

CITY OF FORT ATKINSON
2010 Departmental Annual Reports

BUILDING SUPERVISION DEPARTMENT

As of December 31, 2010, my department has issued four hundred and fifty-nine (459) total permits for a revenue of \$55,228.20. The breakdown of the permits by type is as follows: one hundred and sixty-three (163) building permits were issued for a revenue of \$39,811.70, two hundred and eleven (211) electrical permits were issued for revenues of \$9,808.50, sixty-one (61) plumbing permits for \$3,898.00, and twenty-four (24) heating, ventilating, and air conditioning permits for revenues of \$1,710.00.

Construction of single-family homes accounted for two (2) permits. The homes had an estimated value of \$400,000.00 giving the homes an average estimated value of \$200,000.00 each. Remodels, additions and alterations to single family homes amounted to sixty-four (64) permits with an estimated value of \$885,728.00, or an average estimated value of \$13,839.50 per permit.

No new two-family units were constructed in 2010. One new permit was issued for a four unit multi-family building in 2010, for an estimated value of \$390,000. The year 2010 saw the construction of two (2) new commercial/industrial buildings. These new buildings had a total estimated value of \$5,060,000.00, for an average of \$2,530,000.00 per building. Remodels, additions and alterations of commercial/industrial buildings amounted to ten (10) permits with an estimated value of \$4,453,083.00, or an average of \$445,308.30 per project.

Eight (8) new-detached garages were constructed in 2010 with an estimated valuation of \$148,000.00, or an average of \$18,500.00 per garage. Fences, signs, decks and other miscellaneous permits made up the remainder of the permit numbers.

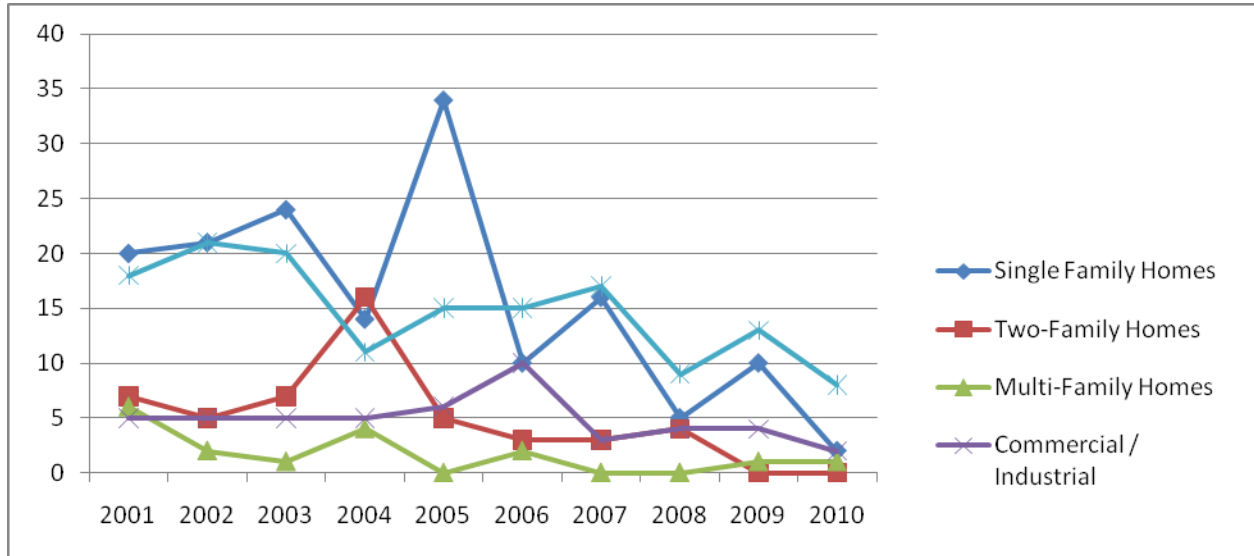
Construction of single-family homes continued to lag in 2010 as our community continues to struggle with the current economic and housing climate.

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.

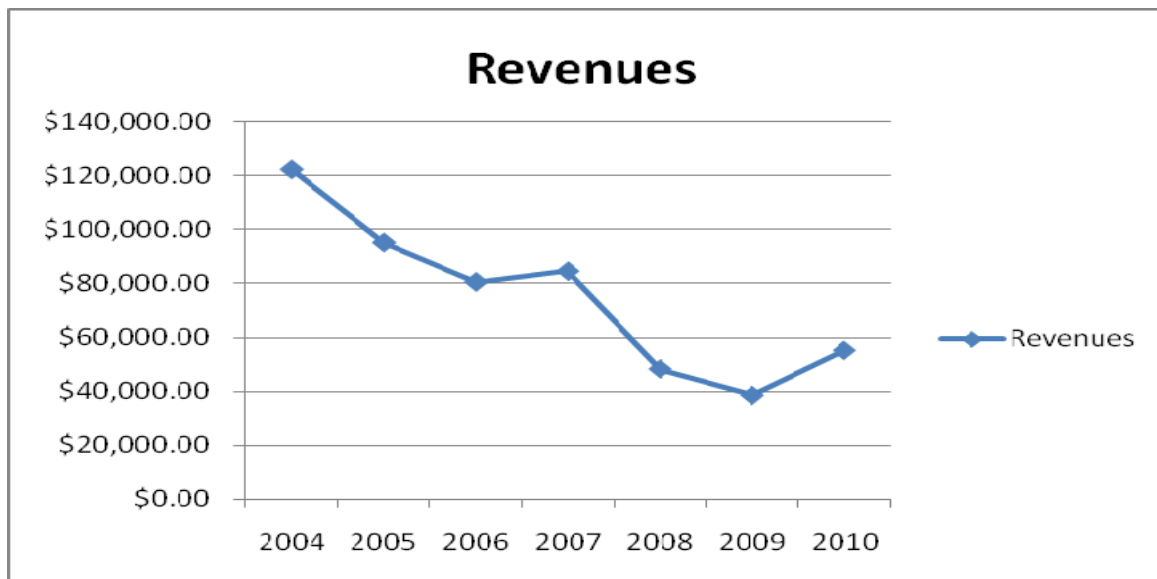
The vast majority of construction activity continues to be in remodels and additions to existing properties, as people are investing more readily in their current locations rather than opting to build new. The current economic conditions of the country have continued, and builders and municipalities alike are continuing to feel the constraints.

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.

Ten Year Permit Numbers



The total number of permits, four hundred and fifty-nine (459), is down by approximately 5% from four hundred and eighty-three (483) permits in 2009. The number of single-family homes constructed in 2010 is down 20% from ten (10) constructed in 2009 to two (2) constructed in 2010. Construction of one (1) four unit multi-family home in 2010 represents no increase or decrease, as one was constructed in 2009. The total permit revenues for the year 2010 were \$55,228.20, which is up approximately 31% from \$38,419.28 in 2009.



The City instituted new permit fees in May of 2009. The new fees are functioning well and more adequately represent the true cost of our operations for the City. Our new fees continue to provide a necessary revenue stream for the City, and will help to sustain the need of the Department to be partially self-supporting. The current tough economic times are certainly reflected in the revenues generated in 2010, however I remain optimistic that the economy will

recover. My Department conducted seven hundred and eighty two (782) inspections in 2010, for an average of three point four (3.4) inspections per day.

CLERK/TREASURER'S OFFICE

Elections

In 2010 the Clerk's office administered a total of four elections including the Gubernatorial Election in November. All elections ran smoothly without any problems.

Spring Primary – February 16, 2010

Offices:

Court of Appeals Judge
Total ballots cast = 206

Spring Election – April 6, 2010

Offices:

Court of Appeals Judge
County Board Supervisors (5)
City Councilpersons (2)
Municipal Judge
School Board Members (2)
Total ballots cast = 1,107

Partisan Primary – September 14, 2010

Offices:

Governor
Lieutenant Governor
Attorney General
Secretary of State
State Treasurer
United States Senator
United States Representative
State Senator
State Representative
Sheriff
Coroner
Clerk of Circuit Court
Total ballots cast = 1,697

General Election – November 2, 2010

Offices: Same as Partisan Primary
Total ballots cast = 4,417

A total of 7,427 ballots were cast in 2010.

Liquor & Operator Licenses

Type of License	Number of Licenses Issued
“Class B” Combination	24
Class “B” Beer	4
“Class A” Liquor	10
Class “A” Beer	12
Six Month Class “B” Beer	2
“Class C” Wine	3
Operator (Bartenders/Sellers)	Approximately 322 for the 2010-2012 license period.

Dog & Cat Licenses

In 2010 there were 1,525 dog licenses and 481 cat licenses issued, compared to 1,473 dog licenses and 497 cat licenses in 2009.

Benefits Administration & City Insurance

The Clerk’s office administers the Wisconsin Retirement System and Health, Dental, Life and Disability insurance programs for all City employees. Worker’s Compensation, Liability, Automobile and all other insurance claims are also handled in the Clerk’s department.

