



City of Beaver Dam, Wisconsin
Administrative Committee Meeting

205 S. Lincoln Ave; Room 113
(Engineering)
Monday, August 17, 2026 at 6:30 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 August 3, 2026, Meeting Minutes
 - b) Approval of bills between July 31, and August 13, 2026 in the amount of \$853,388.55
 - c) Finance Report
- 2) Discussion & Possible Action
 - a) Discuss Flock Camera System
 - b) A Resolution to Approve a Temporary Class "B" Wine License to the Beaver Dam Area Chamber of Commerce for the 2026 Wine Tour on September 18, 2026
 - c) An Ordinance Amending Sections 2-5, 2-42 and 2.404.1 and Deleting Sections 2-41 and 2-88 of Chapter 2 of the City Code Regarding City Council and City Administrator
 - d) Discuss and Consider the following policies: 304 Debt service and 306 Budget Policy.
- 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: 8/13/26 by Tracey Ferron, City Clerk at 1:00 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 Mayor Marck. Present: Kevin Burnett, Frank Ferree, Mick Fischer, Chris Ganske, Jack Yuds, Zach Zopp, 6. Absent: Monica Keel, 1.

a) Approval of the July 20, 2026, Meeting Minutes

Motion by Frank Ferree, second by Chris Ganske, to approve. Motion carried by acclamation.

b) Approval of bills between July 17, and July 30, 2026 in the amount of \$313,463.50

Motion by Kevin Burnett, second by Jack Yuds, to approve. Motion carried by acclamation.

2) Discussion & Possible Action

a) An Ordinance Amending Sections 2-5, 2-42 and 2.404.1 and Deleting Sections 2-41 and 2-88 of Chapter 2 of the City Code regarding City Council and City Administrator

As this ordinance was defeated by Council at its last meeting, it was brought back to committee with substantial proposed changes. The salaries of alderpersons were considered. It was agreed that \$5,000 per year would be appropriate. This will be reviewed again as discussions continue on future council size. Along with alderpersons, the mayor's salary in 2029 and the judge's salary in 2027 will be increased by two percent cost of living adjustment (COLA) annually, unless employees receive less than two percent. In no case will the elected officials receive a larger COLA increase than employees. Motion by Chris Ganske, second by Jack Yuds, to bring back a redlined version of this ordinance to the committee at the next meeting for further discussion. Motion carried by acclamation.

b) A Resolution Approving Contract with The Archer Company for a Classification, Compensation, and Benefits Study

Zopp gave a brief description of the proposed resolution for discussion. Motion by Jack Yuds, second by Chris Ganske, to move this resolution to council for consideration. The preceding motion passed by the following vote: Ayes: Kevin Burnett, Frank Ferree, Mick Fischer, Chris Ganske, Jack Yuds, Zach Zopp, 6. Noes: 0.

c) A Resolution Amending the Budget of the City of Beaver Dam, Wisconsin for the Fiscal Year 2026

Motion by Chris Ganske, second by Frank Ferree, to approve. The preceding motion passed by the following vote: Ayes: Kevin Burnett, Frank Ferree, Mick Fischer, Chris Ganske, Jack Yuds, Zach Zopp, 6. Noes: 0.

d) Discuss and Consider the following policies: 201 Position Control, 304 Debt service, 305 Fund Balance, 306 Budget Policy, 307 Capital Improvement Plan, 308 Procurement Policy,

and 309 Credit Card Policy.

Motion by Jack Yuds, second by Chris Ganske, to approve policy 201, Position Control.

Motion carried by acclamation.

Motion by Chris Ganske, second by Jack Yuds, to approve policy 307, Capital Improvement Plan. Motion carried by acclamation.

Motion by Frank Ferree, second by Chris Ganske, to approve policy 309, Credit Card. Motion carried by acclamation.

Motion by Jack Yuds, second by Kevin Burnett, to approve policy 305, Fund Balance. Motion carried by acclamation.

Motion by Jack Yuds, second by Frank Ferree, to approve policy 308, Procurement. Motion carried by acclamation.

Policy 304, Debt Service, and Policy 306, Budget will be brought back to the committee for discussion at a future meeting.

Per request for a future meeting, Flock Camera viability will be discussed.

3) Adjourn

Motion by Kevin Burnett, second by Jack Yuds, to adjourn. Motion carried by acclamation. The meeting adjourned at 7:22 p.m.

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
01-0000-144150 DUE FROM COMMUNITY FIRE DEPT							
B&L WELDING SERVICES L	103984	B&L WELDING SERVICES LLC	101-423	WELD RUNG ON GROUND LADDE	08/03/2026	316.50	
KWIK TRIP INC.	50854	KWIK TRIP INC.	14669 073126	FUEL (RURAL) JULY	07/31/2026	402.22	
01-0000-219000 SUNDRY ACCOUNTS PAYABLE							
US BANK CREDIT CARD	101858	US BANK CREDIT CARD	062926 US BANK C	FRAD CHARGES	06/29/2026	377.72	726
01-0000-219100 POLICE & FIRE UNIFORM FUND							
ALCANTARA, JESUS	103980	ALCANTARA, JESUS	072826 CLOTHING	CLOTHING ALLOWANCE (ALCAN	07/28/2026	150.00	
CHIUCHIOLO, JOSEPH	103882	CHIUCHIOLO, JOSEPH	080126 CLOTHING	CLOTHING ALLOWANCE (CHIUC	08/01/2026	32.95	
FEUCHT, ERIC	49330	FEUCHT, ERIC	072726 CLOTHING	UNIFORM ALLOWANCE - FEUCHT	07/27/2026	39.20	
MEGAN RUHLAND	102929	MEGAN RUHLAND	073126 CLOTHING	UNIFORM ALLOWANCE - RUHLA	07/31/2026	143.19	
TOP PACK DEFENSE LLC	101757	TOP PACK DEFENSE LLC	19184	UNIFORM ALLOWANCE - BUBLITZ	06/09/2026	85.49	
TOP PACK DEFENSE LLC	101757	TOP PACK DEFENSE LLC	19346	UNIFORM ALLOWANCE - FEUCHT	06/25/2026	58.49	
TOP PACK DEFENSE LLC	101757	TOP PACK DEFENSE LLC	19347	UNIFORM ALLOWANCE - BUBLITZ	06/26/2026	85.49	
TOP PACK DEFENSE LLC	101757	TOP PACK DEFENSE LLC	19587	UNIFORM ALLOWANCE - RUHLA	08/01/2026	64.79	
US BANK CREDIT CARD	100878	AMAZON.COM	112-7018697-4860220	UNIFORM ALLOWANCE - RIEL	07/06/2026	18.97	726
US BANK CREDIT CARD	30240	GALLS LLC	32803779	UNIFORM ALLOWANCE - KREUZI	06/26/2026	198.31	726
US BANK CREDIT CARD	30240	GALLS LLC	35517574	CLOTHING ALLOWANCE (SHOEN	06/30/2026	89.50	726
US BANK CREDIT CARD	30240	GALLS LLC	35657799	CLOTHING ALLOWANCE (GEHRIG	07/15/2026	149.48	726
US BANK CREDIT CARD	30240	GALLS LLC	35671449	CLOTHING ALLOWANCE (GEHRIG	07/16/2026	96.56	726
01-0000-239200 B D LAKE DEVELOPMENT							
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	4465000000 060926	GAS/ELECTRIC	06/09/2026	34.98	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	4465000000 070926	GAS/ELECTRIC	07/09/2026	36.19	726
01-0000-239233 JAM BY THE DAM							
SCHMIDT, TYLER	103979	SCHMIDT, TYLER	073126	JAM BY THE DAM-AUG 28 MOOD	07/31/2026	450.00	
01-0000-239241 K9 PROGRAM							
BEAVER DAM AREA COMM	102424	BEAVER DAM AREA COMMUNITY	073026 K9 PROGRA	K9 PROGRAM	07/30/2026	10,196.31	
US BANK CREDIT CARD	103841	HUSTEES	288	CANINE SHIRTS - DOWN PAYMEN	07/07/2026	606.50	726
01-0000-239244 KIDS FUND							
BEAVER DAM AREA COMM	102424	BEAVER DAM AREA COMMUNITY	073026 KIDS FUND	KIDS FUND	07/30/2026	70.10	
US BANK CREDIT CARD	101307	4IMPRINT	31730816	ZING RING FLYERS FOR NATIONA	06/24/2026	325.72	726
01-0000-239246 PICKLEBALL COURTS							
US BANK CREDIT CARD	102520	GFL ENVIRONMENTAL	UN164764	PICKLEBALL	06/25/2026	115.00	726
01-0000-239250 FIRE COMMUNITY FOUNDATION							
BEAVER DAM AREA COMM	102424	BEAVER DAM AREA COMMUNITY	073026 FIRE FOUN	FIRE DEPT FUND	07/30/2026	20,211.08	
JAHNKE'S PIGGLY WIGGLY	101845	JAHNKE'S PIGGLY WIGGLY	PW304 070726	FOOD FOR CADETS BRAT FRY FOR	07/07/2026	807.90	
SPEED NEEDLES CUSTOM E	99919	SPEED NEEDLES CUSTOM EMBROI	8246CADETS	CADET CLOTHING (2025)	10/30/2025	134.00	
US BANK CREDIT CARD	58200	MORaine PARK TECHNICAL COL	25250731 063026	BOOKS FOR PARAMEDIC COURSE (	06/30/2026	959.70	726
01-0000-239252 STATE EMS TRAINING FUNDS							
WAUKESHA COUNTY TEC	92578	WAUKESHA COUNTY TECHNICAL	S0902727	PARAMEDIC TUITION (CHIUCHIL	07/27/2026	2,188.00	
01-0000-431100 LIQUOR & MALT BEVERAGE LICENSE							
WIS DEPT OF JUSTICE	101900	WIS DEPT OF JUSTICE	G2609 202607	WORCS TRANSACTIONS	07/31/2026	161.00	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
01-0000-441100 COURT PENALTIES & COSTS							
CITY OF WAUPUN	102071	CITY OF WAUPUN	JULY 2026	WAUPUN FORFEITURES	07/31/2026	2,538.25	
DODGE COUNTY FINANCE	18819	DODGE COUNTY FINANCE	JULY 2026	COUNTY'S SHARE OF COURT FEES	07/31/2026	2,288.72	
FOND DU LAC COUNTY	102072	FOND DU LAC COUNTY	JULY 2026	FDL COUNTY FEES	07/31/2026	50.00	
MAYVILLE TREASURER	102319	MAYVILLE TREASURER	JULY 2026	MAYVILLE FORFEITURE	07/31/2026	1,814.01	
NEOSHO POLICE DEPART	100747	NEOSHO POLICE DEPARTMENT	JULY 2026	NEOSHO SHARE OF COURT FEES	07/31/2026	1,133.42	
STATE OF WISCONSIN	81114	STATE OF WISCONSIN	JULY 2026	STATE'S SHARE OF COURT FEES	07/31/2026	7,121.99	
TOWN OF BEAVER DAM	85124	TOWN OF BEAVER DAM	JULY 2026	TOWN BD FORFEITURES	07/31/2026	332.06	
Total :						53,883.79	
CITY COUNCIL							
01-0102-520001 MUNICI CODE & ANNUAL SERVICE F							
CIVIC PLUS	102879	CIVIC PLUS	385040	CIVIC PLUS	08/11/2026	4,237.50	
01-0102-530001 PUBLISHING							
US BANK CREDIT CARD	103433	COLUMN SOFTWARE PBC	7740F7AB-0149	COLUMN	06/17/2026	64.45	726
US BANK CREDIT CARD	103433	COLUMN SOFTWARE PBC	7740F7AB-0151	COLUMN	06/18/2026	34.27	726
US BANK CREDIT CARD	103433	COLUMN SOFTWARE PBC	7740F7AB-0152	COLUMN	06/18/2026	220.18	726
US BANK CREDIT CARD	103433	COLUMN SOFTWARE PBC	7740F7AB-0153	COLUMN	06/18/2026	32.33	726
US BANK CREDIT CARD	103433	COLUMN SOFTWARE PBC	7740F7AB-0155	COLUMN	07/01/2026	213.37	726
US BANK CREDIT CARD	103433	COLUMN SOFTWARE PBC	BYYO5Z-0001	COLUMN	05/21/2026	230.89	726
US BANK CREDIT CARD	103433	COLUMN SOFTWARE PBC	BYYO5Z-0002	COLUMN	05/27/2026	740.43	726
US BANK CREDIT CARD	103433	COLUMN SOFTWARE PBC	BYYO5Z-0003	COLUMN	06/04/2026	101.43	726
US BANK CREDIT CARD	103433	COLUMN SOFTWARE PBC	BYYO5Z-0004	COLUMN	06/04/2026	141.35	726
US BANK CREDIT CARD	103433	COLUMN SOFTWARE PBC	RT RWOT JU-0001	COLUMN	05/21/2026	102.41	726
01-0102-533000 DATA PROCESSING SERVICE & EXP.							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106710	IT SUPPORT	06/08/2026	198.88	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	OVERWATCH/SUPPORT - WORKST	07/01/2026	60.95	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	HARDWARE AS SERVICE - WORKS	07/01/2026	41.95	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	COUNCIL LAPTOPS	07/01/2026	361.20	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	EMAIL	07/01/2026	232.40	726
US BANK CREDIT CARD	102370	ZOOM	INV363913772	ZOOM	07/29/2026	113.96	726
Total CITY COUNCIL:						7,127.95	
MUNICIPAL COURT							
01-0103-510010 COURT OFFICER/TRANSLATOR							
SUSANA KAHLHAMMER	103181	SUSANA KAHLHAMMER	062426	TRANSLATOR	06/24/2026	100.00	826
SUSANA KAHLHAMMER	103181	SUSANA KAHLHAMMER	080526	TRANSLATOR	08/05/2026	100.00	
01-0103-530010 SUPPLIES & OTHER EXPENSES							
STAPLES ADVANTAGE	99860	STAPLES ADVANTAGE	7010910013	OFFICE SUPPLIES	08/08/2026	520.90	
01-0103-533000 DATA PROCESSING SERVICE & EXP.							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	EMAIL	07/01/2026	30.80	726

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
Total MUNICIPAL COURT:						751.70	
MAYOR							
01-0104-533000 DATA PROCESSING SERVICE & EXP.							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	EMAIL	07/01/2026	23.80	726
Total MAYOR:						23.80	
CITY ADMINISTRATOR							
01-0105-530120 TRAINING & TRAVEL							
US BANK CREDIT CARD	102995	WCMA	724683 062626	SUMMER CONFERENCE	06/26/2026	260.00	726
US BANK CREDIT CARD	51814	LEAGUE OF WIS MUNICIPALITIES	97037 063026	CHIEF EXEC MEETING	06/30/2026	275.00	726
US BANK CREDIT CARD	51814	LEAGUE OF WIS MUNICIPALITIES	97038 063026	CIVIC CONN CONFERENCE	06/30/2026	310.00	726
US BANK CREDIT CARD	103971	LAKE LAWN RESORT	R0C393 070126	HOTEL STAY	07/01/2026	165.00	726
01-0105-533000 DATA PROCESSING SERVICE & EXP.							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	OVERWATCH/SUPPORT - WORKST	07/01/2026	65.90	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	EMAIL	07/01/2026	23.80	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	107157	ADD COPILOT LICENSE	07/13/2026	37.49	726
US BANK CREDIT CARD	103967	OPENAI	2384-2844-0431	CHATGPT+ SUBSCRIPTION	07/15/2026	20.00	726
Total CITY ADMINISTRATOR:						1,157.19	
HUMAN RESOURCES							
01-0107-533000 DATA PROCESSING SERVICE & EXP.							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	OVERWATCH/SUPPORT - WORKST	07/01/2026	65.90	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	EMAIL	07/01/2026	23.80	726
Total HUMAN RESOURCES:						89.70	
CLERK							
01-0108-530002 LICENSE PUBLISHING							
US BANK CREDIT CARD	103433	COLUMN SOFTWARE PBC	7740F7AB-0156	COLUMN	07/02/2026	141.35	726
US BANK CREDIT CARD	103433	COLUMN SOFTWARE PBC	7740F7AB-0157	COLUMN	07/02/2026	101.43	726
01-0108-530010 SUPPLIES & OTHER EXPENSES							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	107158	INTERQUEST	07/13/2026	262.42	726
01-0108-533000 DATA PROCESSING SERVICE & EXP.							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	OVERWATCH/SUPPORT - WORKST	07/01/2026	70.85	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	EMAIL	07/01/2026	47.60	726
Total CLERK:						623.65	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
ELECTIONS							
01-0110-530001 PUBLISHING							
US BANK CREDIT CARD	103433	COLUMN SOFTWARE PBC	7740F7AB-0158	COLUMN	07/08/2026	87.80	726
01-0110-533000 DATA PROCESSING SERVICE & EXP.							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	OVERWATCH/SUPPORT - WORKST	07/01/2026	60.95	726
Total ELECTIONS:						148.75	
FINANCE							
01-0112-530010 SUPPLIES & OTHER EXPENSES							
CHIPPY'S POPCORN CREAT	103982	CHIPPY'S POPCORN CREATIONS	D112	OFFICE SUPPLIES	07/24/2026	51.30	
US BANK CREDIT CARD	100878	AMAZON.COM	113-7710962-0217063	OFFICE SUPPLIES	07/24/2026	12.99	726
US BANK CREDIT CARD	100275	WIS DEPT OF FINANCIAL INSTITU	WS2CFI0136640000	WDFI ANNUAL FILING	07/01/2026	25.65	726
01-0112-530030 TRANSPORTATION & TRAVEL							
US BANK CREDIT CARD	99961	MTAW	IN-888105	FALL CONFERENCE	07/21/2026	99.00	726
01-0112-533000 DATA PROCESSING SERVICE & EXP.							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	OVERWATCH/SUPPORT - ROUTER	07/01/2026	49.97	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	OVERWATCH/SUPPORT - SERVER	07/01/2026	181.75	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	CLOUD BACKUP - SERVER	07/01/2026	429.90	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	OVERWATCH/SUPPORT - BACKUP	07/01/2026	49.95	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	HARDWARE AS SERVICE - SERVER	07/01/2026	154.95	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	HARDWARE AS SERVICE - SIT-STA	07/01/2026	11.95	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	OVERWATCH/SUPPORT - ACCESS	07/01/2026	149.70	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	EMAIL	07/01/2026	126.00	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	OVERWATCH/SUPPORT - WORKST	07/01/2026	400.35	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	DARK WEB MONITORING	07/01/2026	199.90	726
Total FINANCE:						1,943.36	
MUNICIPAL BUILDING							
01-0118-520010 TELEPHONE							
DYNALINK COMMUNICAT	103658	DYNALINK COMMUNICATIONS	667157	TELEPHONE	08/05/2026	151.35	
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106732	VOIP	06/06/2026	3,597.09	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	107131	VOIP	07/06/2026	3,580.79	726
US BANK CREDIT CARD	98655	SPECTRUM	263842061026	TELEPHONE	06/10/2026	65.06	726
US BANK CREDIT CARD	100464	LUMEN	788266491	TELEPHONE	06/01/2026	.08	726
01-0118-530013 CUSTODIAL SUPPLIES - LIBRARY							
HORICON ACE HARDWAR	103981	HORICON ACE HARDWARE	13614	TRIMMER SUPPLIES	05/21/2026	52.98	
US BANK CREDIT CARD	99427	MENARDS - BEAVER DAM	1035 072126	CUSTODIAL SUPPLIES	07/21/2026	92.56	726
US BANK CREDIT CARD	99427	MENARDS - BEAVER DAM	1091 072026	CUSTODIAL SUPPLIES	07/20/2026	48.39	726
US BANK CREDIT CARD	100878	AMAZON.COM	113-5295947-1945038	CUSTODIAL SUPPLIES	07/21/2026	12.99	726
US BANK CREDIT CARD	100878	AMAZON.COM	113-9741890-1113060	CUSTODIAL SUPPLIES	07/14/2026	15.59	726
US BANK CREDIT CARD	99427	MENARDS - BEAVER DAM	2678 070626	CUSTODIAL SUPPLIES	07/06/2026	23.52	726

