

CITY OF FORT ATKINSON 2014 Departmental Annual Reports

BUILDING SUPERVISION DEPARTMENT

As of December 31, 2014, the Building Supervision Department has issued five hundred and eighty two (582) total permits for revenues of \$44,906.20. The breakdown of the permits by type is as follows: one hundred and thirty four (134) building permits were issued for a revenue of \$29,168.70, Two hundred and eight (208) electrical permits were issued for revenues of \$11,487.50, seventy nine (79) plumbing permits for revenues of \$4,250.00, and one hundred and twenty (120) heating, ventilating, and air conditioning permits for revenues of \$7,790.00.

Three new single-family homes were constructed in 2014 for an estimated value of \$543,735 or an average value of \$181, 245 per home. The new single family homes gives some hope for a resurgence in the single family home construction market for coming years after a year in which we built none. Remodels, additions and alterations to single and two family homes amounted to forty six (46) permits with an estimated value of \$526,997.00 or an average estimated value of \$11,456.45 per permit.

No new two-family units were constructed in 2014. No new permits were issued for multi-family buildings in 2014, this marks the fourth year in a row with no new multi-family construction. Remodels, additions and alterations of commercial/industrial buildings amounted to twenty nine (29) permits with an estimated value of \$8,249,918.80 or an average of \$284,479.95 per project. The substantial investment back into the community by our existing industries is very encouraging and bodes well for the City's economy going forward.

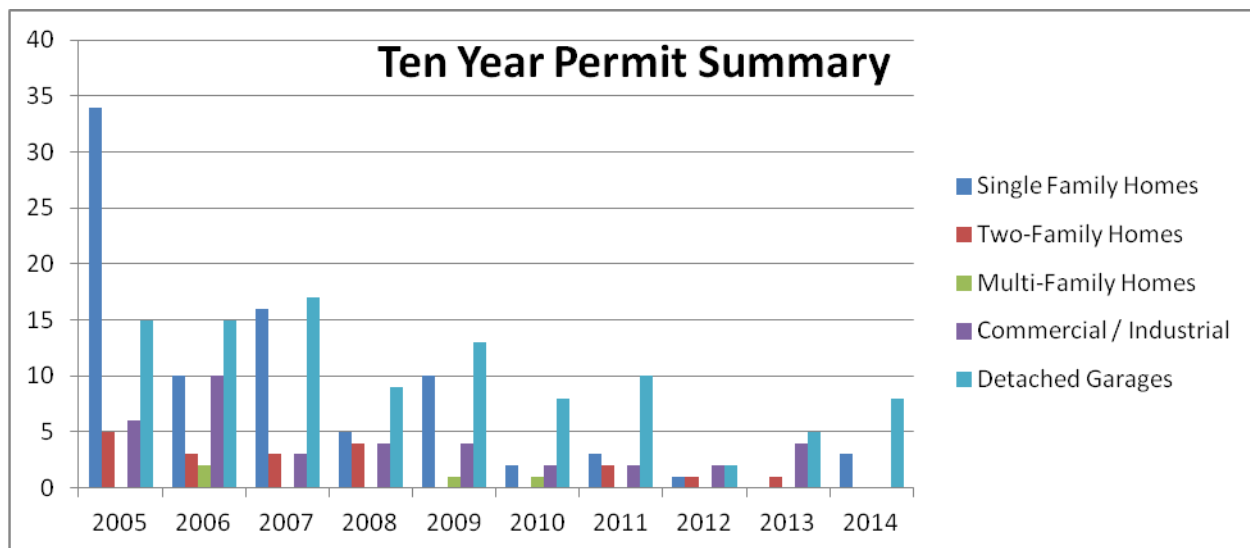
Eight (8) new-detached garages were constructed in 2014, with an estimated valuation of \$124,500.00 or an average of \$15,562.50 per garage. Fences, signs, decks and other miscellaneous permits made up the remainder of the permit numbers.

Some of the newer subdivisions containing both single and two-family lots, which opened in the past few years, continue to provide buildable lots within the City. Low numbers of new housing starts have also helped to lengthen the amount of time our current stock of buildable lots will last, however the City will need to implement long range planning for future development for housing.

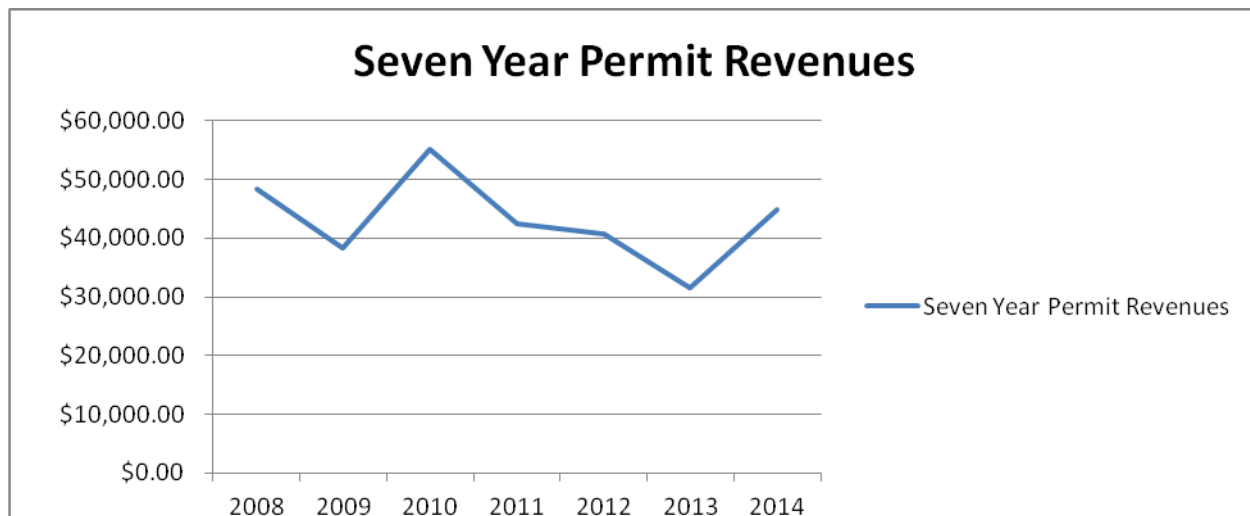
The vast majority of construction activity continues to be in remodels and additions to existing properties, as people are investing more readily in their current locations rather than opting to build new. The economy as it relates to investment in construction appears to be getting better. Construction of new homes and significant investment in existing residential and commercial structures is a good sign.

The City of Fort Atkinson continues to offer a terrific value to those wishing to build either homes or commercial/industrial buildings, and this fact will keep the City at the forefront for

future development. The City has now developed up to the bypass along the Northwest side of the City and will undoubtedly expand beyond that point in the near future.



The total number of permits, five hundred and eighty two (582), is up by approximately 11% from four hundred and seventy-four (474) permits in 2013. The total permit revenues for the year 2014 were \$44,906.20 which is up approximately 42 % from \$31,535.12 in 2013.



The Building Supervision Department continues to offer services beyond basic inspection services, such as zoning, property maintenance and occupational safety. In addition I also spent a large amount of time in ordinance development. The Department's current permit fees continue to provide a necessary revenue stream for the City, and will help to offset the cost of operating the Department and providing a needed community service.

We're now in our second year of using the Iworq Permit software for issuance of permits and tracking of property maintenance cases. The software is performing well and customer service and support has been good. As we become increasingly familiar with the software and its capabilities we are finding additional benefits it provides us. The software is a great benefit to our record keeping and permitting processes and its value and the data we can extract from the program will continue to increase as we get more data transferred into the program.

The Building Supervision Department conducted seven hundred and three (703) inspections for the Building Department in 2014, for an average of three and one half (3.5) inspections per day. These inspection numbers, as always, do not include inspections and site visits dealing with property code enforcement.

CITY CLERK/TREASURER

STAFFING

The year 2014 was an eventful year in the Clerk/Treasurer office that included new Staff. Lynn Natvig was hired as Account Clerk I to fill a vacancy. Lynn jumped right into the busiest time of year with her first day being the day before the November Election and Property Tax Collection following in December. Michelle Ebbert joined Fort Atkinson in September as the Clerk/Treasurer bringing 12 years of municipal experience. Sam Bell is nearing her fourth year as Account Clerk II and Jean Badura has served as the Utility Billing Clerk for over 15 years.

ELECTIONS

Elections in 2014 consisted of three events: General Election, Fall Partisan Primary and Spring Election. The spring election held in April consisted of 2,530 voters which is an elevated turnout that resulted from a referendum for the School District. The partisan primary in August netted 1,037 voters. These elections have proven to be a lower turnout on average. The general election in November always proves to be the largest turnouts in history. This election brought out 4,846 voters. This is the second highest November turnout in five years. The fall general elections that reveal the highest turnouts typically consist of the Presidential race.

All voters in the City of Fort Atkinson have the advantage of voting in one location, the municipal gym. This provides benefits for all voters not having to report to differing locations for any or all elections. This is also a great benefit for Staff as we are all on site and available the entire day for questions and voter registrations.

Voters in the State of Wisconsin are required to be registered. Once registered you are eligible to vote for all elections. Shall a voter move or change their name, they would have to complete a new voter registration application for their information to be updated in the Statewide Voter Registration System. Voters can update their information any time throughout the year.

<https://myvote.wi.gov/> is a website created by the Governmental Accountability Board that provides voters information on upcoming elections, voting history, voting locations and how to Absentee Vote. Voters may also update their voter registration with an online application and submit via mail to the Clerk's Office.

LICENSING

The Clerk's office is responsible for issuing many licenses throughout the year. These licenses include: Arcade/Amusement, Cigarette, Class A and B for Beer and Liquor, Class C Wine, Dance Halls, Operators, Provisional, Six Month Special, Special Beer, Temporary Beer and Temporary Wine. All licenses are for one year issuance with the exception of the two-year operator license. Over 225 licenses have been issued for the licensing period of July 1st – June 30th. The licenses generate revenue exceeding \$25,000. Licenses are managed and issued through a purchased program called License Manager.

ACCOUNTING SERVICES MSI

The Clerk/Treasurer's office assists Departments with managing over 950 General Ledger accounts through our accounting software of Municipal Software Inc, (MSI). Applications contracted with MSI include: Accounts Payable, Accounts Receivable, Cash Register/Receipting, General Ledger, Payroll and Utility Billing.

Accounts Payable has issued over 5,800 checks for 2014 invoices. Payroll managed 340 employees in 2014. Utility Billing produces approximately 28,200 bills per year.

BENEFITS ADMINISTRATION

Employee benefits are managed in the C/T office for all full time and part time employees. Benefits include earned time (sick, vacation), insurance (health, dental, disability, life), retirement options (WRS, Wisconsin Deferred Compensation, North Shore Bank). Health Insurance is available to all full-time employees through the Wisconsin Employee Trust Funds. Dental Insurance is provided through Anthem / Blue Cross Blue Shield.

PROPERTY AND PERSONAL PROPERTY TAX COLLECTION

Property tax bills were mailed in mid-December with the first installment due January 31st to the Clerk's office. Tax collections in December revealed an increase in percentage of payments compared to December in 2013. January collection however has decreased in percentage compared to last year, as of January 15th.

Collected in December 2013: \$5,718,801.68

Collected in December 2014: \$9,318,305.14

Collected as of January 15th: \$4,553,732.77

Collected as of January 15th: \$1,421,339.75

Approximately 79% of taxes have been collected as of January 15th 2014 compared to 48% this time last year.

MUNICIPAL COURT

Fort Atkinson's Municipal Court convenes for Initial Appearances twice each month on Monday evenings in order to hear all pleas resulting from citations issued by the Fort Atkinson Police Department for violations of the Wisconsin Traffic Code, as well as violations of the city's Municipal Code of Ordinances. Initial Appearances consist of both an Adult and a Juvenile

Docket, with Juvenile cases held individually in order to assure confidentiality. A number of steps have been taken in recent years to increase the dialog between the court and the city's schools. *Juvenile first offenders* are encouraged to make better choices and to take advantage of their educational opportunities. The numbers of Juvenile Cases related to truancy have decreased in each of the past three years.

A Pre-Trial Conference with Assistant City Attorney, David Westrick, is held for anyone who enters a plea of Not Guilty at Initial Appearance. If resolution can't be reached at that conference, a trial is held. Those trials take place on the Monday evenings when no Initial Appearances are scheduled. Court personnel includes: Debi Hayes, Court Clerk; Lt. Chad Lange, Court Officer and Municipal Judge, Charles Frandson. A total of 1,667 cases were processed in 2014.

Along with courtroom and Wis. DOT communications responsibilities, Clerk Hayes collects forfeitures and disburses funds to the State of Wisconsin and Jefferson County as required. Funds collected by the court during 2014 totaled \$196,323. After shared payments to the state and county, the city's retained revenues totaled \$116,785. \$1,357 from that total was contributed to the Drug Task Force.

ELECTRICAL DEPARTMENT

During 2014 the electrical department was kept busy with the normal day-to-day small projects, repairs, upgrades and electrical troubleshooting at all of the city facilities. 2014 also provided the department with a few longer term projects.

- Hoard Historical Museum- National Dairy Shrine and the Joe Eves Library remodel.
- Senior Center reception area make over and relocation of the computer lab.
- Started the underground electrical conduit and wiring for the eastern extension of the river walk lighting with completion in spring of 2015.
- Removed and replaced a failed emergency generator electrical transfer switch at the Police Station.

Traffic signals keep us busy again this year, with some equipment repairs along with a few vehicle knockdowns.

Street lighting we had a few underground faults and our share of bulb replacement's. The department has also started the replacement of the aging steel poles along the western section of Madison Ave. with new aluminum poles. 2015 and 2016 will see us replace the 24 remaining poles along this section.

Parks and Recreation, Water Department and Wastewater Treatment were busy places for the department again in 2014.

The number of diggers hotline locates request were up from 2013.

Once again we enjoyed working with and helping out all of the local clubs and organizations with their electrical needs.

ENGINEERING DEPARTMENT

The Engineering Department has the responsibility for the planning, review, design and inspection for public works construction projects within the City, including storm sewers, sanitary sewers, water mains, streets, sidewalks, and street lighting. This department, or a private consultant, provides project plans/specifications and construction inspection to ensure the City will obtain the best facilities.