Tax Collection & Accounts Receivable

We start out the year collecting real estate and personal property taxes, special assessments and delinquent utilities through January 31st. The chart below shows the breakdown of the tax levy for 2009 and 2010 and the amounts the City Treasurer’s office collected in December and January of each year.

TAXING UNIT	2009 TAX LEVY	2010 TAX LEVY
STATE	\$ 154,090.95	\$ 146,451.51
COUNTY	\$ 3,449,283.72	\$ 3,498,338.95
SCHOOL DISTRICT	\$ 8,803,641.29	\$ 9,230,288.38
VOCATIONAL	\$ 1,192,216.89	\$ 1,272,551.29
CITY	\$ 6,319,375.24	\$ 6,505,914.74
	\$ 19,918,608.09	\$ 20,653,544.87
<u>Collected in:</u>		
December	\$ 7,377,044.97	December \$ 8,197,027.50
As of January 30	\$ 4,465,236.34	As of January \$ 4,194,890.14
	28	
	\$ 11,842,281.31	\$ 12,391,917.64
% of total:	59.5%	60%

A large part of the year is spent taking in and receipting all other forms of revenues paid to the city such as state aids, license fees, permit fees, recreation fees and library fines. Approximately \$9.5 million was collected in City taxes and revenues in 2010.

Accounts Payable

All expenditures for the City and Sewer, Water and Stormwater Utilities are paid through the Treasurer’s office. Purchase orders, vouchers and checks are all generated and processed in this department.

Payroll

26 bi-weekly, full-time and part-time employee payrolls and 12 monthly paid-on-call payrolls are also processed through the Treasurer’s office, totaling over \$5 million in 2010.

Utility Billing

All Utility billing, maintenance and collection is conducted by the Clerk/Treasurer’s department.

Automatic Payment was implemented in 2010, which allows utility customers to have their bill taken directly out of their bank account on the date it is due.

2010 Customers

Bill Type	A-Zone (north side)	B-Zone (south side)
Residential	2,527	1,573
Commercial	257	268
Industrial	10	20
Public	20	33
Flat Sewer	2	5
Outside City Limits	14	
Approximately 28,000 bills were mailed in 2010.		

ELECTRICAL DEPARTMENT

The year of 2010 was not filled with any major projects.

Topping the list of interesting projects, was the trenching and coordinating with contractors and utilities for 350-feet of 3” PVC conduit for future use at the Library. There were other projects at the Library, including the removal of the overhead fiber-optic cable and steel support cable that ran from the Middle School to the Library.

We had our share of street light and traffic signal knock-downs. Also in the traffic control area, we had faulted underground signal cables at South Main and South Third Streets, and at North Main Street and Madison Avenue. The problem at North Main Street and Madison Avenue was a broken underground conduit in the roadway that had to be dug up.

At the Police Department, we changed out all 30 12-volt batteries for the U.P.S. System.

The Museum had grounding problems with electrical services, telephone system, and alarm system. A fair amount of work was required to correct the problems.

We have been retrofitting existing lighting with energy efficient fluorescent lamps throughout the Municipal Building, outdoor wall packs on all buildings, and on the Bike Trail. The Bike Trail is a good example of the savings that can be had. The existing (original) lamps are 150 watt metal halide, requiring expensive starters and capacitors, costing \$30.00+ each for replacement. (We have had many capacitors fail.) The bulbs cost \$23.00 along with labor costs.

We have been changing to 42 watt twist-type compact fluorescent lamps which require no ballast, starter, or capacitor and cost \$7.90. This will cut the cost of operating the 60 Trail lights by 2/3, and greatly reduce labor costs.

We also are retrofitting the Riverwalk bollards with compact fluorescent lamps.

The Wastewater Utility had a lot of interesting projects and problems to be taken care of.

The usual festivals' temporary wiring needs such as power for the brat stand, Rhythm on the River, Jones Park ball tournament and carnival, and Lions Club smelt fry and corn roast were required again this year.

As always, the Electrical Department tries to keep the other facilities and Departments running as best we can.

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.

Before construction projects begin, the Department compiles information for the public meetings, and assessment/credit information 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 2010.

SUBDIVISIONS/COMMERCIAL DEVELOPMENT

There were no new residential lots developed in Fort Atkinson in 2010. 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, of which approximately 100 are still available for housing development.

STREET PROGRAM

The street program in 2010 consisted of milling/resurfacing portions of ten streets in the northwest quadrant of the City and chip-sealing portions of eleven streets on the City’s north side.

The milling/resurfacing and chip-sealing work was contracted out and the Public Works Department employees did the restoration, curb and gutter and sidewalk replacement and miscellaneous street work prior to the program 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**

2010.....37,865 SY
 2009.....53,830 SY
 2008.....47,840 SY
 2007.....51,838 SY
 2006.....0 SY

Level 2: No streets were in this level in from 2006 to 2010.

<u>Level 3</u>	<u>Mill & Resurface</u>	<u>Pulverize & Resurface</u>
2010	28,950 SY	0 SY
2009	21,100 SY	2,200 SY
2008	32,660 SY	0 SY
2007	5,250 SY	8,520 SY
2006	20,500 SY	11,060 SY

Kent Smith, of the Public Works Department, supervised the 2010 Street Program. Kent was involved in the development of the program, the compiling of the contract documents and the daily inspection and construction of the projects.

2010 Program Cost...\$362,960
2009 Program Cost...\$338,387
2008 Program Cost...\$362,018
2007 Program Cost...\$172,672
2006 Program Cost...\$302,532

For 2011, City Staff is investigating a Street Program to include milling and resurfacing portions of six streets in the northwest area of the City. The proposed chip seal program will be on portions of eight streets, also on the northwest side. These projects will be discussed at Public Works Committee meeting and then recommended to the Council.

SIDEWALK PROGRAM

In 2010, the City did not have a sidewalk program for new installation. The budgeted monies will be carried-over to 2011 for a project that is yet to be determined.

2010 Total.....0 LF
2009 Total.....0 LF
2008 Total.....995 LF
2007 Total.....1330 LF
2006 Total.....1343 LF

City Staff will be looking at the sidewalk in various areas of the City for a potential 2011 Sidewalk Program Project. That project will be presented to the Public Works Committee and the City Council for review and approval.

BUSINESS PARK DEVELOPMENT

There was no new building activity in the Business Park in 2010. The existing five businesses have maintained their current buildings, with no expansions or additions. The only construction in 2010 was for a parking lot addition at RateWatch

AIRPORT TAXIWAY PROJECT

The City, in conjunction with the Bureau of Aeronautics, participated in a project at the Airport for the construction of “finger” taxiways to provide better access from the hangar area to the runway. The project was designed and bid through the Bureau and consisted of the construction of three finger taxiways, new lighting for the fuel area and auto parking lot and new electrical control panel. The cracks in the runway were sealed to smooth the surface of the runway and to extend the life of the runway until it can be reconstructed. The project began in July and was completed in August. In addition to the taxiway construction, a stormwater detention pond was constructed to improve the water quality of the storm runoff, and the wind sock was retrofitted

with an LED light. The lights for the parking and fueling areas are also LED, to reduce the electrical consumption at the Airport. The project has greatly improved runway access for the pilots that occupy the eleven hangers in this area, and is appreciated by those pilots.

STORMWATER UTILITY

In 2006, the City became a Phase II Stormwater Permitted community and came under the Department of Natural Resources permit conditions to reduce the sediment being discharged from our storm sewer system. AECOM was hired to develop a Stormwater Management Plan which would address the City's methods of meeting the 2013 pollution reduction criteria of 40%.

In late 2010, additional information was sent to the Department of Natural Resources so the Management Plan could be finalized and then approved by the City in early 2011. The City formed a Stormwater Utility and began billing parcels for the fees in January. The City has received requests for a credit to the fees from seven parcel owners, and six were approved. The stormwater fees for those parcels have been adjusted.

The City did not begin the design or construction of any of the detention ponds that will be needed to meet the 40% reduction, because the Department of Natural Resources has not approved the Stormwater Plan. The work the City did in 2010 was minor repair to catch basins and manholes, and repairs to the storm sewer mains. In 2011, the City is proposing to replace the storm sewer main on Park Street to increase the capacity of the system and reduce potential flooding in the area. This will be a two year project.

In 2011, the City will continue to work with Biodiversity Project and several other communities in the area to develop and implement an ongoing program to address the educational requirements of the Phase II Permit.

GEOGRAPHIC INFORMATION SYSTEM PROJECT

The Engineering Department, Stormwater Utility, Wastewater Utility and Water Utility combined to develop a Geographic Information System for the City. The consulting firm of Short Elliot and Hendrickson, Inc. was selected to assist the City in developing the system. The system is based on the existing AutoCADD drawings of the City, water sanitary sewer and storm sewer. It will give the different Departments the ability to track the maintenance, repairs of the system, and will also allow them to query the system for data. The system was loaded onto seven computers in the four departments in October, 2010 and staff is beginning to learn and use the system.