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
US BANK CREDIT CARD	99427	MENARDS - BEAVER DAM	5072 072026	CUSTODIAL SUPPLIES	07/20/2026	23.22	726
US BANK CREDIT CARD	99427	MENARDS - BEAVER DAM	6564 072126	CUSTODIAL SUPPLIES	07/21/2026	92.56	726
US BANK CREDIT CARD	99427	MENARDS - BEAVER DAM	6565 072126	CUSTODIAL SUPPLIES	07/21/2026	87.73	726
01-0118-530014 CUSTODIAL SUPPLIES - WATERMARK							
A-1 TRI-COUNTY VACUUM	101814	A-1 TRI-COUNTY VACUUM & SEWI	35344	WM VACUUM REPLACEMENT	08/06/2026	699.99	826
US BANK CREDIT CARD	100878	AMAZON.COM	113-261406-8745005	AMAZON-VINEGAR	07/20/2026	19.59	726
01-0118-530090 POSTAGE/COPIER/INTERNET SERV.							
US BANK CREDIT CARD	98655	SPECTRUM	263842061026	INTERNET	06/10/2026	100.00	726
01-0118-530101 BUILDING REPAIR - POLICE DEPT.							
BASSETT MECHANICAL	101716	BASSETT MECHANICAL	332952	HVAC MAINT PD	08/03/2026	577.00	
01-0118-530102 BUILDING REPAIR - LIBRARY							
NORTH AMERICAN MECH	61192	NORTH AMERICAN MECHANICAL	920007649	HVAC - AHU DAMPER SERVICE	07/31/2026	435.00	
TONN PEST CONTROL	85010	TONN PEST CONTROL	080526	PEST CONTROL	08/05/2026	60.00	
01-0118-530103 BUILDING REPAIR - WATERMARK							
US BANK CREDIT CARD	99427	MENARDS - BEAVER DAM	328 062626	MENARDS-PERENNIAL BUG SPRA	06/26/2026	36.96	726
US BANK CREDIT CARD	99427	MENARDS - BEAVER DAM	9543 071626	MENARDS-RUBBER CASTERS	07/16/2026	47.94	726
01-0118-530110 UTILITIES - CITY HALL/FIRE DEP							
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	4901420000 060826	GAS/ELECTRIC	06/08/2026	1,064.03	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	4901420000 070826	GAS/ELECTRIC	07/08/2026	1,251.89	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	6989150000 060826	GAS/ELECTRIC	06/08/2026	951.29	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	6989150000 070826	GAS/ELECTRIC	07/08/2026	828.22	726
01-0118-530111 UTILITIES - POLICE DEPT							
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	3638040000 062526	UTILITIES	06/25/2026	4,272.55	726
01-0118-530112 UTILITIES - DPW							
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	9377110000 062326	238 COMMERCIAL	06/23/2026	2,451.73	726
01-0118-530113 UTILITIES - PARKS							
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	1749391434 060826	GAS/ELECTRIC	06/08/2026	24.93	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	1749391434 070826	GAS/ELECTRIC	07/08/2026	29.03	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	291430000 070626	UTILITIES PARKS	07/06/2026	323.33	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	657020000 070626	UTILITIES PARKS	07/06/2026	567.31	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	8238251576 062526	UTILITIES PARKS	06/25/2026	1,999.17	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	9991897989 070626	UTILITIES PARKS	07/06/2026	197.32	726
01-0118-530114 UTILITIES - LIBRARY							
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	7959104058 061126	GAS/ELECTRIC	06/11/2026	401.35	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	7959104058 063026	1701 GAS & ELECTRIC	06/30/2026	127.55	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	9909800000 062326	GAS & ELECTRIC	06/23/2026	4,279.35	726
01-0118-530115 UTILITIES - CAS							
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	8467299863 062326	ALLIANT ENERGY	06/23/2026	1,795.15	726
Total MUNICIPAL BUILDING:						30,199.47	

POLICE DEPARTMENT

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
01-0320-520010 TELEPHONE							
US BANK CREDIT CARD	98655	SPECTRUM	171122501070726	INTERNET	07/07/2026	366.40	726
01-0320-520020 EQUIPMENT REPAIR							
FISCHBACH TIRES LTD.	28340	FISCHBACH TIRES LTD.	33973	OIL CHANGE, ROTATE TIRES - SME	07/01/2026	76.40	
FISCHBACH TIRES LTD.	28340	FISCHBACH TIRES LTD.	34106	AC REPAIR - SMEDEMA	07/09/2026	350.00	
FISCHBACH TIRES LTD.	28340	FISCHBACH TIRES LTD.	34387	OIL CHANGE - SQ. 18	07/24/2026	46.40	
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	107108	SERVER BATTERY X2	07/06/2026	1,159.90	726
US BANK CREDIT CARD	100281	O'REILLY AUTOMOTIVE INC	2199-299863	FUSES FOR SQUAD	07/03/2026	14.75	726
US BANK CREDIT CARD	99427	MENARDS - BEAVER DAM	3110 062626	BOLTS/WASHERS TO FIX DOOR	06/26/2026	9.56	726
01-0320-530010 SUPPLIES & OTHER EXPENSES							
BUBLITZ, MATTHEW	102950	BUBLITZ, MATTHEW	073026 EXPENSE	NOTARY APPLICATION - BUBLITZ	07/30/2026	20.52	
US BANK CREDIT CARD	100854	FLEET FARM	2388 062926	COW TAG	06/29/2026	2.49	726
US BANK CREDIT CARD	103326	TRAFFIC VIOL REG PROG	32471898	VEHICLE REGISTRATION SUSPENS	06/29/2026	6.12	726
US BANK CREDIT CARD	100082	CNA SURETY DIRECT BILL	63790702N 09202609	NOTARY BOND - BUBLITZ	07/17/2026	30.00	726
US BANK CREDIT CARD	103290	FOP LEGAL DEFENSE PLAN	63856645	FOP LEGAL RENEWAL	07/22/2026	84.00	726
US BANK CREDIT CARD	50854	KWIK TRIP INC.	7215684 071126	WATER FOR BEAVER FEST	07/11/2026	4.99	726
01-0320-530014 K-9 EXPENSES							
ANIMAL CLINIC OF BEAVE	103467	ANIMAL CLINIC OF BEAVER DAM	81030	LIBRELA INJECTION - BOOMER	07/29/2026	92.56	
US BANK CREDIT CARD	100878	AMAZON.COM	111-7779124-6110608	CANINE CALLAGEN	07/10/2026	33.25	726
US BANK CREDIT CARD	100878	AMAZON.COM	111-9881792-2013843	CANINE MUSCLE FORMULA	06/18/2026	72.18	726
US BANK CREDIT CARD	103973	EDUCATOR COLLARS	2000442480	ANTENNA FOR CANINE REMOTE	07/10/2026	27.99	726
01-0320-530015 SHOOTING RANGE MAINT & SUPPLY							
US BANK CREDIT CARD	103974	CLEAN SHOT PRODUCTIONS LLC	29 070126	SHOOTERS SOAP AND WIPES	07/01/2026	102.82	726
01-0320-530016 EMERGENCY RESPONSE EQUIPMENT							
US BANK CREDIT CARD	101990	TACTICAL GEAR	06252026TG	ERT EQUIPMENT - FEUCHT	06/25/2026	525.95	726
US BANK CREDIT CARD	103093	BLAZE DEFENSE SYSTEMS	5036	QUICK RELEASE CONVERSION KIT	07/06/2026	137.27	726
US BANK CREDIT CARD	103975	SP CONDOR RETAIL DEPT	CO-78136	EQUIPMENT POUCHES - FEUCHT	06/24/2026	271.93	726
US BANK CREDIT CARD	103320	MED-TAC INTERNATIONAL CORP	YHVHZ05G1	SIDE ARMOR	06/24/2026	143.00	726
01-0320-530017 CITIZEN POLICE ACADEMY							
US BANK CREDIT CARD	101930	LEROY MEATS	220 071326	REFUND - CPA BANQUET ITEMS	07/13/2026	3.27-	726
01-0320-530019 HIRING AND RECRUITMENT							
R BAUMAN & ASSOCIATES	102575	R BAUMAN & ASSOCIATES S.C.	2322	APPLICANT PSYCHOLOGICAL X2	06/30/2026	1,118.00	
TOP PACK DEFENSE LLC	101757	TOP PACK DEFENSE LLC	19541	NEW HIRE GEAR - SHEELY	07/27/2026	1,104.75	
US BANK CREDIT CARD	30240	GALLS LLC	33033102 072426	DUTY BAGS X2 FOR NEW HIRES	07/24/2026	109.69	726
US BANK CREDIT CARD	100515	COPSPLUS.COM	34149 072026	DUTY GEAR FOR NEW HIRES	07/20/2026	1,472.60	726
US BANK CREDIT CARD	101625	REEVES CO	542228	NAME PINS - SHEELY	07/15/2026	41.54	726
US BANK CREDIT CARD	101858	US BANK CREDIT CARD	70150078 072226	ACADEMY PANTS - SHEELY	07/22/2026	73.60	726
01-0320-530070 POSTAGE,COPIER,SUPPLIES & MISC							
US BANK CREDIT CARD	100861	USPS	2554563915	STAMPS FOR OWIS	07/24/2026	178.85	726
US BANK CREDIT CARD	100861	USPS	62144 070726	EVIDENCE TO LAB (B26-05549)	07/07/2026	10.60	726
01-0320-530120 TRAINING & TRAVEL							
EDWARDS, MATTHEW	102283	EDWARDS, MATTHEW	072926 EXPENSE	MEAL EXPENSE - EDWARDS	07/29/2026	12.00	
HALL, KEVIN	99704	HALL, KEVIN	072426 EXPENSE	MEAL EXPENSE - HALL	07/24/2026	11.13	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
STRACHOTA, ANDY	81862	STRACHOTA, ANDY	072926 EXPENSE	MEAL EXPENSE - STRACHOTA	07/29/2026	12.00	
US BANK CREDIT CARD	103976	DCI DEATH INVESTIGATION	0702260858	DCI DEATH INVESTIGATION SCHO	07/02/2026	250.00	726
US BANK CREDIT CARD	101858	US BANK CREDIT CARD	080726	SRO ACTIVE SHOOTER TRAINING -	08/07/2026	425.00	726
US BANK CREDIT CARD	103977	GREEN LAKE CONFERENCE	102787 091826	HOTEL - DEATH INVESTIGATION T	07/02/2026	88.00	726
US BANK CREDIT CARD	103977	GREEN LAKE CONFERENCE	102788 092526	HOTEL - DEATH INVESTIGATION T	07/02/2026	76.00	726
US BANK CREDIT CARD	101321	WLECHA	97B60602KW177783	WLECHA CONFERENCE - BUBLITZ,	06/29/2026	600.00	726
01-0320-533000 DATA PROCESSING SERVICE & EXP.							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	EMAIL	07/01/2026	1,000.50	726
01-0320-533001 SOFTWARE AND RELATED EXPENSES							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106929	MONTHLY SERVICES	07/01/2026	2,254.90	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	107083	DOMAIN NAME - YEARLY SUBSCRI	07/01/2026	29.95	726
Total POLICE DEPARTMENT:						12,444.32	
TRAFFIC CONTROL							
01-0322-530110 HEAT,LIGHT,POWER & WATER							
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	173610000 060826	TRAFFIC LIGHTS	06/08/2026	893.13	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	173610000 070826	TRAFFIC LIGHTS	07/08/2026	853.75	726
Total TRAFFIC CONTROL:						1,746.88	
FIRE DEPARTMENT							
01-0325-520010 TELEPHONE							
T-MOBILE	103942	T-MOBILE	216514982 072926	SIM CARDS FOR CAD COMPUTERS	07/29/2026	174.72	
T-MOBILE	103942	T-MOBILE	219148565-3	SIM CARDS FOR CARDIAC MONIT	07/28/2026	43.91	
01-0325-520020 EQUIPMENT REPAIR							
NAPA AUTO PARTS	99174	NAPA AUTO PARTS	657069	TOGGLE SWITCH	08/03/2026	6.49	
NAPA AUTO PARTS	99174	NAPA AUTO PARTS	657581	HI BEAM HEADLIGHT FOR 1253	08/10/2026	43.98	
ROCK RIVER AUTO BODY I	103983	ROCK RIVER AUTO BODY INC	15159	REPAIR/PAINT 1254'S ROOF FROM	07/24/2026	4,852.50	
01-0325-530010 SUPPLIES & OTHER EXPENSES							
US BANK CREDIT CARD	100878	AMAZON.COM	07132026CRD	CREDIT FOR RETURNED GOLD RIB	07/13/2026	17.84-	726
US BANK CREDIT CARD	100878	AMAZON.COM	07132026CRDT	CREDIT FOR RETURNED GOLD RIB	07/13/2026	4.49-	726
US BANK CREDIT CARD	100878	AMAZON.COM	113-2633816-0808269	GOLD RIBBON FOR CLASS A UNIF	07/01/2026	17.84	726
US BANK CREDIT CARD	99427	MENARDS - BEAVER DAM	403 070126	STATION CLEANING SUPPLIES/BO	07/01/2026	51.93	726
US BANK CREDIT CARD	99427	MENARDS - BEAVER DAM	7642 072226	STATION CLEANING SUPPLIES/FL	07/22/2026	231.06	726
US BANK CREDIT CARD	99427	MENARDS - BEAVER DAM	8925 070126	BOX TO SHIP TURNOUT GEAR TO	07/01/2026	1.98	726
01-0325-530020 WATER RESCUE							
US BANK CREDIT CARD	103022	TAYLOR'S TINS	K88GJEPHL	CUSTOM TAGS FOR DIVER BAGS/R	07/25/2026	176.00	726
01-0325-530022 TURNOUT GEAR							
GEAR WASH	100986	GEAR WASH	5-3028	REPAIR MULTIPLE SETS OF TURNO	07/20/2026	1,871.47	
JEFFERSON FIRE & SAFETY	45980	JEFFERSON FIRE & SAFETY INC.	IN340490	FIRE HELMETS	05/29/2026	1,196.47	
US BANK CREDIT CARD	100878	AMAZON.COM	113-7992577-0125823	YELLOW RIBBON FOR CLASS A UN	06/22/2026	4.49	726

