

## AGENDA

CITY COUNCIL  
MONONA PUBLIC LIBRARY MUNICIPAL ROOM  
1000 NICHOLS ROAD  
MONDAY, MAY 2, 2016  
7:30 P.M.

- A. Call to Order.
- B. Roll Call and Pledge of Allegiance.
- C. Approval of Minutes from April 18, 2016 and April 19, 2016.
- D. Appearances.
- E. Public Hearing. (None)
- F. Consent Agenda.
  - 1. Approval of Applications for 2015/2016 Operator Licenses:
    - a. John Johnson, Speedway – Monona Drive
    - b. Martell L. Tucker, Speedway – Royal Avenue
  - 2. Approval of Applications for 2015/2017 Operator Licenses:
    - a. Katelyn J. Adams, Silver Eagle
    - b. Alicia A. Harrison, Silver Eagle
  - 3. Approval of Renewal Applications for 2016/2017 Operator Licenses:
    - a. Mitchell A. Anderson, Fraboni's Italian Specialties
    - b. Kaitlyn E. Barb, Fraboni's Italian Specialties
    - c. Christine M. Boreen, Ken's Meats & Deli
    - d. Olivia J. Carril, Ken's Meats & Deli
    - e. Sharon L. Cnare, Ken's Meats & Deli
    - f. Marcia R. Ketchum, Ken's Meats & Deli
    - g. Peggy L. Michaelis, Ken's Meats & Deli
    - h. Angela K. Maurer, Tower Inn
  - 4. Approval of Renewal Applications for 2016/2018 Operator Licenses:
    - a. Bennett Q. Fraboni, Fraboni's Italian Specialties
    - b. Kerry O. Coats, Snicks Sportsman's Bar
    - c. Scott M. Mueller, Snicks Sportsman's Bar
    - d. Lisa M. Nemitz, Snicks Sportsman's Bar
- G. Council Action Items.
  - 1. Unfinished Business.
    - a. Consideration of Resolution 16-4-2096 Approving the Installation of a Neon Sign at City Hall for 98.7 WVMO (Community Media Committee).

2. New Business.

- a. Consideration of Ordinance 5-16-678 Amending Section 13-2-1 of the Code of Ordinances Regarding Floodplain and Shoreland-Wetland Zoning (City Planner).
  - b. Consideration of Resolution 16-5-2098 Award of Bid for 2016 Street Micro Surfacing Project (Public Works Committee).
  - c. Consideration Resolution 16-5-2099 Award of Bid for 2016 Street Resurfacing Project (Public Works Committee).
  - \* d. Consideration Resolution 16-5-2100 A Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers Under Section 66.0703, Wisconsin Statutes, in the City of Monona, Dane County, Wisconsin, for Dredging Work to Schluter Park Channel (Public Works Director).
- H. Reports of Committees, Commissions, Boards, Mayor, City Administrator, City Attorney, and Department Managers.
1. Agendas, Supporting Documents, and Minutes are Available on the Monona Web Page – [www.mymonona.com](http://www.mymonona.com).
- I. Appointments.
1. Kathy Thomas to the Plan Commission (effective immediately–May 2019).
- J. Adjournment.

**NOTE:** Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at (608) 222-2525 (not a TDD telephone number) Fax: (608) 222-9225 or through the City Police Department TDD telephone number 441-0399. The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business. It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice. POSTED April 28, 2016 on the City Hall, Library, and Community Center bulletin boards and on the City of Monona's website mymonona.com.

MONONA CITY COUNCIL MINUTES  
April 18, 2016

The regular meeting of the Monona City Council was called to order by Mayor Miller at 7:33 p.m.

Present: Mayor Robert Miller, Alderpersons Doug Wood, Chad Speight, Mary O'Connor, Brian Holmquist, Kathy Thomas, and Jim Busse

Also Present: City Administrator April Little, Finance Director Marc Houtakker, Financial Consultant Jeff Belongia, Lindsay Wood Davis from the Community Media Committee, Administrative Services Director Leah Kimmell, and City Clerk Joan Andrusz

ROLL CALL AND PLEDGE OF ALLEGIANCE

Mayor Miller thanks Council President Thomas for her service as Acting Mayor in his absence.

APPROVAL OF MINUTES

A motion by Alder Speight, seconded by Alder O'Connor to approve the Minutes of the April 4, 2016 City Council meeting, was carried.

APPEARANCES

Mayor Miller presented Alder Thomas with a cake and read and presented a Proclamation Recognizing Alder Kathy Thomas on 34 Years of Service to the Citizens of Monona. There were applause and standing ovations throughout tonight's presentations.

State Senator Mark Miller and State Assemblyman Robb Kahl appeared before the Council and read and presented Alder Thomas with a Legislative Citation in honor of her service to the City of Monona. Assemblyman Kahl followed with additional remarks regarding working with Alder Thomas during his time as Mayor and as her neighbor.

The following individuals, all Monona residents, appeared before the Council and spoke in honor of Alder Thomas's inspiration, friendship, and service in many capacities in the City of Monona:

Former Mayor Dean Bowles	Mary Possin
Susan Fox	Dane County Supervisor Robin Schmidt
Former Mayor Richard Lichtfeld	Tom Stolper
Mari Anne Lichtfeld	Tim Turino
Susan Manning	Karen Turino
Bruce McConnell	

Each City Council and staff member made remarks in honor of Alder Thomas's contributions and impact on their work for the City. Mayor Miller read a letter of commendation and presented Alder Thomas with a 30-year pin from the Wisconsin League of Municipalities and read a Facebook post from former Alder Lisa Nelson. Mayor Miller made heartfelt remarks about Alder Thomas's friendship and contributions and presented her with an engraved crystal award from the City. Alder Thomas made remarks regarding all she has been given back by the community in her years of service, which she was honored to perform.

PUBLIC HEARING

There was no Public Hearing.

CONSENT AGENDA

A motion by Alder Wood, seconded by Alder O'Connor to approve the following, was carried:

1. Applications for 2015/2016 Operator Licenses:
  - a. Shane R. Spoerle, Mr. Brews TapHouse
  - b. Crystal Bough, Speedway – Royal Avenue
  - c. Nelson J. Labansky, Speedway – Royal Avenue
2. Applications for 2015/2017 Operator Licenses:
  - a. Michael C Vesperat, Immaculate Heart of Mary Church
  - b. Melani D. Nook, Tobacco Outlet Plus
3. Renewal Application for 2016/2017 Operator License:
  - a. Brittany C. Kukkari, Tobacco Outlet Plus
4. Renewal Applications for 2016/2018 Operator Licenses:
  - a. Rosa E. Landa-Lopez, Edo Garden Japanese Restaurant
  - b. Jennifer L. Dvorak, Snicks Sportsman's Bar
5. Temporary Operator License Application:
  - a. Meghan Blake-Horst, Library Board Fundraiser May 5, 2016

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

A motion by Alder Busse, seconded by Alder Wood to suspend the rules and take action on Resolution 16-4-2095 Authorizing the Issuance and Sale of \$2,890,000 Water System and Sewer System Revenue Refunding Bonds, Series 2016B, of the City of Monona, Dane County, Wisconsin, and Providing for the Payment of the Bonds and Other Details with Respect to the Bonds, was carried.

Finance Director Houtakker reported a Resolution at the last meeting approved the Financial Consultant to begin negotiations for this sale which combines a 2006 20-year note revenue bond and a sewer/water BAN refinancing. Mr. Belongia thanked Alder Thomas for all of her hard work and reported this sale saves \$242,640 in interest, well more than anticipated. Handouts detailing the sale, a summary sheet, and comparable prices were reviewed.

A motion by Alder Busse, seconded by Alder O'Connor to approve Resolution 16-4-2095 Authorizing the Issuance and Sale of \$2,890,000 Water System and Sewer System Revenue Refunding Bonds, Series 2016B, of the City of Monona, Dane County, Wisconsin, and Providing

for the Payment of the Bonds and Other Details with Respect to the Bonds. On a roll call vote, all members voted in favor of the motion.

Mayor Miller congratulated Mr. Wood Davis on his election to the Wisconsin Broadcasters Hall of Fame. Mr. Wood Davis thanked Alder Thomas for her service to the City. An old-style line neon sign has been designed by Neon Lab for the radio station. The proposed display would be on the inside of the City Hall front door. It would be lit all the time, is very low power, and requires no staff maintenance. It could be considered public art that accomplishes something – radio station promotion. WVMO competes with 36 other area stations. The goal is to have a direct tie-in with the City. The sign's color and design mirror the station's, which mirror the City's. The \$12,000 cost would be covered entirely by contributions. Alder O'Connor reported the Community Media Committee unanimously approved this.

