

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

Legislative Chambers
160 S Macy Street

August 25, 2021
6:00 PM

CALL TO ORDER

Roll Call

Present

Arletta Allen
Tiffany Brault
Ben Giles, virtual
Keith Heisler
Kay Miller
Patrick Mullen

Absent

Donna Richards, excused

Administrative Staff

Joseph Moore, City Manager
Dyann Benson, Dir of Comm Dev
Tracy Salter, Dir of Admin
Tricia Davi, Dpty Comptroller/Treasurer
Deb Hoffmann, City Attorney
Jon Mark Bolthouse, Library Director, virtual
Aaron Goldstein, Interim Chief of Police
Peter O'Leary, Fire Chief

Declaration a Quorum Is Present

President Miller declared a quorum present.

Pledge of Allegiance

Pledge of Allegiance was recited.

Silent Reflection

A moment of silent reflection was observed.

CONSENT AGENDA

August 11, 2021 Regular Council Minutes

List Of Claims Dated August 18, 2021

A Motion was made by Keith Heisler to approve the consent agenda and seconded by Patrick Mullen, and the motion was **Passed.**

Ayes: Allen, Brault, Giles, Heisler, Miller, Mullen

Absent: Richards

AUDIENCE COMMENTS (Agenda and Non-agenda items)

Spoke in support of Resolution No. 8950 Making an Appointment to the
Downtown Architectural Review Board:

Resident:

Rosanne Kowal, 110 E Cotton St., Fond du Lac

ACTION ITEMS

Resolution No. 8950

2021-003

A Motion was made by Patrick Mullen to approve Resolution No. 8950 making an appointment to the Downtown Architectural Review Board and seconded by Arletta Allen, and the motion was **Passed**.

Ayes: Allen, Brault, Giles, Heisler, Miller, Mullen

Absent: Richards

PRESENTATION OF INPUT ITEMS

Presentation Of Comprehensive Annual Financial Report

Presentation of Comprehensive Annual Financial Report was presented by Bryan Gruenwald, Principal, CliftonLarsonAllen LLP

2022 Library Budget Presentation

2022 Library Budget was presented by Jon Mark Bolthouse, Library Director.

2022 Proposed Budget Introduction

2022 Proposed Budget was presented by Joe Moore, City Manager and Tracy Salter, Director of Administration.

ADJOURN

A Motion was made by Arletta Allen to adjourn at 7:52 p.m. and seconded by Patrick Mullen, and the motion was **Passed**.

Ayes: Allen, Brault, Giles, Heisler, Miller, Mullen

Absent: Richards

Margaret Hefter
City Clerk

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

Title: August 11, 2021 Regular Council Minutes

Subject: August 11, 2021 Regular Council Minutes

Initiator:

Recommendation:

ATTACHMENTS:

File Name

[Minutes 2021 8 11 Meeting\(796\).pdf](#)

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

Legislative Chambers
160 S Macy Street

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6:00 PM

CALL TO ORDER

Roll Call

Present

Arletta Allen
Tiffany Brault
Ben Giles
Keith Heisler
Kay Miller
Patrick Mullen
Donna Richards

Absent

None

Administrative Staff

Joseph Moore, City Manager
Dyann Benson, Dir of Comm Dev
Tracy Salter, Dir of Admin
Tricia Davi, Dpty Comptroller/Treasurer
Alexandra Panagopoulos, Assistant City Attorney
Paul De Vries, Dir of Public Works
Aaron Goldstein, Interim Chief of Police
Peter O'Leary, Fire Chief
Erick Gerritson, Asst. Fire Chief of Operations
Todd Janquart, Assistant Chief, EMS
Doug Hoerth, Chief Inspector
Kathryn Duveneck, IT Service Director
Cathy Loomans, Senior Service Director

Declaration a Quorum Is Present

President Miller declared a quorum present.

Pledge of Allegiance

Pledge of Allegiance was recited.

Silent Reflection

A Proclamation Recognizing FDL Yacht Club's 100th Anniversary

President Miller presented a proclamation to Yacht Club members Dave Whealon and Kathy Strong Langolf congratulating the Fond du Lac Yacht Club on its 100th Anniversary and extend the City's best wishes for continued success in supporting and education the

boating community.

CONSENT AGENDA

July 28, 2021 Regular Council Minutes

List Of Claims Dated August 4, 2021

A Motion was made by Arletta Allen to approve the consent agenda and seconded by Patrick Mullen, and the motion was **Passed**.

Ayes: Allen, Brault, Giles, Heisler, Miller, Mullen, Richards

AUDIENCE COMMENTS (Agenda and Non-agenda items)

No audience comments were made at this meeting.