Prior to construction starting, this Department compiles information for public meetings, and assessment/credit information, if necessary, for each affected property. Maps and legal descriptions are prepared for annexations, easements, right-of-way dedications and land acquisitions. Plans and specifications for all residential and commercial street construction are also reviewed for compliance with City standards.

During the construction projects, the location of sanitary sewers stubs and wyes, and water lateral connections are documented and recorded for future development or maintenance work. Maps of the City utilities; storm sewer, sanitary sewer, and water are produced and maintained for future use. The Engineering Department also coordinates the work of the gas, electric and telephone utilities using the street right-of-way, to minimize public inconvenience and impacts on City utilities, and to ensure the proper development of the City.

The following summarizes the construction that occurred in 2014.

SUBDIVISIONS/COMMERCIAL DEVELOPMENT

There were no new residential lots developed in Fort Atkinson in 2014. The construction of Crescent Beauty Farms Subdivision, First Addition to Highland Heights Estates, and the Fourth and Fifth Additions to Koshkonong Estates Subdivision, between 2005 and 2007, created approximately 135 lots. While there have been some residential building in these subdivisions, there are still approximately 85 are available for housing development.

In 2014 there was development interest in T.I.D. #8, in the northwest quadrant of the City. Two developers have been working with City Staff on the construction of a senior housing development and a medical clinic, located south of Madison Avenue and just inside of the Highway 26 Bypass. Developer's Agreements have been approved by the Council that will cover the construction of the two buildings and the frontage road. Site plans will be submitted to the Planning Commission in early 2015, with construction scheduled to begin mid-2015. Construction of the street and utilities is scheduled for completion by the end of 2015 and the buildings should be completed by early 2016.

STREET PROGRAM

The street program in 2014 consisted of pulverizing and resurfacing all or portions of the following streets in the Barrie School area: Charles St., Harriette St., Janette St., Lucile St., Shirley St., and Council St. In addition to the asphalt work 2400 feet of curb and gutter, 1300 square feet of sidewalk and 1900 square feet of driveway approach were also replaced. The program also contained chip seal work to be done on West Cramer Street, from North Main Street to Banker Road. Scheduling problems did not allow this work to be completed in 2014. The contractor will be completing the work in 2015, at the same cost. That work will be completed in June, 2015.

The pulverizing/resurfacing and concrete replacement work was contracted out and the Public Works Department employees did the restoration, manhole repairs, inlet replacement and other miscellaneous work.

Below is a listing of the work that was done on all or a portion of the streets in this year's program.

Level 1 **Chip Seal**

2014.....	0 SY	(15,690 SY bid in 2014 will be completed in 2015)
2013.....	0 SY	
2012.....	20,450 SY	
2011.....	34,573 SY	
2010.....	37,865 SY	

Level 2: No streets were in this level from 2010 to 2014.

<u>Level 3</u>	<u>Mill & Resurface</u>	<u>Pulverize & Resurface</u>
2014	0 SY	26,270 SY
2013	21,603 SY	3,893 SY
2012	21,540 SY	4,290 SY (Excavation and Paving)
2011	12,222 SY	13,744 SY
2010	28,950 SY	0 SY

Rudy Bushcott supervised the 2014 Street Program. Rudy was involved in the development of the program, the complying of the contract documents, the daily inspection and construction of the projects, and coordinating the work of the two contractors and the City Crew.

2014 Program Cost...	\$412,120* (Contracted Work).....	\$424,620* (Including City Work)
2013 Program Cost...	\$334,011 (Contracted Work).....	\$446,366 (Including City Work)
2012 Program Cost...	\$334,840 (Contracted Work).....	\$417,172 (Including City Work)
2011 Program Cost...	\$355,356 (Contracted Work).....	\$441,070 (Including City Work)
2010 Program Cost...	\$362,960 (Contracted Work)	

*Does not include the \$29,660 for 2014 Chip Seal work that will be done in 2015. Those dollars will be carried over from 2014 to 2015.

For 2015, City Staff is proposing a Street Program to include pulverizing/resurfacing Elsie St., Charles St., and streets south of Sherman Avenue and west of Robert Street. The proposed chip seal program is still being investigated at this time, but the Department is looking at all or portions of Montclair Pl., Premier Pl., Talent Tr., and Commander Court. These projects will be discussed at a Public Works Committee meeting in early 2015 and then a recommendation will be made to the Council.

SIDEWALK PROGRAM

In 2014, the City did not have a sidewalk program for new installation. No requests came in from any citizens and no monies were budgeted for any new installations. There have not been any new sidewalk installations from 2009 to 2014.

BUSINESS PARK DEVELOPMENT

There was no new building activity in the Business Park in 2014. The existing five businesses have maintained their current buildings, with no expansions or additions.

STORMWATER UTILITY

In 2006 the City became a Phase II Stormwater Permitted community and came under the Dept. of Natural Resources permit conditions to reduce the sediment being discharged from our storm sewer system.

The City has not begun the design or construction of any of the detention ponds that will be needed because of changes to the Permit and the requirements of the Rock River TMDL. The City will only need to meet the Permit requirement of 20% reduction in suspended solids; the 40% reduction requirement has been eliminated. The DNR has approved the Total Maximum Daily Limits (TMDL) for phosphorus in the Rock River, which will affect the City in both the discharge from the treatment plant and the storm outfalls and has finalized the rules dealing with the implementation. The City is working with other Cities through the Rock River Stormwater Group to learn the extent of the effect on the City and what will be needed to meet these requirements. In 2015 the City will begin to work with a consultant to complete grant application forms for a construction project to address the 20% requirement and planning documents to address the TMDL planning/construction requirements.

In 2014, there was one storm sewer project that was worked on. The existing culvert that is under Janette Street was under-size to handle the current flows and also was prone to plugging that lead to storm water backing up in the ditch. A contractor was hired to install a larger diameter pipe to correct this problem. The City Crew did the curb and gutter replacement, asphalt patching and pipe end landscaping after the pipe was installed.

The storm and water main project on James Place was bid out in the summer, but came in over budget and the bids were rejected. The project will be rebid in early 2015, with hopes of better bids. Construction is scheduled for the summer of 2016.

No other major storm projects were completed in 2014. The City Crews continue to repair storm manholes and replace damaged/inefficient storm inlet structures.

In 2015 the City will continue to work with MSA Professional Services and other communities in the Rock River Stormwater Group to develop and implement an ongoing program to address the educational requirements of the Phase II Permit.

AIRPORT RUNWAY RECONSTRUCTION

The paving work on the runway reconstruction was completed in October, 2013, with only lighting and electrical work to be completed in 2014. The Precision Approach Path Indicator (PAPI) lights were installed in early June and were inspected, flight checked, and approved by the F.A.A. A final inspection was done on June 24, 2014 and a list of remaining work was developed. This work has been completed and the Bureau of Aeronautics is working on closing out the project in early 2015.

The City Crews did tree trimming and clearing on the north runway approach. This work was done in January-March, and was checked during the final inspection. The City will be reimbursed for our costs of doing the tree work, and should receive the reimbursement check in early 2015.

CONTINUING PROJECTS

Work continues on several projects scheduled to begin in 2015 or beyond. The reconstruction of the street and utility replacement on Rockwell Avenue will be looked at again for an additional funding source, and the Storm Water Detention Ponds will be looked at in conjunction with the City meeting the requirements of its Stormwater Permit and the implementation of the new TMDL regulations for the Rock River. The 26 2-4 Lane Expansion Project, from Fort Atkinson to Milton, was completed in 2014. The following is a list of these future projects:

Rockwell Avenue.....Constr. unknown, contingent on funding assistance
Storm Water Detention Pond.....Pond construction to meet the 20% Permit Requirements in
2016, TMDL Planning documents starting to be developed
2016.

Whitewater Avenue Reconstruction.....DOT Project: Design-2016, Construction-2019
Additional Funding Sources for Street Resurfacing/Reconstruction.....Ongoing

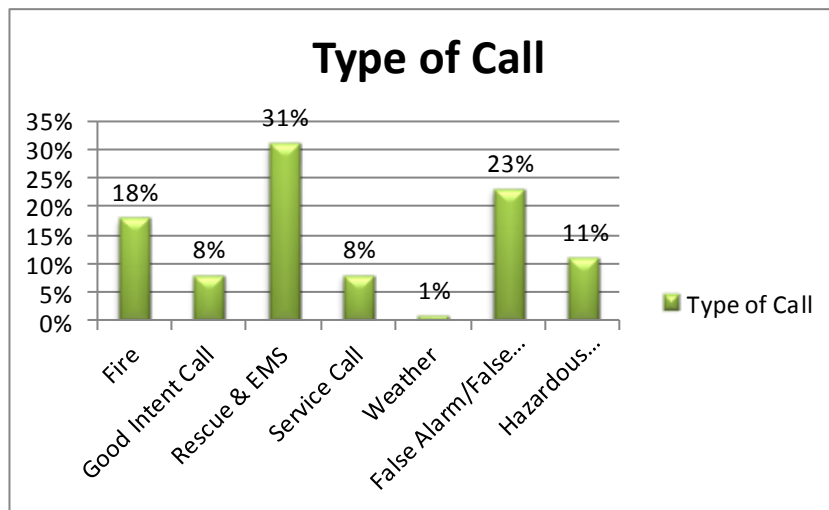
CONCLUSION

2014 was a relatively busy year, with the design and construction of street and utility projects, and the work in the Stormwater Utility, all keeping the Engineering and other City Departments busy. The work could not have been completed without the coordination, cooperation and help of all the Departments. This team work resulted in all the construction projects being completed

efficiently. I would like to thank all the Departments for their assistance in all of the projects. Their help and contributions reflect the dedication they have toward growth of the City's infrastructure and the professionalism they have in their work. I would especially like to thank Rudy Bushcott for his work this year with the Street Program, Stormwater Utility and his continuing help in assisting other Departments with their projects; Kent Smith for his work with the Street Program and Stormwater Utility, along with the regular work of the Department of Public Works. Their work and dedication helped ensure the successful completion of the construction projects.

FIRE DEPARTMENT

On behalf of the four fulltime staff (1 chief, 2 captains, and 1 lieutenant), and currently twenty-nine (29) men and women that comprise the paid-on-call staff, I am pleased to submit our yearend report. 2014 was a year of challenges and certainly accomplishments and it took a team of many to see it through. We closed out the year with a record number of calls putting a burden on the paid-on-call staff. We were very fortunate to have had one of our councilmen take us up on a ride-along program. Councilman Davin Lescohier was issued a fire/rescue pager and was required to respond to as many calls as possible while putting himself in the shoes of a Fort Atkinson paid-on-call firefighter and rescue squad member. At the end of December Davin ended his ride-along with an assumed different prospective of a paid-on-call firefighter and what is asked of these individuals. With interest in our program we will also be welcoming another council member Paul Kotz, who has shown interest in the program. Paul begins his ride-along in January. Councilman Jude Hartwick has also expressed interest and we remain hopeful to get him into the program soon after councilman Kotz. The fire department staff is very encouraged by these efforts and hopefully it will become a valued experience for our city council.



Training: The Fort Atkinson Fire Department members continue to train on the first and third Tuesday of every month. Much of the training is conducted by our fulltime firefighting staff headed up by training officer Capt. Mike Lawrence. Training continued in many different areas.

We continue to train all of our staff on the new aerial platform. With the many features it provides, it has assisted our staff in the development of several labor saving tactics and operational changes that we have not been accustomed to with the older aerial ladder. This has made our fire ground operations much safer, and more efficient.

Course Work Attended:

- Nearly all firefighting staff completed the Department of Natural Resources (D.N.R.) wildland firefighting course work. This class was instructed by the WI. D.N.R. and allowed each firefighter to learn common wildland firefighting techniques, terminology, and how to better access state resources if the need occurred.
- We had six (6) firefighters that challenged themselves and enrolled in the State Certified Emergency Medical Responder (EMR) course. Each candidate completed seventy-two (72) hours to certify in emergency medical care at the EMR level. As many of our younger staff knows, education is where it all starts. By attending this course work, they make themselves eligible for future promotion to Rescue Squad. This also helps the Fort Atkinson Fire Department maintain a strong base of future candidates to fulfill the Fort Atkinson Fire Department Rescue Squad personnel roster list.
- Also this year with new officer promotions, we have five (5) Lieutenants that are currently attending their “Certified Officer I”, and “Fire Instructor I” course work. Each Lieutenant will have completed over 100 hours of officer course work with a state certified exam yet to be completed. Please keep in mind these classes, and hours are the same exact requirements that are required from a fulltime firefighter, and being done by paid-on-call personnel.

Late in 2014 while working with Enbridge Energy Corp. our training division was blessed with a house donation to be used for a training facility. The former Krause Blacktop home and property was purchased by Enbridge. Enbridge would demolish the home, but before doing so they offered the home to the Fire Department for several months of training. Most all preparations to make the home viable for training i.e.: utilities secured and or removed, legal signoffs etc.. We expect to begin training with several different types of training evolutions by February 2015. We have also invited Madison Area College (formerly M.A.T.C.) to conduct a formal training to help not only Fort Atkinson firefighters hone their skills, but also our neighboring departments as well. This is a very rare event, and with no city owned training facility for the Fire Department, we plan to use this opportunity to its fullest advantage.

Fire Inspection Division: This past year proved to be extremely difficult for our fire inspectors, and by far most of our time and efforts went into this project. Part time inspector Terry Nolen, and our fulltime inspector who heads this division Capt. Tom Gerondale were forced to make several changes. We now have been working in cooperation with the State of Wisconsin fire prevention bureau for about a year and half in an attempt to come into compliance with our fire inspection division. Early in the year we identified several deficiencies related to staffing, ordinances that were out of date, and our record keeping and filing capabilities. Before the fire inspectors could make any substantial improvements, we first had to take a look at our current

fire code ordinances. We found that the current ordinances, most of which had last been updated in the late 1960's, would require updating. Both inspectors worked tirelessly on the updates, it all came to fruition when we presented an updated fire code ordinance package to the full city council. The adoption of the fire code ordinances in December was passed unanimously. This put in place a large building block that the fire department could now build the inspection program upon. Because of our short staffing issues we had to make a very hard decision of jumping off the proverbial hamster wheel in order to devote time and effort to the ordinance updates. Once again we had to rely on conducting a self-certification inspection program with a form that was mailed to many inspectable occupancies. Although a tool in the tool box that is allowed, we found it to be very unreliable, not accurate, with a low return rate. For the sake of public and firefighter safety the format of self-certifications should be avoided at all cost in the future. As 2014 was coming to a close we notified the city manager and city council that we would not be in compliance for inspections for 2014. This will become an important factor going into 2015, whether we will be eligible to receive our 2015 2% dues reimbursement from the state of Wisconsin. This funding amounts to \$35,849.27 for just the city of Fort Atkinson share of the reimbursement.

