

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Legislative Chambers
160 S Macy Street

March 26, 2025
6:00 PM

1. CALL TO ORDER

- a. Roll Call
- b. Declaration a Quorum Is Present
- c. Pledge of Allegiance
- d. Silent Reflection

2. PUBLIC HEARINGS

3. CONSENT AGENDA

- a. March 12, 2025 Minutes
- b. List Of Claims Dated March 19, 2025

4. AUDIENCE COMMENTS (Agenda and Non-agenda items)

5. ACTION ITEMS

- a. May 1, 2025-October 1, 2025 Class "B" Fermented Malt Beverage License
Corporation: Fond du Lac Softball Inc.
Agent: Marie Schumacher
Agent Address: N8095 E Ann Randall Dr., Fond du Lac
d/b/a: Fond du Lac Softball Inc.
Location of Premise: Lakeside Park Softball Island Concession
Introduction: City Clerk

6. PRESENTATION OF INPUT ITEMS

- a. Property Assessment Revaluation
Presented By: City Manager, Director of Administration and Senior Accountant
- b. Annual Stormwater Report
Presented By: City Engineer
- c. Proposed Ordinance Updating Financial Assistance Options Available Under Lead Service Line Replacement Program
Presented By: Director of Administration

7. ADJOURN

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: March 12, 2025 Minutes

Subject: March 12, 2025 Minutes

Initiator:

Recommendation:

ATTACHMENTS:

File Name

Minutes_2025_3_12_Meeting(1200).pdf

**CITY COUNCIL MEETING MINUTES
CITY OF FOND DU LAC, WISCONSIN**

Legislative Chambers
160 S Macy Street

March 12, 2025
6:00 PM

CALL TO ORDER

Roll Call

Present

Tiffany Brault
Antonio Godfrey
Keith Heisler
Angela C Luehring
Patrick Mullen
Thomas Schuessler
Brett Zimmermann

Administrative Staff

Joseph Moore, City Manager
Dyann Benson, Community Development Director
Tricia Davi, Director of Administration
Deb Hoffmann, City Attorney
Paul De Vries, Director of Public Works
Jon Mark Bolthouse, Library Director
Aaron Goldstein, Chief of Police
Jason Roberts, Assistant Fire Chief
Kathryn Duveneck, IT Services Director

Declaration a Quorum Is Present

President Brault declared a quorum present.

Pledge of Allegiance

Pledge of Allegiance was recited.

Silent Reflection

A moment of silent reflection was observed.

CONSENT AGENDA

February 26, 2025 Regular Council Minutes

List Of Claims Dated March 5, 2025

A Motion was made by Antonio Godfrey, Sr. to approve the consent agenda and seconded by Brett Zimmermann, and the motion was **Passed.**

Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

AUDIENCE COMMENTS (Agenda and Non-agenda items)

Spoke On Non-Agenda Item: North Main Street Corridor:
Laura De Golier, 289 14th Street, Fond du Lac

ACTION ITEMS

"Class C" Wine License

A Motion was made by Thomas Schuessler to approve the "Class C" Wine License for LA Nails LLC d/b/a LA Nails at 459 W Johnson St., Suite A and seconded by Angela Luehring, and the motion was **Passed.**

Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

Class "B" Fermented Malt License

A Motion was made by Patrick Mullen to approve the Class "B" Fermented Malt License for Wisco Cheese & Cheers LLC d/b/a Wisco Cheese & Cheers at 362 N Peters Ave., Suite B and seconded by Antonio Godfrey, Sr., and the motion was **Passed.**

Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

"Class B" Intoxicating Liquor and Class "B" Fermented Malt License

A Motion was made by Brett Zimmermann to approve the "Class B" Intoxicating Liquor and Class "B" Fermented Malt License for Fond du Lac Beer Co. LLC d/b/a Fond du Lac Beer Company at 21 4th Street Court and seconded by Keith Heisler, and the motion was **Passed.**

Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

PRESENTATION OF INPUT ITEMS

Update on Wage Study

City Manager, Joe Moore Presented An Update On Wage Study.

ADJOURN

A Motion was made by Brett Zimmermann to adjourn at 6:12 p.m. and seconded by Keith Heisler, and the motion was **Passed.**

Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

Margaret Hefter
City Clerk

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: List Of Claims Dated March 19, 2025

Subject: List Of Claims Dated March 19, 2025

Initiator:

Recommendation:

ATTACHMENTS:

File Name

List_of_Claims_Memo_03-19-25.pdf

CITY OF FOND DU LAC - Memorandum

Department of Administration

Date: March 19, 2025

To: City Council

From: Tricia Davi, Director of Administration

Re: List of Claims

The list of claims for goods and services for the payment periods March 1, 2025 through March 14, 2025 for all funds total \$2,274,310.89. Wisconsin statute 66.0609 (2) requires the comptroller to file, at least monthly with the City Council, a list of approved claims paid.

Suggested Motion: Receive and File

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: May 1, 2025-October 1, 2025 Class "B" Fermented Malt
Beverage License

Subject: Corporation: Fond du Lac Softball Inc.
Agent: Marie Schumacher
Agent Address: N8095 E Ann Randall Dr., Fond du Lac
d/b/a: Fond du Lac Softball Inc.
Location of Premise: Lakeside Park Softball Island
Concession
Introduction: City Clerk

Initiator: City Clerk

Recommendation: Approve

ATTACHMENTS:

File Name

FDL_Softball.pdf

pt # 7059

Form
AB-200

Alcohol Beverage License Application

| For Municipal Use Only | |
|------------------------|---------------------|
| Municipality | CITY OF FOND DU LAC |
| License Period | 5/1/25 - 11/1/25 |

License(s) Requested: (up to two boxes may be checked)

- ☐ Class "A" Beer \$ _____
- ☒ Class "B" Beer \$ 100
- ☐ "Class A" Liquor \$ _____
- ☐ "Class B" Liquor \$ _____
- ☐ "Class A" Liquor (cider only) \$ _____
- ☐ Reserve "Class B" Liquor \$ _____
- ☐ "Class C" Liquor (wine only) \$ _____

| Fees | |
|----------------------|---------------|
| License Fees | \$ 100 |
| Background Check Fee | \$ — |
| Publication Fee | \$ 35 |
| Total Fees | \$ 135 |

Part A: Premises/Business Information

| | | |
|---|--|---|
| 1. Legal Business Name (individual name if sole proprietorship) Fond du Lac Softball Inc | | |
| 2. Business Trade Name or DBA F.S.I. | | |
| 3. FEIN 39-1501701 | 4. Wisconsin Seller's Permit Number 456-0000349938-02 | |
| 5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Nonprofit Organization | | |
| 6. State of Organization Wisconsin | 7. Date of Organization 5/6/1965 | 8. Wisconsin DFI Registration Number 456-0000349938-02 |
| 9. Premises Address 1650 N. Main St. Lakeside Park | | |
| 10. City Fond du Lac | 11. State WI | 12. Zip Code 54935 |
| 13. County Fond du Lac | 14. Governing Municipality: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Fond du Lac | 15. Aldermanic District |
| 16. Premises Phone 920 251-7644 | 17. Premises Email Schumacher1002@gmail.com | 18. Website |
| 19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Stored in secure walk in cooler / Served out of concession stand. Lakeside Park - Softball Island | | |
| 20. Mailing Address (if different from premises address) PO Box 11655 | | |
| 21. City Fond du Lac | 22. State WI | 23. Zip Code 54936 |

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☒ No

If yes, list the details of violation below. Attach additional sheets if necessary.

| | | |
|------------------------|--|------------|
| Law/Ordinance Violated | Location | Trial Date |
| Penalty Imposed | Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Law/Ordinance Violated | Location | Trial Date |
| Penalty Imposed | Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No | |

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . . ☐ Yes ☒ No beverages.

