



City of Beaver Dam, Wisconsin  
**Administrative Committee Meeting**

205 S. Lincoln Ave; Room 113  
(Engineering)  
Monday, April 6, 2026 at 6:45 PM

[Join Zoom Meeting](#)

Meeting ID: 898 8273 2707

Passcode: 834066

Join by Phone: (646) 931-3860

## AGENDA

- 1) Call to Order – Roll Call
  - a) Approval of the March 30, 2026 Meeting Minutes
  - b) Approval of bills between Mar 13, and Apr 02, 2026 in the amount of \$771,750.58
- 2) Discussion & Possible Action
  - a) A resolution approving a Class "B" and Class "C" liquor license for El Compa Mexican-American Grocery, Inc.
  - b) A resolution approving a Class "B"/"Class B" to Vista Valley, LLC
  - c) A Resolution Updating Certain Position Wages and Job Titles
  - d) **ORDINANCE NO. 8-2026** Amending Sections 10-25, 10-31, 10-32, and 50-21 of the Beaver Dam Municipal Code (regarding dogs)
  - e) Review of Draft Policies
- 3) Adjourn

This agenda was posted and made available to the news media, public and various City officials, and staff in compliance with the State of WI Open Meetings Law and Administrative Committee policy:

Posted: 4/2/26 by Tracey Ferron, City Clerk at 3:00 p.m.

A quorum of the Common Council may attend this meeting.



1) Call to Order – Roll Call

The meeting of the Administrative Committee was called to order at 6:30 p.m. by Zach Zopp.  
Present: Kevin Burnett, Frank Ferree, Chris Ganske, Monica Keel, Jack Yuds, Zach Zopp, 6. Absent: Fischer, Mick 1.

a) Approval of the March 2, 2026, Meeting Minutes

Motion by Chris Ganske, second by Monica Keel, to approve. Motion carried by acclamation.

b) Approval of bills between Feb 27, and Mar 12, 2026 in the amount of \$1,056,028.26.

Motion by Frank Ferree, second by Monica Keel, to approve. Motion carried by acclamation.

c) Finance Report

The Finance Report was presented with no questions.

2) Discussion & Possible Action

a) A resolution disallowing a claim from Charlie Brown's Bar LLC for excessive taxation

Fischer arrived at the meeting at 6:38 pm. Attorney Tyler Pluff attended via Zoom to provide background and his legal opinion for the disallowance of the claim. He noted that Charlie Brown's did not appear at either Open Book or the Board of Review regarding their 2025 assessment. Motion by Jack Yuds, second by Chris Ganske, to approve the dis-allowance. The preceding motion passed by the following vote: Ayes: Kevin Burnett, Frank Ferree, Mick Fischer, Chris Ganske, Monica Keel, Jack Yuds, Zach Zopp, 7. Noes: None.

b) A resolution approving a grant agreement between the City of Beaver Dam and Dodge County for Eagle View Addition

Bierke updated the committee that the previous City Administrator had applied for this grant to build this subdivision. This agreement is between the City and the County relative to the dollar amounts and how it would be secured. Dodge County has already adopted this. If the resolution moves forward, there would be a development agreement brought forth to the committee possibly as early as April. Yuds asked how many houses would be built. Bierke answered that 16 would be built. Yuds asked if the sizes of the homes are available. Bierke answered that there are no sizes; however, there are lots available to view.

Discussion was held. Motion by Kevin Burnett, second by Monica Keel, to approve. The preceding motion passed by the following vote: Ayes: Kevin Burnett, Frank Ferree, Mick Fischer, Chris Ganske, Monica Keel, Jack Yuds, Zach Zopp, 7. Noes: None.

c) Distribution of Sports Based Tourism Feasibility Study Proposals

Bierke updated the committee that he had found a couple of providers to do a study to see if increased sports-based tourism is feasible in Beaver Dam. He found a couple of providers

to consider doing a study on if the City is losing money from not having one. He received two quotes and discussed where funding for the study may come from. Burnett stated that he thinks this is a good idea; however, not a good time to start this. Yuds asked if tax dollars were coming in from the TID for Meta. Bierke answered that there is money coming back in from the TID; however, that revenue is going into the TID. Yuds asked for the estimates. Bierke stated that one estimate would be \$22,900 for phase one, and would be \$22,600 for phase two. The second estimate was \$57,000 for phase one, and phase two would be \$42,500. Ferree asked if there is a way that we could include the Chamber of Commerce to possibly assist with visitor data they have access to. Burnett asked how the data would help us. Bierke responded by giving possible scenarios. More discussion was held. Fischer stated that he feels this is a good idea. Bierke suggested that he reach out to HVS and ask them to come to the next meeting to answer any more questions the committee may have. The committee agreed that they would want to invite HSV to their next meeting, and to include the Chamber of Commerce for input.

d) Update on Hotel Room Tax Permits

Bierke updated the committee that in the City Ordinances, Ordinance 2-124, which states that all hotels must have a lodging permit from the City. This has not been followed in the past. Another thing that should be updated in the Ordinance is the percentages of distributions of this revenue. As he was reviewing the reports from the hotels, he found one hotel that had not been paying their room tax. The City Clerk has worked on getting the permits done. Several hotels handed in their permits. Letters were sent to this hotel; however, nothing was returned. Bierke reached out personally and was informed that the hotel had an owner out of state. Bierke is looking for advice as to what should be done with this hotel. Suggestions were made. Motion by Mick Fischer, second by Jack Yuds, to instruct the Attorney to draft a letter demanding payment that is to be sent by certified mail to owner(s). The committee also instructed the issuance of daily citations for operating without a permit. Motion carried by acclamation.

e) Review of Draft Policies

Bierke updated the committee that there are three draft policies to review and discuss. The Police Department has concerns about the IT policy, so this can be addressed in a future meeting. The Parks Department has concerns regarding the Naming policy and the length of naming rights. Zopp stated that it is currently 50 years or the life of the major feature or facility which ever comes first. The concern is that 50 years may be excessive and would like to discuss this at a future meeting. Motion by Monica Keel, second by Zach Zopp, to approve Records Retention Policy 104 as written. Motion carried by acclamation.

3) Adjourn

Motion by Kevin Burnett, second by Jack Yuds, to adjourn. Zopp adjourned the meeting at 7:29 pm.