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
01-0325-530023 COMPUTER EQUIPMENT							
US BANK CREDIT CARD	100878	AMAZON.COM	113-4222844-1981060	IPHONE CHARGER (WESLE)	07/01/2026	12.34	726
01-0325-530120 TRAINING & TRAVEL							
SHOEMAKER, HEATHER	102081	SHOEMAKER, HEATHER	072226 EXPENSE	MEAL EXPENSE FITNESS COURSE (	07/22/2026	34.58	
US BANK CREDIT CARD	100130	IAFC	70632793	VCOS CONFERENCE REGISTRATIO	06/25/2026	699.00	726
US BANK CREDIT CARD	101213	AMERICINN	84935EE031893	HOTEL FOR CONFERENCE (SHOE	07/22/2026	124.00	726
01-0325-530121 EMS SUPPLIES							
AIRGAS USA LLC	100409	AIRGAS USA LLC	5526037448	OXYGEN RENTAL JULY	07/31/2026	413.30	
AIRGAS USA LLC	100409	AIRGAS USA LLC	9174475718	OXYGEN ORDER	08/06/2026	392.49	
BOUND TREE MEDICAL LL	98601	BOUND TREE MEDICAL LLC	86177448	IV ADMIN KIT, IV START KIT, NAS	04/21/2026	185.32	
BOUND TREE MEDICAL LL	98601	BOUND TREE MEDICAL LLC	86287392	IV CATHS, STERILE 2X2 PADS, CO2	07/22/2026	155.90	
BOUND TREE MEDICAL LL	98601	BOUND TREE MEDICAL LLC	86294459	IV CATHS (20G)	07/28/2026	79.50	
BOUND TREE MEDICAL LL	98601	BOUND TREE MEDICAL LLC	86294460	LUCUS DEVICE SUCTION CUPS	07/28/2026	600.76	
BOUND TREE MEDICAL LL	98601	BOUND TREE MEDICAL LLC	86301348	LARYNGSCOPE BLADES, BVMS, CA	08/03/2026	1,315.62	
BOUND TREE MEDICAL LL	98601	BOUND TREE MEDICAL LLC	86306677	BANDAGES, MONITOR PAPER, BP	08/06/2026	249.54	
01-0325-530150 GASOLINE							
KWIK TRIP INC.	50854	KWIK TRIP INC.	14669 073126	FUEL (CITY) JULY	07/31/2026	3,236.89	
01-0325-530170 FRINGE EXPENSES							
DONNA FUHRMAN	103053	DONNA FUHRMAN	073126 EXPENSE	DONNA FUHRMAN INSURANCE	07/31/2026	318.25	
01-0325-530173 RECRUITMENT & RETENTION							
PLENDL, KEVIN J	102553	PLENDL, KEVIN J	080326	FULL TIME BACKGROUND (A. HAR	08/03/2026	525.00	
US BANK CREDIT CARD	103109	PIZZA RANCH	50518903 062526	LUNCH FOR FULL TIME INTERVIE	06/25/2026	43.66	726
US BANK CREDIT CARD	103022	TAYLOR'S TINS	66314	RETIREMENT PLAQUE FOR CHARL	07/22/2026	162.00	726
01-0325-533000 DATA PROCESSING SERVICE & EXP.							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106794	PFC EMAIL CHANGE	06/22/2026	37.49	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106926	SPYWARE (JULY)	07/01/2026	624.00	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	OVERWATCH/SUPPORT - ACCESS	07/01/2026	149.70	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	OVERWATCH/SUPPORT - ROUTER	07/01/2026	49.98	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	EMAIL	07/01/2026	776.30	726
01-0325-550011 CITY CONTR - UNIFORMS							
US BANK CREDIT CARD	30240	GALLS LLC	35531016	CLASS A UNIFORM	07/01/2026	160.86	726
Total FIRE DEPARTMENT:						18,996.99	
INSPECTION SERVICES							
01-0327-520100 INSPECTION SERVICES							
WISCONSIN INSPECTION A	94793	WISCONSIN INSPECTION AGENCY	BD-7.2026	INSPECTION FEES	07/31/2026	12,265.69	
01-0327-533000 DATA PROCESSING SERVICE & EXP.							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	OVERWATCH/SUPPORT - WORKST	07/01/2026	131.80	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	EMAIL	07/01/2026	23.80	726
Total INSPECTION SERVICES:						12,421.29	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
EMERGENCY SERVICES							
01-0328-530110 HEAT,LIGHT,POWER & WATER							
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	1892060000 070726	POWER FOR SIRENS X 3 YRS	07/07/2026	620.94	726
Total EMERGENCY SERVICES:						620.94	
PUBLIC WORKS MACHINERY							
01-0530-520020 EQUIPMENT REPAIR							
POMP'S TIRE SERVICE INC.	71316	POMP'S TIRE SERVICE INC.	1520089824	TRAILER TIRES	07/24/2026	348.00	
SUMMIT FORD LLC	103358	SUMMIT FORD LLC	21492	#27 SWITCH	07/22/2026	125.82	
US BANK CREDIT CARD	102457	WISCONSIN KENWORTH	11P431331	#9 BELT	06/29/2026	137.03	726
US BANK CREDIT CARD	102457	WISCONSIN KENWORTH	11P433660	#9 THERMOSTAT	07/10/2026	74.13	726
01-0530-530010 SUPPLIES & OTHER EXPENSES							
ALSCO	3670	ALSCO	IMIL2236481	TOWELS, UNIFORMS	07/29/2026	59.87	
ALSCO	3670	ALSCO	IMIL2238253	TOWELS, UNIFORMS	08/05/2026	59.87	
AL-WIN ENTERPRISE LLC	100779	AL-WIN ENTERPRISE LLC	24084405	PLATE	08/06/2026	225.00	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	426	GUAGE, GLOVES	08/10/2026	196.15	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	99431	BATTERIES, MASONRY	08/06/2026	79.52	
NAPA AUTO PARTS	99174	NAPA AUTO PARTS	656394	TUBING	07/25/2026	74.94	
NAPA AUTO PARTS	99174	NAPA AUTO PARTS	656946	FILTERS	07/31/2026	57.95	
NAPA AUTO PARTS	99174	NAPA AUTO PARTS	657102	#67 VALVES	08/04/2026	39.49	
NAPA AUTO PARTS	99174	NAPA AUTO PARTS	657232	FILTERS	08/05/2026	78.92	
O'REILLY AUTOMOTIVE IN	100281	O'REILLY AUTOMOTIVE INC	2199-302452	HUB	07/23/2026	59.98	
SCHRAUFNAGEL IMPLEME	103829	SCHRAUFNAGEL IMPLEMENT INC	WL10056	#35 FUEL LEAK	06/22/2026	21.00	
US BANK CREDIT CARD	100878	AMAZON.COM	111-3729681-5275445	PHONE CASE	06/29/2026	29.99	726
US BANK CREDIT CARD	100878	AMAZON.COM	113-4146132-2159700	ANTENNA	07/23/2026	24.93	726
US BANK CREDIT CARD	100878	AMAZON.COM	113-8276901-4261015	SCREEN PROTECTORS	07/23/2026	11.98	726
US BANK CREDIT CARD	103972	LUKE ALSUM	1484 071326	TOOL	07/13/2026	129.98	726
US BANK CREDIT CARD	101768	EBAY	18-14775-79167RTN	REFUND	07/14/2026	19.79-	726
US BANK CREDIT CARD	103455	HARBOR FREIGHT	297547084411	DRILL, PUNCH, VALVE	07/08/2026	79.96	726
US BANK CREDIT CARD	100854	FLEET FARM	3144 062926	HITCH PINS	06/29/2026	24.85	726
US BANK CREDIT CARD	100854	FLEET FARM	4252 070826	GRINDING WHEELS	07/08/2026	38.94	726
US BANK CREDIT CARD	100854	FLEET FARM	7516 071426	HAMMER, BOLTS	07/14/2026	134.74	726
WALTERS GAS SERVICE IN	102013	WALTERS GAS SERVICE INC	7740	PROPANE	07/29/2026	39.60	
01-0530-530150 GASOLINE							
KWIK TRIP INC.	50854	KWIK TRIP INC.	2000205 073126	NO LEAD	07/31/2026	1,514.01	
01-0530-530160 DIESEL FUEL							
KWIK TRIP INC.	50854	KWIK TRIP INC.	2000205 073126	DIESEL	07/31/2026	1,947.77	
Total PUBLIC WORKS MACHINERY:						5,594.63	
GARAGE							

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
01-0532-520010 TELEPHONE							
US BANK CREDIT CARD	99683	VERIZON WIRELESS	6145994836	CELL PHONES	06/12/2026	117.57	726
01-0532-530010 SUPPLIES & OTHER EXPENSES							
METRO SALES INC	103445	METRO SALES INC	INV3145914	COPIES	07/27/2026	20.22	
01-0532-530100 BUILDING REPAIR							
ALSCO	3670	ALSCO	IMIL2236481	RUGS, ETC.	07/29/2026	132.35	
ALSCO	3670	ALSCO	IMIL2238253	RUGS, ETC.	08/05/2026	132.35	
BASSETT MECHANICAL	101716	BASSETT MECHANICAL	324393	MAINTENANCE AGREEMENT	05/01/2026	3,810.00	
01-0532-533000 DATA PROCESSING SERVICE & EXP.							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106925	OVERWATCH, UPDATES	07/01/2026	721.58	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	EMAIL	07/01/2026	93.80	726
US BANK CREDIT CARD	98655	SPECTRUM	147714062626	238 INTENET	06/26/2026	141.63	726
Total GARAGE:						5,169.50	
DPW/CITY ENGINEER							
01-0534-533000 DATA PROCESSING SERVICE							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	EMAIL	07/01/2026	23.80	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	OVERWATCH/SUPPORT - WORKST	07/01/2026	65.90	726
Total DPW/CITY ENGINEER:						89.70	
STREET REPAIR							
01-0536-530010 SUPPLIES & OTHER EXPENSES							
ALSCO	3670	ALSCO	IMIL2236481	FIRST AID	07/29/2026	35.40	
ALSCO	3670	ALSCO	IMIL2238253	FIRST AID	08/05/2026	35.40	
FARRELL EQUIPMENT & SU	101466	FARRELL EQUIPMENT & SUPPLY C	336178	#69 TURNBUCKLE	07/29/2026	173.45	
LINCOLN CONTRACTORS S	51612	LINCOLN CONTRACTORS SUPPLY	K04134	EZ DRILL PARTS	07/23/2026	3,307.03	
LYCON INC	102870	LYCON INC	1190441-IN	GOULD ST	07/31/2026	726.70	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	99042	REBAR	07/15/2026	31.00	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	99373	BRACKET, GLOVES	07/21/2026	79.93	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	99435	CAUTION TAPE	07/22/2026	19.98	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	99734	POLY, GRIPPER, CUTTER	07/28/2026	63.86	
MICHELS ROAD & STONE	102807	MICHELS ROAD & STONE	10536	CONCRETE DUMP	08/01/2026	20.00	
MICHELS ROAD & STONE	102807	MICHELS ROAD & STONE	9723	CONCRETE DUMP	07/18/2026	160.00	
NORTHEAST ASPHALT INC	61200	NORTHEAST ASPHALT INC	30-00045008	SEAL COATING	07/16/2026	2,966.40	826
NORTHEAST ASPHALT INC	61200	NORTHEAST ASPHALT INC	30-00045008	N CENTER ALLEY	07/16/2026	3,901.91	826
TRUCK EQUIPMENT INC	101712	TRUCK EQUIPMENT INC	1212061-00	ASPHALT REMOVER	08/06/2026	90.71	
US BANK CREDIT CARD	100854	FLEET FARM	7516 071426	BROOM, HANDLES	07/14/2026	67.65	726
WISCONSIN VALLEY BUIL	102835	WISCONSIN VALLEY BUILDING PR	405356-IN	DIAMOND CLEAR	07/29/2026	435.00	
Total STREET REPAIR:						12,114.42	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
STREET MAINT./PAVEMENT MARKING							
01-0537-530010 SUPPLIES & OTHER EXPENSES							
SHERWIN WILLIAMS CO.	78570	SHERWIN WILLIAMS CO.	4757-7	STRAINERS	08/06/2026	25.41	
US BANK CREDIT CARD	100854	FLEET FARM	4681 070726	TUBS	07/07/2026	42.97	726
Total STREET MAINT./PAVEMENT MARKING:						68.38	
SNOW/ICE REMOVAL							
01-0541-530010 SUPPLIES & OTHER EXPENSES							
AL-WIN ENTERPRISE LLC	100779	AL-WIN ENTERPRISE LLC	24084405	SNOW PLOW SKIN	08/06/2026	1,078.50	
Total SNOW/ICE REMOVAL:						1,078.50	
TREE CONTROL							
01-0543-520130 CONTRACT WORK							
K & B TREE & LAWN CARE	48130	K & B TREE & LAWN CARE LLC	434209	CONTRACT TREE WORK	07/13/2026	534.84	
01-0543-530010 SUPPLIES & OTHER EXPENSES							
BALLWEG IMPLEMENT CO.	7969	BALLWEG IMPLEMENT CO. INC.	P97567	CHAIN SAW PARTS	07/20/2026	99.98	
Total TREE CONTROL:						634.82	
STREET LIGHTING							
01-0545-530010 SUPPLIES & OTHER EXPENSES							
DIGGERS HOTLINE INC	18472	DIGGERS HOTLINE INC	260 7 17801	LOCATES	07/31/2026	127.10	
GLS UTILITY LLC	99561	GLS UTILITY LLC	18036	LOCATES	07/31/2026	1,686.01	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	99896	RETURN	07/31/2026	11.96-	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	99898	ELBOW	07/31/2026	5.98	
01-0545-530110 HEAT,LIGHT,POWER & WATER							
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	0026281390 070826	GAS/ELECTRIC	07/08/2026	34.76	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	160820000 061526	STREET LIGHTS	06/15/2026	9,490.00	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	26281390 060826	GAS/ELECTRIC	06/08/2026	36.54	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	8406762523 061226	STREET LIGHTS	06/12/2026	152.40	726
Total STREET LIGHTING:						11,520.83	
COMMUNITY ACT & SERVICES							
01-0962-530030 TRANSPORTATION & TRAVEL							
US BANK CREDIT CARD	102136	WASC	072026	WASC FALL CONFERENCE-JANA	07/20/2026	150.00	726
01-0962-530070 SUPPLIES & MISC							
US BANK CREDIT CARD	100878	AMAZON.COM	112-0247857-2577847	AMAZON-SUPPLIES	07/14/2026	9.91	726
US BANK CREDIT CARD	100878	AMAZON.COM	112-0889640-3557838	AMAZON-SUPPLIES	06/29/2026	10.44	726
US BANK CREDIT CARD	100878	AMAZON.COM	113-261406-8745005	AMAZON-SUPPLIES	07/20/2026	25.49	726
US BANK CREDIT CARD	100878	AMAZON.COM	113-5794479-4988251	AMAZON-SUPPLIES	07/03/2026	16.99	726

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
US BANK CREDIT CARD	100878	AMAZON.COM	114-5180431-2795400	AMAZON-SUPPLIES	07/10/2026	24.88	726
US BANK CREDIT CARD	100878	AMAZON.COM	114-7053379-5300259	AMAZON-SUPPIES	07/10/2026	126.39	726
US BANK CREDIT CARD	100864	MADISON NEWSPAPERS	197713 071026	MADISON NEWSPAPERS	07/10/2026	19.99	726
US BANK CREDIT CARD	103397	NAMEBADGES.COM	43189 070926	NAME BADGES-6 NEW	07/09/2026	63.67	726
US BANK CREDIT CARD	102861	WESTPHAL	81540	WESTPHAL-BUSINESS CARDS	07/14/2026	333.72	726
US BANK CREDIT CARD	103843	CDW GOVERNMENT	PXSG237	CDW-TONER	07/10/2026	950.96	726
01-0962-533000 TECHNOLOGY							
US BANK CREDIT CARD	102983	PANDORA MOOD MEDIA	1004171017	PANDORA	07/14/2026	29.95	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106780	INTERQUEST-PATTI'S EMAIL FOR	06/15/2026	37.49	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106819	INTERQUEST-SWAP OUT CAMERA	06/22/2026	337.39	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106902	INTERQUEST-OUTLOOK ISSUE	06/30/2026	74.98	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106902	INTERQUEST-86" ISSUES	06/30/2026	37.49	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	EMAIL	07/01/2026	155.80	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	107074	INTERQUEST-MONTHLY	07/01/2026	1,398.60	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	107120	INTERQUEST-PATTI EMAIL FORW	07/06/2026	37.49	726
US BANK CREDIT CARD	98655	SPECTRUM	171123801062126	SPECTRUM	06/21/2026	341.65	726
US BANK CREDIT CARD	103229	XAVUS SOLUTIONS	29899	MSC ANNUAL FEE	08/19/2026	1,300.00	726
US BANK CREDIT CARD	13416	US CELLULAR	814345131	US CELLULAR	06/10/2026	194.97	726
Total COMMUNITY ACT & SERVICES:						5,678.25	
COMMUNITY ACT & SERV - PROGRMS							
01-0963-520138 GOLF							
OLD HICKORY	100200	OLD HICKORY	080426	ADULT GOLF LESSONS-5 X \$85	08/04/2026	425.00	
01-0963-530065 BAND SHELL CONCERTS							
US BANK CREDIT CARD	70775	PIGGLY WIGGLY	70561 072226	PIGGLY WIGGLY-POPCORN	07/22/2026	14.97	726
01-0963-530139 COMMUNITY EVENT							
US BANK CREDIT CARD	103161	MICK FISCHER TROPHY & ENGRA	070626	MICK FISCHER TROPHY-CARDBOA	07/06/2026	10.00	726
US BANK CREDIT CARD	100878	AMAZON.COM	112-1618452-3171436	AMAZON-SUPPLIES	07/06/2026	19.97	726
US BANK CREDIT CARD	100890	WALMART	2881 070926	WALMART-SUPPLIES	07/09/2026	23.76	726
01-0963-530147 REC MISC							
US BANK CREDIT CARD	100878	AMAZON.COM	112-9952584-2517062	AMAZON-SUPPLIES	06/23/2026	194.74	726
US BANK CREDIT CARD	101340	MOZEO	1427-3323	MOZEO-MESSAGE PACK	07/19/2026	300.00	726
US BANK CREDIT CARD	101340	MOZEO	1729-7863	MOZEO-MESSAGE PACK	07/16/2026	150.00	726
US BANK CREDIT CARD	101340	MOZEO	1976-7419	MOZEO-MESSAGE PACK	07/02/2026	150.00	726
US BANK CREDIT CARD	100890	WALMART	2881 070926	WALMART-SUPPLIES	07/09/2026	8.91	726
01-0963-530200 AQUATICS-CRYSTAL							
US BANK CREDIT CARD	101035	YMCA	6242026	YMCA-CRYSTAL BEACH HRS 06-25-	06/24/2026	1,460.93	726
US BANK CREDIT CARD	101035	YMCA	7082026	YMCA-CRYSTAL 07-09-26	07/08/2026	1,804.56	726
US BANK CREDIT CARD	101035	YMCA	7222026	YMCA-CRYSTAL WAGES 07-23-26	07/22/2026	1,422.73	726
01-0963-530225 STEAMY							
US BANK CREDIT CARD	100890	WALMART	963 070626	WALMART-SUPPLIES	07/06/2026	17.91	726