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . . ☐ Yes ☒ No
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? . . . ☐ Yes ☒ No
If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity

4b. Business Entity FEIN

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. ☒ Yes ☐ No

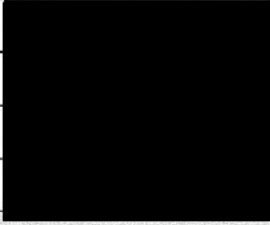
6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? ☐ Yes ☒ No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? ☐ Yes ☒ No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

| Last Name | First Name | Title | Phone |
|----------------|------------|-----------------|---|
| Schumacher | Marie | President/Agent |  |
| Kottke | Ben | Vice President | |
| Schumacher | Brian | Treasure | |
| Murphy-Steinke | Meg | Secretary | |

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

| | | |
|------------------|--------------------------|--------------|
| Last Name | First Name | M.I. |
| Schumacher | Marie | A. |
| Title | Email | Phone |
| President | Schumacher1002@gmail.com | 926 251 7644 |
| Signature | Date | |
| Marie Schumacher | 3/6/25 | |

Part E: For Clerk Use Only

| | | | |
|---------------------------------------|----------------|---|---------------------|
| Date Application Was Filed With Clerk | License Number | Date License Granted | Date License Issued |
| MAR 07 2025 | C-0027 | | |
| Signature of Clerk/Deputy Clerk | | Date Provisional License Issued (if applicable) | |

Alcohol Beverage
Individual QuestionnaireDate

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

Fond du Lac Softball Inc.

2. Business Trade Name or DBA

FSI

3. Entity Type (check one)

☐ Sole Proprietor ☐ Partnership ☐ Limited Liability Company ☐ Corporation ☒ Nonprofit Organization**Part B: Individual Information**

1. Last Name

Schumacher

2. First Name

Marie

3. M.I.

A

4. Relationship to Business (Title)

President

5. Email

6. Phone

7. Home Address

18895 E Ann Randall Dr.

8. City

Fond du Lac

9. State

WI

10. Zip Code

54937

11. Date of Birth

12. Drivers License/State ID Number

13. Drivers License/State ID State of Issuance

WISCONSIN

Part C: Address History1. Do you currently reside in Wisconsin? ☒ Yes ☐ No

If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application?

Years

Months

3

2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.

Previous Address 1

18 Howard Ave

City

Fond du Lac

State

WI

Zip Code

54935

Previous Address 2

City

State

Zip Code

Previous Address 3

City

State

Zip Code

Previous Address 4

City

State

Zip Code

Previous Address 5

City

State

Zip Code

3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.

State

County

State

County

State

County

State

County

WI

Fond du Lac

State

County

State

County

State

County

State

County

Continued →

Part D: Criminal History

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? ☐ Yes ☒ No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

| | | |
|------------------------|----------|--|
| Law/Ordinance Violated | Location | Conviction Date |
| Penalty Imposed | | Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Law/Ordinance Violated | Location | Conviction Date |
| Penalty Imposed | | Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Law/Ordinance Violated | Location | Conviction Date |
| Penalty Imposed | | Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No |

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? ☐ Yes ☒ No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part E: Attestation

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

| | |
|--------------------------------------|------------------------|
| Signature <i>Marie Schumacher</i> | Date <i>3/16/25</i> |
|--------------------------------------|------------------------|

Alcohol Beverage
Appointment of Agent

Date

Agent Type (check one)

- ☒
- Original (no fee)
- ☐
- Successor (\$10 fee for municipal licensees only)

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

Fond du Lac Softball Inc.

2. Business Trade Name or DBA

PSI

3. Entity Type (check one)

- ☐
- Limited Liability Company
- ☐
- Corporation
- ☒
- Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)

- ☒
- Municipal Retail License
- ☐
- State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.

Part B: Agent Information

1. Last Name

Schumacher

2. First Name

Marie

3. M.I.

A-

4. Email

Schumacher1002@gmail.com

5. Phone

6. Home Address

118095 E Ann Randall Dr.

7. City

Fond du Lac

8. State

WI

9. Zip Code

54937

10. Age

11. Drivers License/State ID Number

12. Drivers License/State ID State of issuance

WISCONSIN

Part C: Agent Questions

1. Have you satisfied the responsible beverage server training requirement? ☒ Yes ☐ No
Submit proof of completion.
2. Have you completed Form AB-100, Alcohol Beverage Individual Questionnaire? ☒ Yes ☐ No
Submit a completed Form AB-100 with this form.
3. Have you been a Wisconsin resident for at least 90 continuous days? ☒ Yes ☐ No
See instructions for exceptions.

Continued →

Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

| | | | | |
|-------------------------------|---------------------|---------------------|----------------|------------|
| Last Name Schumacher | | First Name Marie | | M.I. A. |
| Title President | Email [REDACTED] | Phone [REDACTED] | | |
| Signature Marie Schumacher | | | Date 3/6/25 | |

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

| | | | | |
|-------------------------|--|---------------------|------|------------|
| Last Name Schumacher | | First Name Marie | | M.I. A. |
| Signature | | | Date | |

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: Property Assessment Revaluation

Subject: Presented By: City Manager, Director of Administration
and Senior Accountant

Initiator:

Recommendation:

ATTACHMENTS:

File Name

Property_Revaluation_Slides_03-26-25_tms.pdf



PROPERTY REVALUATIONS



Cities use the value of properties to determine how much property tax an owner pays.

An accurate valuation ensures that all property owners pay a fair share of property taxes.