OTHER PROJECTS

The City was planning for the construction of water and sanitary sewer mains under the Bypass in anticipation of growth outside the bypass. The plans were developed in 2009 and the project was bid in 2010, for construction in early 2010. The bids came in well over the budget and without any potential development west of the Bypass, the bids were rejected by the Council and

the project put on hold. Should potential development occur in the future, the project will be looked at again.

CONTINUING CONSTRUCTION PROJECTS

Work continues on several projects scheduled to begin in 2011 or beyond. The reconstruction of the street and utility replacement on Rockwell Avenue, and the Storm Water Detention Ponds will be looked at in conjunction with the City meeting the requirements of its Stormwater Permit. The 26 Bypass Project is a Department of Transportation Project that will expand the bypass from two to four lanes, which began in 2010 and will be completed in 2011. The following is a list of these future projects:

Rockwell Avenue.....Constr. unknown, contingent on State Funding assistance
26 Bypass 2 to 4 Lane Construction.....Constr. started in 2010 and completed in 2011
Storm Water Detention Ponds.....Constr. 2013/16, pending approval of Stormwater Plan

CONCLUSION

2010 was a relatively busy year, with the design and construction of projects and the implementation of 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 both the construction projects being completed efficiently and the Utility being implemented smoothly. 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; and Tom Kramp and Kent Smith for their 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 40 men and women of the Fort Atkinson Fire Department it gives me great pleasure to submit our year-end report for your review and comment. Our Department is operated by dedicated individuals who are committed to enhancing community safety and the quality of life in the community and surrounding towns. This report cannot possibly capture all of their individual efforts, but does represent an overview of their collective accomplishments.

The Fort Atkinson Fire Department provides emergency services through a combination of career and paid-on-call firefighters. The career staff includes one Chief working Monday – Friday from 7:30 a.m. – 4:00 p.m. and three Captains each working 24 hours on duty and 48 hours off duty. Paid-on-call firefighters work throughout the community and carry pagers alerting them to emergency calls requiring their response. Department staff is responsible for protecting life and property from fire, hazardous materials, natural or man-made disasters as well

as responding to emergency medical calls requiring the use of the Department's specialized tools and training. The Chief of the Department oversees each of the following four divisions within the Fire Department that fulfill and support these responsibilities.

Fire Suppression – response to emergency calls performing suppression of fires when needed, and to protect life and property from fires. The suppression division also responds to hazardous materials spills and leaks, or carbon monoxide and gas odor investigations. 2010 was a busy year for fire and rescue response. A total of 5,318 man hours for just the paid-on-call members were spent answering calls for assistance. This division handles an average of 145 fire calls per year for both City and rural areas. These calls are broken down into many different types and categories as established by the National Fire Protection Association. Some of the larger fires that occurred in 2010 were North Shore Inn on April 26, house fire at 220 Clarence Street on May 23, house fire at N1222 Hwy. K on July 26, Blodgett Lawn and Garden Center on October 20, and a house fire at 203 Foster on December 13. Once again we are pleased to report that there was no loss of life due to smoke or fire in 2010.

Rescue/Medical – response to emergency calls involving entrapment, impalement, cold water rescue or the need for extrication is the Fire Department's responsibility for the safe removal of that individual. The very nature of these incidents requires specialized equipment and training. The department has 20 of its members trained for these unusual incidents. Throughout the many years of service, much of the specialized equipment has been purchased utilizing grants and fund raising events. Examples of such equipment include our rescue boat, ATV, Air Shore struts and Hurst hydraulic rescue tools. An average of 66 calls occurs each year requiring the division's response.

The division is also responsible for updating equipment in the Suppression and Rescue Divisions as well as vehicle maintenance. This is the largest portion of the Fire Department and its operations. Maintaining fire vehicles and the equipment housed onboard is a constant job requiring a highly motivated and skilled individual. The division maintains three engines; one ladder truck; two squads; a car; ATV; and a boat all belonging to the City, and two tankers and a brush truck that belong to the five additional Towns we provide contract fire protection to.

Fire Prevention/Education – attempts to prevent and reduce the impact of a variety of emergencies to which Fire Department personnel potentially respond by providing fire and life safety education to the public. In addition, the fire prevention division works with developers and contractors to maximize life safety through the building design and construction process.

The Fire Department also works with the building owners to ensure that life safety is maintained after a building is occupied. The majority of the fire inspections are conducted by a career or on-duty firefighter. We did, however, in 2010 develop a work plan for a paid-on-call member of the Department to also conduct inspections on a part-time basis to determine whether or not all of the additional inspections could be completed. This plan ensures budget planning, accountability, program improvements and specific timelines for accomplishments. The results will be available later in 2011. The inspection process not only serves as an important part of the overall fire prevention effort, they also provide an opportunity for firefighters to walk through the majority of structures in the community, enabling them to become familiar with their layout,

their contents and their construction. The total number of inspections conducted in 2010 was 574, and the number of hazards noted was 771.

A vital part of any effective fire prevention program is an active public education effort. The most cost effective way to combat the fire problem is to prevent fires before they start, and the most cost effective way to prevent fires is to educate the public about fires. An effective public education program should start with persons at an early age and continue throughout their lives. Obviously, the content and delivery will change as the audience grows older and matures. The Fort Atkinson Fire Department provides public education opportunities for hundreds of individuals ranging from pre-schoolers to senior citizens. Another important program held each October is National Fire Prevention Week, which probably should be renamed to Fire Prevention Month. Each year, school children visit the Fire Department to view the trucks and equipment and most importantly learn first-hand about fire safety and at the end of the week we hold our annual Pancake Breakfast opening the doors to the entire community. 2010's event drew over 1,000 guests; the largest event ever held at the station. The overall progress of these events that has been made is exciting and sets the tone for the success in the future.

Another area of responsibility for fire prevention and education is pre-fire planning. This is a process of gathering information about the facilities in the community, which allows us to prepare and plan for an emergency event at target hazards or high risk facilities. It's a process used to inform and educate the members of the Fire Department in advance of an emergency.

Training – provides Fire Department personnel with the training necessary to competently and safely respond to a broad range of emergencies. The training division is also responsible for maintaining communications equipment and facility maintenance. The Department trains its firefighters twice a month on the first and third Tuesdays. The Hazmat Team trains on the odd months and Rescue Squad on the even months throughout the year. Paid-on-call members learn various techniques and methods of fire fighting, fire ground operations, safety practices, proper use of power and gas operated equipment, ladders, pumps and truck operations, elevators, building construction and much more. They also learn about blood borne pathogens and how to take precautionary measures to safeguard themselves and others. It is also necessary to send our new personnel to an area Technical School to become State Certified Firefighters, Driver Operators, and Officers. Each of these requires a minimum of 60 to 80 hours of training time to complete, followed by a practical and written exam.

Also in the training division, our radio communications systems are maintained. Several years ago, all public safety agencies were notified by the Federal Communications Commission that public safety radio frequencies would be changing. Therefore the frequencies used today would no longer be available to use in early 2012. This required us to make a total change in our base radios, mobile and portable radios as well as the pagers we use every day. A grant was applied for from the Office of Justice Assistance for a portion of the necessary portable radio replacements. Our Department was awarded the grant and the radios replaced. It left all mobile and base units and pagers and 50% of the necessary portable radios left to be replaced. Another grant has been written and submitted for a portion of the total amount of communications equipment still needed. A contingency plan has been put in place if we are not successful in the funding for the replacement of the remaining radios if necessary.

Also in 2010, a building addition was put on hold for several years due to the economic conditions of the entire country. Each year when the budget process takes place, difficult decisions must be made on spending. Departments may be asked to reevaluate their requests and needs to fit within the City's budget and then resubmit these for approval.

Several promotional processes took place throughout the year which will help supplement the loss of personnel. Three Lieutenant positions were added, and four additional driver operator positions. These additions will help create a safer working fire ground and allow us to expedite the response of additional fire apparatus.

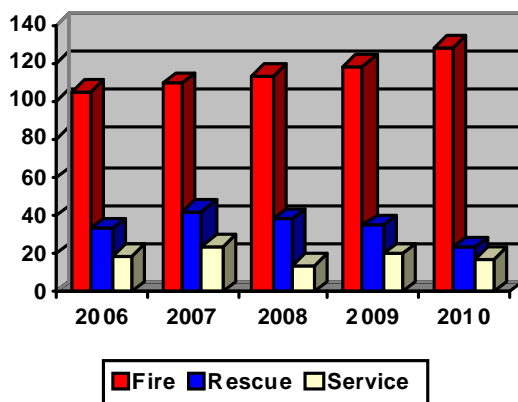
A few of the Fire Department goals for 2011 are: The replacement of our present 25 year old aerial ladder truck. The truck is estimated to cost a little over one million dollars. This is undoubtedly the most expensive vehicle in the entire City's fleet. A truck committee will oversee the purchase of the vehicle before it is presented to the City Council for approval; the completion of our fire inspection program possibly adding a part-time inspection position; the development of pre-incident fire plans for target hazards in and around the community and the replacement of the remaining communication system. The year will be an important one for the Fire Department, in that all the pieces will be put in place to satisfy the Insurance Service Office requirements for an improved rating which will reap benefits in the way of lower insurance rates. A new ISO evaluation could be expected in late 2012 or 2013.