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
<b>01-0000-162200 PREPAID INSURANCE EXPENSE</b>							
DELTA DENTAL OF WISCO	102806	DELTA DENTAL OF WISCONSIN	2526109	VISION	03/25/2026	805.92	
<b>01-0000-219100 POLICE &amp; FIRE UNIFORM FUND</b>							
BUSCHKE, BRENNAN	103027	BUSCHKE, BRENNAN	031426	CLOTHING CLOTHING ALLOWANCE (BUSCH	03/14/2026	230.17	
EDWARDS, MATTHEW	102283	EDWARDS, MATTHEW	031226	CLOTHING UNIFORM ALLOWANCE - EDWAR	03/12/2026	200.17	
JASON ALVARADO	103236	JASON ALVARADO	031726	CLOTHING CLOTHING ALLOWANCE (ALVAR	03/17/2026	161.65	
JASON ALVARADO	103236	JASON ALVARADO	031926	CLOTHING CLOTHING ALLOWANCE (ALVAR	03/19/2026	35.90	
KUHNZ, DANIEL	99496	KUHNZ, DANIEL	032426	CLOTHING UNIFORM ALLOWANCE - KUHNZ	03/24/2026	25.31	
SHOEMAKER, HEATHER	102081	SHOEMAKER, HEATHER	032226	CLOTHING CLOTHING ALLOWANCE (SHOEM	03/22/2026	261.63	
SPEED NEEDLES CUSTOM E	99919	SPEED NEEDLES CUSTOM EMBROI	8339	LIENKE CLOTHING ALLOWANCE (LIENKE)	03/28/2026	17.00	
SPEED NEEDLES CUSTOM E	99919	SPEED NEEDLES CUSTOM EMBROI	8340	NEUMAN CLOTHING ALLOWANCE (NEUMA	03/28/2026	99.00	
SPEED NEEDLES CUSTOM E	99919	SPEED NEEDLES CUSTOM EMBROI	8342	ALCANTA CLOTHING ALLOWANCE (ALCAN	03/28/2026	157.00	
SPEED NEEDLES CUSTOM E	99919	SPEED NEEDLES CUSTOM EMBROI	8343	WOLDT CLOTHING ALLOWANCE (WOLDT)	03/28/2026	72.00	
SPEED NEEDLES CUSTOM E	99919	SPEED NEEDLES CUSTOM EMBROI	8344	BERNARD CLOTHING ALLOWANCE (BERNH	03/28/2026	188.00	
THOMAS, LOGAN	103047	THOMAS, LOGAN	031226	CLOTHING CLOTHING ALLOWANCE (L.THOM	03/12/2026	189.90	
THOMAS, LOGAN	103047	THOMAS, LOGAN	031726	CLOTHNG CLOTHING ALLOWANCE (L. THO	03/17/2026	161.65	
TOP PACK DEFENSE LLC	101757	TOP PACK DEFENSE LLC	18358	UNIFORM ALLOWANCE - KREUZI	02/25/2026	343.98	
TOP PACK DEFENSE LLC	101757	TOP PACK DEFENSE LLC	18446	UNIFORM ALLOWANCE - BUBLITZ	03/06/2026	445.44	
TOP PACK DEFENSE LLC	101757	TOP PACK DEFENSE LLC	18508	UNIFORM ALLOWANCE - KEENER	03/13/2026	265.57	
<b>01-0000-239230 BOAT LAUNCH FUNDS</b>							
SILK SCREEN ADVERTISIN	98917	SILK SCREEN ADVERTISING	88778	BOAT STICKERS	03/09/2026	305.00	
<b>01-0000-239250 FIRE COMMUNITY FOUNDATION</b>							
APHE WISCONSIN LLC	103168	APHE WISCONSIN LLC	5734	CPR CARDS	03/02/2026	523.00	
HOPPERS	102466	HOPPERS	87565	CADET FUNDRAISER T-SHIRTS	03/10/2026	1,905.00	
JAHNKE'S PIGGLY WIGGLY	101845	JAHNKE'S PIGGLY WIGGLY	PW304 030126	MEALS FOR BOB PAGE CLASSES	03/01/2026	938.61	
NEW DOG OLD TRICKS LLC	103891	NEW DOG OLD TRICKS LLC	1006	PALS RECERTIFICATION FOR WEI	02/17/2026	190.00	
<b>01-0000-239252 STATE EMS TRAINING FUNDS</b>							
CHIUCHIOLO, JOSEPH	103882	CHIUCHIOLO, JOSEPH	022326	EXPENSE PARAMEDIC PHYSICAL (CHIULIO)	02/23/2026	300.00	
<b>01-0000-239254 SENIOR PROJECT ACCOUNT</b>							
BEAVER DAM, CITY OF	8621	BEAVER DAM, CITY OF	032326	PETTY CAS #17 BOWLING	03/23/2026	801.00	326
<b>01-0000-441100 COURT PENALTIES &amp; COSTS</b>							
CITY OF WAUPUN	102071	CITY OF WAUPUN	FEB 2026	WAUPUN FORFEITURES	02/01/2026	2,186.20	
TOWN OF BEAVER DAM	85124	TOWN OF BEAVER DAM	FEB 2026	TOWN BD FORFEITURES	02/28/2026	300.00	
Total :						11,109.10	
<b>MUNICIPAL COURT</b>							
<b>01-0103-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
STAPLES ADVANTAGE	99860	STAPLES ADVANTAGE	7009127334	OFFICE SUPPLIES	03/14/2026	209.52	
Total MUNICIPAL COURT:						209.52	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
<b>HUMAN RESOURCES</b>							
<b>01-0107-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
STAPLES ADVANTAGE	99860	STAPLES ADVANTAGE	7009127334	OFFICE SUPPLIES	03/14/2026	37.09	
STAPLES ADVANTAGE	99860	STAPLES ADVANTAGE	7009127334	OFFICE SUPPLIES	03/14/2026	38.10	
Total HUMAN RESOURCES:						75.19	
<b>CLERK</b>							
<b>01-0108-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
STAPLES ADVANTAGE	99860	STAPLES ADVANTAGE	7009127334	OFFICE SUPPLIES	03/14/2026	188.58	
STAPLES ADVANTAGE	99860	STAPLES ADVANTAGE	7009127334	OFFICE SUPPLIES	03/14/2026	19.58	
STAPLES ADVANTAGE	99860	STAPLES ADVANTAGE	7009127334	OFFICE SUPPLIES	03/14/2026	21.49	
Total CLERK:						229.65	
<b>MUNICIPAL BUILDING</b>							
<b>01-0118-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
NASSCO	103822	NASSCO	6679103	CUSTODIAL SUPPLIES CITY HALL	03/16/2026	181.80	
<b>01-0118-530012 CUSTODIAL SUPPLIES - POLICE</b>							
NASSCO	103822	NASSCO	6680420	CUSTODIAL SUPPLIES POLICE	03/19/2026	258.60	
<b>01-0118-530013 CUSTODIAL SUPPLIES - LIBRARY</b>							
NASSCO	103822	NASSCO	6677079	CUSTODIAL SUPPLIES LIBRARY	03/11/2026	392.83	
NASSCO	103822	NASSCO	6680420	CUSTODIAL SUPPLIES LIBRARY	03/19/2026	11.28	
NASSCO	103822	NASSCO	6681619	CUSTODIAL SUPPLIES LIBRARY	03/23/2026	97.73	
NEW PIG	100417	NEW PIG	24930720-00	BODILY FLUID CLEAN UP	03/02/2026	105.74	
<b>01-0118-530090 POSTAGE/COPIER/INTERNET SERV.</b>							
METRO SALES INC	103445	METRO SALES INC	INV3042156	COPIER	03/19/2026	236.35	
<b>01-0118-530102 BUILDING REPAIR - LIBRARY</b>							
EARLS PLUMBING AND HE	20350	EARLS PLUMBING AND HEATING I	704193	PLUMBING REPAIR	03/26/2026	745.60	
NORTH AMERICAN MECH	61192	NORTH AMERICAN MECHANICAL	920007445	WATER HEATER SVC CALL	03/27/2026	211.25	
Total MUNICIPAL BUILDING:						2,241.18	
<b>POLICE DEPARTMENT</b>							
<b>01-0320-520010 TELEPHONE</b>							
VERIZON WIRELESS	99683	VERIZON WIRELESS	6138284725	CELL PHONES AND DATA	03/10/2026	2,580.12	
<b>01-0320-520020 EQUIPMENT REPAIR</b>							
WESTPHAL	102861	WESTPHAL	79532	DECALS FOR ERT VEHICLE	02/27/2026	1,368.87	
<b>01-0320-530017 CITIZEN POLICE ACADEMY</b>							
DESIGN PLUS	18143	DESIGN PLUS	17781	POLOS FOR CPA	03/12/2026	319.00	
<b>01-0320-530070 POSTAGE,COPIER,SUPPLIES &amp; MISC</b>							
METRO SALES INC	103445	METRO SALES INC	INV3045989	COPIER	03/24/2026	128.12	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
<b>01-0320-530120 TRAINING &amp; TRAVEL</b>							
MADISON COLLEGE	100485	MADISON COLLEGE	CORP-000000058995	TACTICAL RESPONSE INSTRUCTO	03/18/2026	145.00	
<b>01-0320-533001 SOFTWARE AND RELATED EXPENSES</b>							
BAYCOM INC.	8431	BAYCOM INC.	SC20260316A	BODY/SQUAD CAMERA LICENSE	03/16/2026	6,644.00	
Total POLICE DEPARTMENT:						11,185.11	
<b>TRAFFIC CONTROL</b>							
<b>01-0322-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	91931-26	CABLE, BIT, BREAKER	03/10/2026	77.16	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	91975	DRILL BIT, RIVET	03/11/2026	40.41	
TAPCO	85217	TAPCO	I820869	SPEED READER	03/16/2026	2,350.00	
Total TRAFFIC CONTROL:						2,467.57	
<b>FIRE DEPARTMENT</b>							
<b>01-0325-520010 TELEPHONE</b>							
US CELLULAR	13416	US CELLULAR	795266037	SIM CARDS FOR CARDIAC MONIT	03/10/2026	64.16	
US CELLULAR	13416	US CELLULAR	796418806	CELL BILL (CITY) & NEW IPHONE (	03/16/2026	898.84	
<b>01-0325-520020 EQUIPMENT REPAIR</b>							
FISCHBACH TIRES LTD.	28340	FISCHBACH TIRES LTD.	032057	NEW BATTERIES FOR MED 1254	03/09/2026	459.90	
FISCHBACH TIRES LTD.	28340	FISCHBACH TIRES LTD.	32092	OIL CHANGE 1253	03/11/2026	70.50	
<b>01-0325-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
BEAVER DAM LOCK & SEC	8617	BEAVER DAM LOCK & SECURITY	32505	UNKNOWN KEY	10/20/2025	3.00	
ZECHZER EXCAVATING IN	101889	ZECHZER EXCAVATING INC	1245	EXCAVATING SERVICES AT FIRE N	12/12/2025	750.00	
<b>01-0325-530022 TURNOUT GEAR</b>							
CONWAY SHIELD	78660	CONWAY SHIELD	550307	LT HELMET PASSPORT SHIELD AN	03/18/2026	105.50	
<b>01-0325-530120 TRAINING &amp; TRAVEL</b>							
FASSBENDER, LANA	100444	FASSBENDER, LANA	032426 EXPENSE	MILEAGE FOR WFSAA MEETING (F	03/24/2026	31.90	
SHOEMAKER, HEATHER	102081	SHOEMAKER, HEATHER	032226 EXPENSE	MEAL EXPENSE (WSESI) SHOEMAK	03/22/2026	74.59	
<b>01-0325-530121 EMS SUPPLIES</b>							
AIRGAS USA LLC	100409	AIRGAS USA LLC	9170309013	OXYGEN ORDER	03/19/2026	642.14	
BOUND TREE MEDICAL LL	98601	BOUND TREE MEDICAL LLC	86036533	BANDAGES, IV CATHS, I-GELS	12/23/2025	259.64	
BOUND TREE MEDICAL LL	98601	BOUND TREE MEDICAL LLC	86124590	IV EXT SETS, PRESSURE INSFUSION	03/06/2026	1,032.50	
BOUND TREE MEDICAL LL	98601	BOUND TREE MEDICAL LLC	86126064	EMESIS BAGS	03/09/2026	76.80	
BOUND TREE MEDICAL LL	98601	BOUND TREE MEDICAL LLC	86131332	ET TUBES (3.5, 4.0, 6.0)	03/12/2026	65.70	
BOUND TREE MEDICAL LL	98601	BOUND TREE MEDICAL LLC	86134104	BVM NEBULIZER KITS	03/16/2026	210.50	
BOUND TREE MEDICAL LL	98601	BOUND TREE MEDICAL LLC	86137679	LARYNGSCOPE BLADES, IV CATHS	03/18/2026	306.57	
MARSHFIELD CLINIC HEA	102330	MARSHFIELD CLINIC HEALTH SYS	IN-12171	PHARMACY STOCK (FEBRUARY)	03/11/2026	490.76	
<b>01-0325-530173 RECRUITMENT &amp; RETENTION</b>							
MCHS OCCUPATIONAL HE	103055	MCHS OCCUPATIONAL HEALTH	3764-51244	NEW FULL TIME HIRE MED PHYSI	03/30/2026	557.00	
ORGANIZATION DEVELOP	102752	ORGANIZATION DEVELOPMENT C	14431	NEW FULL TIME HIRE PSYCHOLIGI	02/15/2026	875.00	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
<b>01-0325-533000 DATA PROCESSING SERVICE &amp; EXP.</b>							
IMAGE TREND INC.	99759	IMAGE TREND INC.	PS-INV123426	ANNUAL FIELD BRIDGE SUPPORT	03/16/2026	300.00	
METRO SALES INC	103445	METRO SALES INC	INV3045990	MONTHLY COPIER (FEB-MAR)	03/24/2026	105.23	
Total FIRE DEPARTMENT:						7,380.23	
<b>INSPECTION SERVICES</b>							
<b>01-0327-520100 INSPECTION SERVICES</b>							
WISCONSIN INSPECTION A	94793	WISCONSIN INSPECTION AGENCY	BD-3.2026	INSPECTION FEES	03/31/2026	158,135.52	
Total INSPECTION SERVICES:						158,135.52	
<b>EMERGENCY SERVICES</b>							
<b>01-0328-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
US CELLULAR	13416	US CELLULAR	796418806	CELL BILL (FEB) EM	03/16/2026	40.00	
Total EMERGENCY SERVICES:						40.00	
<b>PUBLIC WORKS MACHINERY</b>							
<b>01-0530-520020 EQUIPMENT REPAIR</b>							
NAPA AUTO PARTS	99174	NAPA AUTO PARTS	645160	#27 PADS	03/06/2026	107.09	
QUALITY TRUCK CARE CE	99710	QUALITY TRUCK CARE CENTER IN	X102054547-01	#5 BELTS, PLUG	03/12/2026	263.31	
<b>01-0530-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
ALSCO	3670	ALSCO	IMIL2200326	TOWELS, UNIFORMS	03/11/2026	59.87	
ALSCO	3670	ALSCO	IMIL2202172	TOWELS, UNIFORMS	03/18/2026	59.87	
ALSCO	3670	ALSCO	IMIL2204024	TOWELS, UNIFORMS	03/25/2026	59.87	
HOTSY CLEANING SYSTEM	37389	HOTSY CLEANING SYSTEMS INC.	9416-IN	CLEANER	03/06/2026	529.15	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	92035	PAINT	03/12/2026	24.56	
MID-AMERICAN RESEARC	57017	MID-AMERICAN RESEARCH	872871-IN	PROFLEX	03/06/2026	199.05	
NAPA AUTO PARTS	99174	NAPA AUTO PARTS	638071CR	OVERPAYMENT	12/03/2025	27.00-	
NAPA AUTO PARTS	99174	NAPA AUTO PARTS	645592	#5 LIGHTS	03/11/2026	15.99	
NAPA AUTO PARTS	99174	NAPA AUTO PARTS	646549	HOSE FITTINGS, FILTERS	03/24/2026	299.94	
NAPA AUTO PARTS	99174	NAPA AUTO PARTS	646603	FILTER, HOSE	03/24/2026	145.69	
NAPA AUTO PARTS	99174	NAPA AUTO PARTS	646655	FITTINGS	03/25/2026	23.80	
NAPA AUTO PARTS	99174	NAPA AUTO PARTS	646767	FILTERS	03/26/2026	11.67	
<b>01-0530-530160 DIESEL FUEL</b>							
UNITED COOPERATIVE	88122	UNITED COOPERATIVE	913303	YARD DIESEL 238	03/20/2026	3,720.62	326
Total PUBLIC WORKS MACHINERY:						5,493.48	
<b>GARAGE</b>							
<b>01-0532-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
METRO SALES INC	103445	METRO SALES INC	INV3045987	COPIES	03/24/2026	24.56	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
<b>01-0532-530100 BUILDING REPAIR</b>							
ALSCO	3670	ALSCO	IMIL2200326	RUGS, ETC.	03/11/2026	132.35	
ALSCO	3670	ALSCO	IMIL2202172	RUGS, ETC.	03/18/2026	132.35	
ALSCO	3670	ALSCO	IMIL2204024	RUGS, ETC.	03/25/2026	132.35	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	92026	VALVE	03/12/2026	8.99	
Total GARAGE:						430.60	
<b>DPW/CITY ENGINEER</b>							
<b>01-0534-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
GUARANTY TITLE	99939	GUARANTY TITLE	5982-2026-47156-10	TITLE SEARCH	03/10/2026	175.00	
GUARANTY TITLE	99939	GUARANTY TITLE	5983-2026-47157-10	TITLE SEARCH	03/10/2026	175.00	
GUARANTY TITLE	99939	GUARANTY TITLE	5986-2026-47160-10	TITLE SEARCH	03/11/2026	175.00	
Total DPW/CITY ENGINEER:						525.00	
<b>STREET REPAIR</b>							
<b>01-0536-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
ALSCO	3670	ALSCO	IMIL2202172	FIRST AID	03/18/2026	35.40	
ALSCO	3670	ALSCO	IMIL2204024	FIRST AID	03/25/2026	35.40	
BLACKSTONE TECHNOLO	102416	BLACKSTONE TECHNOLOGIES LL	262880	COLD PATCH	02/28/2026	926.17	
ROURA MATERIAL HANDL	103888	ROURA MATERIAL HANDLING	INV002731	HOPPER	03/23/2026	4,225.00	
Total STREET REPAIR:						5,221.97	
<b>SNOW/ICE REMOVAL</b>							
<b>01-0541-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
VARITECH INDUSTRIES	103807	VARITECH INDUSTRIES	IN060-2006071	#11 SPRAYER VALVE	03/12/2026	370.38	
Total SNOW/ICE REMOVAL:						370.38	
<b>TREE CONTROL</b>							
<b>01-0543-520130 CONTRACT WORK</b>							
K & B TREE & LAWN CARE	48130	K & B TREE & LAWN CARE LLC	429379	CONTRACT TREE WORK	02/17/2026	182.23	
K & B TREE & LAWN CARE	48130	K & B TREE & LAWN CARE LLC	429380	CONTRACT TREE WORK	02/18/2026	4,046.08	
Total TREE CONTROL:						4,228.31	
<b>STREET LIGHTING</b>							
<b>01-0545-530110 HEAT,LIGHT,POWER &amp; WATER</b>							
ALLIANT ENERGY/WP&L	3471	ALLIANT ENERGY/WP&L	03092026	Alliant 030926 ACH	03/09/2026	861.17	326