**Updating property values does not mean
the city receives more money overall,
only a change in levy will do that.**

Example 1 - Before Revaluation

Value = \$400K
Levy = \$10K



| | A | B | C | D |
|----------|---------|---------|---------|---------|
| Value | \$100K | \$100K | \$100K | \$100K |
| Share | 25% | 25% | 25% | 25% |
| Tax Owed | \$2,500 | \$2,500 | \$2,500 | \$2,500 |

$\$100\text{K} / \$400\text{K} = 1/4 \text{ of } \10K due

Example 1 - After Revaluation

Value = ~~\$400~~
\$800K
Levy = \$10K



| | A | B | C | D |
|----------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Value | \$100K \$200K | \$100K \$200K | \$100K \$200K | \$100K \$200K |
| Share | 25% | 25% | 25% | 25% |
| Tax Owed | \$2,500 | \$2,500 | \$2,500 | \$2,500 |

$$\text{\$200K} / \text{\$800K} = 1/4 \text{ of } \text{\$10K} \text{ due}$$



An increase in assessment value does not automatically mean a property owner will owe more in taxes



Whether an individual property value changes more or less percentage than the total assessed value, determines whether the tax share will go up or down.

Example 2 - Before Revaluation

Value = \$1M
Levy = \$10K



| | A | B | C | D |
|----------|---------|---------|---------|---------|
| Value | \$100K | \$200K | \$300K | \$400K |
| Share | 10% | 20% | 30% | 40% |
| Tax Owed | \$1,000 | \$2,000 | \$3,000 | \$4,000 |

Share of taxes is the same as share of values

Example 2 - After Revaluation

50% Value
Increase

Value = ~~\$1M~~ **\$1.5M**

Levy = \$10K



| | A | B | C | D |
|----------|---------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|
| Value | \$100K \$145K | \$200K \$300K | \$300K \$480K | \$400K \$575K |
| Share | 10% 9.7% | 20% 20% | 30% 32% | 40% 38.3% |
| Tax Owed | \$1,000 \$967 | \$2,000 \$2,000 | \$3,000 \$3,200 | \$4,000 \$3,833 |

NEW share of taxes is the same as the NEW share of values

Example 2 - After Revaluation

50% Value Increase

Value = ~~\$1M~~ \$1.5M

Levy = \$10K



| | A | B | C | D |
|------------|--------|---------|---------|---------|
| \$ Change | +\$45K | +\$100K | +\$180K | +\$175K |
| % Change | +45% | +50% | +60% | +44% |
| Tax Change | -\$33 | +\$0 | +\$200 | -\$167 |

The change in individual tax bills is relative to the change in property values as a whole.
Did the property change more or less than the average?

Example 2 - After Revaluation

**Total
Assessment
Increased
by 50%**



| | A | B | C | D |
|------------|--------|---------|---------|---------|
| \$ Change | +\$45K | +\$100K | +\$180K | +\$175K |
| % Change | +45% | +50% | +60% | +44% |
| Tax Change | -\$33 | +\$0 | +\$200 | -\$167 |

- Higher value is not an automatic tax increase
- The individual change is relative to the change as a whole.

SUMMARY



An increase in assessment value does not automatically mean a property owner will owe more in taxes.



Whether an individual property value changes more or less percentage than the total assessed value, determines whether the tax share will go up or down.



QUESTIONS?

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: Annual Stormwater Report

Subject: Presented By: City Engineer

Initiator:

Recommendation:

ATTACHMENTS:

File Name

MS4_Annual_Report_CC_Memo_March_2025.pdf

CITY OF FOND DU LAC – Memorandum

Director of Public Works

Date: March 26, 2025

To: City Council Members

From: Christopher Johnson, City Engineer

Re: Annual Stormwater Report

Please find the 2024 City of Fond du Lac annual stormwater report enclosed. As always thanks to stormwater engineer Nick Waldschmidt from our Engineering staff for preparing this report and overseeing our program.

The City is required to have a stormwater discharge permit through Wisconsin DNR covering our MS4 (Municipal Separate Storm Sewer System). The purpose of the permit is to reduce pollution in stormwater runoff. The permit covers the following categories:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Pollution Control
- Post-Construction Stormwater Management
- Pollution Prevention
- Pollution Reduction from Developed Urban Areas
- Mapping

There are a few highlights you may be especially interested in:

- C&M works to effectively respond to winter storm events while reducing chlorides that reach our waters as part of our winter road maintenance.
- Nick remains heavily involved in the Northeast Wisconsin Stormwater Consortium and Fox-Wolf Watershed Alliance in efforts like public education and public involvement, such as waterway cleanup events.

- We need to continue to encourage residents to manage their leaves and grass clippings responsibly, not raking them onto the street or into ditches, etc.
- A project was completed during this reporting year to reroute a portion of the storm sewer from Fond du Lac Avenue to the Fairground Pond to capture additional phosphorous and TSS.
- In one of the out-years of the CIP, we show a project to continue to make progress toward reducing the phosphorus and TSS (total suspended solids) that reach Lake Winnebago from our MS4. This will be the construction of a stormwater pond. Investments from the past two decades resulted in a 44% TSS reduction and a 34% phosphorus reduction, but our approved TMDL (Total Maximum Daily Load) study will require us to work toward an additional 49% reduction in phosphorus.
- A Storm Water Management Plan Update was completed and approved in 2019, outlining where we are in meeting TMDL requirements. This was funded largely by a DNR grant, and we are currently pursuing similar grants to actually construct some of the measures needed to implement the Plan.
- Two combination flusher/vacuum trucks allow C&M to now remove gravel and silt from sanitary and storm sewer pipes, instead of just flushing it farther down the pipes until it eventually reaches a waterway.
- C&M collects leaves, soil, and debris from city streets during the non-winter months using street sweepers. Approximately 925 tons of material is estimated to have been collected with the street sweepers in 2024.
- The Adopt a Storm Drain is in its sixth year of existence has 106 storm drains adopted. We will continue to market this program as great outreach to the public and something individuals can do to help our stormwater quality.

The annual report will be submitted to the DNR after we hear any comments or questions from you and the public this week. Making you as a Council aware of the contents of the report is required by the DNR, so the subject is an Input item for the March 26, 2025 meeting.

Please contact me at (920) 322-3449 if you have questions or want to discuss further.

Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

| | | | | | | |
|--|--|--|--|--|--|--|
| | | | | | | |
|--|--|--|--|--|--|--|

Form 3400-224(R8/2021)

Reporting Information :

Will you be completing the Annual Report or other submittal type? ☒ Annual Report ☐ Other

Project Name: 2024 Annual Report

County: Fond Du Lac

Municipality: Fond du Lac, City

Permit Number: S050075

Facility Number: 31070

Reporting Year: 2024

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? ☐ Yes ☒ No

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary
 - Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment

- TMDL Attachment
 - Storm Water Consortium/Group Report
 - Municipal Cooperation Attachment
 - Other Annual Report Attachment
- Attach the following permit compliance documents as appropriate using the attachments tab above
- Storm Water Management Program
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
 - Total Maximum Daily Load documents (**If applicable, see permit for due dates.*)
 - TMDL Mapping*
 - TMDL Modeling*
 - TMDL Implementation Plan*
 - Fecal Coliform Screening Parameter *
 - Fecal Coliform Inventory and Map (*S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022*)
 - Fecal Coliform Source Elimination Plan (*S050075-03 general permittees Appendix B - document due to the department by October 31, 2023*)
- Sign and Submit form