Alder Busse stated the Plan Commission doesn't approve this type of project and expressed concern that all other uses of the building would be overshadowed; there is no signage for the building's other departments. Members agree they like the sign, but the placement should have further review. Alder Thomas stated advertising is not allowed, if that is the purpose of the sign. Alder Holmquist stated it implies the whole building is the radio station. Alder O'Connor stated people ask where the station is, so signage would be helpful. It is not a private business and the goal is to increase listeners. Alder Busse suggested placement on the exterior of the building where it will be seen by people other than those going to City Hall. Mr. Wood Davis projected a smaller version for comparison and questioned whether the hose tower would be considered. Alder Busse stated the height might be a detriment.

#### REPORTS

Administrative Services Director Leah Kimmell reported she and Finance Director Houtakker will be in a police arbitration hearing all day tomorrow.

Alder Wood reported the Library Board will hold a Public Hearing on the Internet policy changes. He was part of a group of City officials who toured the City/County Building dispatch center and the group will present recommendations to the Council. They were able to listen in on a call and it was very reassuring to hear the calm and professional handling of a stressful situation.

City Clerk Andrusz reported residents have received property assessment letters and should call the City's Assessor, Accurate Appraisal, if they have any questions. The public notice of Open Book and Board of Review has been published and is posted throughout the City and on the City's website.

City Administrator Little reported the Save Our Lakes breakfast is Tuesday and there is space available.

Alder Thomas reported she has turned in her mailbox key and has no committee meetings to attend. She invites all those present to the Lichtfeld's home for a gathering tonight.

#### APPOINTMENTS

There were no Appointments

#### ADJOURNMENT

A motion by Alder Thomas, seconded by Alder Holmquist to adjourn, was carried. (9:01 p.m.)

Joan Andrusz  
City Clerk

MONONA CITY COUNCIL MINUTES  
ORGANIZATIONAL MEETING  
April 19, 2016

The Organizational meeting of the Monona City Council was called to order by Mayor Miller at 5:38 p.m.

Present: Mayor Robert Miller, Alderpersons Jim Busse, Doug Wood, Chad Speight, Mary O'Connor, Brian Holmquist, and Andrew Kitslaar

Also Present: City Administrator April Little and City Clerk Joan Andrusz

ROLL CALL AND PLEDGE OF ALLEGIANCE

SWEARING IN OF RE-ELECTED CITY OFFICIALS

The Oath of Office was recited by newly elected Municipal Judge Michael P. Finley, re-elected Alderpersons Mary O'Connor and Brian Holmquist, and newly elected Alderperson Andrew Kitslaar, administered by City Clerk Andrusz.

ELECTION OF CITY COUNCIL PRESIDENT

Mayor Miller accepted nominations for the office of Council President. Alder Wood, seconded by Alder O'Connor nominated Alder Speight. As there were no other nominations, Mayor Miller declared the nominations closed.

A motion by Alder Wood, seconded by Alder O'Connor to elect Alderperson Chad Speight as the City Council President, was carried unanimously.

ACCEPTANCE OF CERTIFICATION OF THE BOARD OF CANVASSERS FOR 2016-2017

A motion by Alder O'Connor, seconded by Alder Busse to accept the Board of Canvassers for 2016-2017 as follows, was carried:

1. Director of Administrative Services/Resident Leah Kimmell
2. City Hall Receptionist, Information Clerk/Resident Alene Houser
3. Alternate Member: City Administrator/Resident April Little
4. City Clerk Joan Andrusz

APPOINTMENT OF OFFICIAL CITY NEWSPAPER: *THE HERALD-INDEPENDENT*

A motion by Alder Wood, seconded by Alder Kitslaar to appoint *The Herald-Independent* as the official City newspaper, was carried.

APPOINTMENTS

Mayor Miller distributed and read the Alderperson Committee Appointments.

A motion by Alder Busse, seconded by Alder Speight to approve the following (underline denotes Chair or Co-Chairs), was carried:

- *CDA:* O'Connor, Wood
- *Community Media:* O'Connor
- *Facilities:* Busse
- *Finance & Personnel:* Miller, Wood, Busse
- *Landmarks:* O'Connor
- *Library Board:* Kitslaar
- *License Review:* Wood
- *Parks & Rec:* Speight, Kitslaar
- *Plan Commission:* Busse, Holmquist
- *Public Safety:* Kitslaar, Holmquist
- *Public Works:* Speight, Holmquist
- *Senior Commission:* Holmquist
- *Sustainability:* Kitslaar, Speight
- *Transit:* Speight, O'Connor
- *ZBA:* Busse

ADJOURNMENT

A motion by Alder Kitslaar, seconded by Alder Holmquist to adjourn, was carried. (5:51 p.m.)

A social gathering followed at Angelo's Restaurant at 6:00 p.m.

Joan Andrusz  
City Clerk

**Resolution No. 16-4-2096  
Monona Common Council**

**APPROVING THE INSTALLATION OF A NEON SIGN AT CITY HALL  
FOR 98.7 WVMO**

**WHEREAS**, Monona's low power community radio station, 98.7FM WVMO, is located in City Hall; and,

**WHEREAS**, the station is owned, operated, and licensed by the FCC to the City of Monona; and,

**WHEREAS**, exterior signage for the station currently does not exist; and,

**WHEREAS**, the Community Media Committee has proposed the installation of a neon sign located in the front window of City Hall; and,

**WHEREAS**, Plan Commission reviewed the sign request and decided that because the proposed sign is not a wall sign, it does not require Plan Commission approval and should instead be referred to the City Council for approval.

**NOW, THEREFORE, BE IT RESOLVED**, that the Common Council of the City of Monona, Dane County, Wisconsin, hereby approves the installation of a neon sign for 98.7FM WVMO in the front window of City Hall.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

BY ORDER OF THE CITY COUNCIL  
CITY OF MONONA, WISCONSIN

\_\_\_\_\_  
Robert E. Miller  
Mayor

ATTEST:

\_\_\_\_\_  
Joan Andrusz  
City Clerk

Requested By: Community Media Committee

Council Action:

Date Introduced: 4-18-16

Date Approved: \_\_\_\_\_

Date Disapproved: \_\_\_\_\_

**Ordinance No. 5-16-678  
Monona Common Council**

**AN ORDINANCE AMENDING SECTION 13-2-1 OF THE CODE OF ORDINANCES  
REGARDING FLOODPLAIN AND SHORELAND-WETLAND ZONING**

**WHEREAS**, the City of Monona is required to regulate land uses and development in floodplains as a condition of qualification for participation in the National Flood Insurance Program; and,

**WHEREAS**, the City's floodplain zoning regulations must meet certain requirements established by State and Federal authorities; and,

**WHEREAS**, the City's floodplain zoning regulations describe the boundaries of the floodplain by reference to maps based on a Flood Insurance Study. The relevant Flood Insurance Study has recently been updated. The City is required to update its floodplain zoning regulations to incorporate the updated Flood Insurance Study.

**NOW, THEREFORE**, the Common Council of the City of Monona, Dane County, Wisconsin, do ordain as follows:

**SECTION 1.** Section 13-2-1(e)(2)c. of the Code of Ordinances is hereby amended to read as follows:

Floodplain zoning maps entitled "The Flood Insurance Rate Map (FIRM) Dane County, Wisconsin and Incorporated Areas", panels 55025C0428G, 55025C0436G, 55025C0437G, and 55025C0441G, prepared by the Federal Emergency Management Agency (FEMA), dated January 2, 2009; panel 55025C0429H, dated September 17, 2014, with corresponding profiles that area based on the Dane County Flood Insurance Study, volumes 55025CV001D, 55025CV002D, 55025CV003D, and 55025CV004D, dated June 16, 2016, prepared in connection therewith.

**SECTION 2.** This ordinance shall take effect upon passage and publication as provided by law.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

BY ORDER OF THE CITY COUNCIL  
CITY OF MONONA, WISCONSIN

\_\_\_\_\_  
Robert E. Miller  
Mayor

ATTEST:

\_\_\_\_\_  
Joan Andrusz  
City Clerk

Requested By: Sonja Reichertz, City Planner – 2/11/16  
Drafted By: William S. Cole, City Attorney – 2/11/16  
Approved As To Form By: William S. Cole, City Attorney – 2/11/16

Council Action

Date Introduced: 5-2-16

Date Approved: \_\_\_\_\_

Date Disapproved: \_\_\_\_\_

## REDLINE SUMMARY OF AMENDMENTS TO EXISTING SECTIONS

### **Sec. 13-2-1 Statutory Authorization, Finding of Fact, Statement of Purpose, Title and General Provisions.**

- c. Floodplain zoning maps entitled “The Flood Insurance Rate Map (FIRM) Dane County, Wisconsin and Incorporated Areas”, panels 55025C0428G, 55025C0436G, 55025C0437G, and 55025C0441G, prepared by the Federal Emergency Management Agency (FEMA), dated January 2, 2009; panel 55025C0429H, dated September 17, 2014, with corresponding profiles that area based on the Dane County Flood Insurance Study, volumes 55025CV001D, 55025CV002D, 55025CV003D, and 55025CV004D~~55025CV001C and 55025CV002C~~, dated June 16, 2016~~September 17, 2014~~, prepared in connection therewith.