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
Total COMMUNITY ACT & SERV - PROGRMS:						6,003.48	
WEED CONTROL							
01-0966-530010 SUPPLIES & OTHER EXPENSES							
BALLWEG IMPLEMENT CO.	7969	BALLWEG IMPLEMENT CO. INC.	P98002	TRIMMER STRING	08/05/2026	63.99	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	426	BRUSH CUTTER, BLADE	08/10/2026	37.97	
MID-AMERICAN RESEARC	57017	MID-AMERICAN RESEARCH CHEM	884766-IN	WEED KILLER	07/31/2026	1,208.89	
Total WEED CONTROL:						1,310.85	
PARKS							
01-0968-520010 TELEPHONE							
US BANK CREDIT CARD	99683	VERIZON WIRELESS	6145994836	CELL PHONES	06/12/2026	76.38	726
01-0968-520020 EQUIPMENT REPAIR							
NEUMAN POOLS INC.	60413	NEUMAN POOLS INC.	67783	SPLASH PAD PUMP	07/23/2026	1,782.52	
US BANK CREDIT CARD	103455	HARBOR FREIGHT	36672 063026	DRUM CABLE	06/30/2026	69.99	726
01-0968-530010 SUPPLIES & OTHER EXPENSES							
AIRGAS USA LLC	100409	AIRGAS USA LLC	5526037451	AIRGAS TANK RENTAL	07/31/2026	191.49	
BALLWEG IMPLEMENT CO.	7969	BALLWEG IMPLEMENT CO. INC.	P97579	WEED EATER STRING	07/20/2026	127.98	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	58	SWAN PARK SIGN REPAIR	08/03/2026	12.89	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	98369	FOUNTAIN	07/03/2026	13.36	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	99154	SPLASH PAD CHEMICAL CONTRO	07/17/2026	3.88	
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	99691	SCORE BOX LIGHT	07/27/2026	3.94	
NASSCO	103822	NASSCO	6739922	SPLASH PAD TOILET PAPER SPOO	08/03/2026	39.00	
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	EMAIL	07/01/2026	23.80	726
US BANK CREDIT CARD	100854	FLEET FARM	1766 070626	LAGOON CARE	07/06/2026	109.97	726
US BANK CREDIT CARD	98655	SPECTRUM	266027062026	SPLASH PAD PHONE	06/20/2026	42.94	726
US BANK CREDIT CARD	102520	GFL ENVIRONMENTAL	UN164764	PORTA POTTIES	06/25/2026	920.00	726
01-0968-530100 BUILDING REPAIR							
BASSETT MECHANICAL	101716	BASSETT MECHANICAL	324393	MAINTENANCE AGREEMENT	05/01/2026	3,810.00	
WHITE PLUMBING LLC	102770	WHITE PLUMBING LLC	9312	LAKEVIEW PLUMBING REPAIR	07/24/2026	441.00	
01-0968-530155 FUEL							
KWIK TRIP INC.	50854	KWIK TRIP INC.	2000206 073126	FUEL	07/31/2026	2,148.97	
Total PARKS:						9,818.11	
GENERAL							
01-0199-520045 PROFESSIONAL SERVICES							
BEAVER DAM AREA COMM	102424	BEAVER DAM AREA COMMUNITY	PARKS ENDOWME	ESTABLISH PARKS ENDOWMENT F	08/07/2026	1,000.00	
01-0199-520055 LEGAL SERVICES							
US BANK CREDIT CARD	99845	STAFFORD ROSENBAUM LLP	210688	LEGAL SERVICES	06/15/2026	10,362.80	726
US BANK CREDIT CARD	102204	QBS	3703008-0000	PROCESUTION FEES	06/15/2026	6,165.00	726

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
US BANK CREDIT CARD	102204	QBS	3703008-0000 61	PROSECUTION FEES	07/13/2026	5,195.00	726
01-0199-550009 UNEMPLOYMENT COMPENSATION EXP							
UNEMPLOYMENT INSURA	99524	UNEMPLOYMENT INSURANCE	14567056	WI DWD	07/31/2026	173.12	
01-1199-580064 MARKETING AND PROMOTION							
THE MARKET	103574	THE MARKET	40008874600 070926	250TH CELEBRATION	07/09/2026	252.00	
Total GENERAL:						23,147.92	
LIBRARY - COUNTY FUNDING							
21-0961-520010 TELEPHONE							
US BANK CREDIT CARD	103942	T-MOBILE	07232026	CELL PHONES	07/23/2026	124.31	726
US BANK CREDIT CARD	98655	SPECTRUM	171122301070726	ELEVATOR PHONE	07/07/2026	49.75	726
US BANK CREDIT CARD	13416	US CELLULAR	816414336	CELL PHONES	06/20/2026	139.27	726
21-0961-520020 EQUIPMENT REPAIR							
GORDON FLESCH COMPA	28583	GORDON FLESCH COMPANY INC.	IN15710168	PRINTER COPIER METERS	08/01/2026	172.06	
GORDON FLESCH COMPA	28583	GORDON FLESCH COMPANY INC.	IN15710169	PRINTER COPIER METERS	08/11/2026	52.00	
GORDON FLESCH COMPA	28583	GORDON FLESCH COMPANY INC.	IN15710170	PRINTER COPIER METERS	08/01/2026	133.71	
GREAT AMERICA FINANCI	101801	GREAT AMERICA FINANCIAL SVC	42628687	COPIER LEASE	07/30/2026	459.00	
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106750	IT SERVICE	06/15/2026	74.98	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106823	MONTHLY IT SVCS	06/01/2026	3,264.72	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106924	MONTHLY IT CHGS	07/01/2026	3,280.15	726
US BANK CREDIT CARD	103719	KIOSK GROUP INC	INV-349	KIOSK APP MONTHLY	07/25/2026	8.00	726
21-0961-530070 POSTAGE, SUPPLIES & MISC							
DEMCO	18020	DEMCO	7836166	PROCESSING SUPPLIES	07/31/2026	511.92	
DEMCO	18020	DEMCO	7836355	ACRYLIC DISPLAY SHELIVING	08/03/2026	3,372.98	
STAPLES ADVANTAGE	99860	STAPLES ADVANTAGE	7010889760	OFFICE SUPPLIES	08/06/2026	67.27	
STAPLES ADVANTAGE	99860	STAPLES ADVANTAGE	7010889760	SUPPLIES	08/06/2026	85.65	
STERICYCLE INC	101456	STERICYCLE INC	8014745267	SHRED SERVICE	06/30/2026	184.36	
STERICYCLE INC	101456	STERICYCLE INC	8015044345	SHRED SERVICE	07/31/2026	180.55	
US BANK CREDIT CARD	102829	DEPT OF ADMINISTRATION-GAMI	WISGLP049221855	RAFFLE LICENSE	07/14/2026	26.00	726
21-0961-530075 PROGRAMMING							
US BANK CREDIT CARD	100878	AMAZON.COM	113-0204555-5025059	PROGRAM SUPPLIES	06/30/2026	50.10	726
US BANK CREDIT CARD	100878	AMAZON.COM	113-1229225-8863441	PROGRAM SUPPLIES	07/15/2026	101.66	726
US BANK CREDIT CARD	100878	AMAZON.COM	113-4477229-3300212	PROGRAM SUPPLIES	07/20/2026	110.28	726
US BANK CREDIT CARD	100878	AMAZON.COM	113-5519674-2978602	PROGRAM SUPPLIES	07/07/2026	76.71	726
US BANK CREDIT CARD	100878	AMAZON.COM	113-6825355-0913003	PROGRAM SUPPLIES	07/20/2026	15.99	726
US BANK CREDIT CARD	100878	AMAZON.COM	113-7063356-2567422	PROGRAM SUPPLIES	07/25/2026	44.99	726
US BANK CREDIT CARD	100890	WALMART	1927 071426	PROGRAM SUPPLIES	07/14/2026	41.07	726
US BANK CREDIT CARD	100890	WALMART	2029 071726	PROGRAM SUPPLIES	07/17/2026	33.96	726
US BANK CREDIT CARD	101480	INTERSTATE BOOKS4SCHOOL	221708	PROGRAMMING - BOOKS	07/21/2026	532.14	726
US BANK CREDIT CARD	102137	ALDI STORE	75230 072026	PROGRAM SUPPLIES	07/20/2026	89.14	726
21-0961-530080 BOOKS & PUBLICATIONS							
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	98296890	PRINT BOOKS	08/02/2026	514.81	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	98299911	PRINT BOOKS	08/03/2026	94.79	
INGRAM LIBRARY SERVICE	42260	INGRAM LIBRARY SERVICES	98442640	PRINT BOOKS	08/09/2026	740.90	
LIBRARY IDEAS LLC	100088	LIBRARY IDEAS LLC	132165	VOX BOOKS PRINT	08/03/2026	56.66	
MIDWEST TAPE	98611	MIDWEST TAPE	509172095	AV DVDS & PROCESSING	07/21/2026	333.85	
MIDWEST TAPE	98611	MIDWEST TAPE	509207886	AV DVDS & PROCESSING	07/30/2026	26.56	
MIDWEST TAPE	98611	MIDWEST TAPE	509220318	HOOPLA DIGITAL INSTANT	07/31/2026	3,506.52	
OCLC INC	101833	OCLC INC	1000516379	DIGITAL CONTENT PPU	07/31/2026	74.39	
US BANK CREDIT CARD	98869	USA TODAY	070426	NEWSPAPER SUBSCRIPTION	07/04/2026	44.00	726
US BANK CREDIT CARD	103606	DISNEY PLUS	0cd7fb166a	STREAMING SUBSCRIPTION	07/23/2026	31.64	726
US BANK CREDIT CARD	100878	AMAZON.COM	113-9727194-0121818	PRINT BOOKS	07/13/2026	44.97	726
US BANK CREDIT CARD	103605	NETFLIX	1F722-BE497-C5548-	STREAMING SUBSCRIPTION	06/25/2026	28.47	726
US BANK CREDIT CARD	103714	PACKERS HALL OF FAME	39046 071426	ADVENTURE PASSES - PACKERS	07/14/2026	250.00	726
US BANK CREDIT CARD	103605	NETFLIX	9BEAB-7A7GG-R73	STREAMING SUBSCRIPTION	07/23/2026	28.47	726
US BANK CREDIT CARD	103709	MOBILE BEACON	A-151357-20260625-	ANNUAL HOTSPOT DATA PLANS	06/25/2026	960.00	726
US BANK CREDIT CARD	100878	AMAZON.COM	D01-4545554-852183	DIGITAL BOOK	07/07/2026	3.99	726
US BANK CREDIT CARD	100878	AMAZON.COM	D01-5115132-815700	DIGITAL BOOK	07/07/2026	3.99	726
US BANK CREDIT CARD	100878	AMAZON.COM	D01-6316317-515545	DIGITAL BOOK	07/07/2026	3.49	726
US BANK CREDIT CARD	100878	AMAZON.COM	D01-8293427-690266	DIGITAL BOOK	07/07/2026	3.99	726
21-0961-530090 INTERNET							
US BANK CREDIT CARD	98655	SPECTRUM	171122401070126	INTERNET	07/01/2026	1,200.00	726
US BANK CREDIT CARD	98655	SPECTRUM	255164501070126	INTERNET 1701	07/01/2026	169.98	726
Total LIBRARY - COUNTY FUNDING:						21,404.19	
CIP PLAN PROJECTS							
40-0000-580214 STREET REHAB - VARIOUS STREETS							
LYCON INC	102870	LYCON INC	1189569-IN	MARY ST	07/27/2026	5,628.25	
SHERWIN INDUSTRIES INC.	78569	SHERWIN INDUSTRIES INC.	SS112451	STREET STENCILS	07/29/2026	1,038.97	
US BANK CREDIT CARD	103433	COLUMN SOFTWARE PBC	7740F7AB-0159	ADVERTISEMENT FOR BIDS	07/15/2026	124.11	726
US BANK CREDIT CARD	103433	COLUMN SOFTWARE PBC	7740F7AB-0160	ADVERTISEMENT FOR BIDS	07/15/2026	127.59	726
Total CIP PLAN PROJECTS:						6,918.92	
POLICE DEPARTMENT							
40-0320-580005 SERVER REPLACEMENT/UPGRADE							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106906	50 HOURS BLOCK OF TIME	06/30/2026	6,247.50	726
Total POLICE DEPARTMENT:						6,247.50	
TID #8 PROJECT COSTS							
45-0000-520130 PROFESSIONAL SERVICES							
US BANK CREDIT CARD	99845	STAFFORD ROSENBAUM LLP	210688	LEGAL SERVICES	06/15/2026	342.00	726

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
45-0000-530020 DEVELOPER INCENTIVES							
NEUMANN DEVELOPMEN	103431	NEUMANN DEVELOPMENTS INC	2026 INCENTIVE P	DEVELOPER INCENTIVE	08/01/2026	147,996.25	826
Total TID #8 PROJECT COSTS:						148,338.25	
TID #7 PROJECT COSTS							
47-0000-530010 MISCELLANEOUS EXPENSE							
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	6081219568 061026	GAS/ELECTRIC	06/10/2026	329.44	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	6081219568 070826	GAS/ELECTRIC	07/08/2026	287.46	726
Total TID #7 PROJECT COSTS:						616.90	
TID #10 PROJECT COSTS							
50-0000-520130 PROFESSIONAL SERVICES							
US BANK CREDIT CARD	99845	STAFFORD ROSENBAUM LLP	210688	LEGAL SERVICES	06/15/2026	741.00	726
US BANK CREDIT CARD	99845	STAFFORD ROSENBAUM LLP	210688	LEGAL SERVICES	06/15/2026	2,736.00	726
Total TID #10 PROJECT COSTS:						3,477.00	
SOLID WASTE MANAGEMENT							
61-1552-520046 LANDFILL L-T CARE							
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	31065	LANDFILL MONITORING	07/17/2026	2,685.00	826
UNITED SEPTIC & DRAIN S	99589	UNITED SEPTIC & DRAIN SERVICE	80968	HAUL LEACHATE	07/15/2026	540.00	
UNITED SEPTIC & DRAIN S	99589	UNITED SEPTIC & DRAIN SERVICE	81221	HAUL LEACHATE	08/04/2026	270.00	
61-1552-520190 DISPOSAL CONTRACT							
US BANK CREDIT CARD	102520	GFL ENVIRONMENTAL	U90000326696	TRASH SERVICE	06/18/2026	50,317.37	726
Total SOLID WASTE MANAGEMENT:						53,812.37	
SOLID WASTE RECYCLING							
61-1553-520195 CONTRACT RECYCLABLES COLLECT							
US BANK CREDIT CARD	102520	GFL ENVIRONMENTAL	U90000326696	RECYCLE	06/18/2026	20,184.90	726
61-1553-530010 SUPPLIES & OTHER EXPENSES							
MENARDS - BEAVER DAM	99427	MENARDS - BEAVER DAM	99075	205 CAMERAS	07/16/2026	61.91	
US BANK CREDIT CARD	98655	SPECTRUM	239261601070126	205 W SOUTH INTERNET	07/01/2026	159.99	726
US BANK CREDIT CARD	100854	FLEET FARM	3144 062926	RAKE, BROOM, SCOOP	06/29/2026	134.35	726
VERMEER-WISCONSIN INC.	90098	VERMEER-WISCONSIN INC.	40064241	#67 CHIPPER PARTS	08/05/2026	235.32	
Total SOLID WASTE RECYCLING:						20,776.47	
62-0000-550999 EQUIPMENT REPLACEMENT							
METRON-FARNIER LLC	102877	METRON-FARNIER LLC	992420535	METERS, TRANSMITTERS	02/26/2026	64,205.93	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
MIDWEST METER INC	100720	MIDWEST METER INC	190667-IN	WATER METERS	07/22/2026	1,375.00	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	31570	SAFE DRINKING WATER LOAN AD	08/05/2026	111.50	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	31581	MADISON ST CONSTRUCTION OBS	08/06/2026	3,650.05	
Total :						69,342.48	

ADMINISTRATION**62-3400-530010 SUPPLIES & OTHER EXPENSES**

US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106795	IT SUPPORT	06/22/2026	824.74	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	EMAIL	07/01/2026	108.20	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106942	MONTHLY IT	07/01/2026	320.32	726
US BANK CREDIT CARD	100878	AMAZON.COM	113-2781754-3096268	OFFICE SUPPLIES	06/25/2026	14.99	726
US BANK CREDIT CARD	98655	SPECTRUM	171120901062126	INTERNET	06/21/2026	194.80	726
US BANK CREDIT CARD	100826	STAPLES	39983 062426	OFFICE SUPPLIES	06/24/2026	460.96	726

62-3400-530130 MISC. EXPENSES

US BANK CREDIT CARD	99845	STAFFORD ROSENBAUM LLP	210688	LEGAL SERVICES	06/15/2026	1,197.00	726
US BANK CREDIT CARD	99313	CINTAS CORPORATION	5346379105	FIRST AID	07/09/2026	130.28	726

Total ADMINISTRATION:

3,251.29

PLANT MAINTENANCE**62-2487-530010 SUPPLIES & OTHER EXPENSES**

JENKINS LAWN CARE LLC	103616	JENKINS LAWN CARE LLC	1857	LAWN CARE	08/03/2026	410.00	
US BANK CREDIT CARD	100878	AMAZON.COM	113-7176507-5853861	INDUSTRIAL FANS	07/16/2026	432.33	726

Total PLANT MAINTENANCE:

842.33

OPERATIONS - LABOR & EXPENSE**62-2288-530110 HEAT,LIGHT,POWER**

ALLIANT ENERGY/WP&L	3471	ALLIANT ENERGY/WP&L	08042026	Alliant 080426 ACH	08/04/2026	11,654.53	826
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	969550000 062326	GAS/ELEC	06/23/2026	10,000.00	726

62-2288-530111 FUEL

KWIK TRIP INC.	50854	KWIK TRIP INC.	2000208 073126	FUEL	07/31/2026	765.53	
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62-2488-530010 SUPPLIES & OTHER EXPENSES

CLEAN WATER TESTING LL	100572	CLEAN WATER TESTING LLC	9012028448	SAMPLE ANALYSIS	07/22/2026	190.00	
UNITED LIQUID WASTE RE	100247	UNITED LIQUID WASTE RECYCLIN	68898	LOADS LIME SLURRY/LAND	07/31/2026	4,050.00	
UNITED LIQUID WASTE RE	100247	UNITED LIQUID WASTE RECYCLIN	69047	LOADS LIME SLURRY/LAND	08/10/2026	4,742.43	
US BANK CREDIT CARD	94782	WI STATE LABORATORY OF HYGIE	846656	SPLIT FLUORIDE	06/30/2026	31.00	726
USA BLUEBOOK	88852	USA BLUEBOOK	INV01109229	LAB SUPPLIES	07/22/2026	782.99	