To correct this we have been working closely with the City Manager Matt Trebatoski and other fire service liaisons looking for various ways to fund the staffing issues. This will be our biggest challenge going into 2015. Looking at other ways to make this division the most efficient it can be with limited staffing, we will be working on revamping our record keeping with updates to our computer systems. Currently all inspection records are in paper format with many files. Working in cooperation with our new city clerk, Michelle Ebert we have joined forces and are working towards a shared computer server system that is projected to improve our efficiency and record keeping capability in a very cost effective manner. In 2015 we hope to begin transitioning into an electronic format for all record keeping. It will take months and possibly years to data input all the files, but once we have equipment up and running and data entry started, we have high hopes that this will help save precious time with our record keeping and ability to send fire inspections records electronically rather than the time consuming manner of which we do today. Also, working with the city clerk we are hopeful to have a much updated city web site that will allow departments such as ours a means for the public to access more information, download forms, etc. far more easily than we currently have. This should provide our customers a much better and more efficient way of sharing needed information. We are looking forward to these changes.

Public Education: Currently the fire prevention public education program is run with donations received from local business and in some cases individuals. The program is administered by the National Fire Safety Council and generates approximately \$7,000.00 towards fire prevention public education materials every year for the last several years. We have already begun the process working with the National Fire Safety Council representative to update our materials that will be used in 2015. We would like to thank all that contribute funding to this very important project on an annual basis.

Fire Prevention: Once again the Fort Atkinson Fire Department with our fulltime staff and paid-on-call staff provided tours and educational materials, along with a fire safety video to nearly all of the Fort Atkinson School districts kindergarten age children, including the parochial

schools. We also had another successful annual pancake breakfast/open house closing out the last day of fire prevention week that is held in October. We continue to look for new and exciting ways to attract the general public. This year we invited the “Flight For Life” medical helicopter out of Milwaukee/Waukesha to our event. This attracted many of the Fort Atkinson residents to our open house by landing the helicopter between the Fire and Police department in the municipal parking lot. The resource of the helicopter was explained by flight staff while outside viewing tours were conducted of the helicopter.

Fire Suppression: The list below rounds out the six (6) significant fires with a greater damage/loss of \$48,000. As you may notice by the dollar damages, there is not one property listed as a total loss. Without the services of the Fire Department the outcomes would certainly affected more people and the losses would have been much greater.

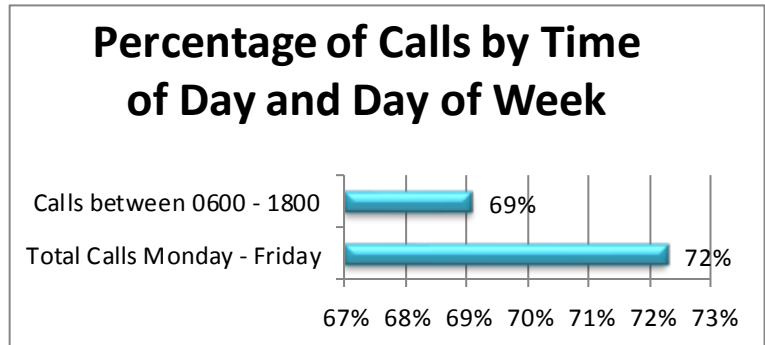
741 Florence St.	House Fire	Approx. Damage/Loss \$95,000
W5850 Creamery Rd.	Barn Fire	Approx. Damage/Loss \$48,500
N2290 Rock River Rd.	Commercial Business	Approx. Damage/Loss \$115,000
503 S. High St.	House, 2 garages, 2 Autos	Approx. Damage/Loss \$51,000
104 Lumber St.	Apartment Bldg.	Approx. Damage/Loss \$130,000
N551 Wishing Well Ln.	Maintenance Pole Barn	Approx. Damage/Loss \$95,000

Rescue Squad/Medical: The Fort Atkinson Fire Department Rescue Squad is comprised of twenty-one (21) personnel. Our rescue squad division is very unique as all rescue members before being promoted must have served and continue to serve as firefighters for a minimum of three (3) years before becoming eligible for promotion to the Rescue Squad. Our current membership is made up of some the most dedicated people that you can imagine, and all ready to seek a challenge. Although the Fort Atkinson Fire Department Rescue Squad is licensed with the State of Wisconsin at the “Emergency Medical Responder” level, we have a very diverse group of personnel who are medically trained at all levels. We have staff at the Emergency Medical Technician (E.M.T.) level, E.M.T.-IV level, Paramedic level, and we may have our first employee who will be trained at a registered nurse level by late 2015.

Many of our staff continually utilize their skill levels at their everyday work place. We have staff that come from St. Mary’s Hospital (Janesville) -Emergency Room department, Janesville Fire Department – Firefighter/EMT, and many other staff that work for various EMS ambulance services, not to mention the hours of refresher classes to keep their skills on the ready. Out of our total three hundred and seventy eight (378) total runs, the Fort Atkinson Fire Department Rescue Squad responded to one hundred and twenty four (124) of those calls. These calls range from automobile accidents, water rescue incidents, grain bin incidents, and medical incidents and any other medical incidents when our private ambulance service is unavailable.

In 2014 the Fort Atkinson Fire Department and Rescue Squad received a gracious \$17,903.96 donation from a contributor that wishes to remain anonymous. The funds donated allowed us to replace an older all-terrain vehicle (ATV) with a new 2014 Polaris 4x4 ATV. This unit was further outfitted with tracks that allow the vehicle to be used for ice rescues on Lake Koshkonong during the winter months, as well as wildland fires that occur during the summer months. We are grateful for these types of donations and for the continued support from our citizens and community business leaders.

Summarization: Once again the members of the Fort Atkinson Fire Department felt that they were tasked with what seems to be the new normal of calls. In 2014 we set another new record of calls responded to. Three hundred and seventy eight (378) total runs. Our day time response continues to be severely lacking. Without the change of two years ago, which city employees to join the Fire Department we would be in much worse shape. Paid-on-call firefighters combined hours of responding to both fire and rescue calls, along with attending trainings, attending schools was tracked and logged for 2014. A total of 8,266 staggering hours was committed to keeping the community safe by the paid-on-call.

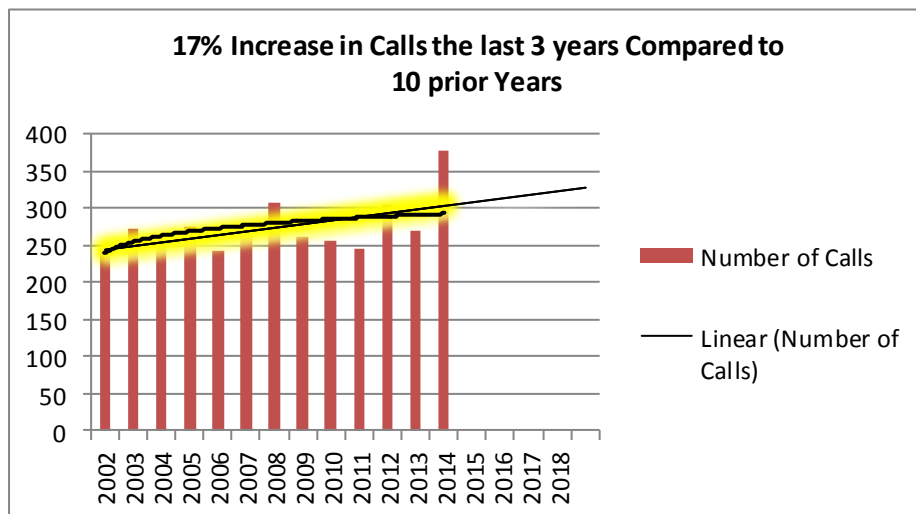


Graph 2

allows

Please review the graphs included that show various trends. Graph # 1, records the percentage number and various types of calls we are responding to. Graph # 2, indicates our busiest times of the day, while 72% of our calls are occurring during the weekdays. I find this data most interesting because we are clearly the busiest during the daytime hours and during the weekdays when we are short staffed the most. Graph # 3, reviews our total call volumes by the past and current years while adding a linear line projecting future trends. We have seen a 17% increase in calls over the last three (3) years.

As reported in the last several year's reports, the feelings of being busy and what is being required is certainly putting a burden upon the paid-on-call staff. The data that we continually attempt to collect is showing us that our feelings are not just feelings, they are very real. Further the Insurance Service Office (ISO) report that was recently completed identifies our short staffing concerns. We need to get this data out on the table for all to review, so we can begin planning our future, as it is clear - we cannot continue on this path.



In closing, I would like to offer my appreciation and sincere thanks to all of our staff, and their families, it is truly a commitment by all. They are a very understanding, committed, hardworking, tight knit group of individuals. It was also a pleasure to work with all city departments and thank them for the support we have been shown for our various projects throughout the year.

DWIGHT FOSTER PUBLIC LIBRARY

Library Building

The library was designed to be flexible and functional and it continues to show that it is both. The library's meeting rooms continue to be community gathering spaces for individuals, organizations, and businesses in increasing numbers. There were 1,870 meetings in the building in 2014 (without counting library-related programs) thus providing a valuable community resource.

Technology

The library continued to offer downloadable books and audios as digital content becomes more important than ever in the world in which we live. The library is a member of the Wisconsin Public Library Consortium and provides access to e-books, digital audiobooks and videos via [OverDrive](#). In 2013, the library began offering access to digital magazines through a product called [Zinio](#). New for 2014 was Mango Languages, a database used to learn a foreign language.

The library's [Facebook community](#) continues to grow. There are now 570 individuals following the library! As a way to provide library and local information to the citizens as well as another method for interaction, the library helps keep people connected with their community.

In November 2014, the library, along with all the public libraries in the Mid-Wisconsin Federated Library System, switched to a new catalog called **trio**. Our new catalog is still powered by SirsiDynix, so the look is much the same and the learning curve was minimal. The library continued with its ["Book a Librarian"](#) service which allows individuals to make an appointment for a one-on-one session with a librarian. Most folks used those sessions to learn more about their e-readers and mobile devices. As technology presents many people with challenges, the library has been able to step in and help make sense of it for people in both classroom-style and one-on-one settings. We now offer both Windows and Apple products. In addition, the library added mobile printing technology that allows individuals to print to the library printers from a phone, tablet or laptop. They can send a print job from their location to the library and pick it up at their convenience.

Programs and Services

The library continued its tradition of offering a wide variety of programs in 2014. This year's "Fizz, Boom, Read!" and "Spark A Reaction" summer reading programs for children and teens were a success, with 776 registered participants tracking 5,987 hours of reading! The youth

department offered 75 programs for kids and teens during the seven-week summer reading program, and 2,457 children, teens and caregivers attended the activities.

Throughout the year, the library offered a wide variety of programs for youth of all ages. Families brought their young children to weekly storytime programs for babies, toddlers, and preschoolers. The youth librarian also shared books and literacy activities with local daycares, 4K classes, the Hebron Headstart, and school groups on a regular basis. Other programs for kids and families included a popular monthly Lego Club, Yoga for Kids, Read to the Therapy Dogs, Club Pokemon meetings, Open Chess, and several craft events. In September, the library encouraged young students to get their own library cards with the Kindergarten Round-Up.

For the teenage crowd, the library's Teen Advisory Board meets monthly to plan programs for students in 6th-12th grade. These programs included a Super Smash Bros. Brawl Tournament, the Chocolate Olympics, duct tape crafts, a teen book club that reads books that have recently been released as feature films, and a Hunger Games event just before the release of the movie *The Hunger Games: Mockingjay, Part 1*.

Beyond traditional library programs for kids and teens, the youth department also continued offering drop-in activities that can be completed independently and that focus on educational experiences, providing information about the library, and/or the chance for youth to express their creativity. Drop-in activities differ from traditional library programs because they are not directly staff led and because they occur over a longer time period, such as over a month or year-round. In 2014, the youth department offered 18 drop-in programs with 1014 total participants. The library continued with its year-round early literacy initiative called [1000 Books Before Kindergarten](#). More than 60 young children enrolled in 1000 Books in 2014. In total, we have 118 participants in the program, and 7 kids have reached the 1000 book goal! Finally, the youth department developed six early learning play boxes with the help of a generous private donation. The play boxes are positioned in the area around the reading tree and focus on the themes of storytelling, blocks, food, trucks and trains, science discovery, and writing. The new materials have seen a lot of use!

Adult programs included a book discussion group, a winter travel series, Social Security and Medicare information sessions, a six-week philosophy discussion group, a genealogy research program and establishment of a monthly genealogy club, a program on the wetlands of the Penokee Range and three musical programs. The Friends of the Library hosted a local author's day, as well as authors Larry Watson and Adam Schrager. In addition, the library hosted several exhibits in the Jones Gallery. These included Blackhawk Artists exhibit, a paint-by-number exhibit, works by Tom Jewell, art created by the library's Toddler Time group and art created for the [Lorine Niedecker Wisconsin Poetry Festival](#).

The library continues to answer questions for people, helping them navigate the information explosion. Sometimes too much information can make finding what you are looking for daunting, if not impossible. The reference librarian and her staff helped citizens find their own answers over 3,600 times in 2014.

Staff Changes and Volunteers

[The Friends of the Library](#), a group of individuals, local businesses and organizations, exists to provide financial and volunteer support to the library. Both have been invaluable. The Friends of the Library continued their travelogue series in 2014 as well as hosting authors, holding books sales, and managing the library's coffee cart. The Friends also managed a crew of shelf-readers who provided countless hours helping to keep the library's books in order.

The library's youth department received invaluable assistance from volunteers in 2014. [The Junior Friends](#)—the youth arm of the Friends organization—added 18 new volunteers and provided 323.7 hours of volunteer service by shelving books and completing other tasks. Moreover, 58 youth volunteers and 3 adult volunteers contributed 477.25 hours of assistance to the youth summer reading program.