ACTION ITEMS

Permit To Sell Fermented Malt On Park Property

A Motion was made by Tiffany Brault to approve permit to sell fermented malt on park property for Sabora Mexico Festival on September 18 & 19, 2021 and seconded by Arletta Allen, and the motion was **Passed**.

Ayes: Allen, Brault, Giles, Heisler, Miller, Mullen, Richards

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

A Motion was made by Ben Giles to approve Class "B" Fermented Malt and "Class B" Intoxicating Liquor License for SB2021, LLC d/b/a The Cellar District located at 40 E Division Street and seconded by Keith Heisler, and the motion was **Passed**.

Ayes: Allen, Brault, Giles, Heisler, Miller, Mullen, Richards

Resolution No. 8949

2021-76

A Motion was made by Patrick Mullen to approve Resolution No. 8949 waiving the prohibition against possession of alcoholic beverages on specified public ways and allowing a temporary expansion of premise for "Class B" license for Fat Joe's Burgers & Brews on Division Street from Main Street to Macy Street on September 11, 2021 - Fondue Fest and seconded by Keith Heisler, and the motion

was **Passed.**

Ayes: Allen, Brault, Giles, Heisler, Miller, Mullen, Richards

PRESENTATION OF INPUT ITEMS

ARPA (American Rescue Plan Act) Overview

ARPA (American Rescue Plan Act) Overview was presented by Tricia Davi, Deputy Comptroller/Treasurer.

2022 Fire & Rescue Budget Presentation

2022 Fire & Rescue Budget was presented by Peter O'Leary, Fire Chief.

2022 Community Development Budget Presentation

2022 Community Development Budget was presented by Dyann Benson, Director of Community Development.

DFP Annual Plan

DFP Annual Plan was presented by Amy Hansen, DFP Executive Director.

ADJOURN

A Motion was made by Arletta Allen to adjourn at 8:19 p.m. and seconded by Patrick Mullen, and the motion was **Passed.**

Ayes: Allen, Brault, Giles, Heisler, Miller, Mullen, Richards

Margaret Hefter
City Clerk

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

Title: List Of Claims Dated August 18, 2021

Subject: List Of Claims Dated August 18, 2021

Initiator:

Recommendation:

ATTACHMENTS:

File Name

[List of Claims Memo 08-18-21.pdf](#)

CITY OF FOND DU LAC - Memorandum

Department of Administration

Date: August 18, 2021

To: City Council

From: Tricia Davi, Deputy Comptroller 

Re: List of Claims

The list of claims for goods and services for the payment periods July 31, 2021 through August 13, 2021 for all funds total \$1,440,376.33. 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: Resolution No. 8950

Subject: A Resolution Making An Appointment To The Downtown Architectural Review Board
Introduction: City Manager

Initiator:

Recommendation:

ATTACHMENTS:

File Name

[8950 Res making appointment to DARB.pdf](#)

[SKM 22721081909240 Redacted.pdf](#)

RESOLUTION NO. 8950

**A RESOLUTION MAKING AN APPOINTMENT
TO THE DOWNTOWN ARCHITECTURAL REVIEW BOARD**

BE IT RESOLVED by the City Council of the City of Fond du Lac that
the following appointment by the City Manager to the Downtown
Architectural Review Board is hereby confirmed:

<u>DOWNTOWN ARCHITECTURAL REVIEW BOARD</u>	<u>Beginning</u>	<u>Ending</u>
Shawn Willey	09/01/2021	08/30/2024

ADOPTED:

Kay Miller, President
Fond du Lac City Council

Attest:

City Attorney:

Margaret Hefter, City Clerk

Reviewed _____

**CITY OF FOND DU LAC
APPLICATION FOR APPOINTMENT TO
CITY BOARDS, COMMISSIONS, AND COMMITTEES**

Downtown Architectural Review Board

7/30/21

Name of Board, Commission or Committee

Date

Shawn Willey

Full Name

Address

Architect

Occupation

Excel Engineering

Employer

18 Years of Age or Older? Yes ☒ No ☐ Home Phone Business Phone

E-Mail Address: Cellular Phone

Are you currently a resident of Fond du Lac? Yes ☒ No ☐ No. of Years: 25

Education: Architectural Technology - Madison Area Technical College

List potential conflicts of interest: None

List City boards, commissions or committees on which you have served:	Yrs	List other civic, church or club committees on which you have served:	Yrs

I have read the information sheet outlining the desired qualifications for this board. My background and interests meet these desired qualifications as follows:

I am an Architect licensed in the States of Wisconsin and Colorado. I moved to Fond du Lac in 1996, and have been living and working here ever since. I have always had a strong interest in historic buildings, and downtowns in particular. I believe the downtown area should be the heart and soul of any City whether big or small. I'm interested in joining the board because I want to help our downtown be an area that our City can be proud of.