62-2488-530015 CHEMICALS

AIR PRODUCTS AND CHEM	100759	AIR PRODUCTS AND CHEMICALS	436076363	CO2 - CHEMICAL	08/10/2026	6,193.50	
HAWKINS INC	35111	HAWKINS INC	7515905	FLUORIDE/CHLORINE	07/30/2026	2,287.35	
MISSISSIPPI LIME CO.	57488	MISSISSIPPI LIME CO.	CD224726	HYDRATED LIME	07/29/2026	8,604.17	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
62-2888-530010 SUPPLIES & OTHER EXPENSES							
US BANK CREDIT CARD	101363	NORTHERN TOOL	26297495	BATTERIES, TOOLS	07/01/2026	149.00	726
62-3288-530010 SUPPLIES & OTHER EXPENSES							
BADGER METER INC.	7512	BADGER METER INC.	80246064	BEACON FEE, CELL HOSTING	07/30/2026	824.48	
Total OPERATIONS - LABOR & EXPENSE:						50,274.98	
MAINTENANCE OF EQUIPMENT							
62-2489-530010 SUPPLIES & OTHER EXPENSES							
GRAINGER	98906	GRAINGER	9032589252	SCHED 80 FITTINGS, PIPE	08/05/2026	400.39	
TOTAL ENERGY SYSTEMS L	85081	TOTAL ENERGY SYSTEMS LLC	INV167382	GENSET MAINT	08/07/2026	2,825.00	
Total MAINTENANCE OF EQUIPMENT:						3,225.39	
MAINT OF MAINS							
62-2893-530010 SUPPLIES & OTHER EXPENSES							
DIGGERS HOTLINE INC	18472	DIGGERS HOTLINE INC	260 7 17801	LOCATES	07/31/2026	127.10	
GLS UTILITY LLC	99561	GLS UTILITY LLC	18036	LOCATES	07/31/2026	2,013.08	
LYCON INC	102870	LYCON INC	1191713-IN	THIRD ST	08/09/2026	362.00	
NORTHEAST ASPHALT INC	61200	NORTHEAST ASPHALT INC	30-00045008	ASPHALT	07/16/2026	618.00	826
Total MAINT OF MAINS:						3,120.18	
MAINT OF SERVICES							
62-2894-530010 SUPPLIES & OTHER EXPENSES							
DIGGERS HOTLINE INC	18472	DIGGERS HOTLINE INC	260 7 17801	LOCATES	07/31/2026	127.10	
GLS UTILITY LLC	99561	GLS UTILITY LLC	18036	LOCATES	07/31/2026	2,013.08	
LYCON INC	102870	LYCON INC	1190441-IN	GOULD ST	07/31/2026	181.00	
LYCON INC	102870	LYCON INC	1191713-IN	THIRD ST	08/09/2026	1,324.50	
LYCON INC	102870	LYCON INC	1191714-IN	PARALLEL	08/09/2026	534.00	
RECHEK EXCAVATING LLC	102345	RECHEK EXCAVATING LLC	1853	WATER SERV, YORK	07/23/2026	637.50	
US BANK CREDIT CARD	101363	NORTHERN TOOL	85387382	SAWZALL BLADE	07/23/2026	17.81	726
Total MAINT OF SERVICES:						4,834.99	
MAINT OF HYDRANTS							
62-2896-530010 SUPPLIES & OTHER EXPENSES							
LYCON INC	102870	LYCON INC	1191714-IN	ROLLER HYDRANT	08/09/2026	884.00	
Total MAINT OF HYDRANTS:						884.00	
CLEARING ACCOUNTS							

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
62-3498-530010 SUPPLIES & OTHER EXPENSES							
FISCHBACH TIRES LTD.	28340	FISCHBACH TIRES LTD.	33968	2024 FORD OIL CHANGE	07/01/2026	46.40	
FISCHBACH TIRES LTD.	28340	FISCHBACH TIRES LTD.	34364	2019 RAM BRAKES	07/23/2026	954.00	
Total CLEARING ACCOUNTS:						1,000.40	
63-0000-550999 EQUIPMENT REPLACEMENT							
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	31570	CLEAN WATER FUND LOAN ADMI	08/05/2026	1,440.00	
MSA PROFESSIONAL SERVI	57014	MSA PROFESSIONAL SERVICES IN	31581	MADISON ST CONSTRUCTION OBS	08/06/2026	3,650.05	
Total :						5,090.05	
ADMINISTRATION							
63-3400-520045 ENGINEERING SERVICES							
APPLIED TECHNOLOGIES I	4882	APPLIED TECHNOLOGIES INC	38273	SMP, PERMIT RENEWAL	07/15/2026	11,718.00	
63-3400-520130 PROFESSIONAL SERVICES							
US BANK CREDIT CARD	99845	STAFFORD ROSENBAUM LLP	210688	LEGAL SERVICES	06/15/2026	1,607.15	726
63-3400-530010 SUPPLIES & OTHER EXPENSES							
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106710	IT SUPPORT	06/08/2026	224.93	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	106941	EMAIL	07/01/2026	108.20	726
US BANK CREDIT CARD	42399	INTER-QUEST CORP.	107187	SEC CAMERA	07/20/2026	247.80	726
US BANK CREDIT CARD	100878	AMAZON.COM	114-5999012-1038624	OFFICE SUPPLIES	07/15/2026	57.42	726
US BANK CREDIT CARD	100878	AMAZON.COM	114-9570514-8655456	MISC SUPPLIES	07/23/2026	4.11	726
US BANK CREDIT CARD	98655	SPECTRUM	171125601062126	INTERNET	06/21/2026	119.99	726
US BANK CREDIT CARD	98655	SPECTRUM	177307061726	INTERNET - BELTLINE BLDG	06/17/2026	95.27	726
63-3400-530130 MISC. EXPENSES							
KLUG, JEREMY	100565	KLUG, JEREMY	081026 EXPENSE	MILEAGE, PERSONAL VEH	08/10/2026	297.98	
US BANK CREDIT CARD	103769	AMAZON WEB SERVICES	2716432097	SAN VIDEO STORAGE	07/01/2026	11.97	726
US BANK CREDIT CARD	100036	WRWA	27415	CONTINUING EDUC	06/25/2026	131.35	726
US BANK CREDIT CARD	100970	DOMINO'S PIZZA	31 071526	LUNCH/TRAINING	07/15/2026	81.14	726
US BANK CREDIT CARD	99313	CINTAS CORPORATION	5346379103	FIRST AID SUPPLIES	07/09/2026	130.33	726
US BANK CREDIT CARD	100036	WRWA	75953 062526	CONTINUING EDUC	06/25/2026	131.35	726
Total ADMINISTRATION:						14,966.99	
GENERAL							
63-2600-530010 SUPPLIES & OTHER EXPENSES							
BADGER LABORATORIES I	102900	BADGER LABORATORIES INC	26-010202	SAMPLE ANALYSIS	06/10/2026	2,369.25	
BADGER LABORATORIES I	102900	BADGER LABORATORIES INC	26014613	SAMPLE ANALYSIS - META DISCH	08/03/2026	2,045.00	
NALCO COMPANY LLC	101647	NALCO COMPANY LLC	6660460821	DI SYSTEM MAINT	07/07/2026	389.81	
NALCO COMPANY LLC	101647	NALCO COMPANY LLC	6660469964	DI SYSTEM MAINT	07/30/2026	216.16	
US BANK CREDIT CARD	99313	CINTAS CORPORATION	4273566465	UNIFORMS/CLEANING SERVICE	06/24/2026	163.59	726

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
US BANK CREDIT CARD	99313	CINTAS CORPORATION	4274493195	UNIFORMS/CLEANING SERVICE	07/01/2026	345.04	726
US BANK CREDIT CARD	99313	CINTAS CORPORATION	4275044882	UNIFORMS/CLEANING SERVICE	07/08/2026	163.59	726
US BANK CREDIT CARD	99313	CINTAS CORPORATION	4275890442	UNIFORMS/CLEANING SERVICE	07/15/2026	576.73	726
US BANK CREDIT CARD	99313	CINTAS CORPORATION	4276628168	UNIFORMS/CLEANING SERVICE	07/22/2026	168.00	726
US BANK CREDIT CARD	102520	GFL ENVIRONMENTAL	U90000324253	GARBAGE/RECYCLING	06/18/2026	1,352.07	726
63-2600-530016 CHLORINE							
HAWKINS INC	35111	HAWKINS INC	7515904	CHLORINE/SO2	07/30/2026	2,583.69	
63-2600-530018 OTHER CHEMICALS FOR SEW. TREAT							
NEO WATER TREATMENT	102503	NEO WATER TREATMENT LLC	IN001541	NEO - PHOS TREATMENT	07/23/2026	40,461.49	
63-2600-530109 LIFT STATIONS - UTILITIES							
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	9947100000 060826	GAS/ELECTRIC	06/08/2026	3,304.04	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	9947100000 070826	GAS/ELEC	07/08/2026	3,838.91	726
63-2600-530110 HEAT,LIGHT,POWER & WATER							
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	376466294 062326	GAS/ELECTRIC	06/23/2026	29.62	726
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	7498730000 060826	GAS/ELECTRIC	06/08/2026	10,000.00	726
63-2600-530111 FUEL							
KWIK TRIP INC.	50854	KWIK TRIP INC.	2000207 073126	FUEL	07/31/2026	844.27	
63-2600-530112 LIFT STATIONS							
JENKINS LAWN CARE LLC	103616	JENKINS LAWN CARE LLC	1857	LAWN CARE	08/03/2026	40.00	
Total GENERAL:						68,891.26	
PLANT MAINTENANCE							
63-3087-530010 SUPPLIES & OTHER EXPENSES							
ENTRANCE SYSTEMS	100751	ENTRANCE SYSTEMS	63823	AUTO GATE MAINTENANCE	07/29/2026	1,711.20	
GRAINGER	98906	GRAINGER	9037833473	FITTINGS	08/10/2026	262.92	
MIDWEST OVERHEAD DOO	99497	MIDWEST OVERHEAD DOOR LLC	200766	HOIST	08/03/2026	2,450.00	
TOTAL ENERGY SYSTEMS L	85081	TOTAL ENERGY SYSTEMS LLC	INV167491	GENSET MAINT	08/11/2026	3,809.00	
US BANK CREDIT CARD	100878	AMAZON.COM	114-0786427-5005036	HOSE/FITTINGS	07/15/2026	190.06	726
Total PLANT MAINTENANCE:						8,423.18	
MAINTENANCE OF EQUIPMENT							
63-3089-530010 SUPPLIES & OTHER EXPENSES							
BALLWEG IMPLEMENT CO.	7969	BALLWEG IMPLEMENT CO. INC.	P97959	FILTERS, SUPPLIES	08/04/2026	97.47	
BASSETT MECHANICAL	101716	BASSETT MECHANICAL	332306	HVAC MAINT	07/30/2026	1,085.25	
SABEL MECHANICAL LLC	99978	SABEL MECHANICAL LLC	260680	DIGESTER 3, MIXER REHAB	07/16/2026	36,873.60	
63-3089-533000 DATA PROCESSING SERVICE & EXP.							
GENESIS COMPUTER SYSTE	102093	GENESIS COMPUTER SYSTEMS	5113	IT, DATA EQUIPMENT	08/01/2026	687.50	
Total MAINTENANCE OF EQUIPMENT:						38,743.82	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
MAINT OF MAINS							
63-3093-530010 SUPPLIES & OTHER EXPENSES							
DIGGERS HOTLINE INC	18472	DIGGERS HOTLINE INC	260 7 17801	LOCATES	07/31/2026	127.10	
GLS UTILITY LLC	99561	GLS UTILITY LLC	18036	LOCATES	07/31/2026	1,979.33	
LYCON INC	102870	LYCON INC	1190441-IN	GOULD ST	07/31/2026	181.00	
LYCON INC	102870	LYCON INC	1191713-IN	THIRD ST	08/09/2026	1,149.50	
NEENAH FOUNDRY COMP	59990	NEENAH FOUNDRY COMPANY	224257	MANHOLE CASTINGS	08/04/2026	4,024.31	
RECHEK EXCAVATING LLC	102345	RECHEK EXCAVATING LLC	1853	SAN LAT, YORK	07/23/2026	637.50	
US BANK CREDIT CARD	101363	NORTHERN TOOL	85330389 071226	TOOLS - COLLECTION SYSTEM	07/14/2026	279.00	726
Total MAINT OF MAINS:						8,377.74	
STREET REPAIR							
64-0536-530010 SUPPLIES & OTHER EXPENSES							
LYCON INC	102870	LYCON INC	1190441-IN	GOULD ST	07/31/2026	893.00	
LYCON INC	102870	LYCON INC	1190442-IN	HEALY AVE	07/31/2026	761.75	
Total STREET REPAIR:						1,654.75	
BRIDGES/RIVERS							
64-0539-530040 CONTRACT WORK							
DODGE COUNTY HWY DEP	18815	DODGE COUNTY HWY DEPT	11568	BRIDGE INSPECTIONS	06/30/2026	107.86	
Total BRIDGES/RIVERS:						107.86	
STREET CLEANING							
64-0540-530010 SUPPLIES & OTHER EXPENSES							
ZARNOTH BRUSH WORKS I	98330	ZARNOTH BRUSH WORKS INC.	207020-IN	SWEEPER BROOMS	07/07/2026	1,260.00	
Total STREET CLEANING:						1,260.00	
STORM SEWER MAINTENANCE							
64-0547-530010 SUPPLIES & OTHER EXPENSES							
DIGGERS HOTLINE INC	18472	DIGGERS HOTLINE INC	260 7 17801	LOCATES	07/31/2026	127.10	
GLS UTILITY LLC	99561	GLS UTILITY LLC	18036	LOCATES	07/31/2026	2,245.05	
NORTHEAST ASPHALT INC	61200	NORTHEAST ASPHALT INC	30-00045008	SEAL COATING	07/16/2026	2,966.41	826
US BANK CREDIT CARD	99683	VERIZON WIRELESS	6145994836	TABLET	06/12/2026	40.01	726
64-0547-530040 MOTOR POOL RENTAL							
MID-STATE EQUIPMENT	57013	MID-STATE EQUIPMENT	814144	BRUSH CUT RENTAL	07/01/2026	1,487.50	
Total STORM SEWER MAINTENANCE:						6,866.07	

Vendor Name	Merchant #	Merchant Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Period
STORM WATER GENERAL							
64-0599-530110 HEAT,LIGHT,POWER & WATER							
US BANK CREDIT CARD	3471	ALLIANT ENERGY/WP&L	113610000 070126	ELECTRIC SERVICE	07/01/2026	1,854.87	726
Total STORM WATER GENERAL:						1,854.87	
TRANSIT SERVICE EXPENSES							
65-0000-520040 TRANSIT SERVICE CONTRACT							
RUNNING INC	100723	RUNNING INC	33583	SHARED RIDE TAXI SERVICE	08/11/2026	67,832.76	
Total TRANSIT SERVICE EXPENSES:						67,832.76	
DENTAL							
70-0000-519300 DENTAL INSURANCE EXPENSE							
DELTA DENTAL OF WISCO	102806	DELTA DENTAL OF WISCONSIN	2597129	PREFUND SELF-FUNDED DENTAL	07/31/2026	6,542.39	
Total DENTAL:						6,542.39	
Grand Totals:						853,388.55	

TO THE COMMON COUNCIL OF THE CITY OF BEAVER DAM:

I submit the attached listing of invoices for your approval.

Kayla Larson
Finance Director



Finance Report

In an effort to streamline the size of your committee packets, I will be providing the links to the budget reports available on the City's website rather than including full reports within the packet. These reports remain accessible at any time for your review and reference.

Budget Detail by Department

This report provides a financial summary for the City of Beaver Dam's General Fund, comparing actual year-to-date expenditures against the budgeted amounts across city departments and functional areas.

<https://www.ci.beaverdam.wi.gov/Archive.aspx?AMID=39>

Capital Improvement Plan Budget

This report provides a financial summary for the City's Capital Improvements Fund, showing actual year-to-date expenditures compared to budgeted amounts for capital improvements, equipment purchases and major infrastructure projects.

<https://www.ci.beaverdam.wi.gov/Archive.aspx?AMID=40>

Council Budget Summary Report

This summary level report presents an overview of the City's General Fund revenues and expenditures, consolidating financial activity across city departments into a single summary for review.

<https://www.ci.beaverdam.wi.gov/Archive.aspx?AMID=41>

A debt summary is attached, along with other relevant financial information that may arise throughout the year. Please don't hesitate to reach out if you have any questions or would like additional detail on any report.