There were some major staff changes in 2014. First, Kelly TerKeurst was hired in March of 2014 as the new library director. Library Assistant II Mary Kay Grunow retired at the end of June 2014 after over 20 years of dedicated service. Shelby Schoenherr, previously a part-time employee at the library, was hired as Mary Kay's "replacement" in September of 2014.

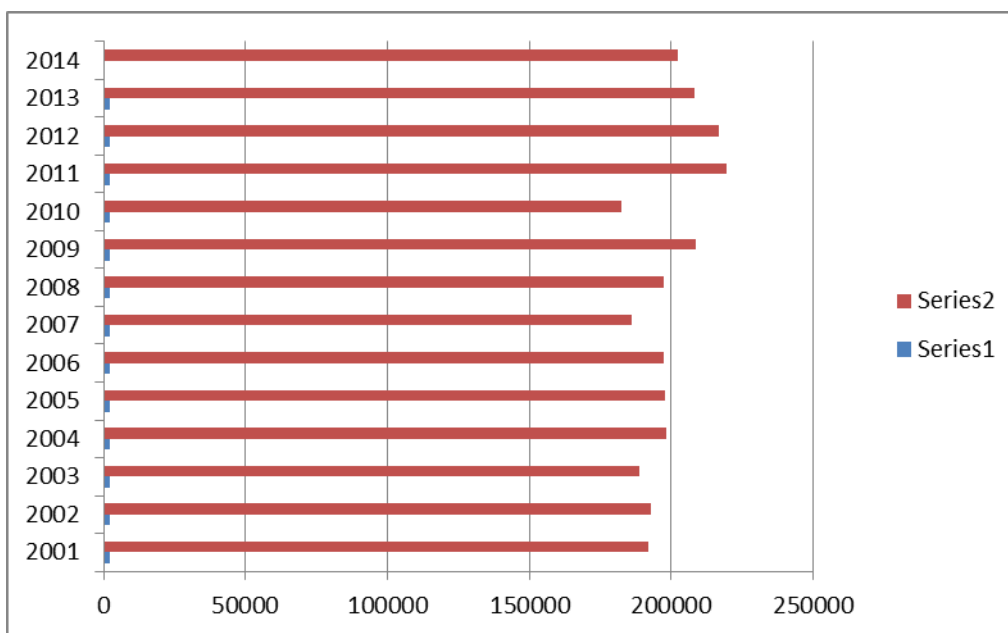
Friends of Lorine Niedecker

The Friends of [Lorine Niedecker](#) continue to be dedicated to preserving and expanding the legacy of our local poet, Lorine Niedecker. The organization offers access to archives, educational materials and publishes a semiannual newsletter *The Solitary Plover*. In 2014, the Friends of Lorine Niedecker continued to host a monthly poetry reading at the library called the *Third Thursday*. This program hosted a different Wisconsin poet each month for a reading and opportunity to sell their publications. This program was discontinued after June due to low attendance. The sixth Lorine Niedecker WI Poetry Festival was held at the library in October. Partnerships included the [Council for Wisconsin Writers](#), [Wisconsin Fellowship of Poets](#), [the Cafe Carpe](#), [Velveteen Rabbit Bookshop](#) and others. The Friends also began working with the Fort Atkinson School District on a poetry/art installation project. The first school was Fort High School where students developed and installed a stained glass/found metal installation in the entryway that includes a poem of Lorine's. The Friends board has created a monograph committee this year that intends to begin publishing monographs related to Lorine biannually beginning in 2015. The Solitary Plover study group met 5 times this year to study in depth particular pieces of Lorine Niedecker's writing.

Collection and Use

The library's rich collection of materials now numbers 96,000 items. Just over 202,000 physical items were checked out of the library in 2014. This is a decrease from 2013. In November of 2014 we migrated to a new catalog which meant patrons were without access to library holdings for a period of time. This could, in part, account for the decline in circulation figures. The graph that follows shows the circulation patterns since 2001. As library circulation patterns are shifting from hard copies into the digital medium, the circulation numbers for physical materials have been trending downward nationwide. The fact that the Dwight Foster Public Library has been

able to maintain its increased circulation is all the more telling of the importance of the library's renovation and expansion in 2011.



Dwight Foster Public Library Annual Circulation 2001-2014

Although the state does not count patron downloading of library e-content as circulation and, therefore, it is not reflected in the chart above, each library is provided information on their patrons' use of these resources. In 2014, there were 9,642 e-books, 3,227 e-audiobooks, and 14 e-videos downloaded by people with Dwight Foster Public Library cards. The numbers of e-books and e-audiobooks downloaded show significant increases over 2013 illustrating the wider acceptance and greater use of these non-print formats.

The library continues to foster growth for the people of Fort Atkinson in a state-of-the-art facility and with an extraordinarily dedicated staff and group of volunteers. The citizens continue to respond by taking advantage of the treasure trove of resources available to them, especially important during difficult economic times.

*Note: all underlined words and phrases are hyperlinks to additional information. If you are reading this annual report online, simply click and read more about it!

HOARD HISTORICAL MUSEUM

The Hoard Historical Museum is honored to be a part of Fort Atkinson and continue our mission of preserving, protecting and promoting our history.

Facilities & Personnel

2014 was our seventh full year of operation within the renovated and expanded facility. We are still working to alleviate potential water issues within the lower level of the National Dairy Shrine. The National Dairy Shrine multi-media presentation was remodeled and new more efficient technology was incorporated to help control energy consumption.

There were significant changes to museum staffing. Kori Oberle (Museum Director, full time city employee) retired in December, 2014, after almost 6 years of service; Linda Winn (Office Manager, historical society employee) retired in January, 2014 after almost 13 years of service. Merrilee Lee (Assistant to the Director, full time city employee) was hired in February, 2014 to assist with the day-to-day operations of the museum. Greg Misfeldt (Maintenance Manager, 24 hours/week historical society employee) performed general maintenance duties throughout the year, including troubleshooting and repairing HVAC issues.

Tammy Doellstedt, (Volunteer Coordinator, 18 hours/week historical society employee) juggled the many details required to support the museum's volunteer corps. Beverly Dahl (11 hours/week historical society employee), Charlotte Groth, (8 hours/week historical society employee) Linda Ager (10 hours/week historical society employee), and Susan Markwardt (10 hours/week historical society employee) worked as Operations Assistants which assists with events, programs, tours, promotion, retail sales, and room rental use.

The society's many volunteers contributed an average of 322 hours per month for a grand total of 3,874 hours in 2014. This is an equivalent of 2 full-time positions. We again held four exhibit-related enrichment programs just for museum volunteers and their guests, and our annual volunteer recognition event at the museum.

Volunteer Bob Wulfkuhle continued to act as caretaker for the National Dairy Shrine's Visitor Center; he was assisted by Amanda Smith, an editor at W.D. Hoard & Sons Co. At the society's annual dinner meeting in February, we thanked outgoing board members Cynthia Smith and Phil Niemeyer, and welcomed new board members Bob Cheek and Ryan Whisner. Jude Hartwick served as the City Council's representatives to the Board in 2014. At the annual volunteer reception in September, the museum honored Beverly Dahl as the Volunteer of the Year; De Ann Hase as Greeter of the Year; Mary Narkis as Archive Assistant of the Year; Midge Nelson as Baker Volunteer of the Year; Guy Horton as Garden Volunteer of the Year; and Bob Cheek and Sue Zimmerman received special recognition for their efforts as part of the American Indian 6th Grade unit.

Attendance & Operations

Attendance at the museum during 2014 was 15,929, a decrease from 2013 by 213 visitors. Volunteers and staff welcomed visitors from 159 Wisconsin cities; from 43 other states; and from these 19 countries/regions: Australia, Canada, China, Denmark, Ecuador,

Germany, India, Italy, Luxembourg, Netherlands, New Zealand, Paraguay, Peru, Portugal, South Korea, Switzerland, Thailand, United Kingdom, and Wales.

More memorable comments from the 2014 visitor log book include: “The friendly people here make the difference. What a lucky find! Very friendly and helpful staff. This is a jewel of a museum. Another great show! Wonderful in every aspect! Like the new upgrades, National Dairy Shrine! We “Heart” Wisconsin.

Membership in the Historical Society totaled 495 in 2014. We provided reference service and access to secured research materials to 68 researchers. Most research questions focused on local genealogy and house or business history research.

Collections & Temporary Exhibits

In 2014, the historical society took in 20 accessions comprising 138 items.

The museum installed several temporary exhibits during 2014, including the two Mary Hoard Art Shows, the 4th Grade Oral History Project Exhibit, the UW-Whitewater Public History Department’s Fort Atkinson Oral History Exhibit, the 100th Anniversary of the Cooperative Extension exhibit, the Fort Atkinson Middle School History Club’s Oakwood Dairy display, and 2 holiday trees.

Programs & Events

We welcomed and hosted visitors at opening receptions for all of the temporary exhibits listed above. We again hosted the Black Hawk Artists and the Visionary Artists and their work. More than 700 people attended our annual July 4 Ice Cream Social and 400 people attended our annual Holiday Open House. In addition to these social events, we added four History Workshops to our calendar, including programs on stone tool identification. The family program series during the academic year, *Calling All Families*, continued to draw more families and from farther afield than Jefferson County. We also again provided programming for the American Indian history unit for local 6th graders, the Black Hawk War unit for 7th graders. We presented 5 garden education programs and one garden conference to feature our five gardens.

In 2014, we again took in over 800 entries to Part 1 of the Mary Hoard Art Show from students in Kindergarten through grade eight. The 5th Annual Governor Hoard Day, “Dairy Day at the Moo-seum” brought family to the museum to learn about the importance of dairy to Fort Atkinson and Wisconsin.

Outreach

The Jones Family Gallery continued to be a popular meeting room for our community including use by the Chamber of Commerce; The Tuesday Club; Woman’s Club; American Association of University Women; Project Lead; Fort Atkinson Area Science Fair; Rock River Music Teachers Association; the Fort Garden Club, the National Dairy

Shrine Executive Board, the UW-Whitewater Public History Class, and the Fort Atkinson School District. We shared the museum's mission, event invitations, and membership invitations with the public via many regional newspapers including the *Daily Jefferson County Union*, the WFAW radio station, our quarterly newsletter, our website, the Chamber's event calendar, our *Facebook* page, and via posters and mailings.

PARKS & RECREATION DEPARTMENT

2014 Parks Highlights & Notes

- * Completion & opening of Trailway Park (1.27 acres) near intersection of Montclair & Ramesh Ave. featuring 25 trees, trail connection from West Park/Koshkonong Estates subdivision into the western edge of Rock River Park, a \$30,000 playground, benches and tables and other park amenities. Project Lead group selected this project and helped to secure nearly \$30,000 in donated funds to go with nearly \$24,000 of City funds. Parks Dept. completed installation and plantings with some assistance.
- * Ralph Park infield fencing was replaced during winter with follow up work by the Parks Dept. to install blacktop from bench area to home plate openings and sidewalk path from bench to outfield at South Diamond. The staircase to the scoreboard, in disrepair, was re-built by staff member Jeff Truman and the scoreboard carpeting replaced. \$1,100 was donated by the Women's Softball Association to complete the staircase & scoreboard upgrade.
- * Jones Park first base stadium seating construction finally began after two concrete contractors dropped out of the project. Footings and formed decorative concrete walls were completed in December. Final 7" finished concrete top along with blacktop concourse around the seating will not occur until spring of 2015. Stadium seats have already been purchased. Dedication is expected in May or June. Parks Dept. staff installed a storm drain and excavated for footings as part of this project. A donation from the Fort Healthcare Foundation, Fort Generals baseball team and seat sales will fund the project's \$30,000 cost.

Also at Jones Park, outfield windscreen (photo at left) was purchased & installed (\$4,000 donated), installation of four trees (donated), rebuilding of the baseball infield to remove a "lip" and level the playing surface (included re-seeding 25% of the infield, and removal of some 60 year old playground pieces).

- * Bike Trail had several trees donated and installed by Parks crew. A seating area donated in memory of Don Mayer was completed in early summer and a seating overlook patio (photo at bottom) was installed adjacent to the pedestrian bridge in late fall in honor of Steve Spaanem. The Parks staff completed these installations.
- * Other Projects: constructed Klatt overlook patio & bench at Lorman-Bicentennial Park, began an extensive renovation of archery area in Rock River Park through donations by the Wisconservation Club (expected completion in June), worked with Eagle Scout candidate Nathan Tesch to design and install a 9-hole disc golf course in Rock River Park – funded by donations (expected grand opening in spring), new basketball hoops & benches installed by the Parks staff at Ralph Park, Rock River Park basketball court re-coated and four trees installed to provide a break from the pool parking lot (also re-coated), shingles re-placed along with some roof repairs for

nearly all structures at Ralph Park, Aquatic Center facility, Jones Park Grandstand – along with donated shake shingle roof repair at the Fort Stockade.

- * Emerald Ash Borer was detected in a tree in Rock River Park – first appearance in a City park.



- * 59 public rentals (up 5) Jones Park Sign
- * 170 picnic shelter reservations (up 13) Rotary Pavilion 44 rentals, Clubhouse 39, Jones 34.
- * 127 individuals/groups reserved/rented tables & chairs (down 3).
- * 762 scheduled ball games played on Parks/Rec. diamonds (-93)
About 995 total ball games including tournaments. Ralph Park #1 with 470 games + 5 tourneys. Jones- 66 games (down 28).

2014 Recreation Highlights

- * 1,269 players on 73 teams (-10) played adult summer & fall softball (largest rec program).
- * Approximately 650 players on 82 Co-Ed & Women's teams played in our volleyball leagues.
- * 351 students registered in our Main St. Dance class school year program & performed before nearly 1,100 spectators & 450 (age 3 & 4 recital) at UW-W in May (does not incl. summer dance)
- * 2,787 participated in 45 youth rec. activities (not incl. dance, pool, youth center), 16 of the programs had an increase in participants overall. Biggest increases: Tennis 137 (+21), Karate 374 (+18) and Girls Softball (+16) to 155. Added "Games, Games, Games" & Slam Jam returned.
- * Including all youth programs & swim lessons: 9,378 youth served & 2,459 adult participants.
- * Due to instructor's surgery two 6-week sessions of Karate were canceled.
- * 161 volunteer coaches/instructors & 53 part-time employees needed for youth programs
- * At least 17 different rec. programs for each grade -including pre-school
(5 grade groups have 19 programs offered-highest with 6th grade and 7th grade+ with 17 programs)
- * Recreation revenues of \$77,385 fell below the \$81,000 goal (softball difference). About \$115,000 in fees collected, but \$35,000 used for p/time wages for contractual programs, plus WI taxes).
- * Side note: number of youth participants has doubled since 2002, with just 6 additional programs added to that total. Total recreation revenues up 38% from 2003.