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality Fond du Lac, City

Facility ID # or (FIN): 31070

Updated Information:

☐ Check to update mailing address information

Mailing Address: P O Box 150

Mailing Address 2:

City: Fond du Lac, City

State: WI

Zip Code: 54936-0150

xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

☐ Select to **create new** primary contact

First Name: Nick

Last Name: Waldschmidt

☐ Select to **update** current contact information

Title: Civil Engineer II

Mailing Address: 160 S Macy St

Mailing Address 2:

City: Fond du Lac

State: WI

Zip Code: 54936

xxxxx or xxxxx-xxxx

Phone Number: 920-322-3482

Ext:

xxx-xxx-xxxx

Email: nwaldschmidt@fdl.wi.gov

Additional Contacts Information (Optional)

☐ I&E Program

**Individual with responsibility for:
(Check all that apply)**

- ☐ IDDE Program
- ☐ IDDE Response Procedure Manual
- ☐ Municipal-wide Water Quality Plan
- ☐ Ordinances
- ☐ Pollution Prevention Program
- ☐ Post-Construction Program
- ☒ Winter roadway maintenance

First Name: Adam

Last Name: Schmitt

Title: Operations Superinte

Mailing Address: 530 Doty Street

Mailing Address 2:

City: Fond du Lac

State: WI

Zip Code: 54935 xxxxx or xxxxx-xxxx

Phone Number: 920-322-3542 Ext: xxx-xxx-xxxx

Email: aschmitt@fdl.wi.gov

Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

☒ Select to **create new** Billing contact

First Name: Molly

Last Name: Dilling

☒ Select to **update** current contact information

Title: Accounts Payable

Mailing Address: P.O. Box 150

Mailing Address 2:

City: Fond du Lac

State: WI

Zip Code: 54936-0150 xxxxx or xxxxx-xxxx

Phone Number: 920-322-3456 Ext: xxx-xxx-xxxx

Email: accountspayable@fdl.wi.gov

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

☒ Yes ☐ No

☒ Public Education and Outreach Northeast Wisconsin Stormwater Consortium

☒ Public Involvement and Participation Northeast Wisconsin Stormwater Consortium

☐ Illicit Discharge Detection and Elimination

- ☐ Construction Site Pollutant Control _____
- ☐ Post-Construction Storm Water Management _____
- ☐ Pollution Prevention

2. Has there been any changes to the municipality’s participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

☐ Yes ☒ No

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (R8/2021)

Minimum Control Measures- Section 1 : Complete

1. Public Education and Outreach

- a. Does MS4 conduct any educational efforts or events independently (not with a group) ☒ Yes ☐ No
- b. How many total educational events were held during the reporting year:
- c. Were any of the public education and outreach delivery mechanisms conducted during the reporting year active or interactive? ☒ Yes ☐ No
- d. Please select all storm water topics, target audiences, and delivery mechanisms used in the reporting year

| Public Education and Outreach Delivery Mechanisms (Active and Passive) | |
|---|--|
| Active/Interactive Mechanisms | Passive Mechanisms |
| <input checked="" type="checkbox"/> Education activities (school presentations, summer camps) | <input checked="" type="checkbox"/> Passive print media (brochures at front desk, posters, etc.) |
| <input checked="" type="checkbox"/> Information booth at event | <input checked="" type="checkbox"/> Distribution of print media (mailings, newsletters, etc.) via mail or email. |
| <input checked="" type="checkbox"/> Targeted group training (contractors, consultants, etc.) | <input checked="" type="checkbox"/> Media offerings (radio and TV ads, press release, etc.) |
| <input checked="" type="checkbox"/> Government event (public hearing, council meeting) | <input checked="" type="checkbox"/> Social media posts |
| <input type="checkbox"/> Workshops | <input checked="" type="checkbox"/> Signage |
| <input type="checkbox"/> Tours | <input checked="" type="checkbox"/> Website |
| <input type="checkbox"/> Other: <input type="text"/> | <input type="checkbox"/> Other: <input type="text" value="Interactive map"/> |

| Topics Covered | Target Audience |
|---|--|
| <input checked="" type="checkbox"/> Illicit discharge detection and elimination | <input checked="" type="checkbox"/> General Public |
| <input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing | <input type="checkbox"/> Public Employees |
| <input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application | <input checked="" type="checkbox"/> Residents |
| <input checked="" type="checkbox"/> Stream and shoreline management | <input checked="" type="checkbox"/> Businesses |
| <input checked="" type="checkbox"/> Residential infiltration | <input checked="" type="checkbox"/> Contractors |
| <input checked="" type="checkbox"/> Construction sites and post-construction storm water management | <input checked="" type="checkbox"/> Developers |
| <input checked="" type="checkbox"/> Pollution prevention | <input type="checkbox"/> Industries |
| <input checked="" type="checkbox"/> Green infrastructure/low impact development | <input type="checkbox"/> Public Officials |
| <input checked="" type="checkbox"/> Other: <input type="text" value="Salt pollution"/> | <input type="checkbox"/> Other: <input type="text"/> |

- e. Will additional information/summary of these education events be attached to the annual report?
☒ Yes ☐ No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 2 : Complete

2. Public Involvement and Participation

a. Permit Activities. Select all of the following topics the Permittee did to engage public participation and involvement.

| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
|--|---|-------------------------------------|---|
| <input checked="" type="checkbox"/> MS4 Annual Report <input checked="" type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input type="checkbox"/> Other: <input type="text"/> | <input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input checked="" type="checkbox"/> Public Officials <input type="checkbox"/> Other | Select... | <input type="radio"/> Yes <input checked="" type="radio"/> No |

b. Volunteer Activities. Select all of the following audiences targeted for volunteer involvement and participation related to storm water.

☐ NA (Individual Permittee)

| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
|-----------------------|---|-------------------------------------|---|
| Volunteer Opportunity | <input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other | 101 + | <input checked="" type="radio"/> Yes <input type="radio"/> No |

c. Brief explanation on Public Involvement and Participation reporting. Limit response to 250 characters and/or attach supplemental information on the attachments page.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

- | | | |
|----|--|----------------------------------|
| a. | How many total outfalls does the municipality have? | <input type="text" value="306"/> |
| b. | How many major outfalls does the municipality have? | <input type="text" value="74"/> |
| c. | How many outfalls did the municipality evaluate as part of their routine ongoing field screening program? | <input type="text" value="109"/> |
| d. | From the municipality's routine screening, how many were confirmed illicit discharges? | <input type="text" value="0"/> |
| e. | How many illicit discharge complaints did the municipality receive? | <input type="text" value="2"/> |
| f. | From the complaints received, how many were confirmed illicit discharges? | <input type="text" value="1"/> |
| g. | How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)? | <input type="text" value="1"/> |

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- h. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