The following page of graphs indicate the overall call volume for fire, rescue and service calls in a five-year comparison the Department responds to. Two of the graphs separate City and rural calls.

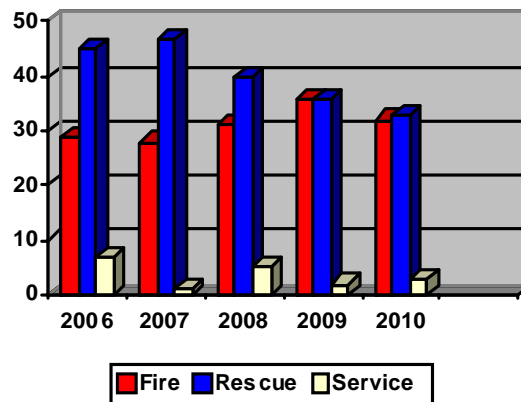
The information contained in the charts below represent comparisons of City and Rural response to fire, rescue and service calls for the past 5 years.

The following Chart represents the total number of Fire, Rescue, and Service Calls for both the

City Fire / Rescue / Service Calls

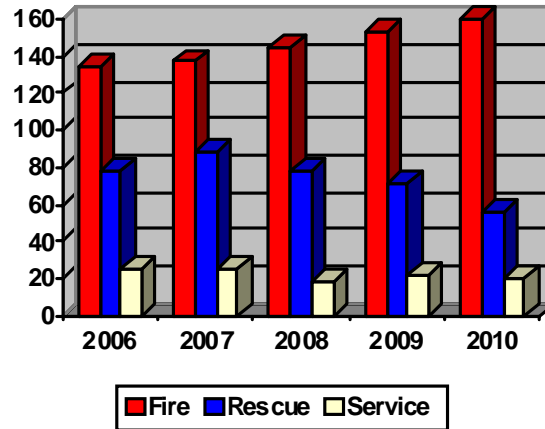


Rural Fire / Rescue / Service Calls



City and Rural Area for the past 5 years:

Fire / Rescue / Service Calls



In conclusion I especially want to thank our paid-on-call firefighters for their hard work and support to make this Department the best it can be. Their dedication to making the City of Fort Atkinson a safer place to live and work is second to none. Each one of these firefighters has sacrificed so much of their time to provide this excellent service at a very low cost to the taxpayers.

I also want to extend my thanks to the City Manager and City Council for their commitment to the Fire Departments needs in making the City of Fort Atkinson a safe place to live, work and visit.

DWIGHT FOSTER PUBLIC LIBRARY

Library staff spent 2010 fully engaged in the implementation phase of the library expansion and renovation project as well as providing regular library services in a temporary location. The highlights are outlined below.

Expansion and Renovation Project

The final library expansion and renovation plan, a culmination of years of work, represents a careful expansion and renovation concept. It balances the unique and significant facility, workflow and storage needs while recognizing the mission to provide the best possible library service our community can build and sustain.

Library constructions documents were finalized at the end of 2009 and the project was released for bids in early January of 2010. The lowest bid was received from Joe Daniels Construction Company in the amount of \$3,246,083 and a contract was signed with them on March 2, 2010.

The library staff prepared for a move to a temporary location in a Nasco-owned building. The library closed at the old location and moved everything out to make way for construction. The move took two weeks and the library opened at its temporary location on March 29, 2010.

Groundbreaking at the library took place on April 5, 2010 and construction commenced immediately.

In many areas the library was gutted during construction. In the historic areas of the library, efforts were made to preserve the fine architectural elements. Problems with a failed synthetic stucco system and low ceiling heights were sorted through and resolved. The building was ultimately strengthened and given new life for many years to come.

Technological Advances

The library implemented an RFID system in 2010 with the help of many volunteers who successfully tagged the majority of the 84,000 items in the collection. Staff workstations and a self-check unit were installed in 2010. The return and sortation system will be installed in the new library during the week the library moves back.

Installed in the renovated and expanded library were a security system, a fire and sprinkler system, a phone system, and a Machine Room Less (MRL) elevator as well as all new infrastructure. Efforts were made to utilize technology to improve energy efficiency in lighting, HVAC, and plumbing. A Focus on Energy grant was applied for during the project which will allow funds to return to the city for making documentable energy saving purchases.

The library also explored e-readers and downloadable books and now has a Kindle, Sony, and Nook available for patrons to check out and try. Additionally, the library is a member of the Wisconsin Public Library Consortium and has access to ebooks via Overdrive.

Programs and Services

The library continued its tradition of offering a wide variety of programs in 2010. The summer reading program, "Make a Splash READ!" was a big hit with the 889 children who joined and the 1,437 kids and adults who participated in all the activities.

Other programs included: monthly Read to Therapy Dogs, public and parochial school visits, 4-K and Head Start story times, weekly public and daycare story times, Baby and Toddler Time programs, special Saturday youth parties and programs, adult and youth book discussion groups and a weekly "Learn How to Knit and More" program. The library very successfully coordinated a school/library kindergarten round-up to sign-up kids for library cards.

The Friends of the Library, a group of individuals, local businesses and organizations, exists to provide financial and volunteer support to the library. This organization makes it possible to provide programs and services that the library would not ordinarily be able to provide. The

youth arm of the Friends organization, the Junior Friends, trained twelve new volunteers, eighteen Junior Friends worked a total of one-hundred and fifty volunteer hours for the youth department, including stuffing five-hundred “library bags for newborns” partnering with the Jefferson Literacy Council, to be distributed at the Fort Atkinson Memorial Hospital. The group continued its R.E.A.C.H. program with the Fort Police Department, supplying age-appropriate books for use in domestic incidents involving children.

The library also partnered with a number of community organizations including the Jefferson County Literacy Council, the Fort Atkinson Science Fair, the Hoard Historical Museum, Rotary Club of Fort Atkinson, Fort Junior Woman’s Club, Fort Atkinson Community Coalition, Opportunities, Inc., Fort Atkinson School District, Children’s Share and Care Fair Committee and Head Start throughout 2010. These partnerships provided mutual benefit and allowed for important services to be provided to the citizens of our community.

Collection and Use

The library’s rich collection of materials numbers over 84,000 items. All VHS tapes were removed from the collection in 2010 due to dropping demand and in preparation for the move. Over 182,000 items were checked out in 2010. This is actually a decrease of 15 percent from 2009. The decrease in checkout appears to be related to the amount of time the library was closed, the relocation, and the different location. We expect a full rebound once we reopen at our home location.

The past year demonstrated that there is indeed vast support for the library in the community. Gifts of money, time, and expertise were made by many people which allowed the project to be completed on time and within the budget.

There will be an open house for the community at the new library on Sunday, February 13th from 1 to 5 p.m. All are invited to celebrate with us and see Fort Atkinson’s new library!

HOARD HISTORICAL MUSEUM

Facilities & Personnel

Our third full year of operation within the renovated and expanded facility included only a few minor facilities repair projects: resolving issues with 5 humidifiers (2007); repairing boiler pump # 1 (2007); resolving electrical grounding issues throughout the museum complex; and a minor repair to the office roof (2009). In 2010, we installed two new gardens: the Hoard Fence Garden which runs along Whitewater Avenue south of the Hoard House and the Roger and Sandra Anderson Peony Garden located on the northeast corner of the museum property. Local Boy Scout volunteers painted the Foster House’s (historical society’s building) picket fence and outhouse in May.

Karen O’Connor (Curator, full time city employee) again spent the majority of her time processing and moving collections items. Linda Winn (Office Manager, 14 hours/week historical society employee) continued to process the historical society’s financial and

membership registration duties, and devoted two or three hours a week to our retail sales program. Greg Misfeldt (Maintenance Manager, 24 hours/week historical society employee) moved both collections items and non-collections items, and helped work out the kinks in the newly-connected HVAC system, in addition to performing general maintenance duties throughout the year.

Tammy Doellstedt, (Volunteer Coordinator, 18 hours/week historical society employee) juggled the many details required to support the museum's volunteer corps and succeeded in growing the number of volunteers in 2010 by 73%. In April the Historical Society approved the museum director's request for an additional part time position. In June, Charlotte Groth, (Program & Operations Assistant, 18 hours/week historical society employee) joined our staff to help with events, programs, tours, promotion, retail sales, and room rentals.

The society's 200 volunteers contributed 4,933 work hours in 2010. This is a 69% increase over 2006, before the building expansion of 2007. The majority of the 2010 increase is directly related to our new corps of garden volunteers and the amount of service they provided to install two new and large gardens. The museum benefits from the volunteers who help on a daily basis as greeters, tour guides, and archive assistants who come from six different area communities to serve. We also benefit from those that work during special events and behind the scenes and who come from eight area cities.