21 New Students Join Shotokan Karate Classes
Largest Youth Program with 374 students



Youth Program on the Rise
Girls Softball adds 16 new players to reach 155

2014 Youth Center Highlights & Notes

- * For statistical purposes the school year is from September 1, 2013 to August 31, 2014.
- * Attendance of 4,409 middle school age youth during 131 days of operation. Attendance down 388 from last year in four fewer days of operation due to the gym floor sanding project.
- * Largest one day attendance was 261 at the annual Formal Dance. Largest non-dance: 63
- * Average of 153 kids for 7 dances.
- * 223 e-mail list for promoting events & 814 people “like” the Center’s Facebook page.
- * 167 school year season passes were sold & 21 summer only passes were purchased
- * Since opening in April, 1999: total Youth Center attendance is 111,159.

2014 Municipal Building Highlights & Notes

- * 88 year old facility had the gym floor sanded, re-stripped for sports play and re-finishing.
- * City Manager’s Office had carpet replaced.
- * Gym used 339 days in 2014. Gym was not used only 26 days (incl. 19 days for sanding).
- * 642 reservations (567 for Parks & Rec), not including noon time rec. open gym

2014 Aquatic Center Highlights & Notes

- * Celebrated its 23rd season.
- * 29,324 attended open swim sessions throughout summer (down 6,065 from '13).
- * Approximately 1,200 youth participated in swim lessons (over 800 in group lessons).
- * 7th Youth Triathlon attracted just over 100 participants
- * 45 part-time employees operate the Aquatic Center.
- * Added a fiberglass Tropical Fish Slide – donated in memory of former guard Laura Hrobsky.
- * Fiberglass watering palm tree feature re-purposed to improve the entry area of pool building.
- * Revenues were \$140,214 (down \$20,399 from '13). Savings in expenditures offset loss.
- * 0 days with 90+ temperatures during swim season, compared with 7 in '13 & 37 in '12.

2014 Fort Senior Citizen's Center Highlights & Notes

- * Marie Hathaway retired after 17 years at the helm. Chris Nye hired as new director in August.
- * New activities added: Yoga, Game Show day, Make N Take class, card making class, + more
- * Renovations underway to create a fitness room, welcome/secretaries counter, repainting, more



New Tropical Fish Children’s Slide
Donated in Memory of Laura Hrobsky
@ Fort Atkinson Aquatic Center



Renovations Underway at Senior Center
Painting in every room, canopy & TV in dining hall;
Customer windows added to create welcome office

* **Director:** Scott Lastusky (24th year) * **Dept. Secretary:** Melodee Ebbert
* **Youth Rec. & Youth Center Coordinator:** Brett Ketterman (15th year)
* **Senior Center Director:** Chris Nye (1st year)
* **Parks Staff:** Foreman Ron Langer, Jeff Truman, Rob Stine & Jim Slocum.
Josh Crandall hired as fulltime Muni Bldg. Maintenance & Parks Crewman

- * Approximately 130+ part time staff & approximately 160+ volunteers
- * Various clubs, Special Olympics, scouts, Eagle Scout project & event cooperation (including Museum, Walk/Run Events, DNR, Jeff. Co. Parks, many Chamber events, Civic Festivals, Cruise Night car shows, Farmer's Markets, Band Concerts, Welding Rodeo)
- * **Social Media:** Brett Ketterman, Editor **Improved social media numbers help reach new clients**
Twitter: 208 followers (up 136) @Fort_Parks_Rec
Instagram: 312 followers FORT_PARKS_REC (debuted on Instagram in 2014)
Facebook: P & R **1,188 likes** (+294), Pool **1,235** (+428), Youth Center **814**, Triathlon **307**

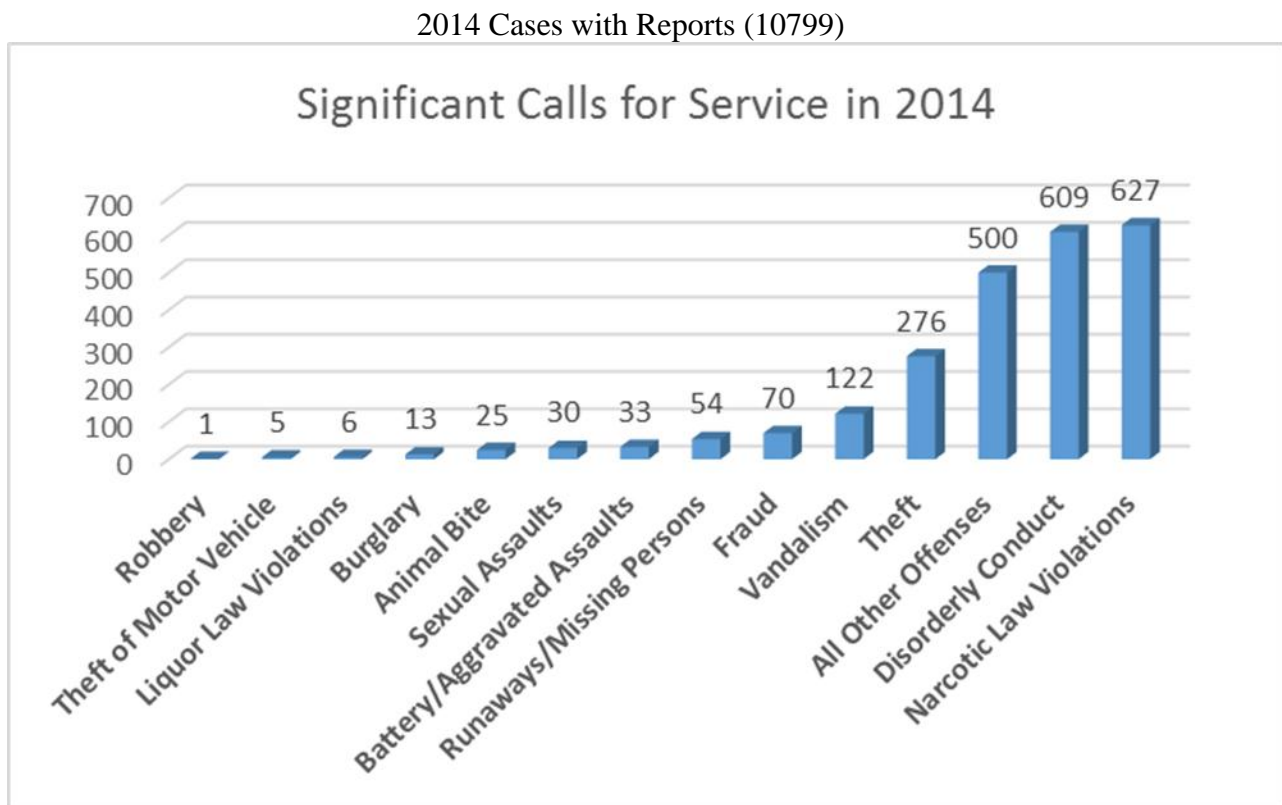
- **Operations:**
 - Calls for Service decreased 9% from 11,909 in 2013 to 10,799 in 2014. Calls with reports also decreased by 9% from 3,151 in 2013 to 2,912 in 2014.
 - Successful implementation of the newly formed Community Policing Team
- **Personnel Changes:**
 - Retirement: With 13 ½ years of service as the Chief of Police for the City, Chief Tony Brus retired in July 2014. Chief Brus should be proud to know that his work and achieved department goals has helped the agency evolve into a professional and well respected department within the law enforcement community.
 - New Employee: Adrian Bump, Chief of Police was hired on with the agency on September 29, 2014.
 - Employment Status Change: Dispatcher Tiffany Cross submitted her letter of resignation in early December 2014. Although we are losing Tiffany to a new full time career that will better fit her family needs, we are fortunate to have retained her in a part time status in the same position.
- **Training:**
 - Employees of the department attended a wide range of training to include topics related to Patrol Operations, Tactics, Investigations and Legal Updates. All department personnel have met the training requirements set forth by Wisconsin Training & Standards. Updates in the area of training include:
 - Roll Call Training was implemented in 2014. Taking advantage of quick opportunities during daily shift briefings allow us to update officers on law changes, safety issues and trends in law enforcement.

- The agency updated its training record keeping system so it is compliant with Training & Standards software and new requirements.
- The agency has implemented an online training component to its delivery methods.
- **A Few Highlights of Services Offered:**
 - Wisconsin DMV/CVR #'s: Total Transactions: 1442 Revenue Generated: \$9,207.00
 - Prescription Drug Drop Off resulted in the proper collection and disposal of over 600 pounds of prescription medications.
- **Grants:**
 - Awarded the 2014 BOTS “Click it or Ticket” grant (\$4000)
 - Applied for Equipment Grant through Enbridge in November. Award decision pending (\$1000)

Index Crimes by Comparable Populations (2012)													
City/Town/Village	No. of Officers	Population	Violent Crime	Murder	Rape	Robbery	Agg Assault	Prop Crime	Burglary	Larceny	MV Theft	Arson	Total
Whitewater	24	14,769	17	0	5	1	11	265	44	219	2	0	564
Hartford	24	14,277	8	0	0	2	6	317	43	269	5	0	650
Whitefish Bay	24	14,182	11	0	1	5	5	191	14	170	7	0	404
Greendale	29	14,117	11	0	0	1	10	522	27	489	6	0	1066
Chippewa Falls	23	13,738	28	0	3	4	21	219	55	154	10	0	494
Shorewood	25	13,228	22	0	0	14	8	376	24	340	12	0	796
Glendale	43	12,935	23	0	0	19	4	938	34	867	37	0	1922
Stoughton	20	12,817	13	0	0	4	9	291	23	262	6	0	608
Hudson	21	12,815	6	0	2	0	4	502	29	458	14	1	1016
Fort Atkinson	19	12,407	16	0	0	0	16	269	34	226	7	2	570
Waunakee	18	12,295	3	0	0	0	3	114	18	94	2	0	234
Plover	19	12,135	7	0	2	1	4	222	25	195	2	0	458
Baraboo	26	12,107	25	0	4	2	19	451	52	388	6	5	952
Brown Deer	32	11,980	14	0	0	2	12	335	55	268	11	1	698
Two Rivers	25	11,644	15	0	2	0	13	271	56	203	12	0	572
Grafton	22	11,481	5	0	0	1	4	165	12	151	1	1	340
Cedarburg	19	11,436	2	0	0	0	2	127	14	111	2	0	258
Waupun	17	11,350	9	0	3	0	6	163	24	136	2	1	344
Port Washington	19	11,272	10	0	0	2	8	149	17	131	1	0	318
Platteville	20	11,226	6	0	4	0	2	340	25	313	2	0	692
Marinette	23	10,943	11	0	2	9	0	444	67	360	16	1	910
Monroe	24	10,841	12	0	0	0	12	310	30	272	7	1	644
Hobart-Lawrence	5	10,588	6	0	0	0	6	69	16	59	5	0	161
Burlington	21	10,463	16	0	2	2	12	292	24	266	2	0	616

Above are 24 Wisconsin cities, villages, and towns (CVT's) that are plus or minus 2000 in population from Fort Atkinson. The CVT's are arranged from highest population at the top to lowest population at the bottom. The "average" number of reported Index Crimes is 637 for the 24 CVT's. Fort Atkinson had 570, which is 10% below the average reported Index Crimes for similar sized communities.

Note: Uniformed Crime Report statistics depicted above are for 2012. These figures traditionally are reported by the FBI. The FBI currently is publishing 2012 as the current available crime statistics due to a common lag in their release of information.

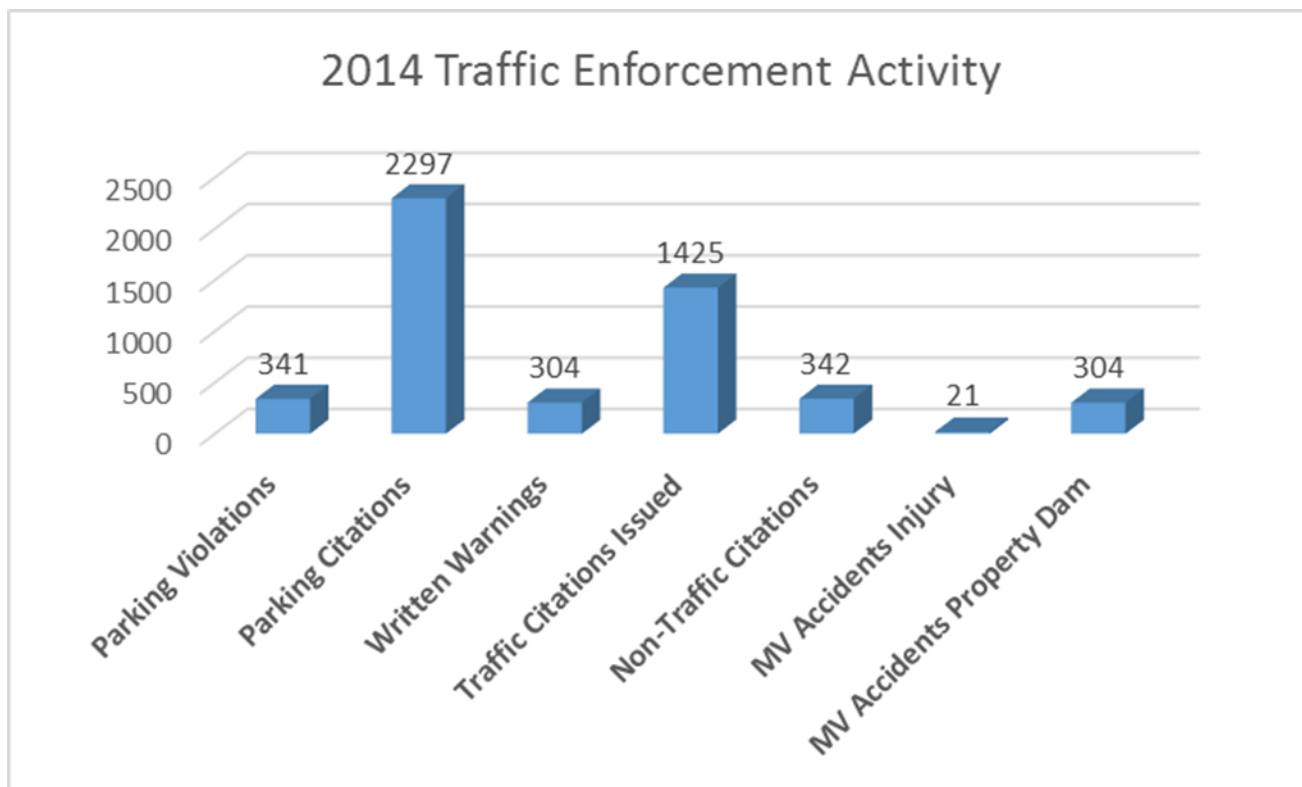


Separate from traffic related activity, Officers were busy addressing and responding to offenses that include Narcotic Violations (627), Disorderly Conduct (609), Theft Complaints (276) and the listed category above "All Other Offenses" (500) which is a combination of the many other situations officers deal with to include emergency detentions, death investigations, medical calls and aiding outside agencies to name a few.