- | | |
|---|--------------------------------|
| <input checked="" type="checkbox"/> Verbal Warning | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Written Warning (including email) | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Notice of Violation | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Civil Penalty/ Citation | <input type="text" value="0"/> |

Additional Information:

- i. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

- a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year?
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year?
- c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)?
- d. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.
- | | |
|---|--------------------------------|
| <input checked="" type="checkbox"/> Verbal Warning | <input type="text" value="7"/> |
| <input checked="" type="checkbox"/> Written Warning (including email) | <input type="text" value="2"/> |
| <input checked="" type="checkbox"/> Notice of Violation | <input type="text" value="1"/> |
| <input checked="" type="checkbox"/> Civil Penalty/ Citation | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Stop Work Order | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Forfeiture of Deposit | <input type="text" value="0"/> |
| <input type="checkbox"/> Other - Describe below | <input type="text"/> |
- e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*
-

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

- a. How many new structural storm water management Best Management Practice (BMP) have received local approval ?
*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,
- b. Does the MS4 have procedures for inspecting and maintaining private storm water facilities? ☒ Yes ☐ No
- c. If Yes, how many privately owned storm water management facilities were

inspected in the reporting year ? Inspections completed by private landowners should be included in the reported number.

1

- d. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis? ☒ Yes ☐ No
- e. Does MS4 have maintenance authority on these privately owned BMPs? ☒ Yes ☐ No
- f. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.
- | | |
|---|---|
| <input checked="" type="checkbox"/> Verbal Warning | 0 |
| <input checked="" type="checkbox"/> Written Warning (including email) | 0 |
| <input checked="" type="checkbox"/> Notice of Violation | 0 |
| <input checked="" type="checkbox"/> Civil Penalty/ Citation | 0 |
| <input checked="" type="checkbox"/> Forfeiture of Deposit | 0 |
| <input checked="" type="checkbox"/> Complete Maintenance | 0 |
| <input checked="" type="checkbox"/> Bill Responsible Party | 0 |
| <input type="checkbox"/> Other - Describe below | |
- g. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Best Management Practice Inspections ☐ Not Applicable

- a. Enter the total number of "municipally owned" (i.e., publicly owned BMPs) or operated (i. e., privately owned BMPs) structural storm water management best management practices. 28
- b. How many new municipally owned storm water management best management practices were installed in the reporting year ? 1

- c. How many municipally owned (public) storm water management best management practices were inspected in the reporting year? 28
- d. What elements are looked at during inspections (250 character limit)?
- The inspections look at all applicable features of a facility including permanent pool, embankment, outlet structure, inlet pipes, vegetation, etc.
- e. How many of these facilities required maintenance? 25
- f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*
-

Public Works Yards & Other Municipally Owned Properties that require a stormwater pollution prevention plan (SWPPP)* ☐ Not Applicable

- g. How many municipal properties require a SWPPP? 6
- h. How many inspections of municipal properties have been conducted in the reporting year? 21
- i. Have amendments to the SWPPPs been made?
☐ Yes ☒ No
- j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:
-
- k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*
-

* Any municipally owned property that has the potential to generate stormwater pollution should have a SWPPP. For example, if a municipal property stores compost piles, material storage, yard wastes, etc., outside and can contaminate stormwater runoff—a SWPPP is required.

Collection Services - Street Sweeping Program ☐ Not Applicable

- l. Did the municipality conduct street sweeping during the reporting year?
☒ Yes ☐ No
- m. If known, how many tons of material was removed? 925
- n. Does the municipality have a [low hazard exemption](#) for this material? ☐ Yes ☒ No
- o. If street sweeping is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?
☒ Yes - Explain frequency Every three weeks.
☐ No - Explain _____
☐ Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* ☐ Not Applicable

- p. Did the municipality conduct catch basin sump cleaning during the reporting year? ☐ Yes ☒ No
- q. How many catch basin sumps were cleaned in the reporting year?
- r. If known, how many tons of material was collected?
- s. Does the municipality have a low hazard exemption for this material? ☐ Yes ☒ No
- t. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
- ☐ Yes- Explain frequency _____
- ☐ No - Explain _____
- ☒ Not Applicable

Collection Services - *Leaf Collection Program* ☐ Not Applicable

- u. Does the municipality conduct curbside leaf collection? ☒ Yes ☐ No
- v. Does the municipality notify homeowners about pickup? ☒ Yes ☐ No
- w. Where are the residents directed to store the leaves for collection?
- ☒ Pile on terrace ☐ Pile in street ☐ Bags on terrace
- ☐ Other - Describe _____
- x. What is the frequency of collection?
- Weather permitting leaves are collected
three times per fall. _____
- y. Is collection followed by street sweeping? ☒ Yes ☐ No
- z. Brief explanation on Collection Services reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page*

Winter Road Management ☐ Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

- aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? (*One mile of a two-way road equals two lane miles.*)
- ab. Provide amount of de-icing products used by month last winter season?
Solids (tons) (ex. sand, or salt-sand)

| Product | Oct | Nov | Dec | Jan | Feb | Mar |
|---------|-----|-----|-----|-----|-----|-----|
| Salt | 0 | 29 | 465 | 224 | 964 | 46 |

Liquids (gallons) (ex. brine)

| | Oct | Nov | Dec | Jan | Feb | Mar |
|--|-----|-----|-----|-----|-----|-----|
|--|-----|-----|-----|-----|-----|-----|

| | | | | | | |
|-------|---|---|------|------|------|-----|
| Brine | 0 | 0 | 3155 | 1340 | 3570 | 100 |
| Other | 0 | 0 | 0 | 660 | 360 | 840 |

ac. Was salt applying machinery calibrated in the reporting year? ☒ Yes ☐ No

ad. Have municipal personnel attended salt reduction strategy training in the reporting year? ☒ Yes ☐ No

| Training Date | Training Name | # Attendance |
|---------------|---|--------------|
| 10/11/2024 | City of Fond du Lac snow and ice trainin... | 21 |

ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

City staff responsible for winter road maintenance attended a training day to review routes, inspect equipment, and discuss procedures.

Internal (Staff) Education & Communication

af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element ? ☒ Yes ☐ No

If yes, describe what training was provided (250 character limit):

Fox-Wolf Watershed Conference

ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures and pollution prevention program requirements.

Elected Officials

The annual report will be sent to the City Council and presented to the City Council during a City Council meeting.

Municipal Officials

The City of Fond du Lac department leaders hold weekly meetings and the City of Fond du Lac Public Works Department division leaders also hold weekly meetings where permit requirements are discussed as necessary.

Appropriate Staff (such as operators, Department heads, and those that interact with public)

City staff involved in winter road maintenance attend one or more trainings annually on winter road maintenance topics. Training on street sweepers, vacuum trucks, stormwater pollution prevention plans, and other topics are provided as needed.

ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?