If selected, I would like to work towards bettering the community through my service in the following ways:

I would support downtown development while encouraging building owners and tenants to value the building's history. I love looking at the old black and white photos of Main Street when it was full of activity and the storefronts were full. I want to have an active role in bringing that vibe back to Fond du Lac's downtown.

Please note: By filing this application with the City of Fond du Lac, applicant acknowledges that personal information on this form may be published in the annual Fond du Lac Boards and Commissions Directory and distributed to members, staff and the public.

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

Title: Presentation Of Comprehensive Annual Financial Report

Subject: Presented By: Bryan Gruenwald, Principal, CliftonLarsonAllen LLP

Link to Comprehensive Annual Finance Report:
<https://www.fdl.wi.gov/administration/finance/financial-reports-plans/>

Initiator:

Recommendation:

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

Title: 2022 Library Budget Presentation

Subject: Presented By: Library Director

Initiator:

Recommendation:

ATTACHMENTS:

File Name

[Library 2022 budget for City Council - FINAL.pdf](#)

Fond du Lac Public Library



2022 Budget Overview

City Council's Relationship with Library Budget

- State Statute 43.58 (1)

- *The library board shall have exclusive control of the expenditure of all moneys collected, donated or appropriated for the library fund, and of the purchase of a site and the erection of the library building whenever authorized.*

The library board also shall have exclusive charge, control and custody of all lands, buildings, money or other property devised, bequeathed, given or granted to, or otherwise acquired or leased by, the municipality for library purposes.

State statutes give library boards a higher degree of autonomy than most other boards and commissions.

(League of WI Municipalities)

City Council's Relationship with Library Budget

- State Statute 43.58 (2)(a)

- *The library board shall audit and approve all expenditures of the public library and forward the bills....to the appropriate municipal or county financial officer...*
- *The library board shall include a statement, signed by the library board secretary or other designee of the library board, that the expenditure has been incurred and that the library board has audited and approved the expenditure.*
- *The appropriate municipal, county, or school district official shall then pay the bill as others are paid.*

Under the scheme set out in the statutes, the library board has control over the use of the money appropriated to the fund, but it does not sign the checks or maintain physical control over the actual dollars and cents appropriated to the fund.

(League of WI Municipalities)

Library Board of Trustees

1. City Council Appointed – (Ms. Kolstad, President)
2. City Council Appointed – (Ms. Krikau)
3. City Council Appointed – (Ms. Deacy, Secretary)
4. City Council Appointed – (Mr. Letcher)
5. City Council Appointed – (Open)
6. City Council Appointed – (Ms. Averbeck, Treasurer)
7. City Council Appointed – (Mr. Wood-Taylor)
8. City Council Representative – (Ms. Brault)
9. School District Representative – (Ms. Simon, Vice-President)
10. County Board Supervisor – (Mr. Myrechuck)



Allocation to the Library

Our Mission:

To support a high quality of life in Fond du Lac through reading, lifelong learning and community involvement.

Investment in the Community



2020-21 Highlights

In 2020*, the Library....

- Circulated 366,544 books, CDs, DVDs and more
 - 53,844 E-books as well
- Added 16,056 items to the collection
- Hosted 150,298 visitors
- Offered 600 programs to 17,357 attendees
- Answered 28,736 Reference questions
- Provided 30,731 computer sessions and 95,226 Wireless sessions to customers

* Year of COVID

2021 Summer Reading:
2,000,000 minutes read!



Building Highlights

- Touchless Fixtures added to all public restrooms
- LED Lighting Replacement Plan
 - \$98,000 grant from WI Office of Energy Innovation
- Solar Project
 - Light for the Library
 - \$85,000 gift from Friends of the Library

More Investment Results

- Express Branch @ Johnson Crossing
- Active support for Literacy Services Organization
- 4 Meeting rooms available to public
- Homebound Delivery
- Langdon Divers Art Gallery
- Bilingual Storytime
- Yard games for check out
- “Book A Librarian”
- Day and evening preschool storytimes
- Genealogy services
- Free Wi-Fi

2022 Operating Budget

- No major changes in services, personnel, or programs
- City's allocation will allow us to keep in alignment with City on wages, health costs, etc.