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
Total STREET LIGHTING:						861.17	
<b>COMMUNITY ACT &amp; SERVICES</b>							
<b>01-0962-530001 PUBLISHING</b>							
INSPIRE	100435	INSPIRE	14283	MARCH AD	03/01/2026	200.00	
<b>01-0962-533000 TECHNOLOGY</b>							
BEAVER DAM CHAMBER O	8615	BEAVER DAM CHAMBER OF COM	2026-0956	COMMUNITY GUIDE-ADVERTISIN	02/10/2026	350.00	
METRO SALES INC	103445	METRO SALES INC	INV3045988	COPIER	03/24/2026	52.30	
Total COMMUNITY ACT & SERVICES:						602.30	
<b>PARKS</b>							
<b>01-0968-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
NASSCO	103822	NASSCO	6679103	CUSTODIAL SUPPLIES PARKS	03/16/2026	459.45	
NASSCO	103822	NASSCO	6682114	CUSTODIAL SUPPLIES PARKS	03/23/2026	289.11	
<b>01-0968-530100 BUILDING REPAIR</b>							
JB MECHANICAL	103887	JB MECHANICAL	11374	CRYSTAL BUILDING REPAIR	03/16/2026	1,120.83	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	91731	CRYSTAL FURNACE	03/06/2026	26.76	
Total PARKS:						1,896.15	
<b>GENERAL</b>							
<b>01-0199-520015 PERSONNEL LEGAL EXPENSES</b>							
BOARDMAN & CLARK LLP	99642	BOARDMAN & CLARK LLP	315115	PERSONNEL/LEGAL EXPENSES	03/20/2026	69.00	
<b>01-0199-520045 PROFESSIONAL SERVICES</b>							
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	26947	ENGINEERING - WAVE UTILITY EX	03/13/2026	4,473.00	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	26947	ENGINEERING - WAVE UTILITY EX	03/13/2026	12,206.56	
VANDEWALLE & ASSOCIA	103620	VANDEWALLE & ASSOCIATES INC	202603046	ZONING ORDIN EVAL	03/18/2026	945.00	
Total GENERAL:						17,693.56	
<b>LIBRARY - COUNTY FUNDING</b>							
<b>21-0961-520020 EQUIPMENT REPAIR</b>							
CDW GOVERNMENT	103843	CDW GOVERNMENT	AI24V7G	SURFACE PRO TABLETS	02/26/2026	6,772.27	
GREAT AMERICA FINANCI	101801	GREAT AMERICA FINANCIAL SVC	41611108	PRINTER LEASES	03/28/2026	354.00	
GREAT AMERICA FINANCI	101801	GREAT AMERICA FINANCIAL SVC	41611109	COPIER LEASE	03/30/2026	504.90	
<b>21-0961-530030 TRANSPORTATION &amp; TRAVEL</b>							
BEAVER DAM CHAMBER O	8615	BEAVER DAM CHAMBER OF COM	2026-1015	AWARDS DINNER - 8 STAFF & TRU	03/26/2026	312.00	
SARA TIEDE	103098	SARA TIEDE	031426 EXPENSE	TIEDE MILEAGE	03/14/2026	24.68	
<b>21-0961-530070 POSTAGE, SUPPLIES &amp; MISC</b>							
BEAVER DAM COMMUNIT	100815	BEAVER DAM COMMUNITY LIBRA	032526 RESERVE F	END PANEL DOWNPAYMENT	03/25/2026	12,578.74	
BEAVER DAM COMMUNIT	100815	BEAVER DAM COMMUNITY LIBRA	032526 RESERVE F	FURNITURE DOWNPAYMENT	03/25/2026	40,114.17	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
DEMCO	18020	DEMCO	7783731	PROCESSING SUPPLIES	03/26/2026	314.83	
<b>21-0961-530075 PROGRAMMING</b>							
DIANE HOLLAND	101958	DIANE HOLLAND	020426	PROGRAM PRESENTER FEE	02/04/2026	150.00	
DIANE HOLLAND	101958	DIANE HOLLAND	030426	PROGRAM PRESENTER FEE	03/04/2026	150.00	
MAIER, GARY	103894	MAIER, GARY	3252026	PROGRAM SUPPLIES	03/25/2026	105.00	
<b>21-0961-530080 BOOKS &amp; PUBLICATIONS</b>							
CAPITAL NEWSPAPERS	102432	CAPITAL NEWSPAPERS	190-00187141	NEWSPAPER SUBSCRIPTION	03/17/2026	258.25	
CENGAGE LEARNING INC	99502	CENGAGE LEARNING INC / GALE	999102235192	CR RET'D PRINT BOOKS	02/01/2026	235.85-	
CENGAGE LEARNING INC	99502	CENGAGE LEARNING INC / GALE	999102410675	LARGE PRINT	02/20/2026	100.05	
CENGAGE LEARNING INC	99502	CENGAGE LEARNING INC / GALE	999102443459	LARGE PRINT	02/26/2026	61.10	
CENGAGE LEARNING INC	99502	CENGAGE LEARNING INC / GALE	999102472587	LARGE PRINT	03/05/2026	174.78	
CENGAGE LEARNING INC	99502	CENGAGE LEARNING INC / GALE	999102477204	DATABASE SUBSCRIPTION	03/07/2026	1,247.32	
CENGAGE LEARNING INC	99502	CENGAGE LEARNING INC / GALE	999102482548	LARGE PRINT	03/09/2026	24.04	
CENGAGE LEARNING INC	99502	CENGAGE LEARNING INC / GALE	999102500037	LARGE PRINT	03/12/2026	230.66-	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	94930504	PRINT BOOKS	03/04/2026	26.98	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	94943697	PRINT BOOKS	03/04/2026	20.59	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	94962299	PRINT BOOKS	03/05/2026	65.76	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	94995571	PRINT BOOKS	03/06/2026	29.18	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	95009834	PRINT BOOKS	03/06/2026	55.78	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	95102622	PRINT BOOKS	03/11/2026	90.14	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	95135274	PRINT BOOKS	03/12/2026	91.96	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	95167009	PRINT BOOKS	03/13/2026	43.77	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	95195639	PRINT BOOKS	03/15/2026	60.35	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	95197588	PRINT BOOKS	03/16/2026	93.77	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	95233812	PRINT BOOKS	03/17/2026	124.70	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	95264390	PRINT BOOKS	03/18/2026	136.49	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	95294043	PRINT BOOKS	03/19/2026	39.17	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	95324387	PRINT BOOKS	03/20/2026	47.39	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	95359383	PRINT BOOKS	03/22/2026	50.63	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	95361374	PRINT BOOKS	03/23/2026	244.42	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	95398646	PRINT BOOKS	03/24/2026	34.77	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	95433716	PRINT BOOKS	03/25/2026	13.79	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	95463444	PRINT BOOKS	03/26/2026	154.96	
MIDWEST TAPE	98611	MIDWEST TAPE	508529902	AV DVDS & PROCESSING	03/05/2026	84.44	
MIDWEST TAPE	98611	MIDWEST TAPE	508562457	AV DVDS & PROCESSING	03/12/2026	168.32	
MIDWEST TAPE	98611	MIDWEST TAPE	508596370	AV DVDS & PROCESSING	03/18/2026	204.12	
OCLC INC	101833	OCLC INC	1000486045	CLOUD LIBRARY SUBSCRIPTION	03/21/2026	2,100.00	
PLAYAWAY PRODUCTS	103150	PLAYAWAY PRODUCTS	527076	AUDIO PLAYAWAY	03/05/2026	62.08	
PLAYAWAY PRODUCTS	103150	PLAYAWAY PRODUCTS	529344	AUDIO PLAYAWAY	03/26/2026	1,051.49	
PROQUEST LLC	98635	PROQUEST LLC	70933845	DATABASE SUBSCRIPTION	03/04/2026	1,700.27	

Total LIBRARY - COUNTY FUNDING:

69,574.94

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
<b>CIP PLAN PROJECTS</b>							
<b>40-0000-580182 BEAVER ST - FRONT TO W MAPLE</b>							
KOPPLIN & KINAS CO INC	101184	KOPPLIN & KINAS CO INC	218253-05	CONSTRUCTION	02/11/2026	1,719.63	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	26951	ENGINEERING - FRONT/BEAVER	03/13/2026	1,695.05	
<b>40-0000-580294 FRONT - WEST TO MADISON</b>							
KOPPLIN & KINAS CO INC	101184	KOPPLIN & KINAS CO INC	218253-05	CONSTRUCTION	02/11/2026	2,193.87	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	26951	ENGINEERING - FRONT/BEAVER	03/13/2026	2,938.84	
<b>40-0000-580303 MADISON ST - CURIE TO CHATHAM</b>							
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	26952	ENGINEERING	03/13/2026	1,581.58	
Total CIP PLAN PROJECTS:						<u>6,738.87</u>	
<b>MUNICIPAL BUILDING</b>							
<b>40-0118-580020 CITY HALL/FD FACILITY ASSESS</b>							
WENDEL	103680	WENDEL	640301-3	NEW FIRE STATION CONCEPT PLA	03/06/2026	3,125.00	
Total MUNICIPAL BUILDING:						<u>3,125.00</u>	
<b>PARKS</b>							
<b>40-0968-580036 SWAN PARK - SIDEWALKS</b>							
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	27136	ENGINEERING	03/20/2026	3,892.50	
Total PARKS:						<u>3,892.50</u>	
<b>TID #8 PROJECT COSTS</b>							
<b>45-0000-520130 PROFESSIONAL SERVICES</b>							
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	27225	SANITARY SEWER SERVICE AREA	03/23/2026	2,410.22	
Total TID #8 PROJECT COSTS:						<u>2,410.22</u>	
<b>TID #6 PROJECT COSTS</b>							
<b>46-0000-580255 TOWER PARKING LOT IMPROV.</b>							
RUEKERT & MIELKE INC	102642	RUEKERT & MIELKE INC	162537	ENGINEERING	03/17/2026	23,652.49	
Total TID #6 PROJECT COSTS:						<u>23,652.49</u>	
<b>TID #7 PROJECT COSTS</b>							
<b>47-0000-520130 PROFESSIONAL SERVICES</b>							
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	26988	OPPIDAN WATER USE EVALUATIO	03/16/2026	4,405.25	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	27225	SANITARY SEWER SERVICE AREA	03/23/2026	2,410.22	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	27337	SWMP REVIEW - OPPIDAN	03/26/2026	977.50	
WISCONSIN LAKE & POND	99170	WISCONSIN LAKE & POND RESOU	INV-26-68220	POND MANAGEMENT	03/26/2026	1,380.00	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
<b>47-0000-530010 MISCELLANEOUS EXPENSE</b>							
TOWN OF BEAVER DAM	85124	TOWN OF BEAVER DAM	2025 ANNEXATIO	ANNEXATION PAYMENT - YR 1 OF	03/16/2026	2,558.74	
Total TID #7 PROJECT COSTS:						11,731.71	
<b>TID #10 PROJECT COSTS</b>							
<b>50-0000-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
TOWN OF TRENTON	103886	TOWN OF TRENTON	2025 ANNEXATIO	ANNEXATION PAYMENT - YR 1 OF	03/16/2026	3,219.13	
Total TID #10 PROJECT COSTS:						3,219.13	
<b>SOLID WASTE MANAGEMENT</b>							
<b>61-1552-520046 LANDFILL L-T CARE</b>							
UNITED SEPTIC & DRAIN S	99589	UNITED SEPTIC & DRAIN SERVICE	79538	HAUL LEACHATE	03/18/2026	500.00	
Total SOLID WASTE MANAGEMENT:						500.00	
<b>CUSTOMER RECORDS &amp; COLLECTIONS</b>							
<b>61-0597-534010 BILLING, COLLECT. &amp; ACCTG.</b>							
BEAVER DAM, CITY OF	8621	BEAVER DAM, CITY OF	032326	PETTY CAS POSTAGE	03/23/2026	.08	326
Total CUSTOMER RECORDS & COLLECTIONS:						.08	
<b>62-0000-550999 EQUIPMENT REPLACEMENT</b>							
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	26948	PRIVATE SIDE SERVICE REPLACME	03/13/2026	7,142.02	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	26951	ENGINEERING - FRONT/BEAVER	03/13/2026	2,882.95	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	26952	ENGINEERING - MADISON ST	03/13/2026	488.64	
Total :						10,513.61	
<b>ADMINISTRATION</b>							
<b>62-3400-520045 ENGINEERING SERVICES</b>							
APPLIED TECHNOLOGIES I	4882	APPLIED TECHNOLOGIES INC	38112	ENGINEERING - WATER TREATME	03/10/2026	1,285.00	
<b>62-3400-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
VERIZON WIRELESS	99683	VERIZON WIRELESS	6139079848	DATA AND CELL PHONE	03/20/2026	718.94	
Total ADMINISTRATION:						2,003.94	
<b>PLANT MAINTENANCE</b>							
<b>62-2487-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	90335	CEILING TILES - METER SHOP	02/06/2026	399.90	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	90376	LIGHT FIXTURES	02/06/2026	179.70	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	91733	SHOP SUPPLIES	03/06/2026	165.41	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	92644	SHOP SUPPLIES	03/24/2026	96.89	
SHERWIN WILLIAMS CO.	78570	SHERWIN WILLIAMS CO.	659104350326	PAINT, SUPPLIES	03/27/2026	254.38	
Total PLANT MAINTENANCE:						1,096.28	
<b>OPERATIONS - LABOR &amp; EXPENSE</b>							
<b>62-2288-530110 HEAT,LIGHT,POWER</b>							
ALLIANT ENERGY/WP&L	3471	ALLIANT ENERGY/WP&L	03092026	Alliant 030926 ACH	03/09/2026	24,855.35	326
<b>62-2288-530111 FUEL</b>							
KWIK TRIP INC.	50854	KWIK TRIP INC.	2000208 022826	FUEL	02/28/2026	350.66	
<b>62-2488-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
CLEAN WATER TESTING LL	100572	CLEAN WATER TESTING LLC	9011526365	SAMPLE ANALYSIS	03/17/2026	236.00	
CLEAN WATER TESTING LL	100572	CLEAN WATER TESTING LLC	9011533329	SAMPLE ANALYSIS	03/18/2026	362.00	
CLEAN WATER TESTING LL	100572	CLEAN WATER TESTING LLC	9011538132	SAMPLE ANALYSIS	03/18/2026	181.00	
NCL OF WISCONSIN INC.	59615	NCL OF WISCONSIN INC.	532796	LAB SUPPLIES	03/06/2026	259.48	
UNITED LIQUID WASTE RE	100247	UNITED LIQUID WASTE RECYCLIN	64716	LOADS LIME SLURRY/LAND	03/17/2026	9,450.00	
UNITED LIQUID WASTE RE	100247	UNITED LIQUID WASTE RECYCLIN	64847	LOADS LIME SLURRY/LAND	03/23/2026	2,700.00	
UNITED LIQUID WASTE RE	100247	UNITED LIQUID WASTE RECYCLIN	65040	LOADS LIME SLURRY/LAND	03/30/2026	4,050.00	
UNITED LIQUID WASTE RE	100247	UNITED LIQUID WASTE RECYCLIN	U37011	SOIL ANALYSIS, RADIUM TESTING	03/11/2026	33,345.00	
USA BLUEBOOK	88852	USA BLUEBOOK	INV00974732	CHEM FEED PUMPS KIT	02/26/2026	379.00	
<b>62-2488-530015 CHEMICALS</b>							
AIR PRODUCTS AND CHEM	100759	AIR PRODUCTS AND CHEMICALS	434704173	CO2 - CHEMICAL	03/17/2026	5,904.00	
HAWKINS INC	35111	HAWKINS INC	7371777	FLUORIDE/CHLORINE	03/25/2026	2,357.87	
MISSISSIPPI LIME CO.	57488	MISSISSIPPI LIME CO.	CD183597	HYDRATED LIME	03/11/2026	8,251.07	
MISSISSIPPI LIME CO.	57488	MISSISSIPPI LIME CO.	CD186532	HYDRATED LIME	03/22/2026	8,366.75	
MISSISSIPPI LIME CO.	57488	MISSISSIPPI LIME CO.	CD188343	HYDRATED LIME	03/27/2026	8,169.40	
Total OPERATIONS - LABOR & EXPENSE:						109,217.58	
<b>MAINTENANCE OF EQUIPMENT</b>							
<b>62-2289-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
UNITED ELECTRIC INC	100496	UNITED ELECTRIC INC	99730	WELL 3 - ELEC	03/11/2026	230.00	
<b>62-2489-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
HAWKINS INC	35111	HAWKINS INC	7368630	CHEM EQUIP	03/20/2026	325.00	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	91951	FITTINGS, SUPPLIES	03/10/2026	22.13	
Total MAINTENANCE OF EQUIPMENT:						577.13	
<b>CUSTOMER RECORDS &amp; COLLECTIONS</b>							
<b>62-3297-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
BEAVER DAM, CITY OF	8621	BEAVER DAM, CITY OF	032326	PETTY CAS POSTAGE	03/23/2026	.26	326