5211 SCHLUTER ROAD

MONONA, WI 53716-2598  
CITY HALL (608) 222-2525  
FAX (608) 222-9225  
<http://www.mymonona.com>

## MEMO

TO: Plan Commission  
FROM: Sonja Reichertz, City Planner  
DATE: April 19, 2016  
RE: Floodplain Ordinance Amendment – Updated FIS

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In 2014, the City completed an ordinance review process to repeal and replace the Floodplain Ordinance with the State's model ordinance in order to meet minimum requirements of the National Flood Insurance Program (NFIP).

The City received the attached letter explaining that additional updates are needed to continue compliance with the NFIP requirements. Various communities in the state had updated Flood Insurance Rate Maps (FIRMs) and/or Flood Insurance Studies (FIS). **There have been no changes to the FIRMs for Monona.** We are required to amend our ordinance to reference a new FIS volume number and effective date **only**. WI Department of Natural Resources (WDNR) staff explained that this FIS was updated regarding a different community in the watershed and that there **are no changes in the study specifically regarding Monona.**

WDNR staff determined that this change could be done administratively (see attached letter), but advised that communities confirm with their legal counsel. City Attorney Bill Cole noted that since this references a new FIS completely, that the full ordinance amendment process should be followed including committee review and public notification.

A public hearing is scheduled at Plan Commission for April 25<sup>th</sup>. This was published in the newspaper as a Class II notice consistent with the requirements of Sec. 62 23(7)(d)2. Plan Commission should make a recommendation on the proposed ordinance amendments to the City Council. The City Council will review and vote on the amendment in two meetings in May.



January 8, 2016

The Honorable Robert Miller  
City of Monona  
5211 Schluter Road  
Monona, WI 53716-2598

Dear Mayor Miller,

Recently, the City of Monona received a Letter of Final Determination (LFD), dated December 16, 2015, from the Federal Emergency Management Agency (FEMA) notifying the City that updated Flood Insurance Rate Maps (FIRMs) and Flood Insurance Study (FIS) for Dane County must be adopted into the local floodplain ordinance within six months. Flood Storage District (FSD) maps produced by the Wisconsin Department of Natural Resources (DNR) have also been issued for Dane County. The Village's ordinance must be amended and approved by DNR and FEMA no later than June 16, 2016 or the City will be suspended from the National Flood Insurance Program (NFIP).

This letter and the documents on the attached CD explain the ordinance adoption process. The attached document entitled *FIRM and FIS Information for Official Maps Section of Local Floodplain Ordinances* can be used to determine which ordinance amendment process below the City should follow.

**1. For Communities with Updated FIRMs (and/or FSD Maps) and FIS**

The DNR issued new Model Floodplain Ordinances (Standard and Flood Storage) effective January 1, 2012 which meets the minimum requirements of the National Flood Insurance Program (NFIP). Copies of the Model Floodplain Ordinances in Word format can be found on the attached CD.

The attached document entitled *FIRM and FIS Information for Official Maps Section of Local Floodplain Ordinances* lists each community's updated FIRMs and FIS along with a list of the still effective FIRMs. It also provides an example of the text required for the *Official Maps* section of the ordinance. The *Official Map* section must include all updated FIRM panels as well as any other FIRM panels still in effect. Please be aware that the effective date and map number are only changing for the updated FIRM panels; all other currently adopted panels remain the same. The community must also delete the currently referenced FIS and adopt the updated FIS and date.

The process for amending a local floodplain ordinance requires the publication or posting of two (2) notices of public hearing with the final notice being published or posted no less than seven (7) days prior to the public hearing (Class 2 notice).

Both the DNR and FEMA will review the ordinance to ensure it is compliant with the minimum standards of 44 CFR 60 and Chapter NR 116, Wisconsin Administrative Code. If the DNR Model Ordinance is used a community should submit the adopted ordinance to the DNR and FEMA for final review and processing at least 30 days prior to the effective date. If the model is modified, then a draft of the proposed ordinance should be submitted to the DNR and FEMA at least 90 days prior to the effective date.

Communities may adopt amended ordinances at any time after the issuance of an LFD. Once the amended ordinance is adopted and approved, the FIRMS and FIS become the effective maps and study for regulatory purposes and permits can be issued using the updated FIRMs. However, lenders and insurers will continue to use the previous FIRMs until the new effective date. Please note that under NR 116.20 (2) (d), Wis. Admin. Code, communities must submit a copy of the amended ordinance to the DNR within ten (10) days of adoption.

**1. For Communities with Updated FIS only**

If your community did not receive new FIRM panels, the only change required is the deletion of the current FIS volume number and effective date and its replacement with the updated FIS volume number and effective date. The attached document entitled *FIRM and FIS Information for Official Maps Section of Local Floodplain Ordinances* lists each community's updated FIRMs and FIS along with a list of the still effective FIRMs.

DNR Legal staff has determined that updating the FIS number and effective date is an administrative change which doesn't require a public notice/hearing. However, a community should discuss the needed amendment with its corporation counsel to determine whether or not the full ordinance adoption process must be followed or if the change can be made administratively. DNR staff will approve ordinances amended by either process.

The DNR issued new Model Floodplain Ordinances (Standard and Flood Storage effective January 1, 2012). The new Model Ordinances include numerous changes from previous models required by FEMA to meet the minimum requirements of NFIP. It is strongly recommended that all communities not using the latest version of the model ordinance consider repealing any current floodplain ordinance and replacing it with the text from the January 1, 2012 Model Floodplain Ordinance. Copies of the Model Floodplain Ordinances in Word format can be found on the attached CD. If the [Type] chooses to update the local ordinance using the 2012 Model Ordinance, the [Type] must follow the full ordinance adoption process. The ordinance process is outlined in the *For Communities with Updated FIRMs and FIS* section above.

**2. For Communities Currently not Participating in the NFIP**

Some communities in Dane County do not currently participate in the NFIP. Please contact me for information and forms on joining the NFIP.

DNR staff are prepared to assist in the ordinance review and adoption process and explain state and federal regulatory requirements. Regional staff may be available to attend public meetings if needed. Communities should have DNR staff review the local floodplain ordinance well before the ordinance is presented to the local governing body for adoption in order to ensure compliance with the NFIP and Chapter NR 116, Wisconsin Administrative Code.

Wisconsin Act 72, adopted in 2008, modifies the ordinance publication requirements for all Wisconsin towns, villages, cities and counties. A "summary" of the revised ordinance can now be published or posted. The summary must still be published as a Class 1 notice and contain the following information, in a brief, precise and plain-language description:

1. the number and title of the ordinance;
2. the date of the enactment;
3. a summary of the subject matter and main points of the ordinance; and

4. information as to where the full text of the ordinance may be obtained, including the phone number of the village/city/county clerk, a street address where the full text of the ordinance may be viewed, and a Web site, if any, at which the ordinance may be accessed.

Once an amended floodplain ordinance has been adopted, a certified copy of the ordinance along with copies of the two notices of public hearing and proof of publication must be sent to the DNR for review and approval within ten (10) days. A scanned copy of the ordinance package can be emailed to the DNR at [DNRfloodplain@wisconsin.gov](mailto:DNRfloodplain@wisconsin.gov). DNR staff will then forward the approved ordinance to FEMA.

If sending a scanned copy via email is not possible, a paper copy may be mailed to: Meg Galloway, WDNR WT/3, PO Box 7921, Madison, WI 53707-7129. The final ordinance package should be sent at least one week before the June 16, 2016 effective date of the FIRMs and FIS in order to ensure sufficient time to review and approve the ordinance.

For further information on the ordinance adoption process or the Wisconsin Model Ordinances, please contact Emily Szajna, GIS Specialist at [Emily.Szajna@Wisconsin.gov](mailto:Emily.Szajna@Wisconsin.gov) or (608) 264-6047.

Sincerely,



Meg Galloway, Section Chief  
Dams and Floodplain Section  
[Meg.Galloway@wisconsin.gov](mailto:Meg.Galloway@wisconsin.gov)  
608-266-7014

Cc: Sonja Reichertz, City Planner (CD Included)

Enc.

Water Division Customer Service Survey  
We are committed to service excellence.  
<http://dnr.wi.gov/customersurvey>

**Resolution No. 16-5-2098  
Monona Common Council**

**AWARD OF BID FOR 2016 STREET MICRO SURFACING PROJECT**

**WHEREAS**, the Capital Improvements Plan includes a program for repair and maintenance of streets, with such program consisting of micro surfacing improvements; and,

**WHEREAS**, the 2016 Capital Budget includes \$275,000 to complete street improvements such as micro surfacing to various City streets as identified in the Project Manual; and,

**WHEREAS**, the Director of Public Works received bids on April 8, 2016 from two contractors for the construction of the aforementioned micro surfacing improvements and the Director prepared a bid tabulation; and,

**WHEREAS**, Fahrner Asphalt Sealers provided the low base bid in the amount of \$221,428.02; and,

**WHEREAS**, the Public Works Committee reviewed the bid tabulation at the May 4, 2016 meeting and has recommended the award of bid for the construction of the micro surfacing improvements to Fahrner Asphalt Sealers in the amount of \$221,428.02.