2022 C.I.P. Requests

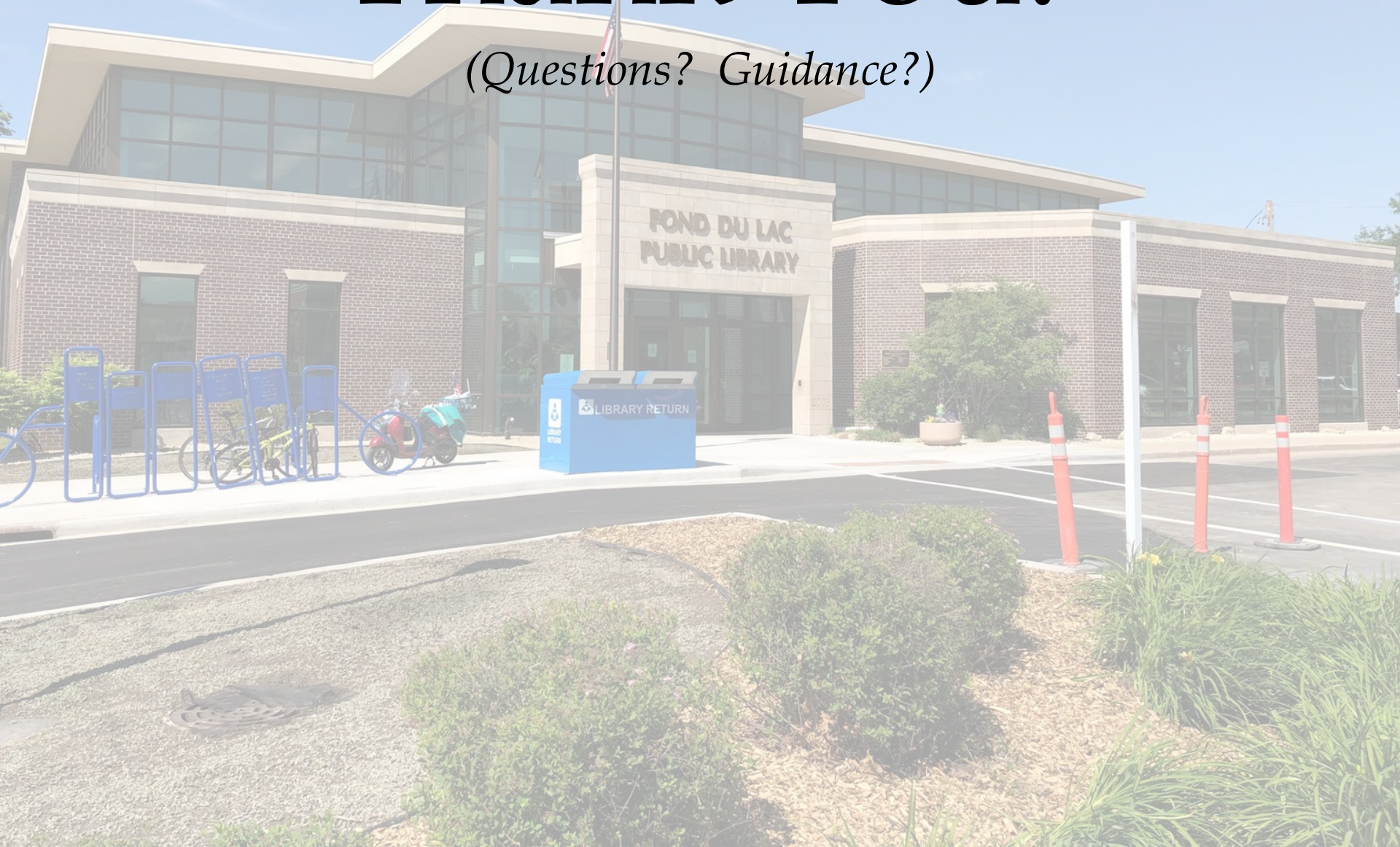
- Roof Replacement (\$105,000)

Future Budget Challenges

- Building
 - Furniture (Children's room replaced 2019)
- Technology demands from public
- Increased prices for materials, supplies, and contracted services
- Multi-format support (Book, Audio Book, E-Book)
- Keeping up with our success

Thank You!

(Questions? Guidance?)



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

Title: 2022 Proposed Budget Introduction
Subject: Presented By: City Manager and Director of Administration
Initiator:
Recommendation:

ATTACHMENTS:

File Name

[Budget Presentation - August 2021.pdf](#)

Fond du Lac 2022 Budget & CIP

Joe Moore, City Manager

- Tax base
- Expenditures
- Tax Levy
- Revenues
- Ongoing considerations
- Special areas of focus
- Capital Improvement Program

Fond du Lac is a great city with great people.