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
Total CUSTOMER RECORDS & COLLECTIONS:						.26	
<b>CLEARING ACCOUNTS</b>							
<b>62-3498-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
MADISON TRUCK EQUIPM	54290	MADISON TRUCK EQUIPMENT IN	22272	TRUCK TOOL BOX	03/26/2026	1,605.00	
PAUL GRISWOLD AUTOMO	99215	PAUL GRISWOLD AUTOMOTIVE L	012626	OIL, FILTER	03/20/2026	40.00	
Total CLEARING ACCOUNTS:						1,645.00	
<b>63-0000-550999 EQUIPMENT REPLACEMENT</b>							
KOPPLIN & KINAS CO INC	101184	KOPPLIN & KINAS CO INC	218253-05	CONSTRUCTION - FRONT BEAVER	02/11/2026	67,466.86	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	26951	ENGINEERING - FRONT/BEAVER	03/13/2026	2,658.44	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	26952	ENGINEERING - MADISON ST	03/13/2026	672.87	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	27225	SANITARY SEWER SERVICE AREA	03/23/2026	2,410.22	
Total :						73,208.39	
<b>ADMINISTRATION</b>							
<b>63-3400-520045 ENGINEERING SERVICES</b>							
APPLIED TECHNOLOGIES I	4882	APPLIED TECHNOLOGIES INC	38084	ENGINEERING	03/06/2026	978.00	
APPLIED TECHNOLOGIES I	4882	APPLIED TECHNOLOGIES INC	38108	ENGINEERING, ADAPTIVE MANA	03/10/2026	4,668.00	
APPLIED TECHNOLOGIES I	4882	APPLIED TECHNOLOGIES INC	38109	ENGINEERING - OEI, ENERGY STU	03/10/2026	880.00	
<b>63-3400-520130 PROFESSIONAL SERVICES</b>							
EHLERS AND ASSOCIATES,	100910	EHLERS AND ASSOCIATES, INC	103514	PAYING AGENT FEE	03/11/2026	500.00	
<b>63-3400-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
METRO SALES INC	103445	METRO SALES INC	INV3045986	COPIER	03/24/2026	40.73	
<b>63-3400-530130 MISC. EXPENSES</b>							
KLUG, JEREMY	100565	KLUG, JEREMY	033126 EXPENSE	MILEAGE, TRAINING EXPENSE	03/31/2026	398.00	
MCHS OCCUPATIONAL HE	103055	MCHS OCCUPATIONAL HEALTH	3764-50660	NEW EMPLOYEE DRUG TESTING	02/26/2026	41.00	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	90344	SAFETY SUPPLIES	02/06/2026	127.95	
ULINE	99576	ULINE	205034220	HI VIZ SAFETY / SUPPLIES	03/05/2026	274.13	
Total ADMINISTRATION:						7,907.89	
<b>GENERAL</b>							
<b>63-2600-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
BADGER LABORATORIES I	102900	BADGER LABORATORIES INC	26-003817	SAMPLE ANALYSIS	03/12/2026	2,119.00	
NALCO COMPANY LLC	101647	NALCO COMPANY LLC	6660428779	DI WATER SYSTEM MAINT	03/11/2026	312.80	
NCL OF WISCONSIN INC.	59615	NCL OF WISCONSIN INC.	532827	LAB SUPPLIES	03/06/2026	1,039.59	
<b>63-2600-530018 OTHER CHEMICALS FOR SEW. TREAT</b>							
NEO WATER TREATMENT	102503	NEO WATER TREATMENT LLC	IN001408	NEO - PHOS TREATMENT	03/10/2026	40,381.20	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
<b>63-2600-530110 HEAT,LIGHT,POWER &amp; WATER</b>							
ALLIANT ENERGY/WP&L	3471	ALLIANT ENERGY/WP&L	03162026	Alliant 031626 ACH	03/16/2026	28,433.16	326
<b>63-2600-530113 HIGH STRENGTH PRE-TREATMENT</b>							
MIDWEST CHEMICAL & EQ	102803	MIDWEST CHEMICAL & EQUIPME	8081	ACH - CHEMICAL	03/16/2026	21,937.20	
Total GENERAL:						<u>94,222.95</u>	
<b>PLANT MAINTENANCE</b>							
<b>63-3087-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
ENTRANCE SYSTEMS	100751	ENTRANCE SYSTEMS	63052	GATE REPAIR	03/11/2026	3,660.00	
MCMaster-CARR SUPPLY	56223	MCMaster-CARR SUPPLY CO.	62151623	FITTINGS, HOSES	03/25/2026	277.49	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	91920	SHOP SUPPLIES	03/10/2026	104.90	
MIDWEST OVERHEAD DOO	99497	MIDWEST OVERHEAD DOOR LLC	199319	OVERHEAD DOOR MAINT	03/23/2026	704.50	
Total PLANT MAINTENANCE:						<u>4,746.89</u>	
<b>MAINTENANCE OF EQUIPMENT</b>							
<b>63-3089-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
MACQUEEN EQUIPMENT	101391	MACQUEEN EQUIPMENT	P41776	VACTOR/JETTER MAINT	03/25/2026	569.42	
Total MAINTENANCE OF EQUIPMENT:						<u>569.42</u>	
<b>MAINT OF MAINS</b>							
<b>63-3093-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
NEW RESTORATION & REC	103202	NEW RESTORATION & RECOVERY	PSI-2020-221365	SANITARY MAIN AND LATERAL T	03/30/2026	3,392.50	
WHITE PLUMBING LLC	102770	WHITE PLUMBING LLC	8817	SAN LAT TELEVISIONING, MADISON S	03/12/2026	218.00	
Total MAINT OF MAINS:						<u>3,610.50</u>	
<b>CUSTOMER RECORDS &amp; COLLECTIONS</b>							
<b>63-3297-534010 BILLING, COLLECT. &amp; ACCTG.</b>							
BEAVER DAM, CITY OF	8621	BEAVER DAM, CITY OF	032326	PETTY CAS POSTAGE	03/23/2026	.47	326
Total CUSTOMER RECORDS & COLLECTIONS:						<u>.47</u>	
<b>64-0000-250230 INTEREST ACCRUED</b>							
KINETIC LEASING INC	101897	KINETIC LEASING INC	339913	SWEEPER INTEREST	03/11/2026	4,710.67	
Total :						<u>4,710.67</u>	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
<b>64-0000-550999 EQUIPMENT REPLACEMENT</b>							
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	26951	ENGINEERING - FRONT/BEAVER	03/13/2026	2,003.36-	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	26952	ENGINEERING - MADISON ST	03/13/2026	186.67	
<b>64-0000-560999 PRINCIPAL PAYMENTS</b>							
KINETIC LEASING INC	101897	KINETIC LEASING INC	339913	SWEEPER PRINCIPAL	03/11/2026	30,855.03	
Total :						29,038.34	
<b>STREET CLEANING</b>							
<b>64-0540-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
COREY OIL LTD	100145	COREY OIL LTD	637909	HYDRAULIC FLUID	03/24/2026	712.04	
ZARNOTH BRUSH WORKS I	98330	ZARNOTH BRUSH WORKS INC.	205595-IN	#14 KIT, PADS	03/18/2026	1,457.90	
Total STREET CLEANING:						2,169.94	
<b>STORM SYSTEM MASTER PLAN</b>							
<b>64-0550-520045 PROFESSIONAL SERVICES</b>							
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	27043	ANNUAL MS4 REPORT	03/18/2026	2,200.00	
WISCONSIN LAKE & POND	99170	WISCONSIN LAKE & POND RESOU	INV-26-67486	POND MANAGEMENT	03/18/2026	1,764.28	
WISCONSIN LAKE & POND	99170	WISCONSIN LAKE & POND RESOU	INV-26-68220	POND MANAGEMENT	03/26/2026	1,550.00	
Total STORM SYSTEM MASTER PLAN:						5,514.28	
<b>ENGINEERING</b>							
<b>64-0553-520045 PROFESSIONAL SERVICES</b>							
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	27337	UNPS GRANT APPLICATION	03/26/2026	1,649.00	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	27337	SWMP REVIEW - EAGLES VIEW 3	03/26/2026	57.50	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	27337	SWMP REVIEW - LINCOLN ELEM	03/26/2026	144.50	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	27337	SWMP REVIEW - PRAIRIE VIEW ELE	03/26/2026	115.00	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	27337	SWMP REVIEW - YMCA	03/26/2026	1,035.00	
Total ENGINEERING:						3,001.00	
<b>STORM WATER GENERAL</b>							
<b>64-0599-530010 SUPPLIES &amp; OTHER EXPENSES</b>							
BEAVER DAM, CITY OF	8621	BEAVER DAM, CITY OF	032326	PETTY CAS POSTAGE	03/23/2026	.12	326
Total STORM WATER GENERAL:						.12	
<b>TRANSIT SERVICE EXPENSES</b>							
<b>65-0000-520040 TRANSIT SERVICE CONTRACT</b>							
RUNNING INC	100723	RUNNING INC	32873	SHARED RIDE TAXI SERVICE	03/12/2026	62,754.99	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
Total TRANSIT SERVICE EXPENSES:						62,754.99	
Grand Totals:						771,750.58	

TO THE COMMON COUNCIL OF THE CITY OF BEAVER DAM:

I submit the attached listing of invoices for your approval.

Kayla Larson  
Finance Director



**BEAVER DAM**  
Life is good  
*here*

City of Beaver Dam, Wisconsin  
**City Clerk Office**

**TO:** Administrative Committee  
**FROM:** Tracey Ferron  
**SUBJECT:** El Compa Mexican-American Grocery-Class "B" & Class "C" Liquor Licenses

**The Issue:**

Approval of Class "B" and Class "C" licenses for El Compa's new location

**Considerations:**

El Compa Mexican-American Grocery is seeking approval of Class "B" and Class "C" licenses at their new location at 110 Ryan Cantafio Way. They are currently on Front Street. They are looking forward to having groceries along with the opportunity to serve food and beverages.

**Does this item have a financial or budget impact?**

No

None

**Recommendation:**

Staff recommends approval of these licenses.

**Attachments:**

1. 25-2026 El Compa Class B and C





**BEAVER DAM**  
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*here*

City of Beaver Dam, Wisconsin  
**City Clerk Office**

**TO:** Administrative Committee  
**FROM:**  
**SUBJECT:** Approve a Class "B"/"Class B" to Vista Valley, LLC

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**The Issue:**

Approve a Class "B"/"Class B" to Vista Valley, LLC, 1626 North Spring Street

**Considerations:**

Paul and Diana Cristea-Rist are purchasing the property at 1626 N. Spring St. This building includes Anytime Fitness, the laundromat, and other businesses including the storage facilities. They are intending to renovate and enlarge the laundry area and make it a more communal space, as is commonly done in larger cities and abroad. There will be a small bar and areas for games, etc. The laundry facilities will be open longer and attended by a licensed bartender, providing extra on-site supervision. They have provided the plans for this facility. They also own another business with an alcohol license and have shown excellent management of that license.

**Does this item have a financial or budget impact?**

No

**Recommendation:**

Staff recommends approval of a Class "B"/ "Class B" to Vista Valley, LLC.

**Attachments:**

1. 26-2026 Vista Plaza Class B\_B

**RESOLUTION NO.**

**A RESOLUTION GRANTING CLASS “B” / “CLASS B” LICENSE VISTA PLAZA, LLC**

**RESOLVED**, by the Common Council of the City of Beaver Dam, Wisconsin, that the following applicant be granted a Class “B” / “Class B” License for the sale of Intoxicating Liquors and Fermented Malt Beverages and for the year beginning April 7, 2026 and ending June 30, 2026:

- 30. Vista Valley, LLC 1626 North Spring Street  
 d/b/a Vista Valley  
 Diana Crista-Rist, Agent

Presented by the Administrative Committee

By a vote of \_\_\_\_\_ in favor, \_\_\_\_\_ opposed, and \_\_\_\_\_ abstain.

Approved: April 6, 2026

\_\_\_\_\_  
 Bobbi Marck  
 Mayor

Attested: April 6, 2026

\_\_\_\_\_  
 Tracey M. Ferron  
 City Clerk

(Subject To Committee Approval)



City of Beaver Dam, Wisconsin  
City Administrator Office

**TO:** Administrative Committee  
**FROM:** Larry Bierke  
**SUBJECT:**

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**The Issue:**

The City of Beaver Dam has been aggressive at keeping up with employee wage - cost of living adjustments over the past few years. However, an adjustment to position wages and job titles may still be warranted. The City Council has directed that a wage grid be established, and the former City Administrator moved forward with an effort to do so. After the position transitioned to the current City Administrator, it became clear that the proposal was not complete and that implementing what was provided on the subject would not work.

The current City Administrator concluded that starting over was the best approach. A consultant hired to build a wage grid would take months to complete and would require additional funding. It was decided to hire a firm called MGT with existing funds to do a simple salary survey of comparable communities would serve as a "band aid" approach until a wage grid could be established.

The City Council, on April 6th, will hear a presentation from MGT, the firm that completed a salary survey of comparable communities. The attached resolution would address compensation and job title changes as recommended by MGT and the Police and Fire Commission. Funding these changes, however, may not be possible, as the costs thereof exceed the funding available.

**Considerations:**

**Does this item have a financial or budget impact?**

Yes

The 2026 budget includes \$200,000, as it was known that there would be an expense to "catching up" with the market wages. Given the results of the MGT study, the costs of the recommendations exceed the budgeted amount.

**Recommendation:**

Please read and review the attached resolution. It is proposed with the understanding that changes will be needed. Staff are seeking guidance from the City Council as to what changes they would like to see. It is important that the City Council be aware of

the cost of staffing and how other communities are compensating comparable positions.

Options to consider:

- 1) Fund Wage Adjustments at 80% of the recommended level.
- 2) Direct the City Administrator to only implement some of the changes in 2026 and the remainder in 2027.
- 3) On Attachment B, the City Council could establish a maximum raise as a dollar amount or as a percentage.
- 4) Table the Wage Resolution until the April 20th meeting, giving yourself time to consider options further.
- 5) Do nothing and direct that a wage grid from a professional consultant be budgeted in 2027, delaying the fiscal impacts for at least another year.
- 6) Adopt the resolution and direct that a budget amendment be drafted to transfer gap funding from another account.

**Attachments:**

1. 27-2026 Wage Adjustments\_attachments

## RESOLUTION 27-2026

### Resolution Updating Certain Position Wages and Job Titles

**WHEREAS**, in 2023 and 2024, the City of Beaver Dam Police and Fire Commission considered wages of department leadership positions and decided to recommend a wage adjustment via establishment of a wage grid; and

**WHEREAS**, the City of Beaver Dam determined that any wage adjustments or wage grid creation should include all City employees and not be implemented until such time that a City-wide wage grid could be established; and

**WHEREAS**, the City of Beaver Dam City Council adopted Resolution 40-2025 in May of 2025 that established the parameters of the wage grid, including a job factor analysis and a job factor and grade scale to be implemented by the City Administrator once the City included funding in the next operating budget; and

**WHEREAS**, the City Administrator vacated their position during calendar year 2025 and the position was refilled; and

**WHEREAS**, The City of Beaver Dam included two hundred thousand dollars (\$200,000) in the 2026 operating budget to complete wage adjustments; and

**WHEREAS**, The City Administrator, Finance Director, and City department heads considered the job factors that contribute to employee wages, utilizing the formulas established by job factor analysis and were unable to implement a wage scale based on the adopted proposal; and

**WHEREAS**, the City Administrator determined that the best immediate approach would be to do a salary survey and pursue an adjustment to wages in order to address the compensation discrepancies identified in the 2023 initial wage adjustment effort and pursue a new effort at establishing a wage grid at some future date.