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Monona, Dane County, Wisconsin, that the contract to perform the work as described in the contract documents and recommended by the Public Works Committee for the 2016 Micro Surfacing Project be awarded to Fahrner Asphalt Sealers in the amount of \$221,428.02, and the Director of Public Works is authorized to administer the execution of said contract.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

BY ORDER OF THE CITY COUNCIL  
CITY OF MONONA, WISCONSIN

\_\_\_\_\_  
Robert E. Miller  
Mayor

ATTEST:

\_\_\_\_\_  
Joan Andrusz  
City Clerk

Approval Recommended By: Public Works Committee – 5/4/16

Council Action:

Date Introduced: 5-2-16

Date Approved: \_\_\_\_\_

Date Disapproved: \_\_\_\_\_

**City of Monona**  
**POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
		Resolution No. <b>16-5-2098</b>
		Ordinance Amendment No. _____

**Title:**  
Award of Bid for 2016 Micro Surfacing Project

**Policy Analysis Statement:**

**Brief Description Of Proposal:**

Award of Bid for the 2016 Micro Surfacing Project to Fahrner Asphalt Sealers in the amount of \$221,428.02.

Fahrner Asphalt Sealers will complete micro surfacing pavement maintenance to various City streets, as identified in the project manual. Crack filling, spray patching, and a small portion of pavement replacement is included in the bid work, and will be completed prior to micro surfacing. Pavement markings will be refreshed by the contractor.

**Current Policy Or Practice:**

This work will be allocated to the 2016 Capital Budget, Street Repair & Maintenance Program account.

**Impact Of Adopting Proposal:**

Street Repair Capital Budget Funding: \$275,000  
Micro Surfacing Bid Amount: \$221,428.02  
Mill & Overlay Maintenance Amount: \$46,647.76  
Balance: \$6,924.22

**Fiscal Estimate:**

**Fiscal Effect (check/circle all that apply)**

- No fiscal effect
- Creates new expenditure account
- Creates new revenue account
- Increases expenditures
- Increases revenues
- Increases/decreases fund balance \_\_\_\_\_ Fund

**Budget Effect:**

- Expenditure authorized in budget
- No change to budget required
- Expenditure not authorized in budget
- Budget amendment required

**Vote Required:**

- Majority
- Two-Thirds

**Narrative/assumptions About Long Range Fiscal Effect:**

**Expenditure/Revenue Changes:**

Budget Amendment No. _____				No Budget Amendment Required <input checked="" type="checkbox"/>				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
400	57	57330	903	Street Repair & Maintenance Program	\$275,000			\$275,000

**Prepared By:**

<b>Department: Public Works</b> <b>Prepared By: Daniel Stephany, Dir Public Works</b> <b>Reviewed By: Marc Houtakker, Finance Director</b>	<b>Date: April 26, 2016</b> <b>Date: April 26, 2016</b>
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**City of Monona Department of Public Works**

**Project Name:** 2016 Micro Surfacing Project

**Owner:** City of Monona Public Works

5211 Schluter Road

Monona, WI 53716

608-222-2525

**Official Bid Opening**

**For Project:** 2016 Micro Surfacing Project

**Date:** 04/08/16

**Place:** City Hall

**Time:** 11:00am

**BID TABULATION SUMMARY**

	Contractor	Base Bid	Alternate	Addendum Rec.	Bid Bond
1	Struck & Irwin Paving, Inc.	\$248,893.89	\$32,070.73	#1 Yes	Yes
2	Fahrner Asphalt Sealers, LLC	\$221,428.00 *221,428.02	\$30,438.00 *30,437.75	#1 Yes	Yes
3					
4					
5					

**\* CONTRACTORS COMPUTED TOTAL**

Witness: Brad Bruun

Witness: Daniel Stephany

**BID TABULATION**

**Base Bid**

						Fahrner Asphalt Sealers, LLC		Struck & Irwin Paving, Inc	
Street	From	To	Description	Quantity	Unit Price	Bid Price	Unit Price	Bid Price	
Bridge Rd	Frost Woods	Winnequah Rd	Micro surface	SY	8,698	\$2.62	\$22,788.76	\$2.59	\$22,527.82
			Spray patching & crack filling	LS	-	\$2,998.00	\$2,998.00	\$9,533.00	\$9,533.00
			Pavement marking	LS	-	\$4,060.00	\$4,060.00	\$4,797.50	\$4,797.50
Coldspring Ave	Monona Dr	Termini, (west of Winnequah)	Micro surface	SY	2,924	\$2.62	\$7,660.88	\$2.59	\$7,573.16
			Spray patching & crack filling	LS	-	\$3,390.00	\$3,390.00	\$3,555.00	\$3,555.00
Frost Woods Rd	Monona Dr	Bridge Rd	Micro surface	SY	6,400	\$2.62	\$16,768.00	\$2.59	\$16,576.00
			Spray patching & crack filling	LS	-	\$3,750.00	\$3,750.00	\$5,594.00	\$5,594.00
			2" Mill & overlay	SY	1,860	\$10.00	\$18,600.00	\$11.00	\$20,460.00
			Additional milling 2" (5%)	SY	93	\$10.00	\$930.00	\$11.00	\$1,023.00
			Pavement marking	LS	-	\$2,950.00	\$2,950.00	\$3,553.75	\$3,553.75
Goucher Ln	Panther Trl	Stone Terrace	Micro surface	SY	1,832	\$2.62	\$4,799.84	\$2.59	\$4,744.88
			Spray patching & crack filling	LS	-	\$500.00	\$500.00	\$2,106.00	\$2,106.00
Greenway Rd	Shore Acres (east of)	Termini, (west of Rothman)	Micro surface	SY	6,061	\$2.62	\$15,879.82	\$2.59	\$15,697.99
			Patching & crack filling	LS	-	\$4,200.00	\$4,200.00	\$7,169.00	\$7,169.00
			Pavement marking	LS	-	\$3,200.00	\$3,200.00	\$900.00	\$900.00
Hennuah Cir	Kelly Pl	Termini	Micro surface	SY	573	\$2.62	\$1,501.26	\$2.59	\$1,484.07
			Spray patching & crack filling	LS	-	\$700.00	\$700.00	\$685.00	\$685.00
Lamboley Ave	Schofield St	Shore Acres Rd	Micro surface	SY	1,665	\$2.62	\$4,362.30	\$2.59	\$4,312.35
			Spray patching & crack filling	LS	-	\$2,350.00	\$2,350.00	\$2,161.50	\$2,161.50
Maywood Rd	Nichols Rd	Greenway Rd	Micro surface	SY	4,642	\$2.62	\$12,162.04	\$2.59	\$12,022.78
			Spray patching & crack filling	LS	-	\$3,540.00	\$3,540.00	\$5,686.00	\$5,686.00
			Pavement marking	LS	-	\$2,860.00	\$2,860.00	\$1,138.75	\$1,138.75
McKenna Rd	Nichols Rd	Greenway Rd	Micro surface	SY	3,520	\$2.62	\$9,222.40	\$2.59	\$9,116.80
			Spray patching & crack filling	LS	-	\$4,275.00	\$4,275.00	\$4,700.00	\$4,700.00
			Pavement marking	LS	-	\$960.00	\$960.00	\$306.25	\$306.25
Owen Rd	Winnequah Rd	Pheasant Hill Rd	Micro surface	SY	4,347	\$2.62	\$11,389.14	\$2.59	\$11,258.73
			Spray patching & crack filling	LS	-	\$4,000.00	\$4,000.00	\$6,755.50	\$6,755.50
Panther Trl	McKenna Rd	Goucher Lane, (east of)	Micro surface	SY	6,882	\$2.62	\$18,030.84	\$2.59	\$17,824.38
			Spray patching & crack filling	LS	-	\$4,200.00	\$4,200.00	\$8,137.00	\$8,137.00
			Pavement marking	LS	-	\$260.00	\$260.00	\$87.50	\$87.50
Pheasant Hill Rd	Nichols Rd	Owen Rd	Micro surface	SY	5,632	\$2.62	\$14,755.84	\$2.59	\$14,586.88
			Spray patching & crack filling	LS	-	\$1,150.00	\$1,150.00	\$7,616.00	\$7,616.00
			Pavement marking	LS	-	\$440.00	\$440.00	\$131.25	\$131.25
Schluter Rd	Nichols Rd	Maywood Rd	Micro surface	SY	1,525	\$2.62	\$3,995.50	\$2.59	\$3,949.75
			Spray patching & crack filling	LS	-	\$1,300.00	\$1,300.00	\$1,760.00	\$1,760.00
			Pavement marking	LS	-	\$670.00	\$670.00	\$578.75	\$578.75
Stone Terrace	Goucher Ln	Pheasant Hill Rd	Micro surface	SY	2,320	\$2.62	\$6,078.40	\$2.59	\$6,008.80
			Spray patching & crack filling	LS	-	\$750.00	\$750.00	\$2,774.75	\$2,774.75
<b>TOTAL BASE BID</b>							\$221,428.02		\$248,893.89