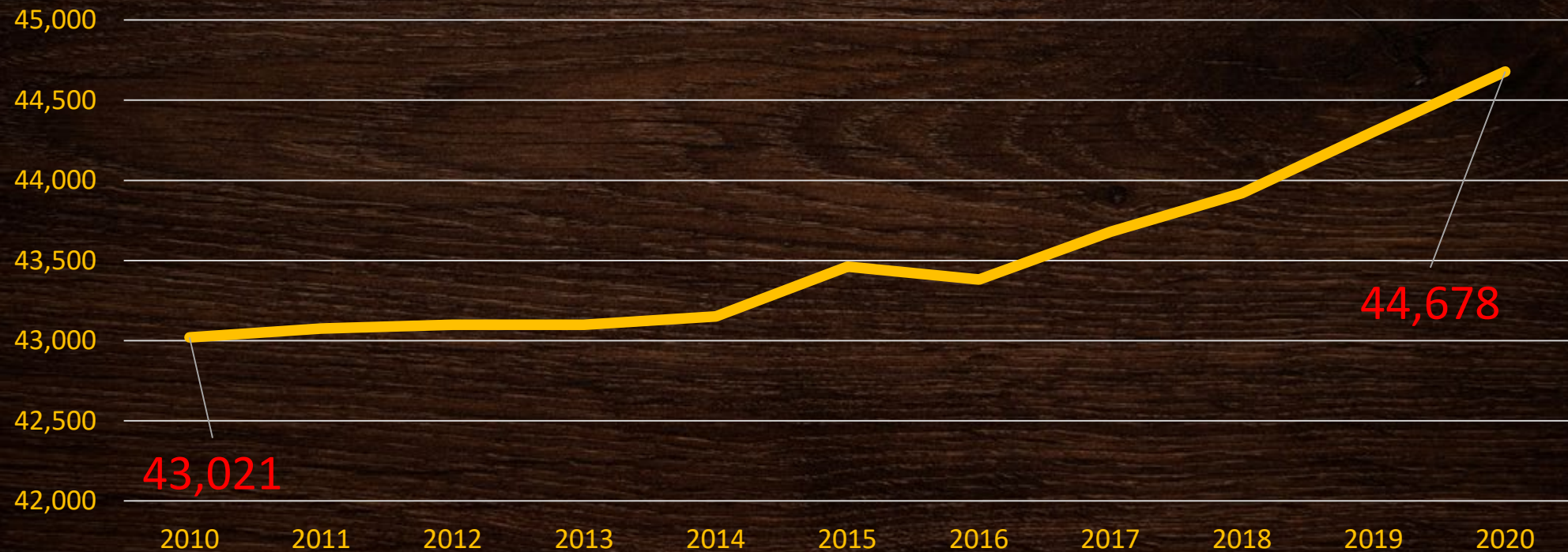
The city budget is crafted to serve them.

Good news stories abound.