Note: The above graph and numbers do not reflect every case handled or report an officer completed. In 2014 the Fort Atkinson Police Department logged 10,799 case numbers. Within these cases Fort Atkinson Police Officers documented and wrote initial reports, investigative follow-up reports and supplemental reports to primary officer reports. These reports are added into the department records keeping system and result in a significant amount of officer on-duty time. So although 10,799 case numbers were generated in 2014, officers actually wrote and

recorded 2,912 written reports. This is a decrease of 239 written reports in 2014 compared to 2013. With our below average officers per capita, this is a significant amount of output and case load per officer.

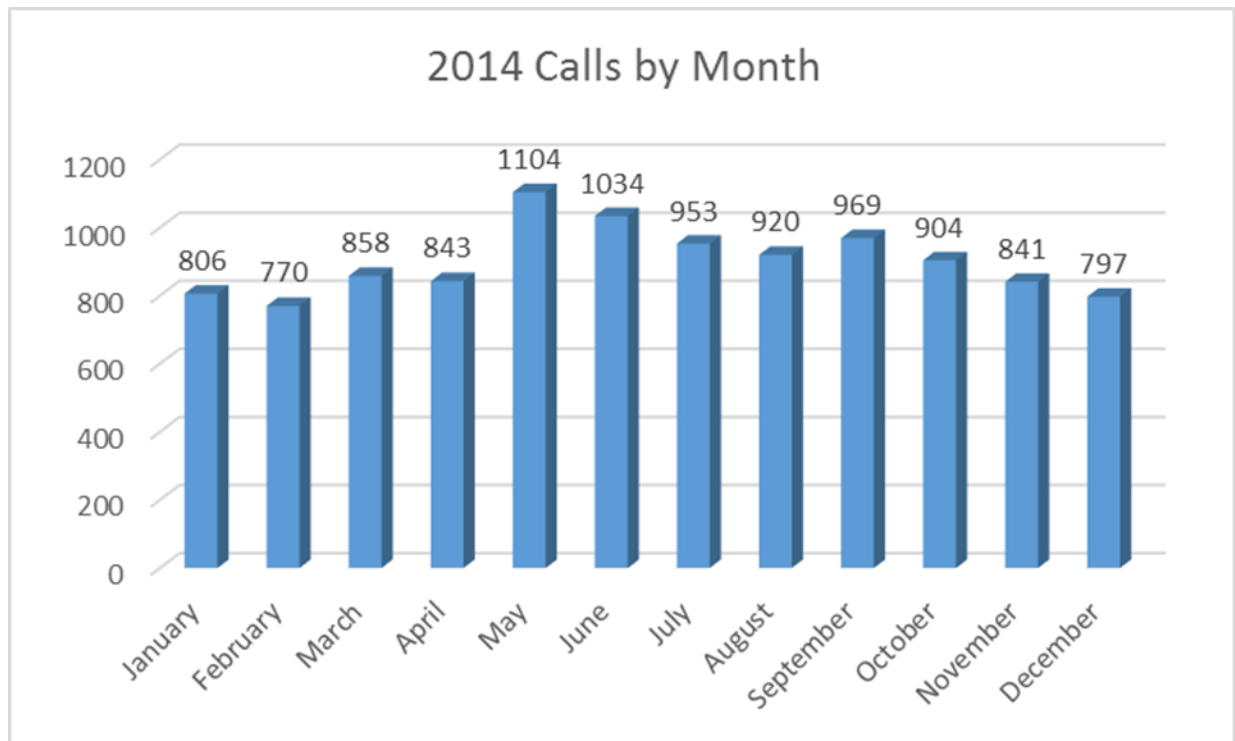
Traffic Related Enforcement Activity in 2014



Traffic Contacts and Arrests make up a large portion of officer activity in our community. Oftentimes proactive traffic enforcement has a residual impact on nuisance crimes and property crimes through preventive contacts and presence deterrence. Traffic enforcement and the visibility in the community helps keep our community a safer place for people to live, work and visit.

Note: In the above graph, Parking Violations refer to complaints by citizens regarding issues related to parking that officers helped mediate or address. Parking Citations are actual citations issued to vehicles related to violations of the City's parking ordinances.

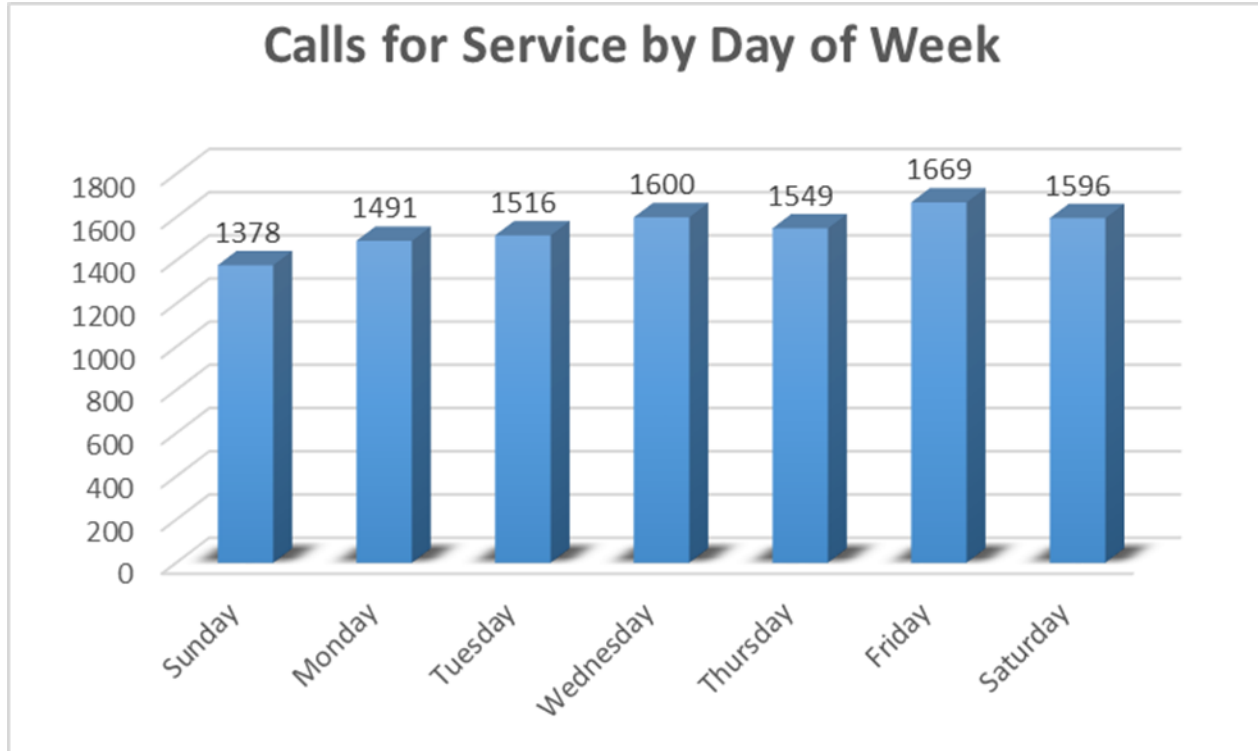
2014 Services by Month



“Calls for Service” and “Reports Taken” totals are not the same. The reason for this is that not every call for service results in a written report or generation of a case number. Services such as school safety checks, bar checks, field interviews, community policing activities, vacation home checks and parking citations are all services provided but not captured through the dispatched calls for service records.

A services distribution by month does not indicate any significant trends. The busy months continue to be in the spring and summer months when people are most active. Late winter and early spring months continue to see lower calls for service. This is a trend consistent with other agencies in the Mid-West.

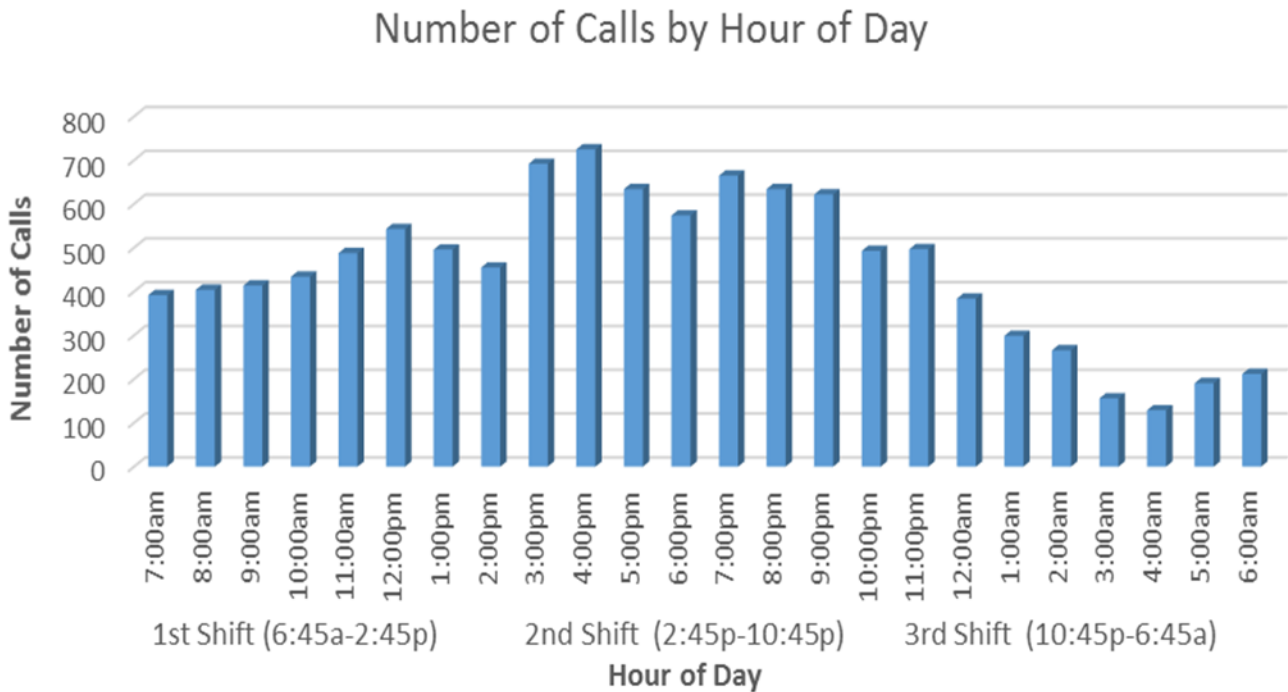
Days of Week Comparison



The bar graph above shows the distribution of calls for service by the day of week for the entire year. The busiest day of the week is Friday with 1669 calls for service. The least busy day of the week are Sundays with only 1378 calls for service through the year.

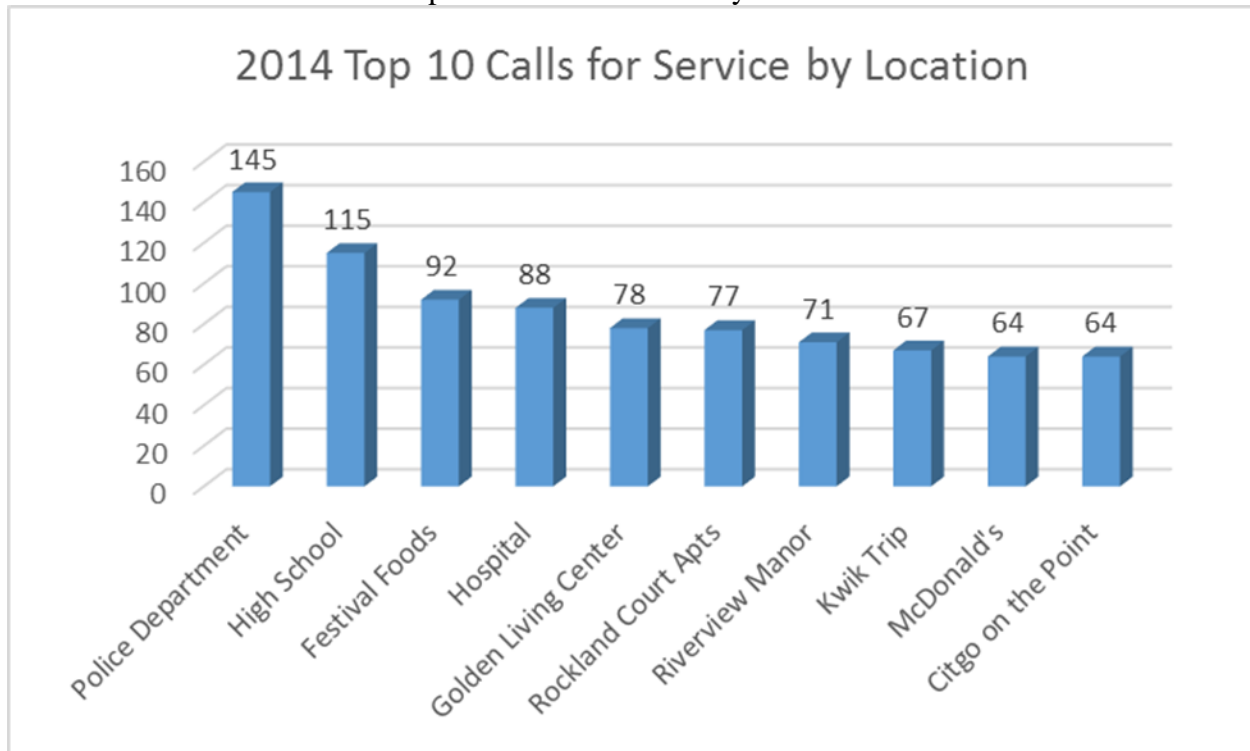
The significance of this chart is that it allows the department to focus on days of the week where more visibility and presence is needed based on past call volume and needs. This will help focus resources on traditionally busier days of the week.