**Alternate Bid**

						Fahrner Asphalt Sealers, LLC		Struck & Irwin Paving, Inc	
Street	From	To	Description	Quantity	Unit Price	Bid Price	Unit Price	Bid Price	
* River Pl.	Broadway Ave.	Termini - End	Micro surface	SY	7,227	\$3.25	\$23,487.75	\$2.99	\$21,608.73
			Spray patching & crack filling	LS	-	\$4,800.00	\$4,800.00	\$9,523.00	\$9,523.00
			Pavement marking	LS	-	\$2,150.00	\$2,150.00	\$939.00	\$939.00
<b>TOTAL ALTERNATE BID</b>							\$30,437.75		\$32,070.73

**Resolution No. 16-5-2099  
Monona Common Council**

**AWARD OF BID FOR 2016 STREET RESURFACING PROJECT**

**WHEREAS**, the Capital Improvements Plan includes a program for repair and maintenance of streets, with such program consisting of mill and overlay improvements; and,

**WHEREAS**, the 2016 Capital Budget includes \$275,000 to complete street improvements such as mill and overlay, to various City streets as identified in the Project Manual; and,

**WHEREAS**, the Director of Public Works received bids on April 15, 2016 from three contractors for the construction of the aforementioned mill and overlay improvements and the Director prepared a bid tabulation; and,

**WHEREAS**, Wolf Paving & Excavating provided the low bid in the amount of \$48,447.76; and,

**WHEREAS**, the Public Works Committee reviewed the bid tabulation at the May 4, 2016 meeting and has recommended the award of bid for the construction of the mill and overlay improvements to Wolf Paving & Excavating in the amount of \$48,447.76.

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Monona, Dane County, Wisconsin, that the contract to perform the work as described in the contract documents and recommended by the Public Works Committee for the 2016 Road Improvement Program be awarded to Wolf Paving & Excavating in the amount of \$48,447.76, and the Director of Public Works is authorized to administer the execution of said contract.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

BY ORDER OF THE CITY COUNCIL  
CITY OF MONONA, WISCONSIN

\_\_\_\_\_  
Robert E. Miller  
Mayor

ATTEST:

\_\_\_\_\_  
Joan Andrusz  
City Clerk

Approval Recommended By: Public Works Committee – 5/4/16

Council Action:

Date Introduced: 5-2-16

Date Approved: \_\_\_\_\_

Date Disapproved: \_\_\_\_\_

**City of Monona**  
**POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
		Resolution No. <b>16-5-2099</b>
		Ordinance Amendment No. _____

**Title:**  
Award of Bid for 2016 Resurfacing Project

**Policy Analysis Statement:**

**Brief Description Of Proposal:**

Award of Bid for the 2016 Resurfacing Project to Wolf Paving & Excavating Inc. in the amount of \$48,447.76.

Wolf Paving & Excavating will complete mill & overlay to City streets, as identified in the project manual. The bid includes work for extra depth milling, and manhole adjustment, as needed.

**Current Policy Or Practice:**

This work will be allocated to the 2016 Capital Budget, Street Repair & Maintenance Program, and Annual Sewer Repair account.

**Impact Of Adopting Proposal:**

Street Repair Capital Budget Funding: \$275,000  
Micro Surfacing Bid Amount: \$221,428.02  
Mill & Overlay Maintenance Amount: \$46,647.76  
Balance: \$6,924.22

Manhole Adjustment Bid Amount: \$1,800 (allocated to Annual Sewer Repair account in capital budget)

**Fiscal Estimate:**

**Fiscal Effect (check/circle all that apply)**

- No fiscal effect
- Creates new expenditure account
- Creates new revenue account
- Increases expenditures
- Increases revenues
- Increases/decreases fund balance \_\_\_\_\_ Fund

**Budget Effect:**

- Expenditure authorized in budget
- No change to budget required
- Expenditure not authorized in budget
- Budget amendment required

**Vote Required:**

- Majority
- Two-Thirds

**Narrative/assumptions About Long Range Fiscal Effect:**

**Expenditure/Revenue Changes:**

Budget Amendment No. _____				No Budget Amendment Required <input checked="" type="checkbox"/>				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
400	57	57330	903	Street Repair & Maintenance Program	\$275,000			\$275,000
400	57	57330	916	Annual Sewer Repair	\$25,000			\$25,000

**Prepared By:**

Department: Public Works  
Prepared By: Daniel Stephany, Dir Public Works  
Reviewed By: Marc Houtakker, Finance Director

Date: April 26, 2016  
Date: April 26, 2016

**City of Monona Department of Public Works**

**Project Name:** 2016 Street Resurfacing Project

**Owner:** City of Monona Public Works

5211 Schluter Road

Monona, WI 53716

608-222-2525

**Official Bid Opening**

**For Project:** 2016 Street Resurfacing Project

**Date:** April 15, 2016

**Place:** City Hall

**Time:** 11:00am

	Contractor	Base Bid	Alternate	Addendum Rec.	Bid Bond
1	Payne & Dolan, Inc.	\$69,719.95	\$16,644.00	n/a	Yes
2	Wolf Paving & Excavating	\$48,447.76	\$17,227.00	n/a	Yes
3	Tri-County Paving, Inc.	\$78,243.55	\$12,510.00	n/a	Yes
4					
5					
6					
7					
8					
9					
10					

Witness: Brad Bruun

Witness: Dan Stephany

Project Name: 2016 Monona Resurfacing Project  
 Owner: City of Monona Public Works  
 Bid Opening Place: Monona City Hall  
 Bid Opening Date: 4/15/2016  
 Bid Opening Time: 11:00am

**BID TABULATION**

BASE BID					Low Bidder					
Bid Item Ref. No.	Specification Item No.	Description	Units	Contract Quantity	Wolf Paving		Payne & Dolan, Inc.		Tri County Paving	
					Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price
<b>Crestview Drive - Bjelde Ln to City limits</b>										
1	SPV.4000	Full depth mill and replace 4"	SY	560	\$18.27	\$10,231.20	\$30.70	\$17,192.00	\$25.60	\$14,336.00
2	SPV.5000	Road base repair - undisturbed 10%	SY	56	\$32.50	\$1,820.00	\$33.05	\$1,850.80	\$32.00	\$1,792.00
<b>Winnequah Road - Schluter Rd to Sumac Lagoon</b>										
3	SPV.6000	Mill and overlay 2"	SY	2,349	\$8.48	\$19,919.52	\$11.30	\$26,543.70	\$9.75	\$22,902.75
4	SPV.7000	Additional milling 2" - undisturbed 5%	SY	117	\$6.50	\$760.50	\$20.05	\$2,345.85	\$24.60	\$2,878.20
5	SPV.8000	Adjusting manhole	EA.	3	\$450.00	\$1,350.00	\$680.00	\$2,040.00	\$450.00	\$1,350.00
<b>Winnequah Road - Nichols Rd to 5003 Winnequah Rd</b>										
6	SPV.6000	Mill and overlay 2"	SY	367	\$8.78	\$3,222.26	\$11.30	\$4,147.10	\$22.00	\$8,074.00
7	SPV.7000	Additional milling 2" - undisturbed 5%	SY	18	\$6.50	\$117.00	\$20.05	\$360.90	\$24.60	\$442.80
<b>Winnequah Road - Dean Ave to 4702 Winnequah Rd</b>										
8	SPV.6000	Mill and overlay 2"	SY	451	\$8.73	\$3,937.23	\$11.30	\$5,096.30	\$22.00	\$9,922.00
9	SPV.7000	Additional milling 2" - undisturbed 5%	SY	23	\$6.50	\$149.50	\$20.05	\$461.15	\$24.60	\$565.80
10	SPV.8000	Adjusting manhole	EA.	1	\$450.00	\$450.00	\$680.00	\$680.00	\$450.00	\$450.00
<b>Winnequah Road - 4408 Winnequah Rd to 4414 Winnequah Rd</b>										
11	SPV.6000	Mill and overlay 2"	SY	731	\$8.55	\$6,250.05	\$11.30	\$8,260.30	\$20.00	\$14,620.00
12	SPV.7000	Additional milling 2" - undisturbed 5%	SY	37	\$6.50	\$240.50	\$20.05	\$741.85	\$24.60	\$910.20
<b>Total Base Bid</b>						\$48,447.76		\$69,719.95		\$78,243.55