Tax Base

Population Growth

**Population +3.9% since 2010
(Wisconsin +3.6%)**



35,178 Adults / 9,500 Children
Labor Force 23,862 as of 6/21

Property Values

Equalized Value w/out TID +18% since 2010

+26% from bottom / +6% year over year

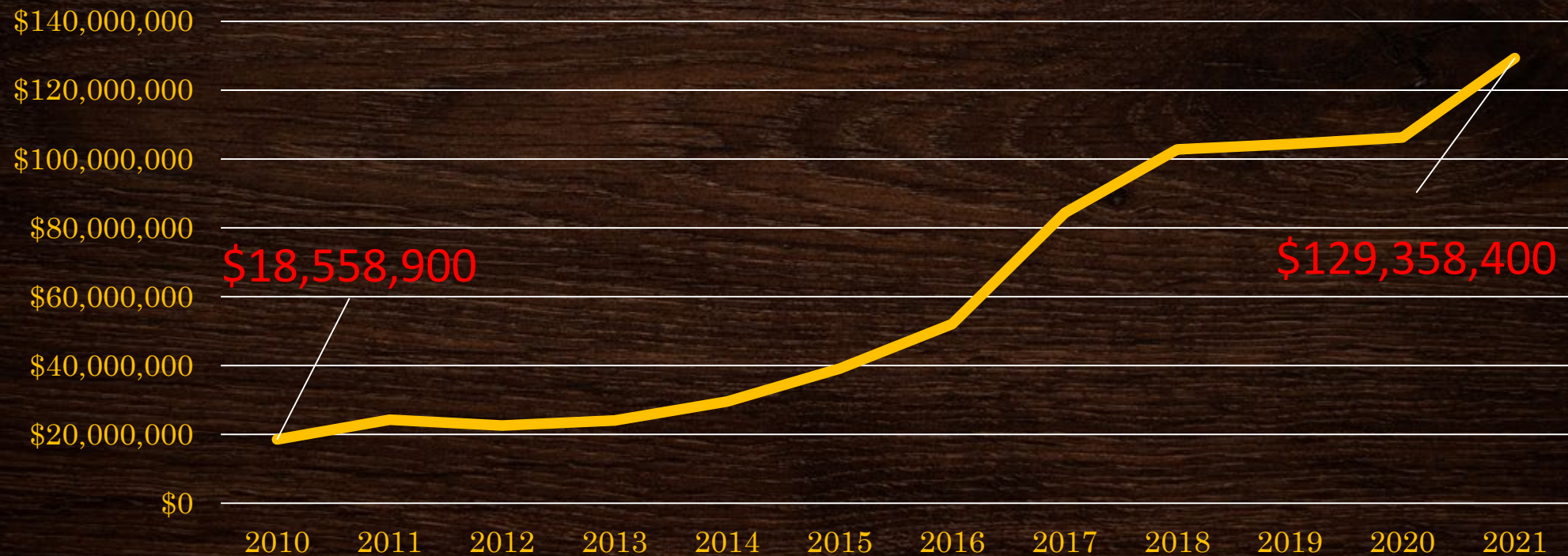
Present E.V. = \$3,196,379,300



This is the tax base

Tax Increment Finance

TID Increment Value +618% since 2010
Present TID Increment = \$133,339,400



Base Assessed Value = \$20,811,900 in 13 TIDs

Expenditures

2022 Budget Summary Comments

- General Fund Budget is balanced at \$36,316,600
- Budget provides for all departmental operational and capital requirements
- General fund expenditures + 6.5%
 - + 3.2% from existing operations
 - + 3.3% from public safety referendum
 - Referendum, plus effects of the tight labor market and inflation are driving abnormal increases in operating expenditures
- No growth in operating revenues
 - Countered by increased use of fund balance
 - Not sustainable long term
- Fund balance remains in compliance with policy > 15%
 - 16.9% after applying \$1.6M to augment operating and tax levy revenue

313 Employees

261 General Fund Employees

52 Additional employees funded by other revenues in PW

22 + 1



Deb Hoffmann

City Attorney & Human Resources

Kat Duveneck

Information Technology

Tracy Salter

Finance & Administration

11



Dyann Benson

Community Development

66



Paul De Vries

Public Works

88



Aaron Goldstein

Police

73



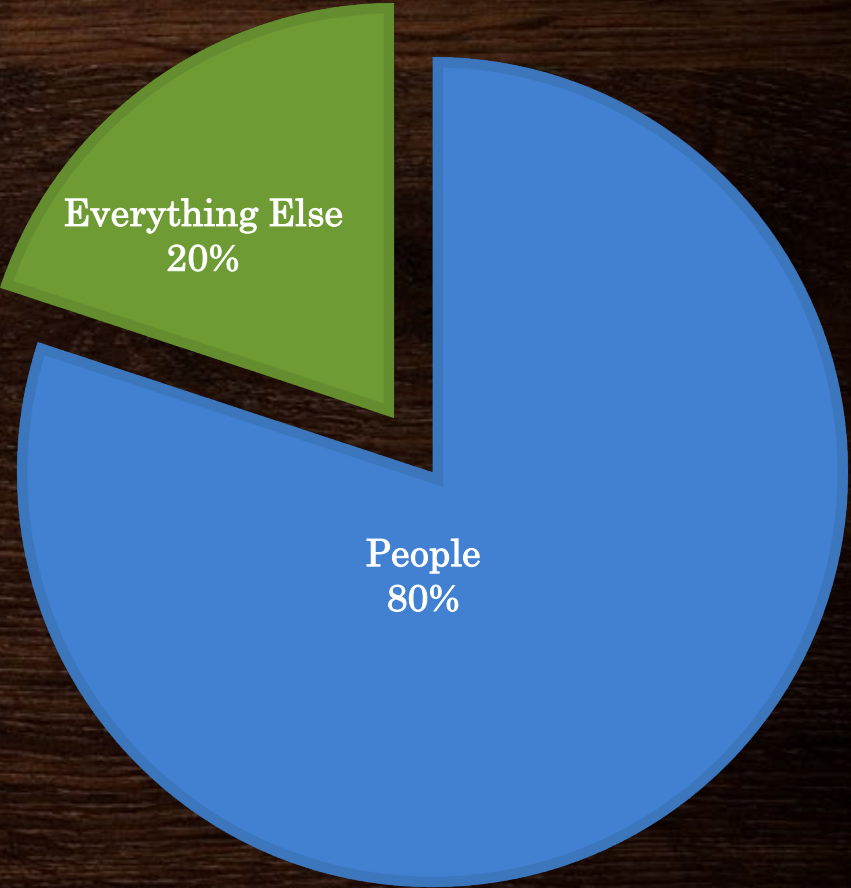
Pete O'Leary

Fire Rescue

+52

City Manager:	1.5
IT:	6
Attorney:	2.7
Human Resources:	2.3
Comptroller:	7.5
Clerk:	3

