025 in – house Market Update Revaluation for 2025.
- If you receive any assessment related questions, please refer those individuals to contact our local assessment department.

CITY OF FOND DU LAC – Council Communications

Public Library

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



Solar Project Update

No major news on the Solar project this month. We've met with the contractors and had a preliminary meeting to discuss timelines. Unfortunately, it's now in the hands of Alliant in terms of a schedule. Alliant needs to review the plans and will make a determination as to the viability of the project. If things look good, VanErt said that they might be able to start as early as this year. However, if Alliant needs to do an in-depth analysis, that will definitely push the project into Spring of 2025. I expect a report back sometime in the next two weeks and will know more then. Fingers crossed that Alliant approves the plans and we can get started.

Friends Board Meeting

On September 10, the Friends held a meeting of their Board of Directors. One outcome I will share is that they are going to do a silent auction as a fundraiser this holiday season, rather than a raffle. Earlier this year, a representative from the Department of Revenue met with several Friends Board members and went over the guidelines for a legal raffle in the State of Wisconsin and there were several things needed to be changed in the way the Friends were holding their raffle. Making the changes proved to be more difficult than expected so they decided to hold a silent auction instead.

Final Summer Reading Statistics

Summer is always our busiest time at the library. This year, we had 966 adults + 1,067 kids + 394 teens + 942 daycare participants register for the Summer Reading Program.

A unique feature of our SRP is the differentiated instruction component of our program. Slower readers or those with less time are rewarded for reading 5 or 10 hours over the summer and faster readers can read 15 or 20 hours throughout the summer. I'm happy to report that **over 70% of registrants read at least 5 hours and almost 40% of readers completed all 20 hours.** This led to participants turning in cards and redeeming prize badges for reading over 27,200 hours or **over 1.6 million minutes this summer.**

History at Home: Oakfield Speedway (AS)

In August, our History at Home presentation was on the old Oakfield Speedway. In all, we had 35 Attendees. There was lots of engagement from the audience, mingling before and after, and interest in the topic. The presenter brought a few tables-worth of ephemera and items that he has collected about the Oakfield Speedway, which we think patrons really enjoyed.

Bin-GLOW at the Library

While summer reading winds to a close, we also begin to wind down our special programming. Historically, we've not had great attendance for programs near the end of July and throughout August. This was NOT the case with one of our early August programs: Bin-GLOW, hosted by Katie. We had an unexpectedly

large crowd and had to make some quick alterations to make everything work. Katie shared this about the program as a whole - *“Christine found this idea on a library Facebook page months ago and we thought it looked like a fun spin on a classic game, so we decided to try it in August, when program attendance generally gets lower. Christine, Gabriela, and Katie spent time decorating the room with glow-in-the-dark sticks, balloons, crepe paper, and LED lights. The room looked REALLY cool! We also bought ten different glow-in-the-dark themed prizes (puzzles, rock painting kit, slime, etc.) To everyone's surprise, there was a LOT of interest in this program and over 110 people of all ages came. Participants were split into two "shifts," with half hanging out upstairs for 30 minutes before the next session started. Families were very understanding, and just seemed excited to play. Those who didn't win prizes still got to take home glow in the dark necklaces, bracelets, and balloons. We should definitely consider doing this program again.”*



Read Alike Videos

Following the success of a read-alikes reel by the teen intern Adrianna this summer, Ian suggested that we expand the concept. Several members of the Information & Outreach Services Department offered to participate, and the first video in the series was posted on social media in mid-August. Emilyn's "Classics Retold" read-alikes video had a nice reaction online. Another video has since been posted, and several more are in the queue. A different video for Library Card Sign-Up Month also is in the works. These videos featuring library staff continue to be an important way of humanizing the library for patrons (and potential patrons) while introducing them to materials, programs, and services the library offers.