Kayla Larson, Finance Director

City of Beaver Dam
205 S Lincoln Ave.
Beaver Dam, WI 53916
(920) 356-2540

Month:	Aug
Year:	2026

Summary of Debt Service

General Fund	Principal	Interest	Total
Current Year Debt Service	3,635,000	1,103,006	4,738,006
Payments to Date	3,635,000	1,103,006	4,738,006
Payments Remaining	-	-	-
Beginning-of-Year Debt	32,706,746	7,014,163	39,720,909
Debt Paid	3,635,000	1,103,006	4,738,006
Debt Added	2,700,000	1,365,291	4,065,291
Total Debt	31,771,746	7,276,449	39,048,194
TID Funds	Principal	Interest	Total
Current Year Debt Service	475,000	190,464	665,464
Payments to Date	475,000	190,464	665,464
Payments Remaining	-	-	-
Beginning-of-Year Debt	6,545,000	1,299,951	7,844,951
Debt Paid	475,000	190,464	665,464
Debt Added	-	-	-
Total Debt	6,070,000	1,109,487	7,179,487
Stormwater Fund	Principal	Interest	Total
Current Year Debt Service	600,000	146,071	746,071
Payments to Date	600,000	146,071	746,071
Payments Remaining	-	-	-
Beginning-of-Year Debt	4,245,000	943,690	5,188,690
Debt Paid	600,000	146,071	746,071
Debt Added	-	-	-
Total Debt	3,645,000	797,619	4,442,619
Water Fund	Principal	Interest	Total
Current Year Debt Service	160,000	78,497	238,497
Payments to Date	160,000	78,497	238,497
Payments Remaining	-	-	-
Beginning-of-Year Debt	1,855,000	723,320	2,578,320
Debt Paid	160,000	78,497	238,497
Debt Added	310,000	91,076	401,076
Total Debt	2,005,000	735,900	2,740,900
Wastewater Fund	Principal	Interest	Total
Current Year Debt Service	320,000	126,324	446,324
Payments to Date	320,000	126,324	446,324
Payments Remaining	-	-	-
Beginning-of-Year Debt	2,855,000	921,998	3,776,998
Debt Paid	320,000	126,324	446,324
Debt Added	1,895,000	956,600	2,851,600
Total Debt	4,430,000	1,752,274	6,182,274
Total City Debt (Including TID & Utilities)			59,593,474
Total TID & Utility Debt			20,545,280



City of Beaver Dam, Wisconsin
City Administrator Office

TO: Administrative Committee
FROM: John Kreuziger, Larry Bierke
SUBJECT: Flock Camera System

The Issue:

The Administrative Committee has requested a discussion regarding the City's use of the Flock Safety Automated License Plate Recognition (ALPRA) camera system. The purpose of this discussion is primarily educational and to provide committee members with an overview of the technology, its public safety applications, and the policy considerations associated with its use. At a previous City Council meeting, a member of the public expressed concerns regarding privacy, government surveillance, and the collection of vehicle data through the Flock camera system. Conversely law enforcement agencies throughout Wisconsin and across the country have reported that ALPR technology has assisted in locating stolen vehicles, identifying suspect vehicles involved in criminal investigations, recovering missing persons, and apprehending individuals wanted for serious crimes.

The Committee's discussion provides an opportunity to review how the system operates, the safeguards governing data access and retention, the benefits and limitations of the technology, and whether the City's current policies appropriately balance public safety objectives with individual privacy interests.

Considerations:

Does this item have a financial or budget impact?

No

At this time, there has been no proposal made to change city operations.

Recommendation:

Attachments:

None

RESOLUTION NO.

**A RESOLUTION TO APPROVE A TEMPORARY CLASS “B” WINE LICENSE
BEAVER DAM AREA CHAMBER OF COMMERCE FOR
THE 2026 WINE TOUR ON SEPTEMBER 18, 2026**

BE IT HEREBY RESOLVED, that the following organization be granted a Temporary
“Class B” Wine License:

No. 5 Beaver Dam Area Chamber of Commerce Wine Tour
5:00 p.m. – 8:30 p.m.
September 18, 2026

****NO OPEN INTOXICANTS ON STREETS OR
SIDEWALKS; ALCOHOL MUST BE FINISHED OR
DISCARDED PRIOR TO DEPARTING EACH STOP****

Chamber of Commerce Building (Wristbands and IDs)
Rosalee Book Boutique – 234 S. Spring St.
Copper Squared – 108 Front St.
Blunt Cuts – 109 Front St.
Nancy Zieman Sewing Studio – 120 Front St.
Ganz Home & Sleep – 131 Front St.
Design Plus – 139 Front St.
Dodge County Center for the Arts – 130 W. Maple Ave.
Synergy Bound Wealth Management – 121 Front St., Suite 4
Beth & Daisy – 126 Front St.
The Dove Apothecary – 207 N. Spring St.
Spartan Flooring – 110 Front St.
Inspire Real Estate Solutions – 201 N. Spring St.
Great Harvest Bread Company – 128 Front St.
Simple Joys – 112 Front St.

Presented by the Administrative Committee

By a vote of _____ in favor, _____ opposed, and _____ abstain.

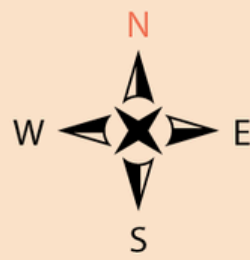
Approved: August 17, 2026

Roberta Marck
Mayor

Attested: August 17, 2026

Tracey M. Ferron
City Clerk

(Subject to Committee Approval)



Sip Stop Locations

W Maple Ave

E Maple Ave

N Center St

BUS
151

33

S Spring St

Washington St

Henry St

W Mill St

S Center St

Beaver Dam River

P

19

20

21

22

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- 1 THE DOVE APOTHECARY
207 N. SPRING STREET
- 2 INSPIRE REAL ESTATE SOLUTIONS
201 N. SPRING STREET
- 3 DRAGON'S DEN
126 SOUTH SPRING STREET
- 4 ROSALEE BOOK STORE
234 SOUTH SPRING STREET
- 5 DAMSELS/DAM CHICKEN
302 SOUTH SPRING STREET
- 6 BULLFROGS AND BUTTERFLIES
320 SOUTH SPRING STREET
- 7 BELLA MOTT TATTOOS
301 S. SPRING STREET
- 8 BLUE HAWAII
405 S. SPRING STREET
- 9 COPPER SQUARED
108 FRONT STREET
- 10 SPARTAN FLOORING
110 FRONT STREET
- 11 BLUNT CUTS SALON
109 FRONT STREET
- 12 SIMPLE JOYS
112 FRONT STREET
- 13 NANCY ZIEMAN SEWING STUDIO
120 FRONT STREET
- 14 SYNERGY BOUND WEALTH MANAGEMENT
121 FRONT STREET SUITE 4
- 15 ART ON THE TOWN
127 FRONT STREET
- 16 BETH & DAISY
126 FRONT STREET
- 17 GREAT HARVEST BAKERY & CAFE
128 FRONT STREET
- 18 GANZ HOME & SLEEP
131 FRONT STREET
- 19 DESIGN PLUS
139 FRONT STREET
- 20 REVIVE SALON AND SPA
208 FRONT STREET
- 21 RIVERFRONT WINE BAR
227 FRONT STREET
- 22 DODGE COUNTY CENTER FOR THE ARTS
130 W. MAPLE AVENUE
- 23 BEAVER DAM AREA COMMUNITY THEATRE
(OFFICIAL PICTURE LOCATION)
117 W. MAPLE AVE.
- 24 THE BANK ESPORTS
124 N. SPRING STREET
- 25 BEAVER DAM CHAMBER & VISITOR CENTER
127 S. SPRING STREET

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Beaver Dam

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City of Beaver Dam, Wisconsin
City Administrator Office

TO: Administrative Committee
FROM: Larry Bierke
SUBJECT:

The Issue:

This ordinance revision updates and clarifies several sections of Chapter 2 of the Municipal Code relating to the organization, authority, and administrative operations of the City government. The amendments are intended to modernize existing language, better define the respective responsibilities of the Mayor, Common Council, committees, and City Administrator, and align City procedures with current operational practices and Wisconsin Statutes.

In addition, the ordinance updates provisions related to elected official compensation, Common Council procedures, and the duties of the City Administrator. The revisions clarify the City Administrator's role in overseeing day-to-day operations, personnel administration, budgeting, purchasing, labor negotiations, public communications, and implementation of Council directives. The changes are intended to improve administrative efficiency, accountability, communication, and coordination across City departments while maintaining oversight authority with the Mayor and Common Council.

Considerations:

This ordinance was voted on at the July 20th City Council meeting. It did not get the votes needed for adoption. Chair Zopp and Mayor Marck have requested it be added to the Administrative Committee for additional discussion and potential modifications.

Does this item have a financial or budget impact?

Yes

The Ordinance does have a fiscal impact on future City budgets via an increase to City Alder compensation. This impact could only occur after the next election cycle.

Recommendation:

Attachments:

1. 06.15.26 Ordinance Chapt 2.CLEAN
2. 08.13.26 Ordinance Chapt 2.redline

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

**An Ordinance Amending Sections 2-5, 2-41, 2-42, 2-88 and 2-404.1
of the Beaver Dam Municipal Code**

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

SECTION 1. Sections 2-5, 2-41, 2-42, and 2-404.1 are hereby amended and 2-88 is hereby deleted as follows:

2-5 Salaries and compensation.

- (a) *Generally.* Officers and employees shall be paid such salaries and compensation as shall be determined by the City Council from time to time, except the salary of an elected official shall not be increased during his term in office.
- (b) *Salary of Mayor.*
 - a. Commencing at the start of the 2023 mayoral term, the salary of the mayor shall be \$20,000 per year.
- (c) *Salary for Alderpersons.* Commencing at the start of the 2029 Aldermanic term, the salary of Alders shall be \$5,500 per year, and as of April 1 each year following, said salary shall be increased by two percent (2%).
- (d) *Salary of municipal Judge.* Effective May 1, 2018, the salary of the municipal judge shall be \$19,000 per year.

2-42 Meetings.

- (b) Common Council special meetings. See Wis. Stat §62.11(2)

2.404.1 City Administrator

(b) *Duties and responsibilities;* The City Administrator shall perform all of the following duties and responsibilities;

(1) Shall be at all times responsible to the Mayor and Common Council and shall be responsible for the efficient and effective administration of day-to-day operations and services provided by the City, including supervision of subordinate departments and management of all service contracts, coordination with the Beaver Dam Area Development Corporation, the Police and Fire Departments, contracted inspection services, and the Library, and implementation of all city ordinances, resolutions, state statutes, and council directives. The City Administrator shall keep the Mayor and Common Council informed about city business on a timely basis.

(2) Shall establish and maintain procedures to facilitate communication between citizen and city government to assure that complaints, grievances, recommendations, and other matters receive prompt attention and to assure that all such matters are expeditiously resolved.

(3) Attend all common council meetings unless excused by the Mayor or majority vote of the City Council.

(4) Represent the City in matters involving legislative and inter-governmental affairs and serve as aids coordinator for state and federal assistance.

(5) Serve as the City's personnel officer, which shall include the development, implementation, interpretation and enforcement of the City personnel rules and regulations. This includes recommending revisions to the personnel policy when necessary. In addition, the administrator shall recommend salary and wage scales for all city employees not covered by collective bargaining agreements and direct and oversee the process where personnel problems and/or grievances are promptly resolved.

(6) Shall be responsible for the negotiations of all collective bargaining agreements with the city's recognized bargaining units.

(7) Act as public information officer for the city and establish and maintain procedures to facilitate communication between citizens and city government to ensure that complaints, grievances, and recommendations and other matters receive prompt attention and resolution by the responsible official or department.

(8) Shall direct and coordinate the preparation of the annual city budget.

(9) Shall direct and oversee the City's purchasing policy.

(10) Shall implement and manage the Tax Increment District budgets and projects as approved and directed annually through the City's budget process.

(11) Shall assign space use for departments and employees as well as be responsible for ensuring offices and conference room spaces are properly equipped and efficiently designed for functionality.

SECTION 2. All other provisions of Chapter 2 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 June, 2026

Roberta Marck, Mayor

Attest:

Tracey Ferron, City Clerk

Published:

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

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(c) *Salary for Alderpersons.* Commencing at the start of the 2029 Aldermanic term, the salary of Alders shall be \$5,500 per year, ~~and as of April 1 each year following, said salary shall be increased by two percent (2%).~~

~~(d)~~ *Salary of municipal Judge.* Effective May 1, 2018, the salary of the municipal judge shall be \$19,000 per year.

~~(d)~~(e) *Salary Increases.* The Mayor, Municipal Judge, and City Alderpersons shall receive an annual salary increase on May 1st equal to the cost of living increases provided to general city staff, but not to exceed two percent (2%). This schedule of annual increases shall begin May 1, 2029.

2-42 Meetings.

(b) Common Council special meetings. See Wis. Stat §62.11(2)

2.404.1 City Administrator

(b) *Duties and responsibilities;* The City Administrator shall perform all of the following duties and responsibilities;

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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 June, 2026

Roberta Marck, Mayor

Attest:

Tracey Ferron, City Clerk

Published:



City of Beaver Dam, Wisconsin
City Administrator Office

TO: Administrative Committee
FROM: Larry Bierke
SUBJECT: Draft Policies

The Issue:

The staff at the City of Beaver Dam are working on the creation of a policy manual. The policies attached are before you for your consideration and recommendation to the City Council. Once the policies are recommended by the Operations Committee or Administrative Committee, they will be combined and presented to the City Council as a policy manual. Staff are planning to have this completed around September 2026.

Considerations:

Does this item have a financial or budget impact?

No

Adopting the policies should not cost the City dollars. However, implementing individual policies could have a cost or a savings. Each policy will need to be evaluated independently.

Recommendation:

Attachments:

1. Batch 2 Policies



Batch 2 Policies

06.01.25: Attached are the next batch of policies created and updated by city staff. This packet is being distributed to both the Operations Committee and the Administrative Committee. Please take this packet home and review the enclosed policies.

The policies will be discussed at future committee meetings as follows:

Administrative Committee

- Policy 201 position control
- 304 Debt Service
- 305 Fund Balance
- 306 Budget Policy
- 307 Capital Improvement Plan
- 308 Procurement Policy
- 309 Credit Card Policy

Operations Committee

- 307 Capital Improvement Plan
- 308 Procurement Policy
- 501 Snow and Ice Control Policy
- 505 Street Naming Policy

Staff anticipate completing Batch 3 over the next three months and after Committees have completed their review of Batch 1 (done), Batch 2 (now), and Batch 3 (future), we will bring all three batches to the City Council as the first policy manual for the City of Beaver Dam (September).

 BEAVER DAM <i>Life is good here</i>		TITLE:	POSITION CONTROL POLICY	
		POLICY #:	201	
POLICY SOURCE	ADMINISTRATION		PAGES	4
DATE ADOPTED	XX/XX/XXXX	DATE LAST REVISED	XX/XX/XXXX	

PURPOSE	This policy describes the policy and procedures to be followed for creating and modifying existing positions with the City of Beaver Dam. This policy covers all departments, with an acknowledgement of unique regulations for Library, Police, and Fire Departments. A page addressing staffing levels of all city departments shall be annually included in the city budget for the following year. This document will hereby be called the "position control page" (sample attached to this policy) and will be kept current by the Human Resources Department. All modifications to this document must be recorded and tracked for transparency purposes.
POLICY	<u>ESTABLISHING A NEW POSITION</u> The Beaver Dam City Council has complete authority to set staffing levels in the City of Beaver Dam. This authority covers all departments, but through this policy, an effort is hereby made to delegate these powers in certain situations. Before any new positions are proposed, the Human Resources Department shall be responsible for meeting with the Department Director proposing the new position to 1) review existing job description, or 2) create a new position job description. Throughout the year, there may be times whereby a City Department desires to add positions full or part time to their department for a variety of reasons. The standard and preferred way to add a position to any department is through the budget process. There are, however, situations whereby staffing changes should occur in a more immediate way by adding to existing part-time positions or adding new part-time positions. When a staffing change is anticipated, the Department Director shall first discuss the idea with the City Administrator and review this policy. Lastly, another way to change staffing is to decrease a full-time position to a part-time position(s). These scenarios are explained below: 1) BUDGETING PROCESS, annually when the Beaver Dam City Council adopts the fiscal budget for the following year, there is an opportunity for the budget to include new positions. A. Funding for these positions shall be included in the specific department budget as applicable and recognized on the position control page

	included in the annual budget document. B. Positions added or reduced from the City staffing structure shall be recognized on this document, whether full-time or part-time, to ensure transparency and clearly define staffing changes by the City Council. C. Should position modification occurring in the current year result in increased expenses in future years, it shall be the Human Resources responsibility to evaluate position duties to determine compensation levels and the City Administrator's responsibility to ensure said funding is appropriated and included in future year budgets. D. For all newly created position or modifications to job descriptions, the Human Resources department shall evaluate and note compensation recommendations to the approving authority. 2) PART TIME TO FULL TIME, A. The City Council hereby delegates authority to the City Administrator to approve modifications of staffing whereby multiple part-time positions are merged into a full-time position, so long as the overall fiscal impact to the City Budget does not increase in the calendar year said action is taken. B. Any change that adds hours to the city's overall staffing levels must be included in the annual operating budget or approved via a budget amendment and an update to the position control document completed. C. For all newly created positions or modifications to job descriptions, the Human Resources department shall evaluate and note compensation recommendations to the approving authority. 3) FULL TIME TO PART TIME, A. Department Directors are hereby authorized to reduce positions from full-time to part-time status without City Council approval. When this occurs, Department Directors must give the Human Resources Department five business days advanced notice to ensure updates are made to the employees benefit structure, time accruals, and that the position control page gets updated. The reduction in employee hours and wages/salary that results from such a change shall be reflected in the subsequent budget of the Department making the change. It is anticipated that the next calendar budget for that Department will be reduced by the amount saved through this staffing reduction, unless the City Council determines otherwise. B. Occasionally it may be necessary to split a position into two positions for operational flexibility or candidate attraction. This is permissible, but both positions must be filled prior to the next calendar budget is adopted by the City Council AND because of the possibility of prorated benefits increasing costs for the City of Beaver Dam, the City
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	Administrator must approve of the change. City Council adoption is not needed so long as the hours worked of the combined part-time positions equal a single full time employee. 4) LIMITED TERM EMPLOYEES (LTE). A. Department Directors may request that a limited term employee be hired to assist for a period of not more than 10 months. The City Administrator shall have the flexibility to approve said positions if funding within the department's budget already exists and position does not exceed the hour requirements to qualify for WRS. B. If funding does not currently exist in the appropriate department's budget, the City Administrator may approve a limited term position that lasts up to 3 months to allow for the City Council to consider a budget amendment to potentially fund a longer term. <u>PROMOTIONS</u> The City of Beaver Dam hires the best candidate for any vacant position. This means that for open positions, there is always a public recruitment process. Internal candidates are always welcome to apply for open positions, and maybe the candidate that is most qualified, however the City recognizes that a public recruitment helps establish candidate credibility and reduces claims of preference or favoritism. Sometimes, a position will experience a change or increase of job responsibilities, and a Department Director will modify a job description. Job description changes require the City Administrator's approval. When a position changes enough to warrant a new title, the City Administrator will assign said title and establish an appropriate wage. The City Administrator, however, may not add additional positions to any department without the approval of the Beaver Dam City Council. LIBRARY, POLICE, AND FIRE DEPARTMENTS: The Library Department, Police Department, and Fire Department have various other regulations they must follow under state law, union contract, or organizational documents. This policy shall apply to situations in these departments only where other guidance does not exist. Union Contracts, as well as State and Federal Laws, shall control over this policy, as applicable.
HISTORY	