**ALTERNATE BID**

<b>Crestview Drive - Bjelde Ln to City limits</b>										
13	SPV.9000	Common excavation and turf restoration	LS	1	\$6,600.00	\$6,600.00	\$8,500.00	\$8,500.00	\$4,700.00	\$4,700.00
14	SPV.9000	Dense graded base	TN	400	\$14.00	\$5,600.00	\$16.00	\$6,400.00	\$15.00	\$6,000.00
15	SPV.9000	Excavation below subgrade (EBS)	CY	20	\$14.00	\$280.00	\$10.00	\$200.00	\$20.00	\$400.00
16	SPV.9000	EBS backfill	TN	40	\$12.75	\$510.00	\$15.00	\$600.00	\$15.00	\$600.00
17	SPV.9000	Geotextile fabric	SY	100	\$2.40	\$240.00	\$3.00	\$300.00	\$2.50	\$250.00
18	SPV.9000	18-in asphaltic Carlson screed curb	LF	140	\$28.55	\$3,997.00	\$4.60	\$644.00	\$4.00	\$560.00
<b>Total Alternate Bid</b>						\$17,227.00		\$16,444.00		\$12,510.00

**Resolution No. 16-5-2100**  
**Monona Common Council**

**A PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE SPECIAL  
ASSESSMENT POLICE POWERS UNDER SECTION 66.0703, WISCONSIN  
STATUTES, IN THE CITY OF MONONA, DANE COUNTY, WISCONSIN, FOR  
DREDGING WORK TO SCHLUTER PARK CHANNEL**

**WHEREAS**, the Common Council determines it is necessary to dredge the Schluter Park Channel in the City of Monona.

**NOW THEREFORE**, the Common Council of the City of Monona, Dane County, Wisconsin, hereby resolves as follows:

1. The Common Council of the City of Monona hereby declares its intention to exercise its police power pursuant to Section 66.0703, Wisconsin Statutes, to levy special assessments upon the properties within the following described assessment district for special benefits accruing to such property by the dredging of the lagoons:

All residential property with shoreline frontage on Schluter Park Channel; and,

And as specifically detailed on the attached map.

2. The Common Council determines that the improvements constitute an exercise of police power for the health, safety and general welfare of the city and its inhabitants; and the amount assessed against each parcel shall be made upon a reasonable basis, considering construction costs, and related engineering, contingency and administrative costs.
3. The total amount assessed against the properties in the above described project area shall not exceed ten percent (10 %) of the cost of improvements to the City of Monona. The amount assessed against each parcel shall be based on Title 6, Chapter 1 of the Monona Code of Ordinances.
4. The assessments against all parcels may be paid in cash or in the number of installments to be determined at the public hearing on the proposed assessments, and according to the final resolution of the Common Council as may be hereinafter adopted.
5. The Director of Public Works shall prepare a report which shall consist of:
  - a. Preliminary plans and specifications for the improvements.
  - b. An estimate of the entire cost of the proposed improvements.
  - c. A schedule of the proposed assessments.
6. When the report is completed, the Director of Public Works shall file a copy of the report with the City Clerk for public inspection.
7. Upon receipt of the above report, the City Clerk shall prepare a notice stating the date, time and place of the public hearing on the matters contained in this preliminary resolution and the report, as required by section 66.0703(7), Wisconsin Statutes. The hearing shall be held at the date, time and place set by the City Clerk in said notice.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

BY ORDER OF THE CITY COUNCIL  
CITY OF MONONA, WISCONSIN

\_\_\_\_\_  
Robert E. Miller  
Mayor

ATTEST:

\_\_\_\_\_  
Joan Andrusz  
City Clerk

Council Action:

Date Introduced: 5-2-16

Date Approved: \_\_\_\_\_

Date Disapproved: \_\_\_\_\_



**MONONA POLICE DEPARTMENT  
MONTHLY REPORT**



**MARCH 2016**

## **OPERATIONS DIVISION**

In March of 2016, the Operations Division handled 38 vehicle crashes, which is up quite a few from the 29 crashes last month. Vehicle crashes are a significant part of a Police Officer's day. There were 140 traffic warnings, 185 traffic citations, and 11 parking tickets issued. There were a total of 1,373 calls for service in March.

### **Training**

Chief Ostrenga attended a 1-hour CVMIC webinar on Diversity Training.

Officer Ginther and Officer Pederson attended a 30-hour Radar and Laser Operator Certification training.

Lt Wiegel attended a 7-hour CVMIC training on Strategic Management Planning

Eight Officers attended an 8-hour In-Service on Firearms, DAAT and Civil Process.

### **Speed Trailer**

To request the speed trailer, in your neighborhood, contact Officer Jim Reiter at: [jreiter@ci.monona.wi.us](mailto:jreiter@ci.monona.wi.us)

### **Security Checks**

Officers performed 190 security checks in the month of March. A security check is when an Officer goes into a business and walks around to meet with staff to discuss any problems that the businesses are aware of. This also serves as a deterrent for theft. For the overnight shift, this entails checking the perimeter of the business and pulling on doors to make sure the businesses are secure.

### **Retail Thefts**

There were 25 retail theft cases in March, down by more than half from 56 cases in February. Around 50 cases are typical in a month. These cases can be time consuming if the suspect flees and follow-up outside the City is necessary.

### **Tellurian Treatment Center**

In February we had 7 calls to the Tellurian property totaling 4 hours of police time.

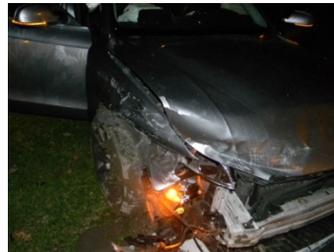
## Use of Force Incidents

MO16-01368

On March 6<sup>th</sup> Officers were dispatched to a suspicious couple in a verbal argument inside a vehicle in the lot of 101 Broadway. This car was involved in an incident with Madison PD (MPD) earlier in the evening and MPD had probable cause to arrest the driver. When our Officer made contact, the male exited the vehicle and attempted to flee on foot. The Officer caught the male and he then resisted arrest. A second Officer arrived and assisted in the attempt to take the suspect into custody. Several active countermeasures were attempted such as focused hand strikes to the torso area, but those proved to be ineffective. One Officer presented his Taser and advised the suspect to stop resisting or he would be tased. The suspect then complied and was handcuffed without further issue.

MO16-01736

On March 26<sup>th</sup> at 12:26am an Officer observed a speeding vehicle on US HWY 12 approaching HWY 51. Upon running the plate, the car came back as a stolen vehicle. When he attempted to stop the vehicle, the driver sped up to 54 MPH in a 25 MPH zone and within 11 seconds, crashed his vehicle down a 5 foot embankment. The driver then exited the car and vaulted over a fence as five other passengers scrambled to run away. Four juvenile passengers were caught that evening. The driver has been identified and the investigation is on-going.



## Citizen Complaints

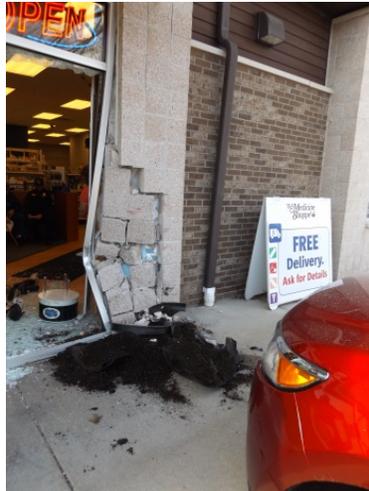
Citizen complaints will be listed here monthly and the Operations Lieutenant shall prepare an annual summary report for the Chief of Police which will be disseminated to the Police and Fire Commission. The annual summary report shall include but not be limited to: Listing each complaint, explaining any action(s) taken, recommending training needs, and recommending policy changes.

March 2<sup>nd</sup> 2016. An officer received a complaint from a 30 year old M/W that his traffic stop on Feb 02 2016 was improper and the Officer threw the ticket at him and he (driver) had it on video. An internal investigation was done, however the male was unable to produce the video or any evidence. Our squad video was working, and everything about the stop was found to be proper within the law and department policy. The complaint was given the disposition of UNFOUNDED.

## 1<sup>st</sup> Shift Monthly Report



On March 6<sup>th</sup> we received a call of a gun located in the grass curb area along Monona Drive. The gun was a loaded handgun, but was rusted. It is possible the gun was abandoned in a snowbank until the recent thaw, or was tossed by a passenger in a car as a squad approached.



On March 26<sup>th</sup> at 1:56pm a 92 year old male driver went to park at his pharamacy, but hit the gas instead of the brake, and then struck the building causing moderate damage. The driver was not injured.