☒ Yes ☐ No

If yes, check the areas the map items that got updated or changed:

☒ Storm water treatment facilities

☒ Storm pipes

☒ Vegetated swales

☒ Outfalls

☒ Other - Describe below

Storm sewer manholes and inlets.

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

Final Evaluation - Complete

Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

| Annual Expenditure Reporting Year | Budget Reporting Year | Budget Upcoming Year | Source of Funds |
|---|--------------------------|----------------------------|-----------------|
|---|--------------------------|----------------------------|-----------------|

Element: Public Education and Outreach

| | | | |
|-------|-------|-------|-----------------------------|
| 10000 | 10000 | 10000 | <u>General revenue fund</u> |
|-------|-------|-------|-----------------------------|

Element: Public Involvement and Participation

| | | | |
|-------|-------|-------|-----------------------------|
| 10000 | 10000 | 10000 | <u>General revenue fund</u> |
|-------|-------|-------|-----------------------------|

Element: Illicit Discharge Detection and Elimination

| | | | |
|-------|-------|-------|-----------------------------|
| 15000 | 15000 | 15000 | <u>General revenue fund</u> |
|-------|-------|-------|-----------------------------|

Element: Construction Site Pollutant Control

| | | | |
|-------|-------|-------|-----------------------------|
| 25000 | 25000 | 25000 | <u>General revenue fund</u> |
|-------|-------|-------|-----------------------------|

Element: Post-Construction Storm Water Management

| | | | |
|-------|-------|-------|-----------------------------|
| 25000 | 25000 | 25000 | <u>General revenue fund</u> |
|-------|-------|-------|-----------------------------|

Element: Pollution Prevention

| | | | |
|--------|--------|--------|-----------------------------|
| 100000 | 100000 | 100000 | <u>General revenue fund</u> |
|--------|--------|--------|-----------------------------|

Other (describe)

NEWSC Membership

| | | | |
|------|------|------|-----------------------------|
| 3220 | 3250 | 3315 | <u>General revenue fund</u> |
|------|------|------|-----------------------------|

Other (describe)

Theisen Pond

| | | | |
|--------|--------|------|-----------------------------|
| 293575 | 299091 | 9000 | <u>General revenue fund</u> |
|--------|--------|------|-----------------------------|

Other (describe)

Theisen Pond

320625

320625

0

Grants

Other (describe)

Arndt Street Pond

20590

200000

200000

General revenue fund

Other (describe)

Fairgrounds Storm Sewer

250939

340000

0

General revenue fund

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

Water Quality

a: Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

☐ Yes ☒ No ☐ Unsure If Yes, explain below:

b: Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

☐ Yes ☒ No ☐ Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

☐ Yes ☒ No ☐ Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

☒ Yes ☐ No ☐ Unsure

Storm Water Quality Management

a. Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? ☐ Yes ☒ No

b. If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

Do not close your work until you SAVE.

| | | | | | | |
|--|--|--|--|--|--|--|
| | | | | | | |
|--|--|--|--|--|--|--|

Form 3400-224 (R8/2021)

Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- ☐ Public Education and Outreach
- ☐ Public Involvement and Participation
- ☐ Illicit Discharge Detection and Elimination
- ☐ Construction Site Pollutant Control
- ☐ Post-Construction Storm Water Management
- ☐ Pollution Prevention
- ☐ Storm Water Quality Management
- ☐ Storm Sewer System Map
- ☐ Water Quality Concerns
- ☐ Compliance Schedule Items Due
- ☐ MS4 Program Evaluation

Do not close your work until you **SAVE**.

Form 3400-224(R8/2021)

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

***Required Item**

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Storm Sewer System Map

 File Attachment

[2024 City of FDL Storm Sewer System Map.pdf](#)

Attach - Other Supporting Documents

AR EO

 File Attachment

[Public Education and Outreach Summary 2024.pdf](#)

AR IP

 File Attachment

[Public Involvement and Participation Summary 2024.pdf](#)

AR SWGroupReport

 File Attachment

[NEWSC Annual Report 2024 Final 2.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Missing Information

Draft and Share PDF Report with the permittee's governing body or delegated representatives.

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After

the annual report has been reviewed by the governing body or delegated representative, return to the MS4 eReporting System to submit the final report to the DNR.

[Draft and Share PDF Report](#)

Sign and Submit Your Application

Steps to Complete the signature process

1. Read and Accept the Terms and Conditions
2. Press the Submit and Send to the DNR button

NOTE: For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

Terms and Conditions

Certification: I hereby certify that I am an authorized representative of the municipality covered under Fond du Lac, City MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- ☐ Authorized municipal contact using WAMS ID.
- ☐ Delegation of Signature Authority (Form 3400-220) for agent signing on the behalf of the authorized municipal contact.
- ☐ Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

Name:

Title:

Authorized Signature.

- ☐ I accept the above terms and conditions.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.

2024 City of Fond du Lac Public Education and Outreach Summary

Notes

The public education and outreach efforts detailed below may cover multiple topics, audiences, and/or have multiple delivery mechanisms.

General

The city is an active member of the Northeast Wisconsin Stormwater Consortium (NEWSC). An annual report covering the activities undertaken by NEWSC has been submitted to the DNR separately.

| Item | Ongoing Efforts | Regional Effort |
|------|--|-----------------|
| 1 | The city maintains a website with content relating to storm water management. Items on the website include: general stormwater management information, links to Renew Our Waters and the Clean Waters Project, the City of Fond du Lac Stormwater Reference Guide, the adopt a storm drain program, and the most recent annual report. https://www.fdl.wi.gov/engineering/storm-water-permit/ https://www.fdl.wi.gov/engineering/storm-water-management/ https://www.fdl.wi.gov/engineering/adopt-a-storm-drain-program/ https://adopt-a-storm-drain-fonddulac.hub.arcgis.com/ | No |
| 2 | The city has a Facebook page where posts relating to storm water management are made. https://www.facebook.com/cityoffdl/ | No |
| 3 | There are six stormwater management posters, banners, and yard signs at the City of Fond du Lac or City of Fond du Lac Engineering offices visible to members of the public. | No |
| 4 | There are stormwater education signs installed at four City of Fond du Lac stormwater detention ponds. | No |
| 5 | All construction projects covered by the construction site pollutant control ordinance are required to post a permit onsite. The permit provides the public with information regarding the requirement to install and maintain erosion control practices and provides contact information to submit complaints. | No |
| 6 | Preconstruction meetings are required for municipal projects. Erosion control requirements are discussed. A preconstruction conference is required for all private construction projects with at least one acre of disturbance. The contractor is required to attend and discuss the erosion control and storm water management requirements for the project. | No |
| 7 | New storm sewer catch basins on city projects have the message "Dump No Waste - Drains to Fresh Water" and a fish and loon logo cast into the top of the curb box. | No |
| 8 | The city has an Adopt-A-Storm Drain Program. Adopted drains are stenciled with the message "Adopted Drain - Keep FDL Clean - Drains to Lake" with lighthouse, waves and fish graphic. | No |
| 9 | Stormwater educational brochures are available at the City Engineering office. | No |
| 10 | Composting and chopping up leaves is suggested as an alternative to leaf collection during the annual fall leaf collection program. | No |
| 11 | The City of Fond du Lac left door hangars during the fall leaf collection program at the houses of residents who raked their leaves into the street in violation of city policy to leave the leaves on the terrace. Composting was also recommended on the notice. | No |