Dispatched Calls for Service by Time of Day and Shift (10,799)



Dispatched calls for service decreased 9% from 2013 to 2014. The peak times were from 3-9 PM where we saw 4546 calls for service and 11AM -1 PM where we saw 1527 calls for service. The Afternoon Shift saw the greatest volume of calls with 5039, which represents 47% of the total calls for service during 2014. The distribution of calls for service validates our distribution of police officers with the AM and PM overlap shifts. The AM overlap shift works from 10:45 AM to 6:45 PM and the PM overlap shift works from 6:45pm PM to 2:45 AM. This overlap provides the greatest amount of coverage at the needed times.

Top 10 Calls for Service by Location



The “Calls for Service by Location” chart above lists the 10 locations that Fort Atkinson Police Officers were dispatched to most often in 2014. Below is a description of each location:

101 S. Water Street WI: Police Department (Walk-In Complaints)

925 Lexington Boulevard: Fort Atkinson High School

328 Washington Street: Festival Foods

611 Sherman Avenue East: Fort Memorial Hospital

430 Wilcox Street: Golden Living Center

915 South Main Street: Rockland Court Apartments

217 S. Water Street East : Riverview Manor

1565 Madison Avenue: Kwik Trip

225 North Main Street: Mc Donald's Restaurant

342 Whitewater Avenue: Citgo on the Point

Community Outreach
Programs & Initiatives

FORT FLEET WATCH



THIS CITY EMPLOYEE COMMUNICATES WITH
LAW ENFORCEMENT



Community Policing Team



Throughout 2014 the Police Department started laying the foundation to build a stronger involvement in the community. The purpose of these various outreach programs and initiatives is to educate the public on crime prevention. The programs are also focused on empowering citizens to stand up and stand beside law enforcement to help reduce crime in Fort Atkinson. In 2014 the agency was able to capitalize on relation building in the community by being more involved. Our current programs and initiatives include the below programs:

Safety City

DARE

Read with an Officer at the Public Library

Fort Fleet Watch

Oops! Card Initiative

Run, Hide, Fight

2015 and Beyond

- We will develop and implement a proactive Nuisance Abatement Program initiative to reduce calls for service at locations that drain community resources in Fort Atkinson.
- We will continue to support and market Crime Stoppers so our citizens can anonymously and effectively report crimes which will allow citizens to safely help prevent, report, and solve crimes in Fort Atkinson alongside the police department.
- We will continue to expand on our efforts to address illegal drugs in our community through enforcement and education.
- We will continue to increase our participation with the Jefferson County Drug Task Force by providing personnel, equipment, and resources as they become available.
- We will continue to pursue alternate means of funding to include grants, multi-jurisdictional opportunities, and collaborative efforts with community stakeholders.
- We will continue to proactively implement Crime Prevention initiatives and Community Policing Programs to ensure our city is safe and its citizens are prepared to help law enforcement prevent crime and improve the quality of life in Fort Atkinson.
- We will continue a proactive stance and help abate public nuisances within the city in an effort to assist city officials in their mission to maintain a beautiful City.
- We will continue to maintain a high ethical standard in our service to the community and will publically renew our Law Enforcement Oath of Honor to remind us of our obligations as police officers for the City of Fort Atkinson.

Fort Atkinson Police Department

Mission

To professionally and effectively work in partnership with our community to protect life, property and order.

Vision

The safest community in Wisconsin to live, work and visit

Shared Values

The members of the Fort Atkinson Police Department value:

Honesty Respect Professionalism Accountability
Integrity Teamwork Competence
Honor Character
Service to Community

Motto

Focused

Community Focused

Team Focused

Service Focused

PUBLIC WORKS DEPARTMENT

Street Opening Permits

The City of Fort Atkinson issued 93 Street Opening Permits in 2014. Through curb & gutter replacement, sidewalk replacement and street patches the City generated **\$20,297.50** in revenues. Of that total, **\$17,086.75** was billed to the Water Department and the remaining was billed to property owners. These numbers compare to:

- \$42,558.00 / **\$38,860.00** for 2013
- \$20,017.00 / **\$17,225.00** for 2012
- \$30,507.00 / **\$27,386.00** for 2011
- \$28,066.00 / **\$27,125.00** for 2010

Trees

66 trees were taken down and **12** trees replanted. This compares to:

- 166 / **34** for 2013
- 192 / **73** for 2012
- 156 / **60** for 2011
- 81 / **75** for 2010

Sweeping

The City street sweeper picked up **1,914** cubic yards of debris from the City's streets and parking lots. This compares to:

- 2,489 cubic yards for 2013
- 2,350 cubic yards for 2012
- 2,200 cubic yards for 2011
- 2,315 cubic yards for 2010

Manholes

14 manholes were repaired or replaced. This compares to:

- 8 for 2013
- 10 for 2012
- 24 for 2011
- 29 for 2010

Catch Basins

14 catch basins were replaced and 13 catch basins repaired. This compares to:

- 4 / 11 for 2013
- 15 / 16 for 2012
- 15 / 16 for 2011
- 3 / 12 for 2010

Sanitary Sewer

286,318 lineal feet of sanitary sewer were cleaned and 6,982 lineal feet were televised. Of the 22 emergency call-outs for sewer back-ups, 7 were from a backed up sewer mains and the remaining 15 were homeowner problems. These footages compare to:

- 58,496 / 4,148 / 0 for 2013
- 286,336 / 9,552 / 0 for 2012
- 136,026 / 6,331 / 1 for 2011
- 127,342 / 5,039 / 2 for 2010

Asphalt Patching

501 tons of asphalt was installed for repairs to city streets due to water main breaks, pot holes and other patches. This compares to:

- 460 tons for 2013
- 509 tons for 2012
- 601 tons for 2011
- 570 tons for 2010

Concrete Installed

167 cubic yards of concrete were poured. This included sidewalks, curb & gutter, driveway approaches, road repairs and other projects that were requested by other departments. This compass to:

- 178 cubic yards for 2013
- 328 cubic yards for 2012

Sidewalks

1,294 lineal feet of sidewalk and 8 handicapped ramps were replaced. This compares to:

- 607 lin. ft / 2 for 2013

- 1,367 lin. ft /16 for 2012
- 1,283 lin. ft / 6 for 2011
- 1,274 lin. ft / 8 for 2010

Curb & Gutter

858 lineal feet of curb and gutter was replaced. This compares to:

- 1,623 lin. ft for 2013
- 2,924 lin. ft for 2012
- 1,409 lin. ft for 2011

Compost Site

13,979 cars and trucks visited the Compost Site. This compares to:

- 13,080 cars for 2013
- 14,356 cars for 2012
- 14,546 cars for 2011
- 14,469 cars for 2010

These numbers do not reflect the number of vehicles that used the Compost Site when the gate is open but unattended or those that drop off yard waste at the Public Works Garage.

Electronic/appliance recycling

96.9 tons of electronics and **15.25** tons of large appliances collected for recycling at the compost site. This compares to:

- **46.8** tons of electronic/**8.5** tons of large appliances for 2013
- **32.5** tons of electronic/**13.1** tons of large appliances for 2012.
- **35.8** tons of electronic/**0** tons of large appliances for 2011

Additional DPW responsibilities

- Snow plowing and removal within the City
- Snow plowing and removal at the Airport
- Installing and removing holiday lights
- Monthly residential brush pickup
- Painting for crosswalks/parking stalls/handicapped ramps/parking lots etc.
- Annual residential leaf pickup
- Installing and removing flags for legal holidays
- Tree trimming in the City's right-of-ways
- Clean up after storm events

- Install and maintain street signage
- Mowing and trimming the airport, right-of-ways, cul-de-sacs, and non-conforming properties
- Crack sealing for street maintenance
- Provides signage/barricades/banners for special events (Parades, Rhythm on the River, Buckskinners, Carnival Days, and other community events.)
- Install and remove the City's piers and buoys
- Mechanical maintenance of the City's fleet of cars/trucks/loaders/etc.
- Maintain and manage the City's Compost Site (yard waste/brush/recycling)
- Host Clean Sweep at our facility
- Assist other departments

Other City Projects

Other projects the DPW were involved with:

- Removed trees by the Airport
- Conducted a complete Terrace Tree inventory of the City
- Injected 250 ash trees with Tree-Age (167 ash tree are planned for treatment in 2015)

WASTEWATER UTILITY

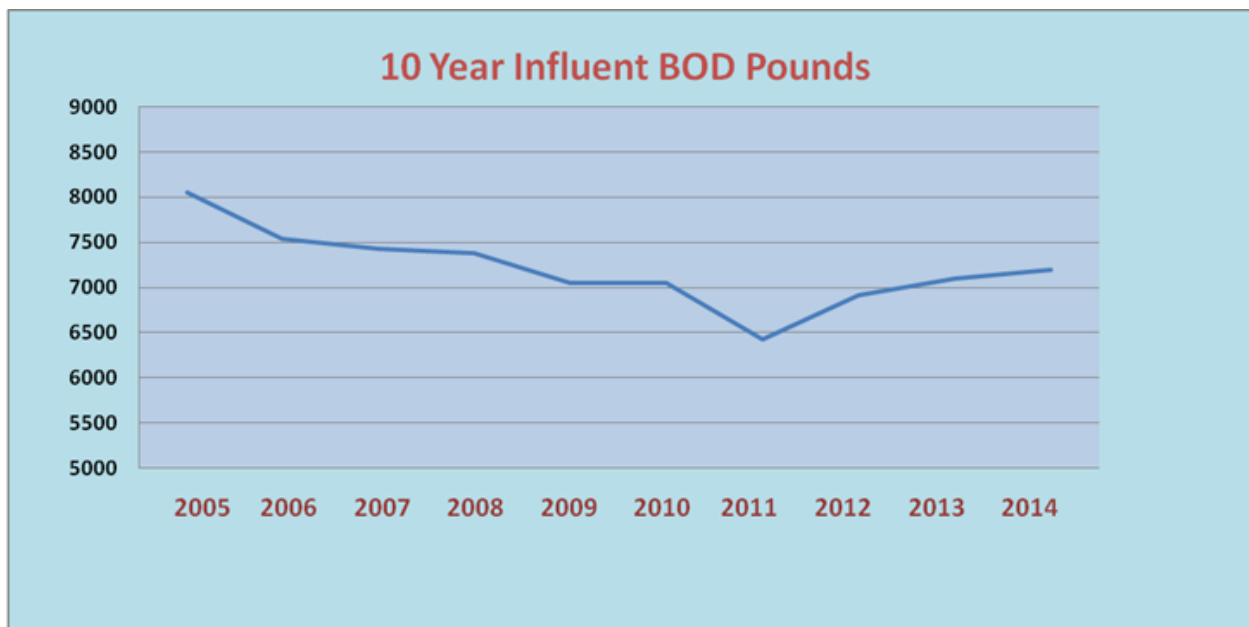
The theme of 2014 appeared to be a year of transition. We are completing the transition to new hybrid style high efficiency blowers for the aerobic digester system. The first full year of operation for these blowers for the lead and second of the three aerobic digesters has been a success. They have operated trouble free with very little maintenance required. Energy usage was noticeably lower during the first half of the year. During the second half of the year the energy savings to the Utility was offset by an increase in industrial loadings. For much of the late summer and fall two blowers rather than the usual single blower were required to supply air to the activated sludge aeration system. Of course this also means that industrial production is probably also increased which is good news for the local economy. We look forward to the addition of a high efficiency blower for the activated sludge process begun this year and to be completed in 2015.

Even with the increased biological loading the energy savings from these blowers is inherent in their design and that they operate using 50hp per blower less than the models they replaced.

The increase in loading to the Utility effects other parts of the processes as well and can be measured in more ways than just electrical usage. Chemical usage has also increased. Besides the chlorination and dechlorination chemicals we use for final effluent disinfection, we also use a coagulant polymer for biosolids thickening and dewatering, and ferric chloride for aiding in phosphorus removal and also as a settling aid. Both accounts were overspent in 2014. The graph below, as tracked by the laboratory, illustrates the steady increase in solids wasted from the activated sludge process since 2011.



Although the biological loading did increase this year the 10 year trend in biochemical oxygen demand (BOD) showed a decrease in BOD loading from 2005 to 2011 but a slow and steady increase through 2014.



The sharper increase in wasted solids can also be attributed to the influent waste characteristics. Because of the types of industry present in the City, particularly food production, the loading to the Utility are higher in fats, oils, and greases than the average community. This characteristic promotes certain filament type bacteria in the activated sludge process that can cause foaming which can interfere with plant operations especially in the winter. To combat these bacteria higher amounts of solids need to be wasted from the activated sludge system.

Another transition that occurred in 2014 was the start of a new Wisconsin Pollution Discharge Elimination System (WPDES) permit period. The new permit became effective on July 1st and will expire on June 30, 2019. I detailed the new permit in a summary presentation to the Council last fall. The principal changes to the permit involve the compliance schedule for future phosphorus limitations imposed by the Total Maximum Daily Load (TMDL) study of the Rock River. The Utility is proceeding with the compliance schedule and the required Operational Evaluation Report that is due to the WDNR by June 30, 2015.

Laboratory Report

Kurt Birkett

In 2014 the laboratory ran the permit required testing of BOD, TSS (Total Suspended Solids), Ammonia Nitrogen, Total Phosphorous, pH, Residual Chlorine, and Fecal Coliform. The laboratory also ran tests for industrial billing and process control. These tests include TKN (Total Kjeldahl Nitrogen), Volatile Solids, Settleability, Nitrate, Ortho Phosphate, Dissolved Oxygen, and others. Microscopic examinations are done weekly looking for filaments and the biological health of the organisms in the aeration basins. This year we had the troublesome filament microthrix present again. The aeration basins get covered with dark foam and if not dealt with the foam can actually overflow the tanks. To rid the system of microthrix we increase the wasting to the point where it reduces the nuisance bacteria, but won't affect our ammonia limit.