Transit:	6
Solid Waste:	5
Waste Water:	23
Water:	18



Expenditure Summary

- 62% Public Safety

➤ \$22,420,701

- 23% Public Works

➤ \$8,158,939

- 9% General Government

➤ \$3,345,050

- 6% Community Development

➤ \$2,060,179

- **313 Full Time Positions**

- 261 of 313 are funded within the general operating budget
 - 139/261 covered by CBA (53%)
 - 16/261 covered by working conditions agreements (6%)

Tax Levy

Tax Levy Summary

- Property tax levy limit: \$29,669,049

- + \$381K from net new construction @ 1.43% / + \$173K from debt service / + \$1.3M from public safety referendum

- 55% to general fund operations

- \$16,381,068

- 7% to Library

- \$2,007,413

- 2% to recycling special revenue fund

- \$600,000

- 1% to transit special revenue fund

- \$210,000

- 6% to capital projects

- \$1,790,448

- 29% to debt service

- \$8,680,000

- Property tax rate: \$9.282 an increase of 0.8%

- e.g.; for a \$100K home, the city's share of the property tax bill is \$928.20 (+ \$7.20 over 2021)

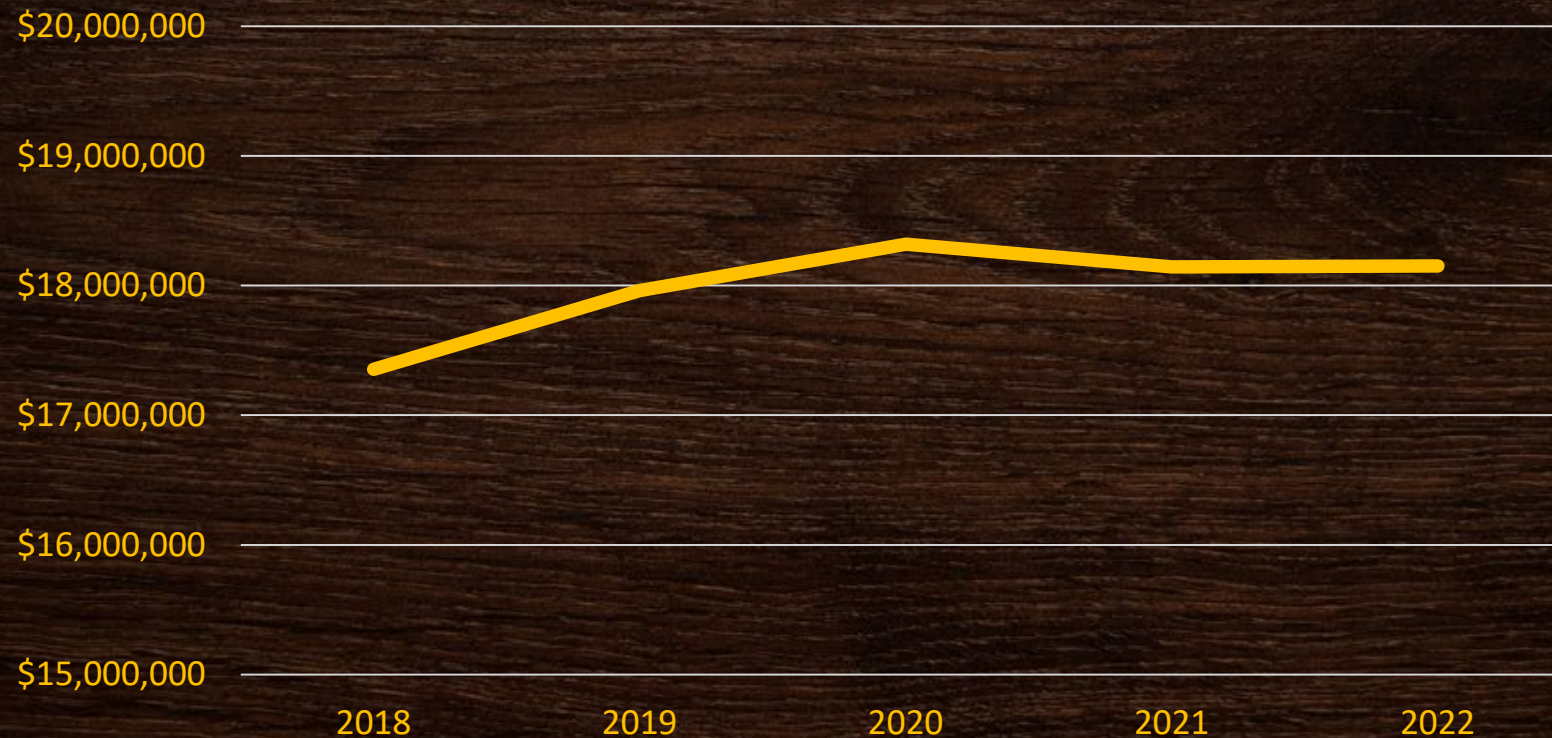
Revenues

Revenue Summary

- 55% from tax levy
 - \$16,381,068
- 50% from operating revenues
 - \$18,151,318
- < 1% from pandemic - related funds
 - \$180,900
- > 4% from fund balance
 - \$1,603,314
 - This is higher than normal

Operating Revenue

General Fund Revenue
From operations (i.e., not property taxes)



This is an area of concern for the long term
and a challenge in the short term

Ongoing Considerations

Ongoing Considerations

- 2021 – 2023 State Budget – Status Quo for municipalities
- Wage increase for non-union employees +1.75%
 - Renegotiation of all collective bargaining and working conditions agreements upcoming
- Health Insurance (+3%)
 - \$5.7 million
 - Provides coverage to roughly 1,000 people
- No changes to:
 - Water utility and wastewater rates
 - Residential solid waste collection fees
- City owned real property is well maintained and in excellent condition
 - Exceptions – Police Department HQ building condition and Library and FS1 Roofs
- City owned vehicle fleet is well maintained and in excellent condition
- The 2022 operating expenditure increase will disqualify the city for an ERP payment in 2023

Ongoing Special areas of focus

- Ash trees on public land to be removed – EAB response
 - 1,500 remain on public land
- Known Lead Service Lines
 - 2,700 Public
 - 813 Private
- Swimming Pools