Volunteer Bob Wulfskuhle continued to act as caretaker for the National Dairy Shrine's Visitor Center. At the Fort Atkinson Historical Society's Annual Meeting in February, the society honored Diane Carter as Volunteer of the Year. Diane was recognized for her weekly behind-the-scenes assistance to Collections Curator Karen O'Connor. At that same time, we thanked outgoing board members Bonnie Babcock and Sally Koehler, and welcomed new board members, Steve Tesmer and Kristin Wallace. John Mielke became the City Council's representative to the Board when Dick Schultz was given another appointment.

Attendance & Operations

In 2010, the museum's operating hours changed to Tuesdays through Saturdays, 9:30 a.m. to 4:30 p.m., year-round. Attendance at the museum during 2010 was 16,973, a decrease from 2009 by 4%. The months of May, July, September, November, and December brought more visitors than the same months in 2009. Volunteers and staff welcomed visitors from across Wisconsin, from every state but Delaware, Montana, and Rhode Island, and from 33 countries.

Visitor comments from the 2010 visitor log book include, "*Been here many times – always excellent!!!*" "*Our second trip in a week!!*" "*Really enjoyable – very impressive.*" "*Enjoyed everything & learned a lot but especially liked the Mysteries of the Mounds.*" "*Will send friends.*" "*Hoard Museum rocks!*" We welcomed 61 groups that experienced either guided or self-guided tours.

Membership in the Historical Society totaled 477 in 2010. Both private and corporate membership building initiatives were examined and implemented this year, including a fee

increase begun in 2011. Efforts also included the creation of a large membership banner courtesy of Steve Tesmer and Jill Kessenich of Kessenich-Tesmer Designs, Inc.

Collections & Temporary Exhibits

During the year, the historical society took in 44 accessions comprising 715 items. This includes items that were found in collection as well as donated items that were backlogged for some time. These accessions included a chair made by Northwestern Manufacturing Co., a wooden trunk owned by Governor W.D. Hoard, various photographs, and business records from Happy Times Preschool. We returned to the museum the two large oil portraits of Eli and Eliza May that had been stored at the May House since 2006. We deaccessioned 12 accessioned items and 305 found in collection items; these were disposed of through public auction according to policy.

The museum installed several temporary exhibits during 2010, including the Mary Hoard Art Show, the 4th Grade Oral History Project Exhibit, the Artist Spotlight featuring Mary Hoard, and the annual Black Hawk Artist Show and Sale. To recognize the first Governor W.D. Hoard Day state-wide holiday, we researched, designed, and installed a long-term biographical exhibit on the governor in the second floor of the Hoard House. It was completed in time for us to host our first annual Governor Hoard Day Celebration on October 10. We also installed several case exhibits on the museum's main level, one of which is devoted to Mary Cunningham Hoard.

Programs & Events

We welcomed and hosted visitors at opening receptions for all of the temporary exhibits listed above, in addition to cosponsoring a second Musical Night at the Museum fundraiser with support from Jones Dairy Farm and Café Carpe. Other events included the annual July 4 Ice Cream Social & Pie Auction (630 sundaes served) and the annual Holiday Open House. In addition to these social events, we also continued the Calling All Scholars program series for youth and families, the American Indian history unit for 6th graders, the Black Hawk War unit for 7th graders, and the quarterly Hoard's Historians Enrichment Series programs, and a special program for Gifted & Talented students in grades 3, 4, and 5 graders at Barrie and Rockwell Schools.

In 2010 we divided the annual Mary Hoard Art Show into two events in order to allow the number of entries to grow and in order to manage these large events while also attending to our busy school tour season and other duties. Kindergarten through twelfth grade artists entered a total number of 577 pieces of art and adult artists entered 125 pieces of art.

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, Women's Club, AAUW, Fort Atkinson Historic Preservation Commission, Water Tower Restoration Committee, Project Lead, Fort First Night Event, Fort Atkinson Area Science Fair, Representative Andy Jorgensen's Agricultural Listening Session, Friends of Aztalan, Wisconsin Archaeological Society, Old World Wisconsin Foundation, Rock River Music Teachers Association, Friends of Rose Lake, Jefferson County

Historic Preservation Conference, Parallel Lives, Divergent Views Artists Group, and Second Harvest Food Bank, We shared the society's mission and event invitations with the public via the *Daily Jefferson County Union*, the WFAW radio station, our quarterly newsletter, our web-page, www.hoardmuseum.org, our Facebook page, and via posters and mailings.

We worked with 18 Public History interns from UW-Whitewater in 2010; they helped curate Governor Hoard's papers, research and design the Governor Hoard exhibit, deaccession found in collections items, and curate the Artist Spotlight: Mary Hoard exhibit.

PARKS & RECREATION DEPARTMENT

2010 Parks Highlights & Notes

- * Barrie Park received the greatest attention as a Project Lead funded improvement for over \$28,000 saw a flagstone facing added to the band shell, paver donor patio, new landscaping, a drinking fountain and an improved playground area (fencing, rubber mulch safety surface, bench and table with seats, plus new wood playground border).
- * Glacial River Bike & Pedestrian Trail added several trees and continued clean-up of the scrub areas between Jones Avenue & Janesville Avenue. A new rest stop was developed across from the former Digi-Star building that included a drinking fountain for humans & for dogs, decorative bench, table with seats, trash receptacle and a bronze sculpture depicting small dogs at play – with financing from the Community Foundation, Fort Kennel Club & a in memory of the Northey Family. A bike sculpture and landscaping was also dedicated just south of the “dog” stop with funding provided by the Jefferson Co. Bicycle Club, Foundation and a private donor.
- * Bicentennial Park was altered to assist in the hospital building adjacent to the park. The Klatt gazebo was moved to an above the large boulder retaining wall more closely overlooking the river. The entrance from the parking area was also adjusted with a new sidewalk entrance completed.
- * Two new bleachers erected at Ralph Park, veterans memorial was installed by our staff on the Riverwalk at Legion Dugout, Fromader Memorial Entrance feature installed at Jones Park, safety netting added at Memorial Park, new archery target housing added as start of a project with the Wisconservation Club, & tree planting continued in Rock River/Jones.
- * 55 public rentals of the Jones Park Info Sign +40 government uses ('09- 97 total)
- * 160 picnic shelter reservations (same as '09), incl. 44 Rotary (-1 '09), 39 Clubhouse(-6)
- * 125 individuals or groups reserved/rented tables & chairs (+21 from '09)
- * Over 830 scheduled ball games played on Parks & Rec. Diamonds (down 20 from '09- less Jones Park summer games). Including tournament games, total is 905 ball games.
- * Over \$40,000 of fundraised projects completed in 2010.



Project Lead volunteers on completed Barrie Park donor patio



Record Attendance at Fort Aquatic Center (41,864 during open swim sessions)

2010 Recreation Highlights

- * 1,446 players on 91 teams played adult summer & fall softball (largest rec program).
- * 278 youth participated in our school year dance class program & performed before 1,300 spectators (sold out) at UW-Whitewater Auditorium in May (up 6 students from '09).
- * 3,094 individuals (+475 '09) participated in 51 youth rec. activities (not incl. dance, pool, youth center), 37 of the programs had an increase in participants overall.
- * Including all youth programs & swim lessons - 11,697 youth served (+1,989 from '09). Adult participation is 2,655 (+344 '09).
- * All time participation highs: Karate 555 participants. Also, programs having the largest increase in participants were Easter Egg Hunt +100 participants to 300 total & Youth Tennis Lessons adding 30 to total 184.
- * 105 volunteer coaches/instructors & 51 part-time employees needed for youth programs
- * At least 16 different rec. programs for each grade -including pre-school (Grade 5 has the most with 23 programs & Age 3-5 the least with 16)
- * Recreation revenues of \$79,307 (+\$2,307 from '09). About \$115,000 in fees collected, but \$35,000 transferred for p/time wages for contractual programs, plus state taxes).
- * Side note: number of youth participants has doubled since 2003, with just 3 additional programs added to that total. Total recreation revenues up 39% from 2003.



New Soccer Goals Donated @ Endl Park



SOLD OUT! 1,300 Spectators at UW-W for our Youth Dance Recital

2010 Youth Center Highlights & Notes

- * For statistical purposes the school year is from September 1, 2009 to August 31, 2010.
- * Attendance of 6,797 middle school age youth during 142 days of operation. Attendance up 1,291 from last year.
- * Largest one day attendance was 343 at annual Formal Dance. Non-dance high: 85
- * An average of 216 kids for nine dances.
- * 250+ e-mail list for promoting events.
- * 277 school year season passes were sold & 28 summer only passes (down 4)
- * Since opening April, 1999: attendance of 90,231. 63,146 web hits Nov. '03-end 2010.

2010 Municipal Building Highlights & Notes

- * 84 year old facility had tankless water heater installed & start of light improvements.
- * Gym used 340 days in 2010. Gym was not used only 25 days.
- * 933 reservations (735 for Parks & Rec) with public reservations +91 & Parks/Rec +97 from previous year.