| Item | Events | Est. People Reached | Regional Effort |
|------|--|---------------------|-----------------|
| 1 | The city sent out a press release promoting cleaning storm sewer catch basins and the Adopt-A-Storm Drain Program on January 23rd, 2024. Information was published in the Fond du Lac Reporter on January 23rd, 2024. | Unknown | No |
| 2 | The City of Fond du Lac gave a presentation titled "Update Presentation for ParkWatch" to the ParkWatch Fond du Lac on February 12th, 2024. The presentation primarily covered wastewater topics but also included information on illicit discharges; proper disposal of leaves; and information on salt usage. | Unknown | No |
| 3 | NEWSC was at Sisters of St. Agnes Earth Day Fair on April 27th, 2024 and provided education on stormwater topics. A total of 70 people were contacted during the event. | 70 | No |
| 4 | NEWSC and FWWA were at Walleye Weekend on June 7th, 8th and 9th, 2024 and provided education on stormwater topics. A total of 553 people were contacted during the event. | 553 | Yes |
| 5 | The city posted a NEWSC infographic promoting cleaning up pet waste on the city Facebook account on September 13, 2024. The post reached 2700 people with 26 reactions, 1 comment, and 8 shares within the first three weeks. | 2700 | Yes |
| 6 | The city sent out letters to the 23 property owners adjoining a city owned stormwater pond regarding proper management and use of leaves, grass clippings, fertilizers, and pesticides and other issues on October 15th, 2024. The letter reminded property owners to not use fertilizers and pesticides within the pond property. | 23 | No |
| 7 | The city posted a NEWSC infographic promoting proper use of fertilizers on the city Facebook account on November 15, 2024. The post reached 1100 people with 6 reactions, 1 comment, and 1 share within the first week. | 1100 | No |

2024 City of Fond du Lac Public Involvement and Participation Summary

Elected Officials

The annual report will be sent to the City Council and presented to the City Council during a City Council meeting.

Municipal Officials

The City of Fond du Lac department leaders hold weekly meetings where permit requirements are discussed as necessary. The City of Fond du Lac Public Works Department division leaders also hold weekly meetings where permit requirements are discussed as necessary.

Appropriate Staff

City of Fond du Lac staff involved in winter road maintenance attend one or more trainings annually on winter road maintenance topics. Training on street sweepers, vacuum trucks, stormwater pollution prevention plans, and other topics are provided as needed.

| Item | Activity | Est. People Reached | Regional Effort |
|------|--|---------------------|-----------------|
| 1 | The city has an Adopt-A-Storm Drain Program. Participants in the program are expected to regularly inspect and remove debris from inlets, report any maintenance concerns to the city, and report any illicit discharges. Participants may view storm drains and sign up for the program at the website https://adopt-a-storm-drain-fonddulac.hub.arcgis.com/ . The Fox-Wolf Watershed Alliance coordinated citizen monitoring of the chloride levels, during winter, in waterways in the | 76 | No |
| 2 | City of Fond du Lac. The monitored waterways include DeNeveu Creek and Taycheedah Creek. A total of two volunteers collected samples at four sites in 2024. | 2 | Yes |
| 3 | The 2023 annual stormwater report was placed on the city's website on March 27th, 2024. The public can submit comments on the report. | Unknown | No |
| 4 | The 2023 annual stormwater report was presented to the City Council on March 27th, 2024. | 7 | No |
| 5 | The City of Fond du Lac assisted the Fox-Wolf Watershed Alliance with an annual river clean up on May 4th, 2024. A total of 55 volunteers participated. The cleanup locations included Lakeside Park and Lakeside Park West. | 55 | Yes |
| 6 | The City of Fond du Lac stormwater management programs are on the city's website. No revisions were made to the programs in 2024. The public can submit comments on the program. | Unknown | No |

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: Proposed Ordinance Updating Financial Assistance Options
Available Under Lead Service Line Replacement Program

Subject: Presented By: Director of Administration

Initiator:

Recommendation:

ATTACHMENTS:

File Name

8888_Ordinance_for_LSL_Financial_Options_FINAL.pdf

Ordinance_Memo.pdf

ORDINANCE NO. XXXX

AN ORDINANCE AMENDING CHAPTER 643 OF THE CODE OF THE CITY OF FOND DU LAC REGARDING FINANCIAL OPTIONS AVAILABLE UNDER THE CITY'S LEAD SERVICE LINE (LSL) REPLACEMENT PROGRAM

The City Council of the City of Fond du Lac do ordain as follows; deleted items are shown with strikethrough and additions are underlined:

Section 1. That Chapter 643, Water Service Line Replacements; Section 8, Financial assistance for customer-side LSL replacements., is hereby amended to read as follows:

§ 643-8 Financial assistance for customer-side LSL replacements.

A. Financial assistance provided by FWU

1. A. FWU is authorized to establish a program to provide eligible property owners with financial assistance to replace customer-side LSLs. FWU must seek PSC approval of any FWU financial assistance program to replace customer-side LSLs. If FWU's financial assistance program has received PSC approval and has available funding, FWU may provide eligible property owners with financial assistance to replace customer-side LSLs as provided in this § **643-8.**

2. B. FWU may provide an eligible property owner with financial assistance to pay the property owner's customer-side LSL replacement costs. FWU may provide a grant to pay for up to 50% of the property owner's customer-side LSL replacement costs. The grant may not exceed a maximum amount of \$2,000. Financial assistance for the remainder of the property owner's customer-side LSL replacement costs may be provided in the form of a loan.

3. C. FWU may loan an eligible property owner funds to pay the property owner's remaining customer-side LSL replacement cost after the receipt of any grant monies under § **643-8(A)(2)** ~~643-8B~~. FWU may provide an eligible property owner a ten-year, 2.5% interest loan. A property owner shall repay the loan in yearly installments, consisting of principal and interest. Loan repayments will be invoiced yearly by FWU. Loan repayments that are past due may be placed on

the property tax roll as provided in Section 66.0809, Wisconsin Statutes.

4. D. A property owner is eligible for financial assistance for the purpose of replacing the customer-side LSL if the property owner satisfies all of the following criteria:

(a 1) The property owner alone, or collectively with others, owns the entire fee simple title to the property served by the customer-side LSL.

(b 2) The property owner's customer-side LSL is either attached to a utility-side service line that is not a LSL, or a utility-side LSL scheduled for replacement and for which the property owner has been notified by FWU of such scheduled replacement.