 - Additional investment of over \$47K above the current \$206K, + 25%
- Body worn cameras
 - \$146K for annual licensing, software maintenance, hardware maintenance and cloud storage
- Infiltration and inflow (I&I) entering the sanitary sewer system
 - Storm water flooding study \$50K
 - Annual clear water elimination program \$1.8 million in CIP
- COVID19

Capital Improvement Plan

CIP:	\$29,720,573
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General Obligation Debt:	\$15,826,500
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Utility Revenue Debt:	\$4,703,625
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Significant Capital Improvement Plan Investments

Total Program = \$30 million in 2022

1. Lincoln & Thomas Pump Station Upgrade - \$6,200,000
2. **Military Road**—Superior to Western: Street, Sewer & Water - \$4,030,000 (DOT Project)
3. Police Department building renovations - \$1,813,000
4. Wastewater Utility annual clear water elimination program - \$1,800,000
5. Wastewater Utility bio-solids dryer - \$1,700,000
6. **County Hwy VV (Pioneer Road)** in conjunction with FdL County - \$1,442,000
7. Street Maintenance & Reconstruction - \$1,405,000
8. Water Utility annual main replacement program - \$1,141,125
9. Transit bus replacement - \$940,000
10. Public Works annual capital equipment replacements - \$802,000
11. Annual Street restoration-utility repair projects - \$685,000

Closing Comments

Success in the Pipeline
Take-Aways

Other Successes in the Pipeline

- Highway 23
- PD recruitment and training have laid the groundwork for the newly authorized positions
- Saputo Property demolition and restoration
- Casket Company revitalization
- Supple's Marsh Boardwalk
- Shopko
- Downtown
- COVID19 response

Take-Aways

- The budget is balanced.
- The equalized value tax rate is less than five years ago.
- The use of fund balance to offset continued no growth in operational revenues is not sustainable.
- The tight labor market and other inflationary pressures have increased expenditures.
- Departmental operational and capital mission requirements are fully funded.

- This budget proposes the following:

➤ Tax Levy:	\$29,669,049
➤ Operations:	\$36,316,600
➤ Tax Rate:	\$9.282
➤ CIP:	\$29,720,573

Fond du Lac is a great city served by great people.

The city budget is crafted to resource them.

Good news stories abound.

QUESTIONS