2010 Aquatic Center Highlights & Notes

- * Celebrated its 19th season, & set records in attendance & revenues.
- * 41,864 attended open swim sessions throughout summer (up 9,873 from '09).
- * 1,286 youth took Red Cross swim lessons (group & private lessons), up 90 from '09.
- * Special Customer Events: Mascot Day was added to Safari, Island & Carnival Days.
- * 3rd Youth Triathlon attracted just shy of 100 participants (from three states).
- * Estimated attendance for open swim, swim lessons & group rentals is approximately 56,216 (up from 48,000 last year & even with no swim team use in 2010) .
- * 43 part-time employees operate the Aquatic Center.
- * Revenues were \$154,655 (+\$22,255 from '09).

2010 Fort Senior Citizen's Center Highlights & Notes

- * Approximately 15,000 people utilized the Senior Center.
- * 225 people attended the annual Christmas Party at Jansen's
- * Computer classes, Mardi Gras Party, Veteran's Day program, trips saw large attendance
- * New treadmill added (mostly through donations) & computers replaced for class use.



Dave Fromader Memorial Arch
at Jones Park Baseball



Kids & Adults have fun at “World of Wheels”

2010 Staff Notes

Director: Scott Lastusky (20th year)

Youth Rec. & Youth Center Coordinator: Brett Ketterman (11th year)

Senior Center Director: Marie Hathaway

Dept. Secretary: Melodee Ebbert

Parks Staff: Foreman Ron Langer, Ed Heesacker, Gordy Olson & Jim Slocum,
Jeff Truman (certified Pool Operator)

Special Thanks to Rob Stine of Department of Public Works for subbing with Parks Dept. during Langer’s surgery

Others:

- * Approximately 140+ part time staff
- * 140+ volunteers
- * Various clubs, Special Olympics, scouts, Eagle Scout project & event cooperation

POLICE DEPARTMENT

Introduction

This report will highlight many of the activities and changes within the Fort Atkinson Police Department in 2010. The City Council, City Manager, and community members of Fort Atkinson can continue to be assured that the quality of services provided by the Fort Atkinson Police Department remains at a very high level. Our department continues to be trained and prepared to respond to the needs of our community, in addition to providing services not offered by many police agencies.

Special Events

The police department was actively involved in many of the community related events that took place throughout the year. Many of these events required additional officers to assure that the events ran smoothly. Members of our department are active in the planning stages of many of

these events and are therefore well informed about the activities that will be taking place. Our presence during the planning stages allows us to be more prepared and allows event organizers to get direct feedback on issues related to safety, security, traffic, and a variety of other issues.

Hiring/Promotions/Departures

This year brought about several changes in personnel within the department. Officer Wayne Dahnert retired after serving over thirty-five years with our department, and Lieutenant Scott Pallan retired after serving thirty years with our department. We had to start a new hiring process and created a new eligibility list which was later approved by the Fort Atkinson Police and Fire Commission. From that list we've hired two new officers to fill the vacancies. Officer Bobby Schotzko was hired after working as a community service officer for another community. Officer Kevin Miller was hired after working as a military police officer and the DNR. Both officers have successfully completed our field training process and are now on solo patrol. They are both working out very well and have been excellent additions to our department. Officer Chad Lange was promoted to the position of lieutenant and is working as the 3-11 shift patrol lieutenant. He has made a quick transition and has been a good fit with the administrative team.

Bicycle Patrol/Parking Enforcement

We continue to employ a bike patrol officer who focuses primarily on parking enforcement. Generally our bike patrol officers are very part-time employees as they have full-time commitments elsewhere. Depending on staffing availability, sworn officers are also able to spend time on bicycle patrol. This allows the officers to become closer to the community by removing the barrier of the squad car. Officers who participate in the bicycle patrol program enjoy an increased level of community oriented policing. This sort of public relations helps in allowing us to maintain our level of respect within the community by increasing our positive contacts with citizens.

Programs

The Fort Atkinson Police Department continues to engage in an active community orientated policing strategy. Many programs have numerous members of our department involved, while others may have only one or two representing the department.

Some of our programs have been in existence for several years and include the Police/School Liaison Officer and bicycle patrol by officers. The Fort Atkinson Police Department continues to maintain an officer who is assigned full-time to service the schools. We feel this position is extremely important to the response of school related incidents. It also gives us a very consistent approach when handling some very delicate matters. We also provide a full-time officer assigned to drug enforcement in the county-wide drug unit.

The D.A.R.E. program is also provided as one of our services and continues to be very successful in the schools. We are one of three agencies in the county who continue to teach the D.A.R.E. program. Our philosophy is simple; if we positively impact one child who might have

become involved in drugs or other poor choices resulting in dangerous behavior, it is well worth the investment of our time.

Our Crime Stoppers program continues to function as the Crime Stoppers Board distributes awards for tips. Department members also spend time working on the other programs mentioned below by attending meetings with citizens and/or giving presentations:

- Fort Atkinson Community Coalition
- Jefferson County Emergency Communications
- Fort Atkinson High School portfolio exit interviews
- Service club presentations
- Kindergarten reading
- Facility tours
- Boy Scouts presentations
- Girl Scouts presentations
- Safety City
- Daycare Providers safety presentations
- Fifth grade safety patrol
- Gun safety presentations
- Cruise Night

We continue to collect unpaid fines by using the Tax Refund Intercept Program (TRIP). TRIP allows us to intercept individual State tax returns for outstanding fines. To date TRIP has collected over \$74,000 for the City and caused numerous other fines to be paid once defendants were notified of fines being forwarded to TRIP. Currently we have approximately \$190,000 entered in the TRIP system for future tax refund interceptions.

Our department continues to benefit from several smaller grants that supplement expenses for equipment or furnish the equipment without any cost to the department. We currently have a fully funded approved grant for portable and mobile radio replacements in an amount up to \$16,200. We also have a fully funded approved grant for a live scan fingerprint system in the amount of \$16,895. Additionally, we have some smaller approved grants to help with the purchase of bullet proof vests and printers for the squad cars.

Our department became a Wisconsin DMV agent in 2006 and we are able to process title transfers, issue new license plates, and renew registrations. We are providing this as an additional service to the public using existing staff while generating additional revenue for the City. In 2010 alone we completed 1,892 vehicle registrations and renewals, resulting in over \$15,000 of revenue for the City.

Police Department Building

Our building is now ten years old and we continue to see some equipment having issues resulting in repairs or replacements. We continue to monitor all aspects of the building and try very hard to plan accordingly for long-term replacement costs.

Our facility continues to allow us to be part of the community by allowing a space for public and private meetings. Numerous groups continue to reserve and use the training / community room for their meetings, and even more so while the library was under construction.

Training

All department members have met their required minimum hours of training as mandated by the State of Wisconsin. Training was provided by in-house certified trainers, technical schools, and other professional training providers. We continue to provide our officers and instructing officers qualified training recognized by the State of Wisconsin.

Activity

Below are many of the activities that kept us busy in 2010. We have now been operating with our new records management system software for over two years, so I am able to provide a comparison of activity. Although we were fairly busy as a whole in 2010, you will note some numbers are down in comparison to 2009. This can be attributed mostly to the number of vacancies we had throughout the year with retirements, training periods for new hires, and family leaves. Also note that even though we were down several staff members throughout the year, we still have some areas of increase, such as calls for service.

	2009	2010
Calls for Service	7,818	7,929
Traffic Stops	2,959	2,370
Traffic Citations	1,284	1,094
Traffic Warnings	1,929	1,485
Parking Citations	1,983	1,656
Accidents	356	364
Non-Traffic Offenses	581	626
Non-Traffic Citations	367	340
Arrests	642	579
Drug Arrests	43	61

Summary

This report finalizes the activities for our department over the past year. As mentioned in the introduction, the entire community can have great confidence in their police department to provide a high level of professional services. As the community changes, the police department continues to keep pace with those changes and will attempt to maintain or increase the level of service that the citizens of Fort Atkinson have come to expect.

PUBLIC WORKS DEPARTMENT

Locates

In 2010, the Department of Public Works responded to 1,386 locate requests. This compares to:

1,296 locates in 2009;
1,462 locates in 2008;
2,035 locates in 2007;
1,742 locates in 2006.

Street Opening Permits

The City of Fort Atkinson issued 89 Street Opening Permits in 2010. Those permits brought a return to the City a total of \$28,066.79 through curb and gutter replacement and street patches. Of that total, \$27,125.54 was generated by Water Department patches. These numbers compare to:

\$21,767.50 / \$16,319.11 for 2009;
\$45,927.50 / \$40,084.25 for 2008;
\$23,527.00 / \$16,226.25 for 2007;
\$27,973.18 / \$26,994.68 for 2006.

Manholes

The Department of Public Works repaired or replaced 29 manholes in 2010. This compares to:

9 for 2009
15 for 2008;
10 for 2007;
7 for 2006.

Sanitary Sewer

In 2010, 127,342 feet of sanitary sewer was cleaned and 5,039.2 feet was televised. Out of 11 emergency call-outs for sewer back-ups, one was from a backed up sewer main and the remaining 10 were homeowner problems. These footages compare to:

188,552/9,863.3 for 2009;
140,181/1,743.0 for 2008;
293,486/5,668.2 for 2007;
326,727/5,241.0 for 2006.