**NOW, THEREFORE, BE IT RESOLVED**, that the Beaver Dam City Council does hereby repeal Resolution 40-2025 and the corresponding wage grid documents.

**BE IT FURTHER RESOLVED**, that Beaver Dam City Council hereby adopts the compensation schedule as recommended by the Police and Fire Commission (Attachment A), adopts modifications to wages (Attachment B), directs the City Administrator to implement new wages as appropriate, and further directs that back pay start with the first complete pay period in 2026 and be issued to current employees.

**BE IT FURTHER RESOLVED** that the Beaver Dam City Council hereby changes the following nine position job titles:

1. Finance Manager shall become Finance Director
2. Parks and Facilities Supervisor shall become Parks and Facilities Director
3. Public Works Supervisor shall become Public Works Director
4. CAS Administrator shall become the Recreation Director
5. Library Administrator shall become the Library Director
6. Municipal Court Clerk shall become the Judicial Assistant
7. Records Clerk - Fire to Public Safety Administrative Specialist
8. Records Clerk – Police to Public Safety Administrative Specialist
9. Records Clerk Supervisor – Police to Public Safety Administrative Specialist  
Supervisor - Police

The first five positions shall be recognized as Department Head positions and report to the City Administrator.

By a vote of: \_\_\_\_\_ in favor, \_\_\_\_\_ opposed, and \_\_\_\_\_ abstain.

Approved: April 6, 2026

\_\_\_\_\_  
Roberta Marck  
Mayor

Attested: April 6, 2026

\_\_\_\_\_  
Tracey M. Ferron  
City Clerk

**Attachment A: Police and Fire Management Wage Grid:**

<b>As of 1st payroll in 2026</b>				
<b>Position</b>	<b>Starting Wage</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Max Compensation</b>
Police Chief	\$ 140,350.90	\$ 141,828.28	\$ 144,783.03	\$ 147,737.79
Deputy Police Chief	\$ 115,613.32	\$ 116,830.30	\$ 119,264.27	\$ 121,698.23
Lieutenant	\$ 102,821.17	\$ 103,903.50	\$ 106,068.15	\$ 108,232.81
Sergeant	\$ 94,920.67	\$ 95,919.83	\$ 97,918.16	\$ 99,916.49
Fire Chief	\$ 140,350.90	\$ 141,828.28	\$ 144,783.03	\$ 147,737.79
Deputy Fire Chief	\$ 115,613.32	\$ 116,830.30	\$ 119,264.27	\$ 121,698.23

Wage Grid recommendation was adopted by the Police and Fire Commission on 08/12/2025 and will result in compensation increases that total to \$87,307 with another \$20,700 in benefit costs.

**Attachment B: Underpaid Positions:**

*(Position Title, % employee is currently below minimum range of market, new wage rate)*

1. Public Works Director, 32.21%, increased to \$115,045 per year
2. Finance Director, 11.13%, increased to \$111,668 per year
3. Parks and Facilities Director, 23.95%, increased to \$99,598 per year
4. Library Director, 1.33%, increased to \$88,279 per year
5. Recreation Director, 1.12, increased to \$82,597 per year
6. City Clerk, 6.10%, increased to \$88,279 per year
7. Recreation Supervisor, 23.48%, increased to \$62,300 per year
8. Records Clerk Supervisor (PD), 14.78%, increased to \$68,709 per year
9. Skilled Laborer (2 Positions), 1.93%, increased to \$63,773 per year
10. Skilled Laborer (2 Positions), 13.72%, increased to \$63,773 per year
11. Semi Skilled Laborer, 7.76%, increased to \$55,432 per year
12. Records Clerk – Police, 6.15%, increased to \$47,273 per year
13. Judicial Assistant – Court, 11.68% Increase, to \$64,160 per year

Wage Survey was used to determine mid-range. Direction to pursue status of an “above average” employer, so used 60<sup>th</sup> percentile as basis for lowest pay range. This resulted in 15 employees compensated below minimum for a total of \$120,405 in annual increased compensation costs, plus approximately \$18,000 in benefit impacts.



City of Beaver Dam, Wisconsin  
**City Administrator Office**

**TO:** Administrative Committee  
**FROM:** Larry Bierke, John Kreuziger, Larry Konopacki  
**SUBJECT:**

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**The Issue:**

**Considerations:**

Attached ordinance amendment was drafted to address concerns raised at past Administrative Committee meetings. Ordinance addresses qualifying terms for a dog being determined as vicious and the penalties thereof, addresses the definition of "service animal", and updates the code for dog friendly park locations while updating terminology and fixing grammatical errors.

**Does this item have a financial or budget impact?**

No

There is no budgetary impact to this ordinance modification. The citation amounts listed in the ordinance have been increased to make the ordinance citations become more meaningful.

**Recommendation:**

**Attachments:**

1. 8-2026 Vicious Animal Ord
2. Ordinance Clean Copy
3. Ordinance with Redline

**ORDINANCE NO. 8-2026**

**AN ORDINANCE AMENDING SECTIONS 10-25, 10-31, 10-32, AND 50-21  
OF THE BEAVER DAM MUNICIPAL CODE**

The Common Council of the City of Beaver Dam, Wisconsin do ordain as follows:

**SECTION 1.** Sections 10-25, 10-31, 10-32, and 50-21 are hereby amended as follows:

**10-25 Vicious animal.**

- (1) Except as provided in subsection (3), no person shall keep or harbor a vicious animal in the City.
- (2) For purposes of enforcing this ordinance, an animal shall be deemed vicious if it inflicts serious bodily harm, as defined by Wis. Stat. § 939.22(38), to a person or domestic animal in unprovoked circumstances.
- (3) If the City determines that an animal is vicious, the City shall notify the owner of the animal in writing. Upon a determination that an animal is vicious, the owner shall remove the animal from the City. The preceding sentence notwithstanding, the City may place conditions on the manner by which the animal is kept in the City in lieu of ordering removal.
- (4) Any person who violates subsection (1) or any conditions imposed under subsection (3) of this section shall forfeit not less than \$200.00 nor more than \$500.00 for the first offense and not less than \$400.00 nor more than \$600.00 for each subsequent offense.

**10-32 Animal defecation on public or private property regulated.**

- (a) No owner or keeper shall permit any animal to defecate upon any property other than that of the owner or keeper without immediately removing such defecation therefrom and properly disposing of the same. Proper disposal of animal waste shall be limited to burial where lawfully permitted, bagging for disposal in the owner or keeper's waste receptacle or a waste receptacle designated for animal waste in a public park or park area, or flushing in the toilet.
- (b) No owner or keeper of any animals shall appear with said animal on any sidewalk, street, park or other public area or on any private property neither owned nor occupied by said person without the means of removing any feces left by the animal.
- (c) No owner or keeper of an animal shall permit such animal to urinate, defecate, or expel other bodily fluids onto an elevated balcony, porch, or platform.
- (d) Owners or keepers of animals that are working in their official police capacity are exempt from this section if safety or professional duties would be compromised.
- (e) Except as otherwise provided, any person who violates any provision of this section shall be subject to a penalty as provided in Section 1-9 of this Code.

**10-31 Animals prohibited in certain areas**

- (1) Dogs prohibited in parks.

- (a) *Prohibition.* Except as provided for under subdivision (b) and subsection (3), no owner, keeper or handler of a dog shall allow, cause or permit such dog to remain in any public park in the City
  - (b) *Exceptions.* The prohibition in subdivision (a) shall not apply to the following:
    - a. Service Animals as defined by Section 10-6 of this Code.
    - b. *Law Enforcement dogs.* Dogs used by or under the auspices of the city police department or other law enforcement department in the course of official police business.
- (2) Any person violating any provision of this section for the first time in any twelve-month period may be subject to a forfeiture of not less than \$25.00 nor more than \$100.00; any person violating any provision of this section for the second time in any twelve month period may be subject to a forfeiture of not less than \$50.00 nor more than \$200.00; any person violating any provision of this section for the third time in any twelve-month period may be subject to a forfeiture of not less than \$100.00 nor more than \$300.00; any person violating any provision of this section for the fourth time in any twelve-month period may be subject to a forfeiture of not less than \$200.00 nor more than \$500.00.
- (3) Dog parks.
- a. *Dog park/dog friendly locations.* Subject to the conditions set forth in paragraph (b), dogs are permitted in the posted areas of the following locations;
    - i. Fenced Dog Park, Patrick Parker Conley Park. Dogs may run unleashed in this posted area.
    - ii. The northeast quadrant of Edgewater Park is hereby designated as a “dog friendly” park and their presence in said northeast quadrant is permitted. Dogs must be leashed in this area, and all other requirements of city ordinances are to be enforced.
  - b. *Conditions of dog park use.* All users of the designated dog parks/dog friendly locations set forth in paragraph (a) must comply with the following conditions:
    - i. The owner or keeper of the dog must be present.
    - ii. The dog must be under the voice control of the owner or keeper at all times.
    - iii. The dog must wear a rabies vaccination tag as required by Section 10-21 and a license tag as required by Section 10-22.
    - iv. Feces must be properly removed and disposed of in compliance with section 10-32.
  - c. *Violations.* Any person violating any provision of this section shall be subject to forfeitures as described in Section 10-31(2)

**50-21 Usage of city parks**

- (1) *Administration.* The Operations Committee, referred to as “the Committee” in this section shall be the standing committee of the common council responsible for overseeing this section.

- (2) *Park Regulations.*
- (a) *Use of Parks.*
- i. No person shall enter or use any public park of the city except as permitted under this chapter and under the rules and regulations of the Committee.
- (b) *Injury to Plants.* No person shall pluck or cause injury to any flowers, plants, shrubs, grass, or trees growing in any of the public parks except employees of the committee in their performance of their official duties.
- (c) *Care of birds and animals.* No person shall misuse or mistreat any bird or fowl or animal or injure or remove any nests of any bird or animal in the parks, parkways or boulevards of the city.
- (d) *Dogs, cats, and other animals.* Except as provided in Sec. 10-31(3) of this Code, no owner or keeper of any dog, cat, or other animal shall permit such animal to enter or remain in any park in the city whether the animal is leashed or unleashed.
- (3) *Duties of Police.* It shall be the duty of the Police Department and its officers to enforce this chapter and the park rules and regulations.
- (4) *Violation consequences.* Any violation of any of the above sections, city ordinance or state statute may result in a person being banned from city parks by the police department for a period of ten to 120 days. Any person who commits a violation and who had previously been subject to a ban within a 12-month period of time may be banned from city parks for a period of one year from the date of the most recent violation. Any person found returning to the parks during such ban, shall be issued a citation for trespassing. Any person banned from the parks and issued more than three citations for trespassing during said ban, may be permanently banned from the parks by the police department. If any child under the age of 16 years is banned and is issued a citations for trespassing during said ban, the parents of said child shall be responsible for any and all costs.
- (5) *Appeal of park ban.* Any person banned from the park under subsection (4) of this section may, within 30 days of the city providing notice of that the person has been banned, submit an appeal to the city clerk and shall be afforded a hearing at the next meeting of the committee, or as soon thereafter as the matter can be heard. Wis. Stats. ch. 68 shall not apply to such appeal.
- (6) *Penalties.* Any person who violates the provisions of this section is subject to forfeiture pursuant to section 1-9, penalty provisions, of the Beaver Dam Municipal Code.

**SECTION 2.** All other provisions of Chapter 10 and Chapter 50 shall remain in full force and effect unless specifically modified here in.

**SECTION 3.** This ordinance shall be in full force and effect beginning upon publication.

First Reading – March 16, 2026

By a vote of: \_\_\_\_\_ in favor, \_\_\_\_\_ opposed, and \_\_\_\_\_ abstain.

Adopted: April 6, 2026

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Roberta Marck, Mayor

Attested: April 6, 2026

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Tracey M. Ferron, City Clerk

**City of Beaver Dam**  
**Ordinance Number       -2026**

**An Ordinance Amending Sections 10-25, 10-31, 10-32, and 50-21  
of the Beaver Dam Municipal Code**

The Common Council of the City of Beaver Dam, Wisconsin do ordain as follows:

**SECTION 1.** Sections 10-25, 10-31, 10-32, and 50-21 are hereby amended as follows:

**10-25 Vicious animal.**

- (1) Except as provided in subsection (3), no person shall keep or harbor a vicious animal in the City.
- (2) For purposes of enforcing this ordinance, an animal shall be deemed vicious if it inflicts serious bodily harm, as defined by Wis. Stat. § 939.22(38), to a person in unprovoked circumstances.
- (3) If the City determines that an animal is vicious, the City shall notify the owner of the animal in writing. Upon a determination that an animal is vicious, the owner shall remove the animal from the City. The preceding sentence notwithstanding, the City may place conditions on the manner by which the animal is kept in the City in lieu of ordering removal.
- (4) Any person who violates subsection (1) or any conditions imposed under subsection (3) of this section shall forfeit not less than \$200.00 nor more than \$500.00 for the first offense and not less than \$400.00 nor more than \$600.00 for each subsequent offense.

**10-32 Animal defecation on public or private property regulated.**

- (a) No owner or keeper shall permit any animal to defecate upon any property other than that of the owner or keeper without immediately removing such defecation therefrom and properly disposing of the same. Proper disposal of animal waste shall be limited to burial where lawfully permitted, bagging for disposal in the owner or keeper's waste receptacle or a waste receptacle designated for animal waste in a public park or park area, or flushing in the toilet.
- (b) No owner or keeper of any animals shall appear with said animal on any sidewalk, street, park or other public area or on any private property neither owned nor occupied by said person without the means of removing any feces left by the animal.
- (c) No owner or keeper of an animal shall permit such animal to urinate, defecate, or expel other bodily fluids onto an elevated balcony, porch, or platform.
- (d) Owners or keepers of animals that are working in their official police capacity are exempt from this section if safety or professional duties would be compromised.
- (e) Except as otherwise provided, any person who violates any provision of this section shall be subject to a penalty as provided in Section 1-9 of this Code.

**10-31 Animals prohibited in certain areas**

- (1) Dogs prohibited in parks.