 BEAVER DAM <i>Life is good here</i>		TITLE:	DEBT POLICY	
		POLICY #:	304	
POLICY SOURCE	FINANCE DEPARTMENT		PAGES	3
DATE ADOPTED	XX/XX/XXXX	DATE LAST REVISED	XX/XX/XXXX	

PURPOSE	The purpose of this policy is to provide direction from the governing body relative to the issuance of debt and management of the City's debt portfolio to ensure that the City maintains a sound debt position and that its existing credit quality is protected. This policy will also establish a framework of debt management for the City's Five-Year Capital Improvement Program and ensure the City's debt service levy remains at a proportionate even level for tax rate stabilization.
POLICY	<u>STATUTORY AUTHORITY</u> The City may issue bonds and notes in accordance with State Statutes Chapters 66 and 67 for purposes of financing its capital improvements program, to construct new facilities, to refund existing debt, to promote economic development, to provide financing for its Tax Incremental Financing Districts (TID) and to fund other capital needs. <u>CREDIT OBJECTIVES</u> The City will seek to maintain a credit rating of A1 or higher. The City will strive to maintain good relations with the rating agency and keep them informed of significant developments that could affect the City's credit rating. <u>DEBT LIMITATIONS AND STRUCTURE</u> To achieve its credit rating objective, the City recognizes the need to integrate the debt policy with its capital improvement program and long-range financial plans. The following Debt Limitations will be used to maintain debt service requirements at an affordable level and enhance the credit quality of the City: 1. Section 67.03 of Wisconsin Statutes requires general obligation debt outstanding not exceed 5% of the equalized valuation of the taxable property with the City. Revenue bonds and notes are not considered debt for purposes of determining compliance with statutory debt limitations. The City intends to keep total outstanding general obligation debt within 65% of the statutory limit. 2. A majority vote of the Common Council is required to exceed the borrowing limits described in #1 above. 3. The City will not use long-term borrowing to finance annual operating

	needs. 4. In general, bonds and notes may be issued to fund vehicles, equipment, infrastructure and/or facilities concurrently. The final maturity of the bonds and notes will be no more than 20-years. The debt will be structured so that the term of each purpose does not exceed the expected useful life of the underlying project for which they were issued. The following are exceptions to the Debt Limitations described above: 1. Emergency borrowing for the purpose of dealing with natural disasters. If funding from the City's property & liability insurance program and or State/Federal funding is available to fund the immediate costs to respond to a natural disaster these funds shall be utilized prior to City funds. If funding from the City's property & liability insurance program and or State/Federal funding is not available to fund the immediate costs to respond to a natural disaster but these funds subsequently become available these funds should be used to supplement the response costs or, where allowed by law, to reduce or eliminate new CIP borrowing in the next budgetary year. 2. Borrowing for the purpose of economic development where the property taxes to be generated when the development is completed will be sufficient to fund the annual debt service required as a result of the borrowing. 3. Issuance of debt as a conduit on behalf of for-profit or non-profit corporations when doing so would promote economic development or secure quality of life issues. Prior to issuing such debt, the corporation shall agree to pay all of the City's expenses in connection with the borrowing (including legal fees) and shall provide substantive proof acceptable to the City that no budget appropriation shall be required to repay the debt. The City shall not issue debt on behalf of a non-profit corporation if doing so would prevent the City from issuing "bank qualified" debt for its own purposes without compensation from the non-profit corporation to cover the additional debt service cost. <u>FINANCIAL ADVISORS & REFUNDINGS</u> 1. The City will utilize the services of a qualified financial advisor in monitoring its debt and debt service. 2. The City shall establish and maintain a long-term relationship with a financial advisor to allow for continuity and consistency in services provided by the advisor. However, the arrangement between the financial advisor and the City should be examined every three (3) to five (5) years or as deemed necessary by the City Administrator. 3. Alternatives (for example, State Trust Fund loans and private placements with local financial institutions) for borrowing funds should be considered by the City and the financial advisor, depending on the uniqueness of the items or projects being financed by long-term debt.
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	4. All costs related to the issuance of long-term debt, including fees for professional services, underwriting fees, and the interest costs over the term of the debt issue, must be considered and carefully evaluated for each borrowing. 5. The City will work with its financial advisor to ensure that long-term debt issues are structured to protect the interest of the City for the present and for the future (for example, the inclusion of call provisions to protect the City against future interest rate fluctuations or other circumstances). 6. Periodic reviews of outstanding debt will be undertaken to determine any refunding opportunities. Refunding will be considered (within federal tax law constraints) when there is a net economic benefit of the refunding or when a refunding will enable the City to achieve financing or cash flow objectives. <u>FINANCING CONSIDERATIONS</u> 1. All feasible alternatives (for example, State Trust Fund loans, Clean Water or Safe Drinking Fund loans, lease purchase agreements and private placements with local financial institutions) for borrowing funds shall be considered by the City depending on the uniqueness of the items or projects being financed by long-term debt. 2. The City may use inter-fund loans (in lieu of borrowing from private parties) to minimize the expense and administrative effort associated with external borrowing. Inter-fund loans are typically made for relatively short periods of time (under five years) and relatively low amounts (under one million dollars). Inter-fund loans shall be considered to finance high priority needs on a case-by-case basis, only when other planned expenditures in the fund making the loan would not be affected. Inter-fund loans shall be repaid with interest at a rate similar to the average rate of interest the City earns on its accounts or market rate. <u>DISCLOSURE</u> The City is committed to full and complete financial disclosure, and to cooperating fully with rating agencies, institutional investors, bond insurers, other units of government, and the public to share clear, comprehensible, and accurate financial information. The Finance Department will provide continuing disclosure in compliance with continuing disclosure certifications made at the time of each debt issuance. <u>AMENDMENT</u> A majority vote is required to approve any amendment to the provisions of this policy.
HISTORY	

		TITLE:	FUND BALANCE POLICY	
		POLICY #:	305	
POLICY SOURCE	FINANCE DEPARTMENT		PAGES	4
DATE ADOPTED	XX/XX/XXXX	DATE LAST REVISED	XX/XX/XXXX	

PURPOSE	The purpose of this policy is to address the implications of Governmental Accounting Standards Board ("GASB") Statement No. 54, Fund Balance Reporting and Governmental Fund Definitions. This policy is created in consideration of unanticipated events that could adversely affect the financial condition of the City and jeopardize the continuation of necessary public services. This policy will ensure that the City maintains adequate fund balances and reserves in order to: 1. Provide sufficient cash flow for daily financial needs, 2. Offset significant economic downturns and revenue shortfalls, and 3. Provide funds for unforeseen expenditures related to emergencies.
POLICY	<u>DEFINITIONS</u> Fund balance will be reported in governmental funds under the following categories using the definitions provided by GASB Statement No. 54: 1. <u>Nonspendable Fund Balance</u> - includes amounts that cannot be spent because they are either not in spendable form or legally or contractually required to be maintained intact. Examples of Nonspendable Fund balance are: Inventory and prepaid expenditures. Nonspendable amounts will be determined before all other classifications. It is the responsibility of the Finance Director to report all Nonspendable Funds appropriately in the City's financial statements. 2. <u>Restricted Fund Balance</u> - Fund balance should be classified as restricted when constraints are placed on the use of resources are either: a. Externally imposed by creditors (such as through debt covenants), grantors, contributors or laws or regulations of other governments; or b. Imposed by law through constitutional provisions or enabling legislation. 3. <u>Committed Fund Balance</u> - includes amounts that can be used only for specific purposes determined by a formal action of the City Council. A majority vote is required to approve a commitment and must take place within the fiscal reporting period, no later than December 31st; however,

	the amount can be determined subsequent to the release of the financial statements. A majority vote is also required to remove or change the specific use of a commitment. 4. <u>Assigned Fund Balance</u> - includes amounts intended to be used by City for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the general fund, assigned fund balance represents the remaining amount that is not restricted or committed. Authority to Assign: The City Council delegates the City Administrator to assign amounts to be used for specific purposes. Such assignments cannot exceed the available (spendable, unrestricted, uncommitted) fund balance in any particular fund. 5. <u>Unassigned Fund Balance</u> - includes the residual classification for the City's general fund and includes all spendable amounts not contained in the other classifications. In other funds, the unassigned classification should be used only to report a deficit balance from overspending for specific purposes from which amounts had been restricted, committed, or assigned. <u>ROLES AND RESPONSIBILITIES</u> The City Administrator is authorized to facilitate implementation and management of this policy. It shall be the responsibility of the Finance Department to monitor reserve balances on a monthly basis and report material deviations to the City Administrator and City Council. The Library Board and Police and Fire Commission have powers vested by statute and ordinance that may differ and they manage funds in a manner that is consistent under ordinance and statute guidance. <u>OPERATIONAL GUIDELINES</u> To achieve and maintain the above fund balances, the City shall use the following guidelines: 1. <u>Classifying Fund Balance Amounts</u> - Fund balance classifications depict the nature of the net resources that are reported in a governmental fund. An individual governmental fund may include nonspendable resources and amounts that are restricted, committed, or assigned, or any combination of those classifications. The general fund may also include an unassigned amount.
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	2. <u>Prioritization of Fund Balance</u> - When the City incurs an expenditure and both restricted and unrestricted fund balance amounts are available, the City's policy is to first reduce restricted fund balance. For expenditures where only unrestricted fund balance is available, the City will apply amounts in the following order: Committed Fund Balance, Assigned Fund Balance and lastly Unassigned Fund Balance. 3. <u>Minimum Unassigned Fund Balance</u> - The City will maintain a minimum unassigned fund balance in its General Fund ranging from 20 percent to 25 percent of the subsequent year's budgeted operating expenditures (including other financing uses). This minimum fund balance is to protect against cash flow shortfalls related to timing of projected revenue receipts and to maintain a budget stabilization commitment. 4. <u>Drawdown of Unassigned Fund Balance</u> - When unassigned fund balance exceeds 25 percent of the subsequent year's budgeted expenditures, the City should consider a drawdown of reserves. The use of unassigned fund balance may be transferred to support capital purchases (and reduce borrowing) as part of the annual budget adoption process. It shall never be used to support operating expenses. 5. <u>Replenishing deficiencies</u> - When fund balance falls below the minimum 20 percent, the City Administration will develop a budgetary plan to replenish the fund balance to the established minimum level within five years. Practices may include but not limited to the following: - The city will eliminate the budgeted use of fund balance if said use would reduce fund balance below policy minimums. - Apply remaining unexpended general fund resources at the end of each fiscal year to add to the cash portion of the reserves if necessary to meet policy minimums. - Encourage using a portion of the tax levy generated by equalized valuation which may be higher than used for budget development to add to the cash portion of the reserves if necessary to meet policy minimums. - Utilize repayments on existing interfund loans or advances to other funds (such as TID's and utilities) to increase the unrestricted fund balance in its General Fund to a level that exceeds the minimums established herein.
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	<u>BUDGET PRACTICES</u> Department budgets are established each year and departments are encouraged to use the funds committed to their stewardship for the efficient and effective management of city programs and services. The following practices will help in the overall management of budgets: 1. <u>Salary and Wage Costs</u> - The Finance Department will be responsible for setting salary and wage budgets for each department annually. To avoid a budget deficit and to cover overtime in the event of an emergency or vacancies, it is the general practice to budget for full or nearly full staffing. The Finance Department may apply historical turnover rates when making slight reductions to the staffing or benefit budget lines. Departments shall not use salary savings to cover operational or capital costs. 2. <u>Operational Costs</u> - Departments should record an expense to the appropriate classification and line item but may spend more within any given line item if there is sufficient budget in another operating line to cover that cost. Department Heads are responsible to monitor total department operating expenses to verify that they do not exceed their total budget. Should an unexpected inflationary cost in service delivery occur in any given budget year, or a department become projected to be over budget for any reason, the Department Head must seek out a budget amendment from the City Council in support of their department budget. Failure to complete a budget amendment will subject the department to greater budgetary scrutiny for mismanaging department funds. 3. <u>Contingency</u> - This reserve shall be budgeted, at a minimum, to equal one-half of one percent (0.5%) of the general fund operating expense. At the end of any fiscal year, remaining contingency budget shall roll over into the General Fund Balance. 4. <u>Budget Carryovers</u> - If a department purchase is delayed from one fiscal year to another, the department may carry over budget with approval from the City Administrator. Carryovers should be discussed as early as anticipated. Unspent department budgets not receiving approval are swept into the General Fund Balance at the end of any given fiscal year.
HISTORY	

 BEAVER DAM Life is good here		TITLE:	BUDGET POLICY	
		POLICY #:	306	
POLICY SOURCE	FINANCE DEPARTMENT		PAGES	4
DATE ADOPTED	XX/XX/XXXX	DATE LAST REVISED	XX/XX/XXXX	
PURPOSE	The purpose of this policy is to establish a clear framework and standard practices for the development, adoption, execution, and monitoring of the City's budget. This policy is intended to ensure that the City's financial resources are planned, allocated, and managed in a manner that supports the community's strategic priorities, maintains fiscal stability, and complies with the legal requirements of Wisconsin's municipal budget statutes. By defining roles, responsibilities, timelines, and budgetary controls, the policy promotes transparency, accountability, and prudent stewardship of public funds; facilitates sound decision-making by the governing body; and provides residents with a clear understanding of how limited municipal resources are matched to the services the City provides. Consistent with statutory requirements, the policy also supports a balanced budget that aligns estimated revenues and other financing sources with proposed expenditures and provides a basis for effective monitoring of actual performance against the approved plan.			
POLICY	<u>DEFINITION OF FUND STRUCTURE</u> The City of Beaver Dam uses fund accounting for its financial structure. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain City functions or activities. Funds are the control structures that ensure that public monies are spent only for authorized purposes and within the amounts authorized. Funds are established to account for the different types of activities and legal restrictions that are associated with a particular auditing that are associated with this fund structure are governed by the Governmental Accounting Standards Board (GASB). For financial statement presentation purposes, the various funds of the City are grouped into the following fund types under three broad fund categories: governmental, proprietary, and fiduciary/agency. 1. <i>Governmental Funds</i>			

	Governmental funds are those through which most municipal functions are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The City's Governmental Funds are the General Fund, Special Revenue Funds, Debt Service Fund and Capital Project Funds. A. The General Fund accounts for all financial resources except those required to be accounted for in another fund. The unassigned general fund balance is available to the City for any purpose, provided it is expended or transferred according to the general laws of Wisconsin and the City of Beaver Dam. B. Special Revenue Funds are used to account for revenue from specific sources (other than major capital projects) which require separate accounting because of legal restrictions. C. Debt Service Funds account for the accumulation of resources for and payment of general long-term obligations' principal and interest. D. Capital Projects Funds account for financial resources to be used for acquisition of equipment and the construction of major capital facilities (other than those financed by proprietary funds), and to account for the financing of public improvements or services deemed to benefit specific properties on which assessments are levied. 2. <i>Proprietary Funds</i> Proprietary fund reporting focuses on the determination of operating income, changes in net assets, financial position and cash flows. Proprietary funds are classified as either enterprise or internal service. Enterprise funds are used to account for operations that provide goods or services to external users for a fee. Internal service funds are used to account for operations that provide goods or services primarily to other departments or funds within the government on a cost-reimbursement basis. 3. <i>Fiduciary/Agency Funds</i> Fiduciary fund reporting focuses on net assets and changes in net assets. The fiduciary fund is comprised of only the Agency funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.
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The City does not have to appropriate agency funds. Agency funds account for money a government holds in an agency capacity on behalf of another person or entity. Therefore, a government has minimal discretion in spending this money.

CAPITAL BUDGETING

Capital projects include the acquisition of equipment and construction projects. Construction projects are defined as a study, engineering/design, and construction, or a combination of all three phases totaling \$10,000 or more, having a useful life of at least three years. [See Policy 307 for information on Capital Improvement Planning.]

Projects will be funded by a combination of note proceeds, bond proceeds, grants, government loans, gifts and operating funds. If a capital project is debt funded (note, bond, lease or loan), the term of the debt should not exceed the useful life of the project. [See Policy 304 Debt Policy]

BUDGET TIMELINE GUIDE

April – June	Capital Improvement Plan is assembled by staff
Prior to July 1	Finance Department prepare and provides the wage and fringe information for each department
July	Capital Improvement Plan is Adopted by City Council.
Prior to Aug 1	Finance Department distributes first 6 months of revenue and expenses to departments to assist in budget preparations.
August-September	City Administrator meets with Departments as needed and Assembles Draft Budget Proposal
Prior to Sept 1	All Departments and partner agencies provide completed budget drafts to the Finance Department.
Prior to Sept 15	Health Insurance Rates and Wage Adjustments are finalized for draft budget.
October	Council budget review session
November	Hold public hearing and Council adopts the budget and levy
December	Tax bills are generated and distributed. Budget is Added to City Website.