Trees

There were 81 total tree removals in 2010 of which 68 were removed by City staff and 13 were removed by WeEnergies. A total of 75 trees were replanted in the Spring of 2010. This compares to:

162/79 for 2009;
145/63 for 2008;
99/64 for 2007;
101/73 for 2006.

Catch Basins

In 2010, there were three catch basins replaced and 12 catch basins repaired by DPW crews. This compares to:

26/22 for 2009;
5/18 for 2008;
9/15 for 2007;
17/ 7 for 2006.

Sidewalks

A relatively minimal amount of sidewalk repair (1,274 lineal feet) was done in 2010 along with eight wheelchair ramps. This compares to:

> 1,000.0 ft/4 for 2009;
5,264.0 ft/5 for 2008;
3,456.0 ft/2 for 2007;
4,423.2 ft/5 for 2006.

Patching

In 2010, the Department of Public Works crews placed 570.58 tons of asphalt for repairs to City streets because of water main breaks, potholes and other patches. This compares to:

648.7 tons for 2009;
1,079.7 tons for 2008;
1,676.5 tons for 2007;
1,099 tons for 2006.

Sweeping

In 2010, the City street sweeper picked up 2,315 cubic yards of debris from the City's streets and parking lots. This compares to:

2,495 cubic yards for 2009;
2,625 cubic yards for 2008;
2,145 cubic yards for 2007;
1,763 cubic yards for 2006.

Compost Site

14,469 cars and trucks visited the Compost Site in 2010. This compares to:

12,509 cars for 2009;
11,823 cars for 2008;
13,978 cars for 2007;
13,090 cars for 2006.

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

Other City Projects

Other projects the Department of Public Works was involved with were:

- Installed a ramp, bookdrop and signage for Library at the temporary site.
- Transported shelving and other items to storage area for Library.
- Installed benches for Museum for landscaping project.
- Graded empty lot at 430 McMillen Street to enhance drainage.
- Repaired Stormwater Retention Basin on Reena Avenue
- Built Stormwater Retention area for North snow haul area.
- Repaired and relayed sunken brick areas in the downtown area.
- Installed an E-waste trailer at the Compost Site.

WASTEWATER UTILITY

Like 2009, economic issues continue to impact the Utility in the way of reduced revenues from industrial and commercial sources. Although conditions have improved, we are still not back to where we were prior to the downturn.

Permit related issues also persist as the WDNR has finalized NR 217 which regulates the discharge of phosphorus. NR 217 is a statewide rule and affects all point source dischargers. As members of the Municipal Environmental Group (MEG) we negotiated with WDNR to develop and Adaptive Management approach to compliance with the new rule. The Adaptive Management option will allow point sources to make improvements in plant processes to reduce phosphorus discharge over more than one permit term and also evaluate other options such as pollutant trading. Trading would allow point sources to work with agriculture or other non-point sources to make improvements to reduce phosphorus. These improvements could be as simple as buffer strips along rivers and streams or as complex as a wetland restoration.

In parallel with NR 217 a more localized study to reduce phosphorus and Total Suspended Solids (TSS) by WDNR and USEPA was undertaken for the Upper Rock River basin. The purpose of the Total Maximum Daily Load (TMDL) study is to determine the total load to a water body of a given pollutant. Then, calculate the maximum amount the water body can absorb and then allocate to the point and non-point dischargers the maximum amount they can each discharge and not exceed the TMDL of the water body. We will eventually receive a limit based on that TMDL for TSS and phosphorus, but as of now it is not completed. A group of municipal dischargers affected by the TMDL was formed and along with MEG is in negotiation with the WDNR to try to make the rule both reasonable and equitable.

Because of the uncertainty of these new rules the Utility's new discharge permit, which is due July 1, 2011, will more than likely be delayed by as much as 18 months.

Foreman Report -- Michael Paul

This year we did not have any large projects to do, but we still had enough small ones to keep plant staff busy. One item that had an effect on everyone was the retirement of one of the Solids Department personnel. With that retirement we had to spread his work load out to other people. The Solids Technician absorbed most of the duties but needed help occasionally, which led to the set up of a rotation list to fill in when needed. This has worked so far, but leaves us short on larger projects. There were some issues this year. The plant main electrical switch gear had to have six current transformers replaced due to a tripping issue. It does not sound like a big job, but when working with two outside companies plus arranging work internally to work around everyone, it gets a little tricky.

Electrical components are what seem to be causing issues. It most likely is due to age. A raw sewage Variable Frequency Drive (VFD) failed after it was powered on after a pump rebuild. The reason for the failure was dry capacitors which had an electrical arc internally on start up.

High flows did create a flooded wet well in late July. Water levels came up so fast it submerged the influent grinder motors. This caused some of the motors to fail and they had to be replaced. If emergency response was faster we may have avoided the motor flooding.

Aeration controls went through a time when the Programmable Logic Controller (PLC), which controls the blowers for aeration, had control cards failing. It was recommended that the PLC rack be changed out. It was changed and so far things are good.

Biologically we had a foaming issue on certain tanks especially the anaerobic zone for phosphorus removal. We found fire hosing did not work to push the foam from the tanks. By accident we found raising the mechanical mixers created enough turbulence to keep the foam mixed and not accumulate in the zones. A flow meter was found to be bad during routine calibration. This was costly, but the system it is on does a lot of different jobs and having an accurate meter is essential. We did research parts to repair the flow meter but it has been out of production for so long repair was not an option.

The year has gone by fairly uneventful. There seems to be a growing trend with electrical controls having issues. As with any electrical component it seems they are outdated before you know it and the industries do not seem to back up repair parts very long. We repair what we can and deal with each issue as it comes up, always keeping in mind future changes.

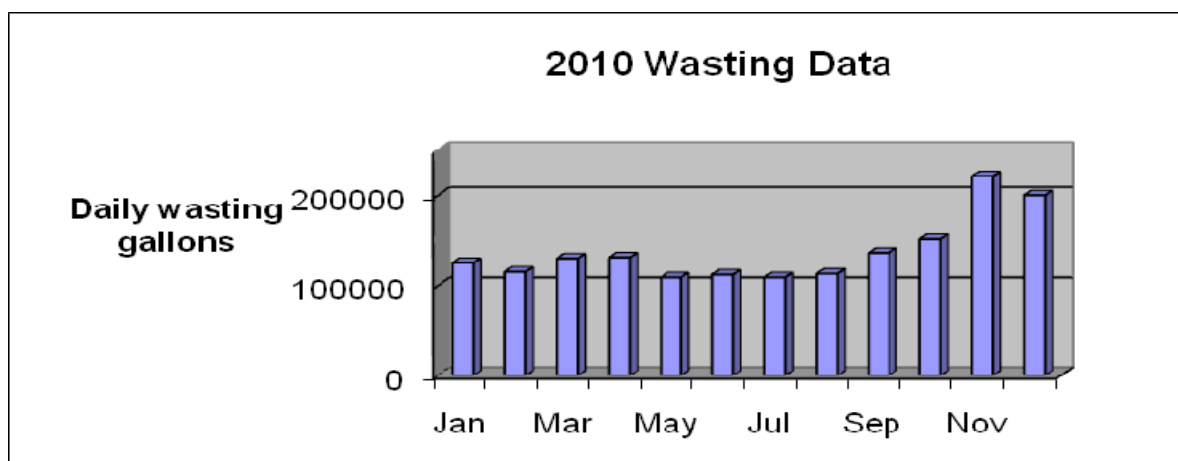
Laboratory Report -- Kurt Birkett

The Laboratory had no big changes in 2010. We collect and run tests for plant performance, industrial billing, and the WI DNR permit. The laboratory maintains the plant process probes and monitors/adjusts chemical feed rates. As part of the plant process control the lab adjusts solids wasting rates to meet a desired Solids Retention Time (SRT). The SRT is the theoretical time a particle of solids remains in the aeration system in days. By manipulating the SRT we are able to control the types of bacteria and other small organisms that are in the aeration tanks.

The lab had its 3 year Audit performed by the WI DNR. This was the first audit after a major revision to WI DNR Lab Code NR 149. The auditor identified three deficiencies, which the lab has corrected. This year the lab had a college student over the summer and winter breaks working as an intern. She helped collect samples and run simple non reporting tests. The lab also installed new TSS probes in aeration basins 3 and 6.

Biologically the plant had a process upset starting in late October and lasting seven weeks. Heavy amounts of grease are the suspected trigger. At first microthrix bacteria was the culprit then nocardia, a fungus, was the stubborn one to leave. Both can cause severe foaming and settling problems. During that time the plant needed to lower its SRT to keep these filament causing organisms from disrupting our biological process. Lowering the SRT puts them at a competitive disadvantage to the bacteria and organisms that we need.

Below is a chart that shows the increase in wasting in order to combat the filament causing organisms.