- (a) *Prohibition.* Except as provided for under subdivision (b) and subsection (3), no owner, keeper or handler of a dog shall allow, cause or permit such dog to remain in any public park in the City
  - (b) *Exceptions.* The prohibition in subdivision (a) shall not apply to the following:
    - a. Service Animals as defined by Section 10-6 of this Code.
    - b. *Law Enforcement dogs.* Dogs used by or under the auspices of the city police department or other law enforcement department in the course of official police business.
- (2) Any person violating any provision of this section for the first time in any twelve-month period may be subject to a forfeiture of not less than \$25.00 nor more than \$100.00; any person violating any provision of this section for the second time in any twelve month period may be subject to a forfeiture of not less than \$50.00 nor more than \$200.00; any person violating any provision of this section for the third time in any twelve-month period may be subject to a forfeiture of not less than \$100.00 nor more than \$300.00; any person violating any provision of this section for the fourth time in any twelve-month period may be subject to a forfeiture of not less than \$200.00 nor more than \$500.00.
- (3) Dog parks.
- a. *Dog park/dog friendly locations.* Subject to the conditions set forth in paragraph (b), dogs are permitted in the posted areas of the following locations;
    - i. Fenced Dog Park, Patrick Parker Conley Park. Dogs may run unleashed in this posted area.
    - ii. The northeast quadrant of Edgewater Park is hereby designated as a “dog friendly” park and their presence in said northeast quadrant is permitted. Dogs must be leashed in this area, and all other requirements of city ordinances are to be enforced.
  - b. *Conditions of dog park use.* All users of the designated dog parks/dog friendly locations set forth in paragraph (a) must comply with the following conditions:
    - i. The owner or keeper of the dog must be present.
    - ii. The dog must be under the voice control of the owner or keeper at all times.
    - iii. The dog must wear a rabies vaccination tag as required by Section 10-21 and a license tag as required by Section 10-22.
    - iv. Feces must be properly removed and disposed of in compliance with section 10-32.
  - c. *Violations.* Any person violating any provision of this section shall be subject to forfeitures as described in Section 10-31(2)

**50-21 Usage of city parks**

- (1) *Administration.* The Operations Committee, referred to as “the Committee” in this section shall be the standing committee of the common council responsible for overseeing this section.

- (2) *Park Regulations.*
- (a) *Use of Parks.*
- i. No person shall enter or use any public park of the city except as permitted under this chapter and under the rules and regulations of the Committee.
- (b) *Injury to Plants.* No person shall pluck or cause injury to any flowers, plants, shrubs, grass, or trees growing in any of the public parks except employees of the committee in their performance of their official duties.
- (c) *Care of birds and animals.* No person shall misuse or mistreat any bird or fowl or animal or injure or remove any nests of any bird or animal in the parks, parkways or boulevards of the city.
- (d) *Dogs, cats, and other animals.* Except as provided in Sec. 10-31(3) of this Code, no owner or keeper of any dog, cat, or other animal shall permit such animal to enter or remain in any park in the city whether the animal is leashed or unleashed.
- (3) *Duties of Police.* It shall be the duty of the Police Department and its officers to enforce this chapter and the park rules and regulations.
- (4) *Violation consequences.* Any violation of any of the above sections, city ordinance or state statute may result in a person being banned from city parks by the police department for a period of ten to 120 days. Any person who commits a violation and who had previously been subject to a ban within a 12-month period of time may be banned from city parks for a period of one year from the date of the most recent violation. Any person found returning to the parks during such ban, shall be issued a citation for trespassing. Any person banned from the parks and issued more than three citations for trespassing during said ban, may be permanently banned from the parks by the police department. If any child under the age of 16 years is banned and is issued a citations for trespassing during said ban, the parents of said child shall be responsible for any and all costs.
- (5) *Appeal of park ban.* Any person banned from the park under subsection (4) of this section may, within 30 days of the city providing notice of that the person has been banned, submit an appeal to the city clerk and shall be afforded a hearing at the next meeting of the committee, or as soon thereafter as the matter can be heard. Wis. Stats. ch. 68 shall not apply to such appeal.
- (6) *Penalties.* Any person who violates the provisions of this section is subject to forfeiture pursuant to section 1-9, penalty provisions, of the Beaver Dam Municipal Code.

**SECTION 2.** All other provisions of Chapter 10 and Chapter 50 shall remain in full force and effect unless specifically modified here in.

**SECTION 3.** This ordinance shall be in full force and effect beginning upon publication.

Approved and adopted by the Common Council of the City of Beaver Dam on a vote of \_\_\_ to \_\_\_ this \_\_\_\_\_ day of February, 2026

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Roberta Marck, Mayor

Attest:

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Tracey Ferron, City Clerk

Published:

**City of Beaver Dam**  
**Ordinance Number       -2026**

**An Ordinance Amending Sections 10-25, 10-31, 10-32, and 50-21  
of the Beaver Dam Municipal Code**

The Common Council of the City of Beaver Dam, Wisconsin do ordain as follows:

**SECTION 1.** Sections 10-25, 10-31, 10-32, and 50-21 are hereby amended as follows:

**10-25 Vicious animal.**

- (1) ~~Except as provided in subsection (3), No~~ person shall keep or harbor a ~~vicious~~ animal ~~of a vicious disposition in the City.~~
- (2) For purposes of enforcing this ordinance, an animal shall be deemed ~~as being of a~~ vicious ~~disposition~~ if ~~it, within any 12-month period, it bites two or more persons or~~ inflicts serious ~~bodily harm, as defined by Wis. Stat. § 939.22(38), injury~~ to ~~a~~one person in unprovoked circumstances, ~~off the owner's premises.~~
- ~~(2)~~(3) ~~If the City determines that an animal is vicious, the City shall notify the owner of the animal in writing. Upon a determination that an animal is vicious, the owner shall remove the animal from the City. The preceding sentence notwithstanding, the City may place conditions on the manner by which the animal is kept in the City in lieu of ordering removal.~~
- ~~(3)~~(4) Any person who violates subsection (1) ~~or any conditions imposed under subsection (3) of this section shall forfeit not less than \$2100.00 nor more than \$2500.00 for the first offense within any 12-month period and not less than \$2400.00 nor more than \$3600.00 for each subsequent offense, within the same 12-month period.~~

**10-32 Animal defecation on public or private property regulated.**

- (a) No owner or keeper shall ~~suffer or~~ permit any animal to defecate upon any property other than that of ~~animal-the~~ owner or keeper without immediately ~~removing causing such defecation to be removed~~ therefrom and properly ~~disposing of the same,ed of.~~ Proper disposal of animal waste shall be limited to burial where lawfully permitted, bagging for disposal in the owner or keeper's waste receptacle or a waste receptacle designated for animal waste in a public park or park area, ~~orand~~ flushing in the toilet.
- (b) No owner or keeper of any animals shall appear ~~with said animal~~ on any sidewalk, street, park or other public area or on any private property neither owned nor occupied by said person without the means of ~~removing~~ingal of any feces left by the animal.
- (c) No owner or ~~caretaker-keeper~~ of an animal shall permit such animal to urinate, defecate, or expel other bodily fluids onto an elevated balcony, porch, or platform, ~~if said balcony, porch, or platform is located above property owned or rented by another person.~~
- (d) Owners or keepers of animals that are working in their official police capacity are exempt from this section ~~in situations whereby if~~ safety or professional duties would be compromised.
- (e) Except as otherwise provided, any person who ~~shall-violates~~ any provision of this ~~chapter-section~~ shall be subject to a penalty as provided in Section 1-9 of this Code.

### 10-31 Animals prohibited in certain areas

#### (1) Dogs prohibited in parks.

~~(a) Prohibition.~~ Except as provided for under subdivision (b) and subsection (3), no owner, keeper or handler of a dog shall allow, cause or permit such dog to remain in:

~~a.(a)~~ Any public park in the City

(b) *Exceptions.* The prohibition in subdivision (a) shall not apply to the following:

a. ~~Service Dogs. Dogs specially trained, or dogs being specially trained, to lead visually or hearing impaired persons or to provide support for mobility-impaired persons when leading or accompanying a visually impaired, hearing impaired or mobility impaired person.~~ Animals as defined by Section 10-6 of this Code. See Section 10-6 for definition.

b. *Law Enforcement dogs.* Dogs used by or under the auspices of the city police department or other law enforcement department in the course of official police business.

~~c. Conditions of dogs in city parks. The owner, keeper or handler of dogs must comply with the following conditions:~~

~~i. The dog must be restrained by a chain, rope, cord, or leash of sufficient strength to control the action of such dog. The length of the chain, rope, cord or leash shall not exceed six feet when the owner or keeper and the dog are proceeding along any pedestrian or transportation corridor for the purpose of being walked through the park.~~

~~ii. Dogs shall not be allowed in city park building, shelters, and playgrounds or athletic field areas.~~

~~iii. Dogs shall not be allowed in Tahoe Park during Lake Days.~~

~~iv. The dog is licensed and must wear a rabies vaccination tag as required by section 10-21(3) and a license tag as required by section 10-22(b).~~

~~v. Dog feces shall be removed and disposed of in compliance with Section 10-32.~~

(2) Any person violating any provision of this section for the first time in any twelve-month period may be subject to a forfeiture of not less than \$25.00 nor more than \$100.00; any person violating any provision of this section for the second time in any twelve month period may be subject to a forfeiture of not less than \$50.00 nor more than \$200.00; any person violating any provision of this section for the third time in any twelve-month period may be subject to a forfeiture of not less than \$100.00 nor more than \$300.00; any person violating any provision of this section for the fourth time in any twelve-month period may be subject to a forfeiture of not less than \$200.00 nor more than \$500.00.

#### (3) Dog parks.

a. *Dog park/dog friendly locations.* Subject to the conditions set forth in subsection-paragraph (b), dogs are permitted ~~to run unleashed~~ in the posted areas of the following locations;

- i. Fenced Dog Park, Patrick Parker, Conley Park. Dogs may run unleashed in this posted area.
  - ii. The northeast quadrant of Edgewater Park is hereby designated as a “Dog friendly” park and their presence in said northeast quadrant is permitted. Dogs must be leashed in this area, and All other requirements of city ordinances are to be enforced.
- b. *Conditions of dog park use.* All users of the designated dog parks/dog friendly locations set forth in ~~subsection paragraph (a)~~ must comply with the following conditions:
  - i. The owner or keeper of the dog must be present.
  - ii. The dog must be under the voice control of the owner or keeper at all times.
  - iii. The dog must wear a rabies vaccination tag as required by Section 10-21, and a license tag as required by Section 10-22.
  - iv. Feces must be properly removed and disposed of in compliance with section 10-32.
- c. *Violations.* Any person violating any provision of this section shall be subject to forfeitures as described in Section 10-31(2)

## 50-21 Usage of city parks

- (1) *Administration.* The Operations Committee, referred to as “the Committee” in this section shall be the standing committee of the common council responsible for overseeing this section.
- (2) *Park Regulations.*
  - (a) *Use of Parks.*
    - i. No person shall enter or use any public park of the city except as permitted under this chapter and under the rules and regulations of the ~~e~~Committee.
    - ii. ~~The Parks Supervisor, or his/her designee, may, in writing and upon request, extend the hours of operation at the public parks of the city.~~
  - (b) *Injury to Plants.* No person shall pluck or cause injury to any flowers, plants, shrubs, grass, or trees growing in any of the public parks except employees of the committee in their performance of their official duties.
  - (c) *Care of birds and animals.* No person shall misuse or mistreat any bird or fowl or animal or injure or remove any nests of any bird or animal in the parks, parkways or boulevards of the city.
  - (d) *Dogs, cats, and other animals.* Except as provided below in Sec. 10-31(3) of this Code, no owner or keeper of any dog, cat, or other animal shall permit such animal to enter or remain in any park in the city whether the animal is leashed or unleashed. ~~The committee may make exceptions to this prohibition on a temporary or permanent basis. Should the committee make such exception, it shall be upon such terms and conditions as set by the committee. Signs shall be erected at accessible points at the city parks where such animals may be permitted informing the general~~

public of the same. This section shall not apply to animals used by law enforcement agencies while performing law enforcement functions.

~~i. The northeast quadrant of Edgewater Park is hereby designated as a “Dog friendly” park and their presence in said northeast quadrant is permitted. All other requirements of city ordinances are to be enforced.~~

- (3) *Duties of Police.* It shall be the duty of the Police Department and its officers to enforce this chapter and the park rules and regulations, ~~of the board of jurisdiction under the direction of the City of Beaver Dam Police and Fire Commission. City Administrator, Mayor and Common Council.~~ No person shall resist or in any way interfere with any police officer, director or park employee or their subordinates in the discharge of their duty or hinder or prevent any of them from discharging their duty in any park. It shall also be the duty of all persons in the park when called upon by any of such officials to promptly heed and assist such officer in the discharge of their duty. Any person failing to aid in the assistance of such official when called upon to do so shall be in violation of this Section.
- (4) *Violation consequences.* Any violation of any of the above sections, city ordinance or state statute may result in a person being banned from city parks by the police department for a period of ten to 120 days. Any person who commits a violation and who had previously been subject to a ban within a 12-month period of time may be banned from city parks for a period of one year from the date of the most recent violation. Any person found returning to the parks during such ban, shall be issued a citation for trespassing. Any person banned from the parks and issued more than three citations for trespassing during said ban, may be permanently banned from the parks by the police department. If any child under the age of 16 years is banned and is issued a citations for trespassing during said ban, the parents of said child shall be responsible for any and all costs.
- (5) *Appeal of park ban.* Any person banned from the park under subsection (4) of this section may, within 30 days of the city providing notice of that the person has been banned, submit an appeal to the city clerk and shall be afforded a hearing at the next meeting of the committee, or as soon thereafter as the matter can be heard. Wis. Stats. ch. 68 shall not apply to such appeal.
- (6) *Penalties.* Any person who violates the provisions of this section is subject to forfeiture pursuant to section 1-9, penalty provisions, of the Beaver Dam Municipal Code.

**SECTION 2.** All other provisions of Chapter 10 and Chapter 50 shall remain in full force and effect unless specifically modified here in.

**SECTION 3.** This ordinance shall be in full force and effect beginning upon publication.

Approved and adopted by the Common Council of the City of Beaver Dam on a vote of \_\_\_ to \_\_\_ this \_\_\_\_\_ day of February, 2026

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Roberta Marck, Mayor

Attest:

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Tracey Ferron, City Clerk

Published:



**BEAVER DAM**  
Life is good  
*here*

City of Beaver Dam, Wisconsin  
**City Administrator Office**

**TO:** Administrative Committee  
**FROM:** Larry Bierke  
**SUBJECT:**

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**The Issue:**

Please review, modify, and approve policy 101 and 105

**Considerations:**

**Does this item have a financial or budget impact?**

Yes

No financial impact at this time.