## Officer Overtime Analysis

<b>2016</b>	JAN	FEB	MAR
TRAINING CONSORTIUM (In-Service)	32	16	0
OTHER REQUIRED TRAINING (ECIR/Radar/CPR/K9)	8	49	40
OPTIONAL OFFICER TRAINING	-	-	-
SICK LEAVE Coverage	40	8	8
VACATION Coverage	50	-	68
FLOATING HOLIDAY Coverage	-	-	20
MILITARY LEAVE Coverage	-	-	-
COURT	35	17	13
LATE/EARLY CALL or SERIOUS INCIDENT	37.5	10	17.25
Special Event (Meeting, Parade, Festival)	2	2	12.5
Mental Health Case	13.5	-	6.25
Dispatch Coverage	-	-	-
TRAFFIC GRANT (Reimbursed)	-	12	50
TOTAL HRS	218.00	114.00	235.00
Expense Per Month @ average \$50.00 / HR	\$10,900	\$5,700	\$11,750

Lieutenant Curtis Wiegel is the Operations Commander and 1<sup>st</sup> shift patrol supervisor. He can be reached at [cwiegel@ci.monona.wi.us](mailto:cwiegel@ci.monona.wi.us).

### 2<sup>nd</sup> Shift

Second shift continued to be busy for the month of March. With the warmer weather we had 123 traffic stops. We responded to 16 Retail Thefts and 17 Crashes. Second shift Officers made two OWI arrests and 6 Warrant arrests. Here are some other calls for service that we handled.

**THEFTS FROM VEHICLES:** With the warmer weather there were numerous complaints of thefts from vehicles this month. These thefts could have been easily prevented by locking your car doors and not leaving valuables out in the open. **PLEASE LOCK YOUR CAR!**

ROAD RAGE: Officers were advised of a road rage incident that was occurring on Broadway. During this incident the vehicles stopped at a red light near South Towne Mall. A male exited his vehicle and opened the door of the other car. The male then climbed in and began fighting with the driver and passenger. As the male climbed in the driver started driving off. At some point the passenger was able to strike the attacker on the head and push him back out the driver's door. They then sped off to safety. This incident is still under investigation.

Sergeant Jeremy Winge is the 2<sup>nd</sup> shift patrol supervisor and can be contacted at: [jwinge@ci.monona.wi.us](mailto:jwinge@ci.monona.wi.us)

### **3rd Shift**

The Monona Police Department third shift officers handled 2 vehicle crashes, 4 retail thefts, and responded to several disturbance calls during the month of March. Officers made 89 traffic stops resulting in 5 OWI arrest. Officers also arrested 3 individuals who had active arrest warrants. Officers were also busy with several domestic and civil disputes. Here are some other calls for service that we handled.

On March 4<sup>th</sup>, 2016 at 4:56 a.m. a traffic stop was conducted on a vehicle for a speed violation. Officers were not able to get the operators identity back. Using the new fingerprint scanner technology which was just placed into the squad they were able to identify the female and noted she had been giving a false name and also had an active arrest warrant out for her.

On March 6<sup>th</sup>, 2016 at 12:54 a.m. an officer attempted to make a traffic stop on a vehicle for a speed violation. The vehicle failed to stop and continued to travel at a high rate of speed. The operator was not stopping and was observed throwing several prescription medications out the passenger window. The driver eventually stopped the vehicle and admitted drinking alcohol and using marijuana, but would not submit to field sobriety tests or a blood test. A search warrant was obtained for the driver's blood with results pending. The driver was cited for OWI, possession of illegal prescription drugs and possession of marijuana.

On March 26<sup>th</sup>, 2016 at 12:26 am, a stolen auto was located on HWY 12 at Stoughton Rd. A traffic stop was attempted where the vehicle attempted to flee but crashed into a guardrail shortly after. All 6 vehicle occupants fled on foot, where 4 out of the 6 were taken into custody. The investigation as to who the operator is still on-going. The case is connected to a rash of stolen vehicles around the City of Madison where the suspects are checking vehicles and gym lockers looking for keys to vehicles.

If you have any questions, concerns, or if you have further information on any crimes, please contact the Monona Police Department at 222-0463. Sergeant Adam Nachreiner is 3<sup>rd</sup> shift patrol supervisor and can be contacted at [anachreiner@ci.monona.wi.us](mailto:anachreiner@ci.monona.wi.us)

## INVESTIGATIVE DIVISION

### Detective Unit

During the month of March, 65 cases were reviewed for possible referral to the Investigative Division.

Crime	Number of Cases
Battery	1
Burglary	7
Drug Investigation	3
Fraud	9
Overdose	3
Retail Theft	25
Stolen Vehicle	2
Theft	15

Members of the Investigative Unit were assigned to, or assisted with, 27 incidents.

### Current Investigations

#### **MO16-01607 – RESIDENTIAL BURGLARY**

A night-time residential burglary was reported. Detectives have developed a suspect and most of the property has been recovered.

#### **MO16-01544 – RESIDENTIAL BURGLARY**

A night-time residential burglary was reported. Detectives have developed a suspect and most of the property has been recovered.

#### **MO16-01547 – RESIDENTIAL BURGLARY**

A night-time residential burglary was reported. Detectives have developed a suspect and most of the property has been recovered.

#### **MO16-01736 – STOLEN AUTO/PURSUIT**

A patrol officer initiated a traffic stop on a stolen vehicle that fled the officer and crashed. Detectives developed a suspect and multiple criminal charges will be filed.

#### **MO16-01524 – STOLEN AUTO**

A vehicle was stolen from a local store. Patrol recovered the vehicle and a tip from a citizen led to a suspect. Detectives investigated the case and charges have been sent to the DA's Office.

## **MO16-01268/MO16-01270/MO16-01271/MO16-01309 BURGLARY**

### **MO16-01271/Burglary**

During the late morning daytime hours on 03-01-2016, four homes were burglarized. During one of the burglaries, the suspect took a credit card and tried using it. This suspect was also responsible for a theft in a home when he misrepresented himself as a construction worker to get inside. The suspect was identified after the below photos were sent out to the media. The suspect fled and was tracked down in Tennessee with the assistance of the US Marshals. Both our suspect and another fugitive from WI were found and arrested. The suspect was a Monona resident and has already been extradited back to Dane County.



If you have any information to provide in any of the above listed incidents:

Det. Matthew Bomkamp can be contacted at [mbomkamp@ci.monona.wi.us](mailto:mbomkamp@ci.monona.wi.us)

Det. Sgt. Ryan Losby can be contacted at [rlosby@ci.monona.wi.us](mailto:rlosby@ci.monona.wi.us)

### **Other Activities**

Property room management

Municipal court officer duties

## **School Resource Officer**

March was a shortened month of school due to Spring Break the week of March 21st.

At the end of a school day a student at MGHS took another student's cell phone and called 911 from it. The same student then tried getting on a bus that he was not supposed to be on and got into an argument with the bus driver. School staff and I attempted to find the student but he left the area and we were unable to locate him. School staff and I spoke with the student the next day at school. The student received an out of school suspension for his behavior.

I was called to Glacial Drumlin School for a student that left the school without permission. I responded to the school and began to search the area for the student. I was then notified the student was back in the building. I contacted the student and helped school staff direct him to the office.

Two MGHS students came to school in the morning under the influence of marijuana. The students admitted smoking marijuana behind a local business before school. School staff and I searched the students and their lockers. A canister containing a small amount of marijuana and a couple lighters was found in one of the student's backpacks. That student received a citation for possession of marijuana. Both students received school consequences.

There were two fire alarm activations at the high school in one day. The first was due to a science experiment that created a bit of smoke. The other came from a detector and unknown cause.

In March our Community Resource Officer and I read children's books to three separate classes at Winnequah School for "Read Across America" day; the Associate Principal from Glacial Drumlin School and I performed a home visit at a student's residence that had not been to school in a while; I issued a habitual truancy citation to a MGHS student; and I investigated three driving complaints that occurred in and around the high school.

SRO Shawn Fogeltanz can be contacted at [sfogeltanz@ci.monona.wi.us](mailto:sfogeltanz@ci.monona.wi.us)

### **Clerk of Courts**

During the month of March, 239 traffic, municipal ordinance and parking citations were issued. In addition there were 148 warnings issued for various traffic offenses. Twenty-five adults and three juveniles were also referred to the Dane County District Attorney's Office for criminal charges.

### **Dispatch**

The Monona Communications Center dispatches Police, Fire, and EMS, answers routine phone calls from citizens seeking information or wanting police assistance, processes citation payments, prepares and submits accident reports to the State of Wisconsin, files law enforcement related paperwork, and performs many other routine daily duties.

During the month of March, Dispatchers handled 1,373 calls for service. Of these calls for service, 150 calls came in on the 911 lines. Many of the calls for service are converted into incidents which require a report and additional paperwork. On average, each incident, consumes about 1.5 hours of the Dispatcher's time.