Maintenance Report -- Ron Bishofberger

1,520 work orders were generated with 130 left open. Twenty-two of the 130 were over one year old being mostly project work on unused equipment.

Repairs and improvements

Raw drive number two was rebuilt this year however when the electrical power was turned on the VFD had failed during the shutdown and had to be replaced.

The water line to the solids building did not break this year. The adjustment from last year appears to be working.

The remaining pneumatic heater controls for the main building were replaced with electric controls eliminating the need and cost of electricity to run the air compressor.

During the high river level this summer the controls were modified at the Sherman Avenue lift station to accept a temporary larger pump, simplifying and speeding up the changing of the pump.

We do have continuing and increasing costly situations with facility and equipment repairs as the plant ages, as is expected.

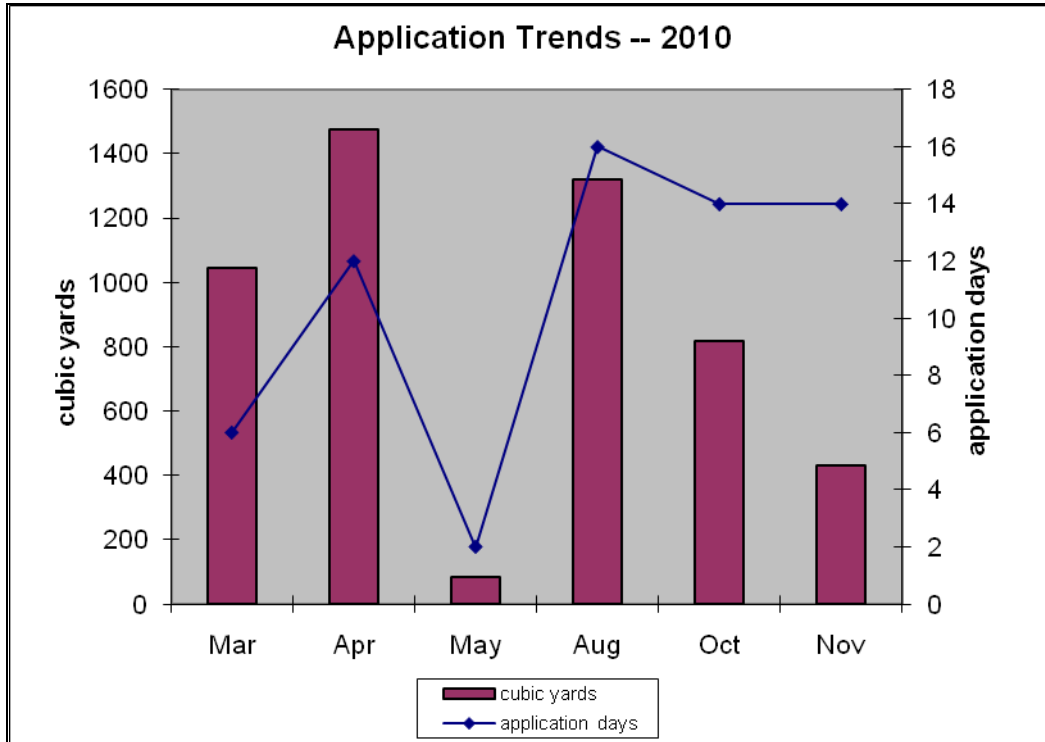
Maintenance Technician

My comfort level is increasing as I get more exposure to different areas. Sharing in the duties of the solids handling department has greatly increased my understanding of the process as well as trouble shooting the associated equipment. The improvements that were made affirm the old adage "never quit looking".

Soils Program -- Ryan Wagner

The Soils Program saw some major changes in 2010 with the retirement of Richard Grove, but it still turned out to be a successful year. Operations remained the same but personnel changed quite often. The rest of the staff was trained on how to run the machines in the solids handling building so that they could cover while land applying was in full swing. During spring application we only had one major rain event that stopped us from applying; otherwise it was smooth sailing with the early start in March. The early start in March meant an early harvest for the farmers, so again we were able to get everything out of storage by Thanksgiving. Speaking from experience I know not every year will be this nice when it comes to the weather, but it's a good thing when it happens. Hopefully in 2011 Mother Nature will again cooperate with us and we won't have to rely on contract hauling to assist us. In total we land applied 5,172 cubic yards (only down 0.4% from 2009) to 6 different farmers and 24 fields. Of that total 1,560 cubic yards was on new farmland we haven't been on before. The more farmland we have the better, as this allows us to rotate fields to try and limit the amount of phosphorus we add to the soil. The DNR

has been warning us for the past couple years that they are going to go to more phosphorus based nutrient management. This will have a huge effect on us and where we can apply.



Our percentage of waste activated sludge thickening remains steady, thickening sludge from 0.505% to 4.0%. Our Waste Activated Sludge went up to 50.8 million gallons for the year from 42.6 million gallons in 2009. Pressing this year was a little different since we had a lot of training to do, but we still were able to average 12.4% with an average high of 13.5% in November. Looking at our totals, sludge production was up 2% this year, so that will be something to look at in the New Year. The less we produce, the less we have to land apply.

Looking ahead to 2011 we hope the weather will again be on our side. One thing we will have to continue to monitor is our odors associated with land applying. We didn't have that many complaints, but it's always something we have to consider when dealing with the public.

Industrial Monitoring-- Karen Schmitz

In 2010 the Industrial Monitoring Program sampled the ten industries in our program 498 times. The three different commercial categories were each sampled for a one week period. Septic/holding samples were analyzed nine times.

Through 2010 the industrial monitoring program has billed for 89% of the flow, 105% of the Biochemical Oxygen Demand (BOD), 116% of the TSS, 106% of the Total Kjeldahl Nitrogen (TKN), and 110% 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 problems with infiltration and inflow in the collection

system. Through sampling and billing the Industrial Monitoring program brought in \$1,412,575.31 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 program.

Safety -- Karen Schmitz

In 2010 there were no accidents involving Wastewater Utility employees reported to the Safety Committee. Also reported was one near miss accident report.

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

WATER DEPARTMENT

In 2010, the Water Utility, with the use of outside labs, performed over 1,871 WDNR/EPA required analyses on the water provided to our customers. All results fell below the Maximum Contaminant Levels established by the WDNR/EPA.

In spring, the Water Utility distributed a Consumer Confidence Report to its customers. 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.

The Water Utility performed hydrant flushing in both the spring and fall of 2010. 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.

Valves operated:	2005	560
	2006	513
	2007	661
	2008	540
	2009	706
	2010	618

Water pumped:	2005	711 million gallons
	2006	662 million gallons
	2007	674 million gallons
	2008	649 million gallons
	2009	613 million gallons
	2010	609 million gallons

Water main in system:	2005	67.4 miles
	2006	67.5 miles

2007	68.5 miles
2008	69.2 miles
2009	69.2 miles
2010	69.2 miles

Main Breaks:	2005	16	
	2006	12	
	2007	13	
	2008	13	
	2009	18	
	2010	9	\$28,390.00 total costs 2010

Additionally, the following projects were completed in 2010:

Manganese Study

In August 2010, Short Elliot and Hendrickson (SEH) completed the Well 5 water quality and treatment study. The primary purpose of the project was to evaluate the feasible options available to the City for complying with the secondary drinking water standard for manganese at Well 5. The recommended approach was sequestration treatment using blended polyphosphate which should minimize or eliminate the objectionable aesthetic concern with the precipitation of dissolved manganese. As sequestering does not remove manganese from the distribution system, periodic flushing was recommended to remove these accumulations. The Utility initiated this process in 2010 (see Flushing above). The Utility will be moving forward in 2011 in seeking approval for sequestration of manganese from the Wisconsin Department of Natural Resources.

Reservoir Inspections

Two reservoir inspections were performed in 2010. The North Standpipe located at Zaffke and Messmer Streets was inspected on June 8, 2010. This reservoir was painted in 2007 and is under a maintenance contract. It was found to be in good condition. The South elevated tower was drained and inspected on June 8, 2010. This tower was painted in 2003 and is also under a maintenance contract. The exterior was found to be in good condition, while the interior is beginning to break down and will need to be renovated in the near future.

Cross Connection Inspections

In 2010, the Utility performed 349 residential cross connection inspections and 326 re-inspections. 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 nonpotable water. As requested by Wisconsin Department of Natural Resources, the Utility now requires the follow up inspections to insure that all identified cross connections are eliminated.

Well #6 Rehabilitation

In spring of 2010, the Utility rehabilitated Well #6 located at Zaffke and Messmer streets. The piping, motor (replaced with premium efficient), pump and various other physical components of the well were replaced. Televising and pump testing indicated a need for physical treatment of the well, which was performed. The result was an increase in well production from 950 g.p.m. to 1200 g.p.m.

Geographical Information System (GIS)

In October 2010, the Utility had a Geographical Information System installed on its computers. This allows for the storage of information (currently in paper form) to be stored in a data base. This information is then tied to a mapping system for easy access and retrieval. The Utility is currently in the process of entering information into the data base.