(c 3) The property owner agrees to have the replacement work done by a pre-qualified plumbing contractor in compliance with this chapter.

5. E. Written applications for financial assistance shall include the following:

(a 1) A completed application on a form furnished by FWU signed by the eligible property owner. The completed application form shall include a certification by the property owner that attests that all eligibility criteria listed in **§ 643-8(A)(4) 643-8D** are met.

(b 2) Copies of a written quote from a pre-qualified plumbing contractor for the replacement of the property owner's customer-side LSL.

6. F. A property owner will be eligible for financial assistance based on the amount included in the written quote received from the pre-qualified plumbing contractor under **§ 643-8(A)(4)(b)(2) 643-8D(2)**.

7. G. After a complete application is received, and prior to the commencement of any replacement work, FWU will determine if the property owner is eligible for financial assistance, and the amount of financial assistance available as a grant and the amount of financial assistance available as a loan. Such determination will be provided in writing to the applying property owner.

8. H. Customer-side LSL replacement work must be accomplished in accordance with the Wisconsin State Plumbing Code and all applicable federal, state, and municipal laws and regulations. Work must also be done in a workmanlike manner and be coordinated with any FWU utility-side service line replacement work as required by **§ 643-6**.

~~9. I.~~ Upon completion of the customer-side LSL replacement and passing the necessary building/plumbing inspections, the pre-qualified plumber shall provide FWU with a copy of the invoice. Upon proof of completion satisfactory to the property owner and FWU, FWU will directly pay the plumbing contractor the amount of money approved by FWU for financial assistance for replacement of the customer-side LSL.

~~10. J.~~ The total amount of money provided by FWU as financial assistance in the form of a grant and loan may not exceed the actual cost of replacement of the customer-side LSL.

~~11. K.~~ Disputes regarding eligibility for financial assistance may be appealed to a neutral three-person panel to be appointed by the City Manager on an as needed basis.

B. Financial assistance provided by the City of Fond du Lac

1. The City is authorized to establish a program to provide eligible property owners with financial assistance to replace customer-side LSLs. The City may provide eligible property owners with financial assistance to replace customer-side LSLs as provided in this § 643-8.

2. The City may provide an eligible property owner a ten-year, 2.5% interest loan to pay the property owner's customer side LSL replacement costs. A property owner shall repay the loan in yearly installments, consisting of principal and interest. A customer side LSL replacement loan under this Subsection shall be considered a special charge and a lien on the subject property. Each year's annual installment shall be levied onto the property tax bill of the subject property as a special charge pursuant to Section 66.0627, Wisconsin Statutes. The City will keep an accounting of loans and repayments, and provide borrowers with that information upon request.

3. The City will follow its customary practice in collecting special charges placed on the tax rolls, including assessing penalties and charging interest and initiating foreclosure proceedings, where appropriate.

4. Special charges collected for customer-side LSL replacement loan repayments will be placed in a segregated fund and disbursed in accordance with the requirements of City funding.

5. A property owner is eligible for financial assistance for the purpose of replacing the customer-side LSL if the property owner satisfies all of the following criteria:

(a) The property owner alone, or collectively with others, owns the entire fee simple title to the property served by the customer-side LSL.

(b) The property owner's customer-side LSL is either attached to a utility-side service line that is not a LSL, or a utility-side LSL scheduled for replacement and for which the property owner has been notified by FWU of such scheduled replacement.

6. Written applications for financial assistance shall include the following:

(a) A completed application on a form furnished by the City signed by the eligible property owner. The completed application form shall include a certification by the property owner that attests that all eligibility criteria listed in § 643-8(B)(5) are met.

7. After a complete application is received, and prior to the commencement of any replacement work, the City will determine if the property owner is eligible for financial assistance and the amount of financial assistance available. Such determination will be provided in writing to the applying property owner.

8. Customer-side LSL replacement work must be accomplished in accordance with the Wisconsin State Plumbing Code and all applicable federal, state, and municipal laws and regulations. Work must also be done in a workmanlike manner and be coordinated with any FWU utility-side service line replacement work as required by § 643-6.

9. The total amount of money provided by the City as financial assistance may not exceed the actual cost of replacement of the customer-side LSL.

10. Disputes regarding eligibility for financial assistance may be appealed to a neutral three-person panel to be appointed by the City Manager on an as needed basis.

Section 2. Any person violating the provisions of this Ordinance shall be subject to the penalty provided in Section 1-4 of the Code.

Section 3. The appropriate City officials are hereby authorized and directed to take such action as is necessary to effectuate the terms of this Ordinance.

Section 4. All other ordinances and resolutions inconsistent with the provisions of this Ordinance are hereby repealed.

Section 5. This Ordinance shall take effect and be in force upon its passage and publication as provided by law.

ADOPTED:

Tiffany Brault, President
Fond du Lac City Council

Attest:

Margaret Hefter, City Clerk

City Attorney:

Reviewed DSM

CITY OF FOND DU LAC - Memorandum

Date: March 20, 2025

To: Joseph Moore, City Manager
City Council

From: Tricia Davi, Director of Administration
Travis Kloetzke, Water Utility General Manager

Re: Update to Chapter 643 of the Municipal Code
Financial Options for Lead Service Line Replacement

Chapter 643 of our Municipal Code addresses our private lead service lateral replacement program. The amendment included with this memo only relates to Section 8, which outlines financial assistance provided to eligible property owners that need to have their lead service lateral replaced. As currently written in Chapter 643-8, the Water Utility can provide financial assistance to any eligible property owner and provide up to 10 years for the property owner to pay back that assistance. The amendment to the ordinance will not impact the existing program or the intent of how it functions – it merely gives us more flexibility in administering the program and providing financial assistance.

In lieu of issuing traditional debt for lead service line replacements, the Water Utility applied to the State of Wisconsin Department of Natural Resources for three Safe Drinking Water Loans (SDWL) to assist with the costs of replacing private lead service laterals. The major advantage in securing this type of funding is that a portion of the loan can be forgiven based upon meeting certain criteria. This is known as a Principle Forgiveness loan. We were awarded three such loans – one for 100% principal forgiveness, one for 75% forgiveness and one for 50% forgiveness.

As part of a normal closing process on SDWL loans, we pledge revenues from the Water Utility to cover the loan repayments. However, recent guidance from the Public Service Commission (PSC) which governs how our Water Utility operates, will not allow the Water Utility to pledge those revenues for private lead service line SDWL loan repayments.

As an alternate way to take advantage of the SDWL funding, the City can make the pledge of using property owner assistance repayments for the SDWL loan repayments. This does require adding language to our existing Ordinance to allow the City to also provide financial assistance to property owners.

This slight differentiation in who is providing the assistance will negate the restrictions imposed by the PSC, allow us to take advantage of the SDWL Principle Forgiveness loans, allow us to continue to replace private lead service laterals, and allow us to continue to provide financial assistance to property owners.

Please feel free to contact either of us with questions or for more information.