We started monitoring for fats, oil and grease to get a base line. Microthrix loves fats, oil and grease. The food industries in Fort Atkinson all have fats, oil and grease in their waste discharge. Maintenance on plant probes and analyzers are performed on a prescribed schedule that ensures accurate readings. This year we replaced two aging ORP probes that are used to monitor the presence/absence of oxygen in the anaerobic zones. Weekly SRT (sludge retention time) is calculated and wasting rates are adjusted to maintain desired sludge age. Monthly plant reports and the WI DNR Discharge Monthly Report are prepared, validated, printed, and filed.

The laboratory has very successfully fulfilled its requirements with the State of Wisconsin Proficiency Testing program. The laboratory had its 3 year audit in 2014 with the Wisconsin DNR. The audit found 3 deficiencies that were minor in nature and were resolved immediately. I have been a council member with the WI DNR Lab Certification Council since 2012. The term will reach its mandatory end in 2017. My involvement has provided insight to the workings of the DNR and also has been a great source of learning new lab practices /policies. Looking forward into 2015 the laboratory will continue to have reliable, traceable, and accurate test results.

Maintenance Report

Ron Bishofberger

This year 1478 work orders were completed and 142 are open. Some of the ones that are open are the autumn preventive maintenance duties that are quite important. We are making an adjustment in scheduling to assure these are completed before autumn which lately has been our busy season.

Our new digester blowers have been on line for a year and are working superbly. There has been an electrical cost savings as well as preventive maintenance time and parts savings. The aeration blower project is underway and the controls for it are quite interesting.

We had the raw influent well inspected for concrete integrity as well as its overall condition. The engineering report indicated it will have to be repaired at some future date before the reinforcing bars are exposed to air. This will take a major headworks improvement project.

The Memorial lift station flow meter was hit by lightning and had to be replaced, and the influent flow meter was replaced do to calibration issues, old age, parts not available, etc. The number one raw influent pump's variable frequency drive failed for no obvious reason. The new one will be installed in early 2015.

Building #80 has ongoing veneer brick problems for which we need to find a final solution. Repairs will be made in 2015. We had to fix three underground valves this fall, two of which were below ground water level which required dewatering before repairs could be completed and one of those had just had new sidewalk put above it.

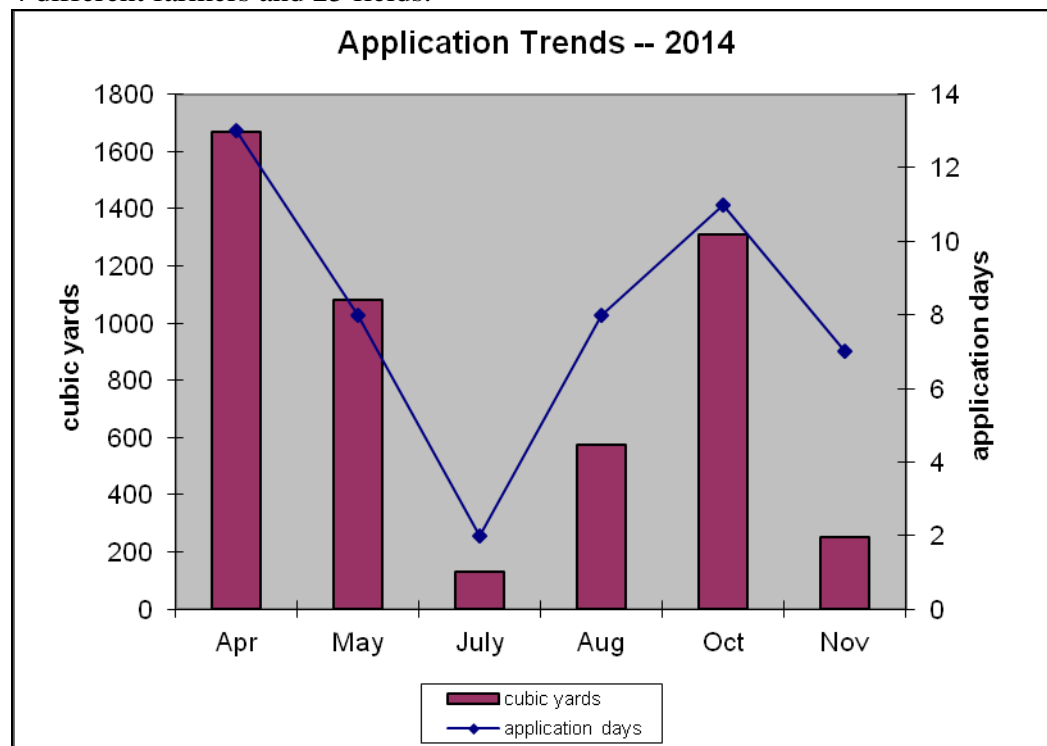
The plant is getting older. It is still in good working order but is consuming more time and money.

Soils Program

Ryan Wagner

The year 2014 was much more of an average year, weather wise. We got into the fields for spring application at a decent time and we were able to completely empty the pad by Thanksgiving. The only problem we faced, which will affect us in the spring of 2015, was we had to shut down our operations earlier than usual. With the early freeze we had in the beginning of November, farmers wanted to make sure they were ahead of the ball game. So while in previous years I've been able to land apply up to and sometimes beyond Thanksgiving, we had to shut things down on Nov 12th because after the freeze came the rain so the fields never had a chance to dry out again. So looking ahead to the spring of 2015 we are just going to have a bit more biosolids on the cake pad that we are going to have to move.

In 2014 we land applied about 2% less compared to 2013, and that basically was due to the shorter time we had in the fields during November. In total we land applied 5,016 cubic yards to 4 different farmers and 25 fields.



Our percentage of waste activated sludge thickening remains steady, thickening sludge from 0.376% to 4.2%. Our Waste Activated Sludge went up to 64.1 million gallons for the year from 60.2 million gallons in 2013. Dewatering digested solids this year we were able to average 14.0% solids with an average high of 14.9% in July. Looking at our totals, sludge production was up a little this year, about 2%, but no extra help was needed with our land application.

Looking ahead to 2015 we hope the weather will aide us a bit more in our land application process. With the completion of Hwy 26, my trips back and forth to the plant will be a little less painless. Other than that, everyone at the treatment plant is looking forward to the arrival of a centrifuge in the coming years to replace our aging belt press.

Industrial Monitoring

Karen Mercado

In 2014 the Industrial Monitoring Program sampled the ten industries in our program 534 times. Tests including BOD, TSS and pH where run on these 534 samples. In addition 343 TKN tests and 350 Total Phosphorous tests were run on the above mentioned samples. The three different commercial categories (Fast Food,, Sit Down, and Food Store) were each sampled for a 1 week period. Septic/holding samples were analyzed 12 times.

Through 2014 the industrial monitoring program has billed for 105% of the flow, 94% of the BOD, 114% of the TSS, 125% of the TKN, and 122% of the Phosphorous received at the Wastewater Facility. The higher than 100% values occur because of differences in flow monitoring at the Utility and the amount of water pumped by the Water Utility as well as the proven problems with infiltration and inflow in the collection system. Through sampling and billing the Industrial Monitoring program brought in \$1,202,085.66 for the year.

As the City of Fort Atkinson continues to develop and grow the program will continue to sample other industries and commercial sites to determine if they should be added to the monitoring program.

Safety

Karen Mercado

In 2014 there were 2 accidents involving Wastewater Utility employees reported to the Safety Committee, and 1 accident involving a Water Utility employee. All of these accidents were minor, there was no lost time.

Safety training was completed for the following: First Aid/CPR, blood borne pathogen control, respirator fit testing, confined space training, and hearing protection.

WATER DEPARTMENT

Sampling

In 2014 the Water Utility with the use of outside labs performed over 3310 WDNR/EPA required analyses on the water provided to our customers. All results fell below the Maximum Contaminant Levels established by the WDNR/EPA. The following is a breakdown of the sampling:

Bacterial	140	samples
Chlorine	1524	samples
Fluoride	480	samples
Phosphate	352	samples
Manganese	12	samples
Total Suspended Solids (hydrant flushing)	69	samples
Chlorine (hydrant flushing)	69	samples
Annual DNR	388	samples
Unregulated Contaminant Monitoring Rule	276	samples

Diggers Hotline

The Utility performed 1281 locates in 2014. These are required when underground excavation will be performed. Time spent to perform these services:

Water Locates	293 hours
Sewer locates Wastewater and Storm	223 hours
Total	516 hours

Consumer Confidence Reports

In spring the Water Utility distributed a Consumer Confidence Report to its customers. Distribution was by electronic means for 2014 resulting in a savings of \$1600.00. This report outlines the quality of the water provided by the Water Utility. The report is available on the Utility's website at: www.fortatkinsonwi.net/departments/water. Every 3 years this report must be mailed to our customers. This will occur in 2015.

Hydrant Flushing

The Water Utility performed hydrant flushing in both the spring and fall. Flushing typically requires 2 employees at 10 hours per day for 9 days. Flushing provides the benefit of removing sediment in distribution mains and allowing for inspection of hydrants to insure proper function. In addition to the standard flushing the Water Utility performed directional flushing in areas identified in the manganese study. This scours the mains by closing valves to create high water velocities. This process requires an additional 3 days to the flushing schedule. The tentative schedule for 2015 is:

Spring	April 18th through May 7th.
Fall	September 20th through October 9th.

Cross Connection Inspections

Residential

In 2014 the Utility performed 224 residential cross connection inspections and 54 re-inspections. Seventeen require follow up for non compliance. These inspections are done as a part of normal

meter change outs. They are performed in order to protect the potable water supply from interconnections between potable and non potable water. As required by Wisconsin Department of Natural Resources the Utility now requires follow up inspections to insure that all identified cross connections are eliminated. Beginning in 2013 the Utility provided 2 free backflow preventers to customers if this would bring them into compliance and avoid a re-inspection. This was well received by the Utilities customers as it eliminated the requirement to set another appointment for a re-inspection.

Commercial, Industrial, Public

Beginning in 2013, Wisconsin Administrative Code changed from recommending the inspection of these entities every 2 years to requiring an inspection every 2 years. As required by ordinance these entities are required to have their plumbing inspected at their own expense. The Utility sent notification to 126 commercial establishments. The utility will need to follow up with 9 establishments that have not responded. All Public and Industrial customers performed surveys in 2013.

Valves operated

2009	706 valves operated
2010	618 valves operated
2011	725 valves operated
2012	515 valves operated
2013	427 valves operated
2014	603 valves operated

Water pumped

2009	613 million gallons
2010	609 million gallons
2011	589 million gallons
2012	604 million gallons
2013	573 million gallons
2014	603 million gallons

Water main in system

2009	69.2 miles
2010	69.2 miles
2011	69.2 miles
2012	69.2 miles
2013	69.2 miles
2014	69.2 miles

Main Breaks

2009	18	
2010	9	\$28,390.00 total costs 2010
2011	14	\$44,669.00 total costs 2011
2012	9	\$20,665.00 Minus 2 street repairs

2013	15	\$47,093.61 Minus 3 street repairs
2014	21	\$56,203.66 Minus 3 street repairs

Well #7 Rehabilitation

In May, Well #7 located near the intersection of Jamesway and Endl Boulevard on the south side of the City was rehabilitated.

The piping, motor, pump and various other physical components of the well were replaced. Televising and pump testing indicated a need for minimal treatment of the well, which was performed. The next well due for rehabilitation is well #4 located at North Water Street and Edwards, tentatively scheduled for 2019.

Reservoir Inspections

Two reservoir inspections were performed in 2014. The North Standpipe located at Zaffke and Messmer Streets was drained and inspected on June 24, 2014. This reservoir was painted in 2007 and is under a maintenance contract. It was found to be in good condition. The South elevated tower located on Hackbarth was also visually inspected in 2014. This tower was painted in 2013 and is also under a maintenance contract. The tower found to be in good condition. Tower painting is typically required every 10 – 15 years and is included in the maintenance contract.

Unregulated Contaminant Monitoring Rule (UCMR)

Approximately every 5 years, Utilities throughout the country are required to monitor for unregulated contaminants. Unfortunately these are expensive unfunded mandates. This year the Utility collected samples from all 5 wells and 2 distribution sites. These samples were tested for a total of 276 contaminants. No issues were observed. Total cost for the additional testing was \$9000.00.

Winter 2014

The winter of 2014 presented some unusual challenges. Frost depths of 7 – 8 feet meant that water mains were surrounded by ice. The main issue with this, besides water main breaks was frozen water services. We experienced 20 frozen water services in 2014 where in the previous 20 years the Utility had experienced 4 total frozen water services (all of these on the private portion of the water lateral). With frost at or below the water main beginning in mid-January the Utility began receiving calls for frozen water services. These calls came in bunches, typically when customers arrived home after no water use during the day. There are 3 options available once a service becomes frozen. In the past an electrically conductive service could be thawed using a welder. However the City's insurance company had instructed the Utility to not utilize this method due to safety concerns. Another method is using a hot water pressure machine. The Utility borrowed one of these from the Eagle Water Utility. Using this equipment we were only able to thaw 2 services and each of these took in excess of 8 hours. As 2-3 frozen services were being called in daily we did not have this time to spend on thawing. A decision was made to use a third option which is to back feed customers from a neighbor's house. This is done by

connecting a hose typically from an outside spigot to an outside spigot. By utilizing this method we able to have water back on to customers within a ½ hour. Additionally the water needs to be kept running to prevent the hose from freezing providing an added benefit. One issue that arose with this method was in newer homes that have backflow incorporated into the outside spigots. Utility employees developed a quick connect fitting that allowed us to cut out the existing backflow and reinstall a connection that would allow us to back feed. The Utility also experienced 2 frozen water mains which were fortunately beyond any water service connections. In order to minimize the impacts of the winter conditions the Utility also instituted the following:

Drew tower levels to a lower level in the early morning hours allowing them to fill with warmer groundwater during the day.

Had over 300 customers run water to insure movement of water at all times, most on dead end water mains. These customers were provided a credit for the water utilized.

Ran hydrants daily on mains where no customer connections were available to keep water moving.

Opened valves in the South Pressure Zone to allow water to move between zones.

Took daily temperatures from numerous locations throughout the City to monitor for any changes.

Once these measures were instituted many of the issues the Utility was experiencing were reduced.