**Recommendation:**

**Attachments:**

1. 20260302094646938

**DRAFT: 03.02.26**

## Administrative Committee Review

### Attached:

- Table of Contents
- Policy 101
- Policy 102
- Policy 104
- Policy 105
- Policy 106



- 308 Procurement Policy
- 309 Credit Card Policy
- 310 Outstanding Check & Refund Policy
- 311 Tax Underpayment Policy
- 312 Federal Awards Policy
- 313 Events Recognition Account Policy

**SECTION 4 – UTILITY POLICIES**

- 401
- 402

**SECTION 5 – PUBLIC WORKS POLICIES**

- 501 Snow and Ice Removal Policy
- 502 Street Maintenance Guidelines
- 503 Special Assessment Policy
- 504 Engineering Time to Projects
- 505 Naming of Streets and Public Ways and Road Signs
- 506 Property Addressing

**SECTION 6 – PARKS AND RECREATION POLICIES**

- 601 Policy Name
- 602 Special Event Policy

**SECTION 7 – POLICE AND FIRE DEPARTMENT POLICIES**

- 701

**SECTION 8 – CITY CLERK DEPARTMENT POLICIES**

- 801



## CITY OF BEAVER DAM POLICY MANUAL

The following policies have been adopted by the City of Beaver Dam Common Council. Each department has further discretion to develop intra-department policies and practices; however, they may not apply Citywide without being added to this manual. It is expected that all employees be aware of these policies and how to find them when needed.

### Table of Contents

#### **SECTION 1 – GENERAL CITY POLICIES**


- 101 Data Storage Policy
- 102 Elected Official Background Check Policy
- 103 Media Policy
- 104 Records Retention Policy
- 105 Naming Rights Policy
- 106 Beverage Operator License Policy

#### **SECTION 2 – HUMAN RESOURCE POLICIES**

- 201 Position Control Policy
- 202 Personnel Manual

#### **SECTION 3 – FINANCE POLICIES**

- 301 Internal Controls Policy
- 302 Accounting Policy
- 303 Investment Policy
- 304 Debt Policy
- 305 Fund Balance Policy
- 306 Budget Policy
- 307 Capital Improvement Plan (CIP) Policy

	TITLE:	<b>DATA STORAGE POLICY</b>	
	POLICY #:	<b>101</b>	
POLICY SOURCE	CITY ADMINISTRATOR		PAGES
			4
DATE ADOPTED	XX/XX/XXXX	DATE LAST REVISED	XX/XX/XXXX

<b>PURPOSE</b>	<p>The purpose of this Data Storage Policy is to establish standards and procedures for the secure, reliable, and compliant storage, retention, and management of electronic data maintained by the City of Beaver Dam. This policy ensures that City data is protected from unauthorized access, alteration, destruction, or loss, and that storage practices support operational efficiency, business continuity, and legal compliance.</p>
<b>POLICY</b>	<p><b><u>DEFINITIONS</u></b></p> <ol style="list-style-type: none"> <li>1. Information Systems (IT): The use of computers, storage, networking, and other physical devices, infrastructure, and processes to create, process, store, secure, and exchange all forms of electronic data.</li> <li>2. Data: Any digital information created, received, processed, or stored by the City, regardless of format or system.</li> <li>3. City Server Infrastructure: All on-premises and cloud-hosted servers, storage appliances, databases, or virtualized environments that store or manage City data.</li> <li>4. Sensitive or Confidential Data: Information that is protected by law or policy, including personally identifiable information (PII), employee data, law enforcement information, financial records, and other restricted categories.</li> <li>5. Backup: A duplicate copy of data stored to enable recovery in the event of data loss or corruption.</li> <li>6. Retention Schedule: An approved schedule specifying required timeframes for data storage, archival, and destruction.</li> <li>7. IT Contractor: Any non-City employee hired to perform information technology services for the City of Beaver Dam.</li> </ol> <p><b><u>STATUTORY AUTHORITY</u></b></p> <p>This policy applies to all City of Beaver Dam operations, departments, and data storage needs.</p> <p><b><u>GOALS</u></b></p> <ol style="list-style-type: none"> <li>1. Ensure City data is stored securely, consistently, and in accordance with regulatory requirements.</li> </ol>

2. Protect City systems and data from unauthorized access, corruption, loss, or misuse.
3. Support operational needs by ensuring data availability, integrity, and durability.
4. Provide clear roles, responsibilities, and expectations for City personnel and contracted IT service providers.
5. Ensure that stored data is retained or destroyed according to approved retention schedules.
6. Promote transparency, accountability, and responsible stewardship of public information.

**ETHICAL STANDARDS**

All City employees and contractors involved in data storage must:

- Maintain the confidentiality, integrity, and availability of City data.
- Access only data necessary for performing official duties.
- Avoid using City data or systems for personal, political, or non-authorized purposes.
- Report suspected security incidents, data breaches, or unauthorized access immediately.
- Adhere to the principles of transparency and fairness in managing public records.

Unethical behavior—including unauthorized disclosure, manipulation, or destruction of data—is strictly prohibited and may result in disciplinary action, loss of contractual privileges, or legal penalties.

**AUTHORITY ROLES AND RESPONSIBILITIES**

**City Administrator**

- Serves as the chief authority for IT governance and data management.
- Ensures compliance with legal and regulatory requirements.
- Approves data storage systems, major changes, and vendor contracts.
- Oversees IT contractor performance and policy adherence.

**IT Contractor**

- Implements and maintains server infrastructure, backups, storage security, and system monitoring.
- Ensures all technical activities comply with this policy and applicable laws.
- Provides regular reports on storage status, capacity, system health, and security risks.
- Implements patches, upgrades, and security protections.
- Ensures encrypted storage and proper access control management.

**Department Heads**

- Ensure departmental data is stored in designated systems.

- Enforce compliance with retention schedules and data classification rules.
- Report data storage concerns or incidents to the City Administrator.

**City Staff**

- Follow established procedures for saving, storing, and handling City data.
- Use only approved platforms for storing or transferring City information.
- Report any anomalies, suspected data loss, or unauthorized access to your department head.

**GENERAL GUIDELINES**

**1. Storage Location and Infrastructure**

- a. All City data must reside on **City-approved servers** or approved cloud platforms with appropriate security certifications.
- b. Personal devices or unapproved storage solutions (e.g., personal Dropbox, USB drives) may not be used for storing City data.
- c. Servers must be configured using industry best practices for security and redundancy.

**2. Data Classification and Handling**

- a. Data shall be classified according to sensitivity (public, internal, confidential).
- b. Confidential and restricted data must be encrypted at rest and in transit.
- c. Access must be controlled based on job role and granted using least-privilege principles.

**3. Backup and Recovery**


- a. Daily automated backups must be performed for all critical systems.
- b. Backups must be stored in at least **two separate locations**, including one off-site or cloud-based solution.
- c. Periodic recovery testing must occur at least **once per year**.
- d. Backup retention periods must align with approved retention schedules.

**4. Retention and Destruction**

- a. All data must follow the Wisconsin Municipal Records Retention Schedule or City-approved departmental schedules.
- b. Data that has met its retention period must be securely destroyed, including digital sanitization of storage media.
- c. Legal holds override standard destruction timelines.


**5. Security and Access Control**

	<ul style="list-style-type: none"> <li>a. Strong authentication and role-based access controls are mandatory.</li> <li>b. Access logs must be maintained and periodically reviewed by the IT contractor and Administrator.</li> <li>c. Servers must be protected by firewalls, antivirus/EDR, and system monitoring tools.</li> <li>d. Any suspected data breach must be reported immediately to your supervisor.</li> </ul> <p><b>6. Vendor and Contractor Requirements</b></p> <ul style="list-style-type: none"> <li>a. Contractors must comply with City policies, state and federal law, and cybersecurity best practices.</li> <li>b. Contractors may not access confidential data unless expressly authorized.</li> <li>c. Contracts must include data security and confidentiality clauses.</li> </ul> <p><b>7. Audits and Compliance</b></p> <ul style="list-style-type: none"> <li>a. The City Administrator shall conduct or commission periodic audits of storage practices.</li> <li>b. Non-compliance must be corrected promptly and may result in disciplinary or contractual sanctions.</li> </ul> <p><b><u>BUDGET</u></b></p> <p>All purchases of services, servers, or storage devices shall be included in the annual budget and implemented with authorization of the City Administrator, after budget is adopted by the City Council.</p>
HISTORY	

	TITLE:	<b>ELECTED OFFICIAL BACKGROUND CHECK POLICY</b>		
	POLICY #:	<b>102</b>		
POLICY SOURCE	CITY ADMINISTRATOR		PAGES	2
DATE ADOPTED	XX/XX/XXXX	DATE LAST REVISED	XX/XX/XXXX	


PURPOSE	<p>The purpose of this policy is to recognize that serving the City in an elected capacity is an important responsibility that demands public trust. Under the Wisconsin Constitution, a person is not eligible to hold or be placed on the ballot for a local elective office unless the person does not have an unpardoned felony or an unpardoned misdemeanor involving a violation of public trust. Article XIII(2) and (3).</p> <p>An individual that turns in papers to run for an elected office currently provides a statement that they have not been convicted of any misdemeanor designated under state or federal law as a violation of public trust or any felony for which the candidate has not been pardoned. Wis. Stat. s. 8.21(4)(a). The City Clerk is authorized to refuse to place a person's name on the ballot if the candidate is ineligible to be nominated or elected. Wis. Stat. s. 8.30(1)(b).</p> <p>This policy directs staff to complete a background check on people submitting paperwork to become candidates for elected office, and people being considered for appointments by the City Council to an elected office as means of verifying whether the person is eligible to hold the office.</p> <p>If such an individual has a conviction making them ineligible to hold the sought elected office, the procedures below shall be followed.</p>
POLICY	<p><b><u>DEFINITIONS</u></b></p> <p>This policy is applicable to felony and specified misdemeanor convictions under both federal and state law. A <i>Felony</i> is defined by Wisconsin State Statute s. 939.60 as a crime punishable by imprisonment in the Wisconsin state prisons. Every other crime is a misdemeanor.</p> <p><i>Elected Office</i> shall mean the position of Alderperson and Mayor for the City of Beaver Dam.</p> <p><b><u>PROCEDURE</u></b></p> <p>1. People Seeking Candidacy for or Appointment to an Elected Office:</p> <p style="padding-left: 20px;">a) When an individual submits nomination papers to the City Clerk for an elected office or submits his or her name for consideration for</p>

	<p>appointment to an elected office, the City Clerk shall provide said person's name and birthdate to the Chief of Police.</p> <p>b) The Chief of Police will conduct a background check on the individual.</p> <p>c) If the Chief of Police determines that a person has a disqualifying conviction on their record he or she shall report such results to the City Clerk. The details of any conviction are not to be shared or discussed with others.</p> <p>For a person to whom Section 1.c) applies, the City Clerk shall inform the person in writing that they are disqualified from appearing on the ballot or being appointed to the elected office and the reasons for such disqualification, and shall exclude the person from the ballot or remove the person from the list of people under consideration for appointment.</p>
HISTORY	<i>None</i>

	TITLE:	<b>RECORDS RETENTION POLICY</b>		
	POLICY #:	<b>104</b>		
POLICY SOURCE	FINANCE DEPARTMENT		PAGES	1
DATE ADOPTED	XX/XX/XXXX	DATE LAST REVISED	XX/XX/XXXX	

PURPOSE	The purpose of this policy is to establish formal procedures to manage, store, and dispose of documents, ensuring legal compliance, reducing storage costs, and increasing operational efficiency. It protects against litigation risks, secures vital information, and ensures that obsolete records are destroyed systematically to minimize liability.
POLICY	<p><b><u>RECORD RETENTION</u></b></p> <p>The City of Beaver Dam’s policy is to retain records as required by Wisconsin Statutes and City Ordinances. Refer to the “Statewide General Records Schedules” on the Wisconsin Public Records Board website. There you will find a 52 page “Wisconsin Municipal and Related Records” schedule adopted by the Public Records Board in its most current version.</p>
HISTORY	<i>None</i>



	TITLE:	<b>NAMING &amp; RECOGNITION RIGHTS OF PUBLIC PROPERTY POLICY</b>		
	POLICY #:	<b>105</b>		
POLICY SOURCE	ADMINISTRATION		PAGES	7
DATE ADOPTED	XX/XX/XXXX	DATE LAST REVISED	XX/XX/XXXX	

PURPOSE	<p>To purpose of this policy is to establish standard procedures and guidelines for the naming of public property, parks, amenities and public facilities, or portions thereof, owned and/or operated by the City of Beaver Dam ("City") including recognition rights through donations, memorials, and sponsorships.</p> <p>This Policy will apply to the majority of naming &amp; recognition rights situations and is intended to maintain fairness and consistency. The City recognizes that there may be unique circumstances or events that may warrant a departure from this Policy for the overall good of the City.</p>
POLICY	<p><b><u>DEFINITIONS</u></b></p> <ol style="list-style-type: none"> <li><b>Amenity:</b> A Facility, Major Feature, Memorial or Minor Feature as defined in this Definitions section.</li> <li><b>Donation:</b> A gift of property, goods, or cash generally with no expectation of return or conditions. If the gift is contingent upon a special request or recognition, it is made subject to a "condition" and qualifies as a sponsorship.</li> <li><b>Facility:</b> An enclosed pavilion or building with footings, foundations, and a roof or a combination of Amenities that create a marketable site (i.e. baseball field complex, splash pad, etc.) which are on City-owned land.</li> <li><b>Major Feature:</b> A component of a Park or Facility (i.e. building room/wing, sports field, tennis court, playground, shelter, water feature/fountain, artwork, room), or the combination of multiple Minor Features to create a distinctive manmade element, or a distinctive natural element or navigable waterway (lake, pond, river creek, etc.).</li> <li><b>Memorial:</b> A Minor/Major Feature or Facility installed to remind the public of a person or event. Typically, a "condition" of a donation/sponsorship devoted to a unique, independent project or improvement.</li> <li><b>Minor Feature:</b> A small single furnishing or planting in the parks system such as, but not limited to: a tree, shrub, bench, drinking fountain, picnic table, sculpture, etc.</li> <li><b>Naming:</b> Name established by City Council approval for a period of time to a given Park, Facility and/or Major Feature.</li> </ol>

8. **Park:** All traditionally designed parks, gardens, natural open spaces, woodlands, and specialized parks under the stewardship of the City.
9. **Recognition:** A plaque or signage identifying sponsorship or donation and attached to an Amenity, and may include a naming right.
10. **Sponsorship:** A donation that supports the installation of Minor/Major Amenity or Facility or supports the execution of an event or program, and depending on the amount warrants a recognition right for a person or entity during the event or for the life of the asset.