Lieutenant Sara Deuman is the Technical Services Commander in charge of Dispatch and Investigations. She can be contacted at [sdeuman@ci.monona.wi.us](mailto:sdeuman@ci.monona.wi.us)

# MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

**DEPARTMENT:** Public Works & Utilities

**MONTH OF:** April 2016

## Accomplishments:

- Crews started the four week spring leaf collection for the month of April.
- Completed street sweeping for the month of April.
- Removed dead trees and bushes from Broadway medians, and seed bare spots.
- Removed large dead tree stump at the end of Nishishin West, and completed landscaping at the end of the road.
- Assisted the parks department with the installation of the Schluter Park pier.
- Change out banners on Broadway.
- Three rounds of brush collection have been completed for the month of April.
- Repaired lawn damage from this past plowing season.
- Repaired guard rail by Shopko.
- Repaired three storm water inlets.
- Completed another round of pot hole patching.

## Major Projects / Issues:

- City staff and Strand Associates staff met to begin planning for the design of the 2017 road reconstruction project.
- Strand Associates has started the water system fire flow analysis and hydraulic modeling.
- The 2016 road resurfacing project and the micro surfacing project is tentatively scheduled to start in the month of June.

## In Progress / Routine Duties:

- Completed meter changes and meter reading for the month.
- Completed daily rounds at the wells and lift stations, collected required water samples, and complete diggers hotline locates for the month.
- Clean floor drains at the shop, complete inventory of shop items, and complete shop maintenance for the month.
- Complete street sign repair for the month. We also received our bulk order of regulatory signs for replacement. Signs are being replaced to meet the federal retro-reflectivity standards.
- Coordinate City projects with our engineers.
- Continuing with research and review of specifications for vehicles scheduled to be replaced in 2017.

## Upcoming Objectives / Events:

- Annual Water Quality Report is due to the WDNR by July 1, 2016
- Annual sanitary sewer CMAR is due to the WDNR by June 30, 2016
- The newly required report for the sanitary sewer collection system, the CMOM report is due to the WDNR by August 1, 2016
- Schluter Park Dredging Project public hearing and final assessment resolution at City Council is scheduled for May 16, 2016.

## Personnel:

- The department is at full staff.

# MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

## DEPARTMENT:

**Parks &  
Recreation**

**MONTH OF: April 2016**

### Accomplishments:

- Parks – Opened shelters/bathrooms at Dream Park, Fireman’s, Schaefer, Ahuska, Lottes, & Oneida without any major issues
- Parks – Aerated/Top dressed/slit seeded athletic fields at Ahuska Park
- Parks – New lights were installed at Oneida Park
- Parks – Finished Pier project at Schluter Park. Great job by Parks Lead Pat Groom and assistants from Streets Dept.
- Recreation – Spring Soccer started week of April 11 with a 172 kids registered (the most we’ve ever had)
- Hosted Madison College Recreation Management Students for a Monona Pool facility tour

### Major Projects / Issues:

- Long term storage continues to be an issue with the department. Due to lack of space at Public Works garage, some equipment has to be left outside. This is reducing the life span of equipment and will continue to be an issue until there is dedicated space for Parks & Recreation equipment, tools, and supplies
- Schluter Park Improvement project started in April, will provide bi-weekly updates on progress
- Community Center Storage Room project is in progress. This is a 2015 Capital Budget project transitioning the bar room at the Community Center to storage. Anticipated completion dates is early May. There will be a portable bar for events at the Community Center.

### In Progress / Routine Duties:

- **Parks** – The busiest month of the year, mowing/trimming, ball diamond/athletic field maintenance, shelter/trash cleaning, tree planting, mulching
- **Recreation** – NEW programs not in the guide include a Paint Night in the Park, Tai Chi class, and Masala Bhangra (Indian dance class)
- **Pool** – Bathrooms/Showers will be on for Lake Monona Run on May 7<sup>th</sup>, pool will start to be filled on May 5<sup>th</sup> with training of staff on May 20<sup>th</sup>.
- **Special Events** – Promotion Sawyer Crossen Memorial Triathlon on June 4<sup>th</sup>, Mulligans Fore Monona on June 13

### Upcoming Objectives / Events:

- Farmer’s Market starts Sunday May 1<sup>st</sup>, Lake Monona Run on Saturday May 7<sup>th</sup>, Memorial Day Parade May 30<sup>th</sup>
- Pool Opens on Saturday June 4<sup>th</sup>

### Personnel:

- Seasonal applications for both parks and aquatic positions has been low this year. This is a national issue with labor shortages for positions but magnified here as we compete against higher paying jobs through City of Madison Parks, MSCR, and Dane County Parks.
- We welcome Brianna Dziuk as a Recreation Intern starting on May 16
- Missy Kedzorski, Pat Groom, Ryan Kvammen, Pam Kitslaar, Jessica Walsh are all doing a great job during an incredibly busy time. The city is very fortunate to have such dedicated staff to help run the department. Great job!



# MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

**DEPARTMENT:** City Clerk

**MONTH OF:** April 2016

## **Accomplishments:**

Completed the minutes of the March 8 License Review Committee taken by April Little, April 4 and 18 Finance & Personnel Committee and City Council and the April 19 Organizational meetings.

Attended Alderperson Thomas's event at Dick and Mari Anne Lichtfeld's home; attended the social event at Angelo's after the Organizational meeting.

Completed 15 years with the City of Monona.

Prepared borrowing documents for Mayor Miller's signature, counter-signed, sealed, and shipped.

Received alcohol and other license renewal applications; mailed reminder letters to six alcohol licensees, two massage establishments, and two secondhand article dealers; published the full list of alcohol licensees.

Published two Board of Review notices; assisted Assessors with Open Book meetings.

Election duties: Completed training of all current Election Inspectors; set up polling places for the April 5 Presidential Preference and Spring Election assisted by Bob Johnson; provided assistance and materials to Chief Inspectors throughout Election Day; took in materials from polling places; modemed results to the Dane County Clerk; recorded and posted outstanding absentee ballots; posted results and distributed to staff and Council members; reviewed materials and delivered to Dane County Clerk's office; began data entry of voter registration forms assisted by Alene Houser; prepared and distributed candidate notifications; convened the Municipal Board of Canvassers to count late-arriving absentee ballots, reported results to Dane County Clerk.

## **Major Projects / Issues:**

- Complete data entry of the April 5 Presidential Preference and Spring Election assisted by Alene Houser. We received over 500 Election Day registrations.
- Obtain alcohol license approvals for the new Four Lakes Yacht Club tenant, "Breakwater".

## **In Progress / Routine Duties:**

Daily deposits; accounts payables; invoice coding and distribution; credit applications; issue Provisional licenses and approved Operator's and other licenses; staff meetings; update WisVote; enter voter registrations and absentee ballot requests as received; file and purge voter registration forms; compile building inspection forms for Appraiser; compile documents and payments for mailing to EMS Medical Billing Associates; publish minutes, public notices, and Ordinances as required; counter-sign documents; perform Notary duties; prepare Council Consent Agenda; work with other staff members on licenses, accounts payables, open records requests, claims against the City, etc.

## **Upcoming Objectives / Events:**

- Complete election data entry and reporting; re-organize supplies; archive materials.
- File the new backlog of Accounts Payable invoices.
- Work on an Ordinance amendment regarding City staff selling beer at City park events.
- Work on Ordinance review for the re-codification project.

## **Personnel:**

Follow up with and provide training for new Election Inspectors.

# MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

**DEPARTMENT:** Administrative Services

**MONTH OF:** April 2016

## Accomplishments:

## Major Projects / Issues:

- Grievances:
  - International Association of Firefighters grievance concerning opt out payments: Final briefs due in April.
  - Grievances filed by Wisconsin Professional Police Association concerning opt out payments and opt out MOU: Arbitration hearing was held on April 19; another day will be needed to complete the hearing.
- MiPay Online: MiPay Online will allow all employees to access their paystubs and W-2s on a secure and encrypted online server. Full implementation is planned for the end of May. With implementation, we will no longer need to print paper copies of direct deposit pay stubs; I estimate that we will save approximately 4,000 sheets of paper per year, plus toner, envelopes, and my time to stuff the envelopes.

## In Progress / Routine Duties:

Bi-monthly payroll and time tracking, personnel files and new-hire onboarding, recruiting, worker's compensation, troubleshooting IT issues as needed and coordinating weekly IT projects with consultants, website content and maintenance.

## Upcoming Objectives / Events:

The City's annual volunteer appreciation event has been scheduled for Wednesday, June 8. New this year: the event will be a picnic held at Fireman's Park Shelter.

## Personnel:

Current recruiting/hiring:

- Part-time Youth Services Librarian:
  - Despite two rounds of recruiting, we have been unable to hire a qualified candidate for this position. A temporary part-time youth services librarian has been hired for the summer. Recruiting for a permanent hire will resume again this summer.
- Civil Tech/GIS Intern:
  - Interviews will be scheduled for mid-May.
- 2016 seasonal positions:
  - Positions for the outdoor pool and summer recreation programs are currently being filled. Training for the seasonal outdoor pool staff will begin at the end of May. The pool opens on Saturday, June 4.
  - Spring/fall mowers have already begun working for the season.