**OBJECTIVES**

1. Provide name identification for individual Parks or Amenities.
2. Provide criteria for citizen input into the process of Naming Parks or Amenities.
3. Provide criteria for private Memorial requests.
4. Provide criteria for private Sponsorship requests.
5. Parks & Amenities Naming Rights Policy
6. Ensure that Naming of Parks or Amenities is approved by the City Council after receiving recommendations from City Staff, and Operations Committee.

**AUTHORITY**

The City Council reserves the naming and recognition rights of all public property and shall identify any special considerations and the justification to deviate from this Naming Rights & Recognition of Public Property Policy (“Policy”) on a case-by-case basis.

Any naming or renaming of public property shall be submitted to the City for approval. The Operations Committee shall be responsible for considering and recommending to the City Council the naming, renaming, or sponsorship program of any public property, Park, Facility or Major Feature. City Council may preauthorize naming and recognition rights by approving a sponsorship program.

City staff are authorized to review and approve donations of/for Minor Features (i.e. trees and benches), which generally do not individually have naming or recognition rights or are part of a sponsorship program. City department heads have authority to set and negotiate sponsorships in support of an approved or budgeted City program or event. On an annual basis, staff shall prepare a comprehensive list of donations and present them to applicable committees and Council, but the report will not require committee or City Council approval.

**NAMING CONVENTIONS**

The name shall only be considered if it portrays a positive image and is in the public

interest of the City. A name that could be considered derogatory, obscene, blasphemous or in poor taste based on community standards shall not be considered. The following all reflect appropriate naming conventions

1. **Geographic Location, Natural Feature, or Manmade Feature** including the natural aspects of the Park or Amenity, its adjacency to a natural or manmade feature, or proximity to an adjoining neighborhood, subdivision, or street.
2. **Historic Events, People or Places** including historic cultural or social significance. Requires demonstrating this significance remains relevant to the City, region, state, and/or nation through research and documentation.
3. **Outstanding Individual or Public Servant** including individuals who made significant contributions or devoted significant years of service to the community. Requires demonstrating relevant community significance through research and documentation and thoroughly evaluating the quality of the contribution and/or the length of service. Preference shall be given to names of individuals who have made significant contributions to the City of Beaver Dam over names of county, state, or national figures.

#### **NAMING OF PARKS & AMENITIES GUIDELINES**

As a part of this Policy, the City Council has established the following criteria to name/rename a Park or Amenity within the City and in accordance with city ordinance. Anyone can recommend to name/rename a Park or Amenity (*refer to the Recommendation and Approvals table later in this Policy*).

1. The entity recommending a name shall have the responsibility and burden of providing satisfactory and relevant findings and fact for outstanding contributions to community, history, arts, entertainment, business, and public service to City staff.
2. In the Naming of Parks, preference will be given to individuals that donate or deed the majority of land to the City.
3. In the Naming of Facilities and Major Features with specific missions or functions (i.e. libraries, transit centers, fire and police stations, etc.), preference shall be given to names of individuals who have made significant contributions in the occupations related to the mission or function of the Amenity.
4. Minor Features are not formally named; however, recognition is possible via Sponsorship plaques and signs.
5. An individual's epithet, nickname, or title may be used if it would provide a more appropriate, interesting, or enduring name.
6. Public property shall only be named after a former City employee after the person has been retired for at least one (1) year.

7. While encouraged, naming to honor deceased individuals should wait until at least three (3) years after the individual's death to ensure that person's significance and good reputation have been accepted. This provision can be waived at the City Council's directive. Requestors alternatively may always consider the installation of a Memorial.
8. A name shall not be considered if it duplicates or sounds like an existing name for the same type of public Amenity.
9. Once a Park, Major Feature, or Facility is named, the name of the public property cannot be changed for a period of 50 years or for the life of the Major Feature or Facility, whichever comes first, unless the name, after investigation by the City, is found to be inappropriate considering new information.

**DONATION AND RECOGNITION RIGHTS GUIDELINES**

When a private citizen, family, club, or organization desires to contribute towards an event, program, Park, or Amenity the following donation and recognition guidelines shall apply:

**In General:**

- A. The City reserves the right to accept or reject a donation and will only consider contributions that portray a positive image and is in the public interest. Recognition that could be considered derogatory, obscene, blasphemous or in poor taste based on community standards may be rejected.
- B. Depending on the size of the Donation and associated project costs, the project requestors may be required to enter into an agreement with the City outlining the responsibilities of both parties.
- C. Generally, donor proposed projects should be 100% funded by donations. Should projects require City funding to support capital costs, then Council approval should be sought before public solicitation of donations for the project.
- D. Any donated property that exceeds \$2,500 in value shall be recognized and received by resolution at the City Council.
- E. Recognition plaques or a permanent plaque or sign is reserved for larger donations that equal or exceed \$5,000 dollars and ordered by the City.
- F. For donations that are less than \$5,000 and the entity desires a recognition plaque, the City will install a plaque under the following conditions:
  - i. The plaque meets City specification, conforms with these policies guidelines, and receives City staff approval
  - ii. The entity assumes responsibility for ordering and payment of the plaque.

G. The City shall not install recognition plaques or signs for a tree or planting.

**For Sponsorships:**

- A. Private entities may solicit or request recognition rights within City Parks with the Donation of/for an Amenity, program, or event.
- B. The typical length of term for a Sponsorship will reflect the monetary value and be for the asset life, the event advertising period, or the program season. Sponsors of events and programs may enter into multi-year sponsorship contracts, typically 3-5 years, with the ability to renew the contract.
- C. Sponsors should not assume exclusive sponsorship rights within a Facility or Major Feature.
- D. Sponsors may elect to recognize the memory of another entity.

**For Memorials:**

- A. When proposing a new, independent Memorial, unrelated to any City sponsorship program or project, requestors shall be responsible for 100% of the costs for design, installation, and construction, including signage and recording, associated with the development of Memorial for Minor/Major Features and Facilities.
- B. Requesting Memorial recognition rights to an existing Major Feature or Facility shall require a substantial donation, typically equivalent to the current value of the City asset.
- C. The City will only guarantee the maintenance or permanence of a Memorial with the establishment of a long-term endowment for the repair and maintenance of the Memorial.
- D. The City will not guarantee the survival of a tree or planting in memory of someone.

**NAMING & SPONSORED PROJECT PROPOSAL PROCEDURES**

Naming and sponsored project proposals shall be submitted in writing to the Parks and Forestry Department.

- A. Form and Submissions shall include:
  - 1. The submitter and contact information.
  - 2. The proposed name or project.
  - 3. Written narrative justifying the specific reason(s) for the proposed name or sponsored project description with documentation for supporting findings and facts.
  - 4. Written documentation, petitions, or letters of community support.
  - 5. Description/map showing the proposed location of the Minor/Major Feature, Facility or boundaries of the Park.

- 6. If proposing to rename a Park or Amenity, include justification for changing an established name.
- 7. If proposing the name of an individual, include documentation supporting the person's significance and good reputation in the City's, County's, State's, or Nation's history.

B. City Staff will assess the request based on the following:

- 1. Adherence to City policy guidelines.
- 2. Ensure that supporting information has been authenticated, particularly when an individual's name is proposed.
- 3. Seek input from relevant associations, historical groups, and other organizations, if deemed appropriate.
- 4. Provide or prepare a recommendation for approval by the appropriate Committee or Council.

C. Recommendation and Approvals

Naming/Sponsored Project	Recommendation	Approval
Minor Feature (< \$2,500)	N/A	Parks Supervisor
Minor Feature (> \$2,500)	Parks Supervisor	City Council
Major Feature/Facility/Park	Operations Committee	City Council


- D. The City Council maintains the executive right to name a Major Feature or Facility and can do so without a public hearing.
- E. Name recommendations or proposals shall require the following meetings for consideration.

- a. **First Meeting:** The Naming recommendation shall only be introduced by staff as a draft resolution to the Operations Committee for discussion. The Committee will act on whether to solicit public comment. Should the committee act in favor of soliciting public comment, the City shall use regular and available means of communication to announce the name request as has been presented. A Class I Public Hearing notice will be issued in preparation for the Second Meeting to receive comments from the public regarding the Naming request.
- b. **Second Meeting:** At the second meeting the committee will conduct a Public Hearing. After presentation of the proposed name and the committee solicit public comment, the Committee may discuss further and act by either recommending the Naming request to the City Council or denying the request.
- c. **Third Meeting:** A favorable recommendation from the Committee will be presented to the City Council for consideration and final action.

- F. Sponsored projects may be submitted to the Parks Supervisor at any time. Sponsorship of Major Features and Facilities shall require the Operations Committee to recommend a sponsorship and recognition plan for City

	<p>Council approval. Once a sponsorship plan has been set by Council, City staff shall be authorized to accept donations within that framework.</p> <p>Denial of a sponsorship shall require review and action by the Operations Committee. City Staff are authorized to establish sponsorships and monetary levels for events, programs, and Minor Features.</p> <p><b><u>RECOGNITION PLAQUES AND SIGNS</u></b></p> <p>In general, standard recognition plaques shall follow these minimum guidelines:</p> <ul style="list-style-type: none"> <li>A. Material: Precision Tooled Bronze or Brass Plaque</li> <li>B. Specifications: 1/4" Thick, Raised Lettering, Single Line Border, Black Leatherette Background, Brushed Finish, Satin Clear Coat.</li> <li>C. Maximum characters: 50</li> <li>D. Recognition plaques and signage specifications may be adjusted to an alternative special standard with staff approval. Logos are also acceptable, as long as, the donor provides a satisfactory vector file.</li> <li>E. Recognition plaques and signs shall be ordered only after all the following has occurred: <ul style="list-style-type: none"> <li>1. A complete sponsorship form has been submitted, including a point of contact and the desired plaque inscription.</li> <li>2. The full donation is received.</li> <li>3. The sponsor has confirmed the proof.</li> </ul> </li> <li>F. Staff shall be responsible for the installation of all recognition plaques and signage.</li> </ul>
<p>HISTORY</p>	



	TITLE:	<b>BEVERAGE OPERATOR LICENSE APPROVAL POLICY</b>	
	POLICY #:	<b>106</b>	
POLICY SOURCE	ADMINISTRATION		PAGES   2
DATE ADOPTED	XX/XX/XXXX	DATE LAST REVISED	XX/XX/XXXX

PURPOSE	<p>Applicants for City of Beaver Dam Liquor Licenses must pass a background check under Ordinance 6-2. The City of Beaver Dam City Council wants to provide a policy statement on what convictions should be considered by the Beaver Dam Police Department when completing the initial review of the application and the background check. The Beaver Dam Police Department subsequently forwards any denial recommendations to the City Clerk for the Administrative Committee to consider. Under Ordinance 6-2(9), Applicants denied a liquor license by the Administrative Committee may appeal said decision to the City Council.</p> <p>This general policy is intended to provide guidance and promote consistency. It is not intended to, and shall not, substitute for individual review and consideration of an applicant's request for a License. Each application shall be evaluated to determine whether the applicant is qualified to hold a License consistent with Wisconsin law.</p>
POLICY	<p><b><u>FINDINGS FOR DENIAL</u></b></p> <p>There are several charges that may exist on someone's background check that are substantially related to the duties and responsibilities of selling or serving alcohol beverages. Such convictions demonstrate a lack of responsibility and judgement because of their inherent dangers:</p> <ol style="list-style-type: none"> <li>1) <b>Operating Under the Influence of an Intoxicant or Other Drug</b>, under Wisconsin Statute 346.63, local ordinances in conformity therewith, or other similar laws from other states (commonly referred to as OWI, OWPBAC, PBAC, DWI, or DUI);</li> <li>2) <b>Underage Drinking</b>, An underage drinking conviction which is the same as or similar to Wisconsin Statute 125.07(3) or (4) within one year of application or two or more convictions within five (5) years of application is substantially related to the duties and responsibilities associated with selling or serving alcohol beverage licenses and typically grounds for denial. This offense is substantially related to holding a License because it establishes the applicant is not responsible in regard to alcohol or the laws regulating the sale or use of alcohol.</li> <li>3) <b>Service to Underage Persons</b>, Two convictions within one year of application for service to underage persons, or an offense which is the same as or similar to Wisconsin Statutes 125.07(1)(a) is substantially related to the duties and</li> </ol>

	<p>responsibilities associated with alcohol beverage licenses, and is typically grounds for denial. Such a conviction establishes a lack of judgement and responsibility regarding the seriousness of the effect alcohol has on minors. It also demonstrates a lack of diligence in ensuring alcohol is not provided to minors.</p> <p>4) <b>Miscellaneous Convictions</b>, The City further finds that the following convictions are substantially related to the duties and responsibilities associated with alcohol beverage licenses.</p> <ul style="list-style-type: none"> <li>A. Manufacturing, distributing or delivering a controlled substance or controlled substance analog under Wisconsin Statutes 961.(1).</li> <li>B. Possessing, with intent to manufacturer, distribute or deliver, a controlled substance or controlled substance analog under Wisconsin Statues 961.41(1m).</li> <li>C. Possessing, with intent to manufacture, distribute or deliver, or manufacturing, distributing, or delivering a controlled substance or controlled substance analog under a federal law or law of another state that is substantially similar to Wisconsin Statutes 961.41(1) or (1m).</li> <li>D. Possessing any of the materials listed in Wisconsin Statute 961.65 with intent to manufacture methamphetamine under that section or under a federal law or a law of another state that is substantially similar to Wisconsin Statutes 961.65.</li> <li>E. Possessing controlled substances as regulated by State Statute Chapter 961.</li> </ul> <p>The City finds that any conviction for possession of a controlled substance within one year of application for a license is grounds for denial. The City also finds that two or more such convictions within five (5) years of application for a license as grounds for denial of a license.</p> <p><b><u>DISCRETION</u></b></p> <ul style="list-style-type: none"> <li>1. The City of Beaver Dam recognizes that the Beaver Dam Police Department may find other convictions not specifically listed above to also be grounds for denial of a license.</li> <li>2. If an applicant for a License provides any false, misleading, or incomplete information on the License application, it may be grounds for denial.</li> </ul>
HISTORY	