	<u>BUDGET TRANSFER</u> Annually the City Council adopts a fiscal budget for the City. This budget is adopted via Resolution on a department basis, and any modification thereof requires a Budget Amendment Resolution with a 2/3 vote of the City Council. A class 1 notice of the budget amendment must be published within 15 days after adoption. Department Heads are authorized to spend budgeted operating funds within their department and are responsible for monitoring their budgets. At a minimum, budgets shall balance before the fiscal year-end. All revenues and expenses must be properly accounted for throughout the course of the year and allocated to the appropriate accounts. Department Heads may not manipulate revenues and expenses to avoid budget overdrafts. The City Administrator will monitor activity through monthly budget-to-actual reporting provided by the Finance Department.
HISTORY	

		TITLE:	CAPITAL IMPROVEMENT PLAN POLICY	
		POLICY #:	307	
POLICY SOURCE	CITY ADMINISTRATOR		PAGES	2
DATE ADOPTED	XX/XX/XXXX	DATE LAST REVISED	XX/XX/XXXX	

PURPOSE	It is the policy of the City of Beaver Dam to annually adopt a five-year capital improvement plan to apply predictability to anticipated large purchases. By segregating purchases that last for multiple years and have higher costs, the City is able to smooth out the operating budget from year to year and better track increased operating costs. This will aid the City in keeping tax rates and the City levy on an even trajectory, avoiding disruptive swings for our taxpayers. Annually that Capital Improvement Plan is used to determine what capital items are added to the Capital Improvement Fund Budget. It is further anticipated that the City of Beaver Dam will lean on borrowing in support of the capital budget.
POLICY	<u>DEFINITIONS</u> A Capital Improvement is any purchase made that costs more than \$10,000 and lasts more than three years. <u>AUTHORITY</u> Annually, the City Administrator proposes a Capital Improvement Plan to the City Council. <u>TIMELINE GUIDE</u> The City Administrator, in conjunction with assigned department heads, shall assemble the draft Capital Improvement Plan during the second quarter of the year. The Operations Committee will review the draft proposal during the third quarter of the year. The Plan shall then be adopted by the City Council each September. Once the Capital Improvement Plan is adopted by the City Council it shall be added to the City's website and serve as a guide to complete the Capital Fund (fund 40) portion of the next fiscal year budget. At any time during the budget process, the expenses of the Capital Fund may be modified by staff. The Capital Improvement Plan is a plan or guide to help ensure great thought is put into planning efforts and that we are purposeful when making large capital expenditures.

	In response to inflationary impacts, deferred infrastructure needs, and planned expansion of public streets and facilities, the City shall incorporate a 10% annual increase in funding for projects identified in each plan year.
HISTORY	

		TITLE:	PROCUREMENT POLICY	
		POLICY #:	308	
POLICY SOURCE	FINANCE DEPARTMENT		PAGES	10
DATE ADOPTED	XX/XX/XXXX	DATE LAST REVISED	XX/XX/XXXX	

PURPOSE	The purpose of this policy is to provide city employees with uniform guidance in the procurement of goods and services. The controls and procedures set forth are intended to provide reasonable assurance that the most cost-effective service that serves the best interests of the City of Beaver Dam is obtained, while balancing the need for flexibility and efficiency in departmental operations.
POLICY	<u>AUTHORITY</u> This policy applies to the procurement of goods and services by all departments and divisions of the City of Beaver Dam. More restrictive procurement procedures required by grants, aids, statutes or other external requirements or funding sources will take precedence. Nothing in this policy shall limit the statutory authority granted to the Police and Fire Commission or the Library Board. <u>GOALS</u> 1. To encourage open and free competition to the greatest extent possible. 2. To receive maximum value and benefits for each public dollar spent. 3. To ensure that all purchase contracts are made in compliance with federal, state and local laws. 4. To prevent potential waste, fraud, abuse and conflicts of interest in the procurement process. 5. To assure proper approvals are secured prior to the purchase, award of contract and disbursement of public funds. <u>ETHICAL STANDARDS</u> All procurement shall comply with applicable federal, state and local laws, regulations, policies and procedures. The City's Personnel Policies and Procedures Handbook provides general ethical standards and conduct expectations.

	In general, employees are not to engage in any procurement related activities that would actually or potentially create a conflict of interest, or which might reasonably be expected to contribute to the appearance of such a conflict. 1. No employee shall participate in the selection, award or administration of a contract if a conflict of interest would be involved. Such a conflict would arise when the employee, any member of his immediate family, business partner or any organization that employs, or is about to employ, any of the above, has a financial interest or other interest in the firm selected for award. 2. To promote free and open competition, technical specifications shall be prepared to meet the minimum legitimate need of the City and to the extent possible, will not exclude or discriminate against any qualified contractors or vendors. 3. No employee shall solicit or accept favors, gratuities, or gifts of monetary value from actual or potential contractors, subcontractors or vendors. 4. Employees must maintain strict confidentiality in the procurement process and shall not impart privileged information to any contractors or vendors that would give them advantage over other potential contractors or vendors. 5. Personal purchases for employees by the City are prohibited. City employees are also prohibited from using the City's name or the employee's position to obtain special consideration in personal purchases. DEFINITIONS <i>Types of Bidding Process:</i> 1. <u>Request for Bid (RFB)</u> - Commonly used when deliverables are commodities for which there are clear specifications and when price will be the primary determining factor. 2. <u>Request for Information (RFI)</u> - Commonly used to develop lists of qualified sellers and gain more input for resource availability. 3. <u>Request for Proposal (RFP)</u> - Commonly used when deliverables are not well-defined or when other selection criteria will be used in addition to price. Proposals will include qualifications that will be evaluated and may be used to justify selecting a proposal that is not the lowest bid price. 4. <u>Request for Quotation (RFQ)</u> - Commonly used when deliverables are commodities for which there are clear specifications and when price will be the primary determining factor. Unlike an RFB, this solicited price quote is used for comparison purposes and is not a formal bid for work.
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	<i>Types of Employees:</i> 1. <u>Department Head</u> - City employee having responsibility for a department or office on behalf of which moneys were appropriated in the city budget for purchases. 2. <u>Purchasing Agent</u> - City employee assigned by the Department Head to make department-wide purchases and process department invoices and payments. Typically, this employee is second in command to the Department Head. 3. <u>General Employee</u> - All other city staff that have been delegated purchasing authority as established by the Department Head within the policy threshold. <i>Types of Services:</i> 1. <u>Contractor services</u> - The furnishing of labor, time or effort by a contractor, usually not involving the delivery of specific goods or products other than those that are the end result of and incidental to the required performance. Examples of contractor service will include but are not limited to refuse and recycling collection, snow removal, EMS billing services, janitorial, elevator maintenance, mailing, or delivery services. Contractor services shall follow the competitive procurement policy as outlined below. The cost shall be determined by considering the maximum total expenditure over the term of the contract. 2. <u>Construction services</u> - The substantial repair, remodeling, enhancement construction or other changes to any city owned land, building or infrastructure. Procedures found with in State of Wisconsin Statute 62.15 shall take precedence. In absence of guidance in these areas, construction services shall follow the competitive procurement policy as outlined below. 3. <u>Combined goods and services</u> in situations where the purchase combines goods and services (exclusive of construction and contractor services), such as many technology projects, the purchase shall be treated as a purchase of professional services. 4. <u>Professional services</u> - Consulting and expert services provided by a company, organization or individual. Examples of professional services include attorneys, certified public accountants, appraiser, financial and economic advisors, engineers, architect, planning and design. Professional services are generally measured by the professional competence and expertise of the provider rather than cost alone. For this reason, greater discretion is attributed to professional services rather than lowest cost through competitive bid. <u>AUTHORITY ROLES AND RESPONSIBILITIES</u> The Governing Body is responsible for approving and adopting an annual operating budget to guide city expenditures, adopting the Purchasing Policy, setting city policy and decision-making regarding large purchases, determining
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whether services shall be performed by officers and employees or third-party contractors (with limited exceptions as delegated to the City Administrator, officers, and Department Heads within this Policy), and providing direction on the provision of city services.

1. The City Administrator is responsible to the Governing Body for the enforcement of the Purchasing Policy. The City Administrator may approve procedures to assist in the understanding and compliance with the Purchasing Policy. The Purchasing Policy and procedures issued by the City Administrator shall be applicable to all city employees and officers. Deviation from this Policy may only be made upon the approval and at the discretion of the City Administrator pursuant to the Emergency Purchases.
2. Under the authority of the Governing Body and the City Administrator, Department Heads are delegated purchasing authority and responsibility as established in this policy and as set by the annually adopted city operating budget. Department Heads are responsible for ensuring their department's purchasing activities are in accordance with the rules and regulations set forth herein.

GENERAL GUIDELINES

These general guidelines shall be adhered to as closely as possible by all departments in the procurement of goods and services.

1. Discretion of Bidding Process - Unless required by State Statute, it shall be the Department Heads discretion on the method of obtaining bids and proposals. Options include Request for Bid (RFB), Request for Information (RFI), Request for Proposal (RFP), Request for Quotations (RFQ). The method by which requests are solicited and proposals are received may be by US mail, e-mail, and publication in the official newspaper, telephone contacts or verbal requests. Purchases shall attempt to obtain bids or proposals from at least three (3) vendors to ensure that comparison pricing is demonstrated.
2. Buy Local - It is the desire of the City to purchase locally when possible. This can be accomplished by ensuring that local vendors are included in the competitive solicitation process that will precede major purchases. It is also the desire of the City to purchase from disadvantaged enterprise businesses whenever possible as defined by Wisconsin Statute 84.06(1).
3. Cooperative Procurement Programs – Departments are encouraged to use cooperative purchasing programs sponsored by the State of Wisconsin or other jurisdictions. Purchases secured through these programs are considered to have met the requirements of competitive procurement outlined in this policy. Additionally, if identical services can be obtained at a lower price than current cooperative purchasing contracts, no additional quotes are required.

	4. <u>Purchasing Oversight</u> – Department heads have the responsibility for procurement within their individual departments. 5. <u>Emergencies</u> – When an emergency situation does not permit the use of the competitive process outlined in the policy, the applicable department head, City Administrator and Mayor may determine the procurement methodology most appropriate to the situation. Appropriate documentation of the basis for the emergency should be maintained and filed with the City Clerk. All emergency purchases exceeding \$25,000 shall require the department Head to provide written notice to the Common Council. An emergency is defined as flooding, tornado, dam breach, earthquake, FEMA qualified disasters, criminal or terrorist attacks, major disruption to city infrastructure or other threat to employee and/or public health and safety. 6. <u>Identical Quotes or Bids</u> – If two or more qualified bids/quotes are for the same total amount, and quality or service is considered equal the contract shall be awarded to the local bidder. Where this is not practical the contract will be awarded by drawing lots in public. 7. <u>Serial Contracting</u> – No contract or purchase shall be subdivided to avoid the requirements of this policy. Serial contracting is the practice of issuing multiple contracts, subcontracts, or purchase orders to the same vendor for the same good or service in any 90-day period in order to avoid the requirements of the procurement policy. 8. <u>Policy Review</u> – This policy may be periodically reviewed by the Administrative Committee. <u>COMPETITIVE PURCHASING</u> Whenever practical the purchase of services should be conducted based upon a competitive process unless exempted by this policy or approved otherwise by the committee, commission or board of jurisdiction or the Common Council: 1. Informal Quote and Bid Process - Departments may use an informal bid or RFQ process to document market competition for procurements with an estimated cost of less than \$50,000. Quotations are written or verbal statements of prices, terms of sale and description of goods or services offered to the City by a prospective contractor. Unless a purchase qualifies for an exception listed below, quotations from multiple firms shall be used as documentation of purchases with a cost of at least \$10,000.00 but less than \$50,000. All quotations should be in writing. 2. Formal Bid and Request Process - If it is estimated that the service being solicited has a total cost of over \$50,000 or when state statute mandates, a formal RFB or RFP process shall be used to solicit vendor responses. The Department Head shall be responsible for the preparation of all Request specifications, notices and advertising.
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	Prequalification of proposers may be done at the discretion of the Department Head. a) The purpose of formal bid and proposal process is to solicit proposals with specific information on the proposer and the service offered which will allow the City to select the best proposal. The best proposal is not necessarily the proposal with the lowest cost. b) Based upon the services or project and the magnitude of the outcome a selection committee may be advisable. c) Formal bids and requests shall be publicly noticed. All notices and solicitations of proposals shall state the time and place of the proposal opening. d) Information to be requested of the proposer should include: Number of years the proposing company has been in business, company's experience in the area of desired services, financial strength of the company, examples of similar services/projects completed, resumes of staff that will be associated with the project/service, list of references, insurance information. In addition, the proposal should provide information about the City, scope of services requested and any outcomes. The proposal should also identify evaluation factors and relative importance. e) Establish selection criteria and include this information with the RFP. It is generally advisable to establish a numeric ranking matrix. This reduces the subjective nature of the rating process. f) Proposals should be solicited from an adequate number of qualified sources. Requests for proposal should be formally noticed. All notices and solicitations should provide the issue date, response due date, date and time of opening responses and a contact person. g) Proposals shall be opened and recorded, and a tabulation of proposals received shall be available for public inspection. The Department Head and selection committee (if applicable) will then review the proposals and make a selection. Proposals shall be reviewed and approved by the committee of jurisdiction. 2. <u>Exceptions</u> - The only exceptions to a Competitive Procurement process whether formal or informal are: a) Sole-source purchases (i.e., when only one known supplier is available): includes diagnostic vehicle repairs and warranty work that needs to be done by service providers equipped and trained for repairs on the make and model of equipment being repaired. b) Emergency purchases and repairs covered by insurance
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	proceeds. c) Items purchased by State contract or Cooperative Agreements. d) Purchases paid with grant funds which require specified purchase procedures. e) Professional services and other services that have been established as Long Term Services. f) Purchases under \$25,000 with justifications as identified by a Department Head and approved by the City Administrator. g) For purchases below \$5,000, the bidding/proposal process is waived although the purchaser is expected to compare prices for routine purchases and supplies. The intent is to look for quality and price over convenience, wherever practical. <u>SOLE SOURCE</u> Purchase of services under \$25,000 may be made without competition when it is agreed in advance between the Department Head and City Administrator. Sole source purchasing should be avoided unless it is clearly necessary and justifiable. The justification must withstand public and legislative scrutiny. The Department Head is responsible for providing written documentation justifying the valid reason to purchase from one source or that only one source is available. Sole source purchasing criteria include: urgency due to public safety, serious injury, financial or other unusual and compelling reasons, service is available from only one source and no other service will satisfy city requirements, legal services provided by an attorney, lack of acceptable bids or quotes, an alternate product or manufacturer would not be compatible with current products resulting in additional operating or maintenance costs, standardization of a specific product or manufacturer will result in a more efficient or economical operation, aesthetic purposes or compatibility is an overriding consideration, the purchase is from another governmental body, continuity achieved in a phased project, the supplier or service demonstrates a unique capability not found elsewhere, economical to the City on the basis of time and money of proposal development. 1. Sole source purchase under \$10,000 shall be evaluated and determined by the Department Head. 2. Prior to a sole source purchase of \$10,000 to \$25,000 justification shall be provided to the City Administrator, who must concur and sign off with his or her approval the sole source or assist in locating additional competitive sources. 3. Sole source purchase exceeding \$25,000 must be approved by the Common Council based upon a recommendation from the committee of jurisdiction.
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COOPERATIVE PURCHASING

Cooperative purchasing between the City and the State of Wisconsin or between the City and other local governments can result in significant savings on the purchase price of many items. The Finance Manager shall have the authority to analyze the desirability of cooperative purchasing arrangements and to make recommendations to the City Administrator. The Common Council encourages cooperative purchasing but maintains the right to reject any or all such agreements. It is the policy of the City to enter into cooperative purchasing agreements when:

1. Substantial savings will result.
2. Quality, availability, or service will not be sacrificed.
3. The City will be separately billed for its purchases;
4. Ordered items will be delivered directly to the City (unless otherwise agreed to).

When equipment and goods can be purchased under a cooperative purchase agreement or state contract they are not required to be competitively bid. The Common Council will authorize the purchase when the budget and capital improvement plan are adopted each year. Departments need not seek secondary approval at the time of purchase as long as the equipment and good remain within the approved budget.

PROFESSIONAL & LONG TERM SERVICES

1. **Professional Services** - Professional services may include, but are not limited to, legal, engineering, financial, medical, information technology, or consulting services. Such complex or technical services may be long-term for continuity. Provided that contracts for professional services or outsourcing contractual officers are subject to Mayoral appointment and consent of the Common Council, contracts for such services may be written to reflect that services will continue until terminated by one of the parties. Best practices that justify professional services without a competitive process include:
 - a) The provider has an established relationship and working knowledge of city assets, data, policies, and procedures or expert knowledge that renders an advantage to the City in terms of reduced time and cost, improved production, or reduced monitoring.
 - b) The provider was evaluated competitively initially and continues to maintain satisfactory service.
 - c) Design costs generally reflect 10-15% of construction estimates, with an additional 5% buffer should the project require federal reporting.
 - d) Every five years professional service engagements are reviewed.

2. Contract Renewals – The City may enter into long term contracts up to 5 years. After five years, should a contractor be willing to maintain the contractual terms and price, the City may renew the contract on a year-to-year basis without having to go through a competitive procurement process.

REVIEW AND AUTHORIZATION OF AGREEMENTS

1. Legal Review - All contracts, including but not limited to rental or lease agreements, contracts for services that exceed Department Head purchase authority, facility use agreements, and cooperative agreements, must be reviewed and approved by the City Attorney prior to execution.
2. Record Keeping - A copy of all contracts that exceed Department Head purchase authority of any sort must also be forwarded to the City Clerk for processing and recordkeeping upon execution. A copy of all contracts requiring payment, or the receipt of funds must be forwarded to the Finance Department as promptly as reasonable.
3. Execution - Contracts that exceed Department Head purchase authority shall be signed by the Mayor or designee and counter-signed by the City Clerk, City Administrator or City Attorney. The City Administrator shall certify that funds have been provided by the Common Council to pay the liability that may be incurred under the contract.

CHANGE ORDERS

A change order is an order given to a contractor to expand on work set forth in the original contract. In a majority of the contracts issued by the City, there will be change orders. There will be contracts with a high degree of planning that will not cover unanticipated aspects of the project.

Staff may approve change orders up to 10% of the total cost; however, staff shall not approve a change order over \$100,000 without Common Council approval.

Financial information shall be submitted to the Common Council when partial payments are made. When change orders requested exceed the contract amount by at least 10%, a report of all past change orders will be provided to Common Council with any future change order request.

BUDGET

All purchases shall be made in accordance with the budget approved by the Common Council. The Department Head has the responsibility for managing departmental spending to ensure the departmental budget is not overspent within the department's operating budget, and for initiating Transfer of Fund Requests between accounts when appropriate.

	<u>PURCHASING AUTHORITY</u> 1. <u>Purchasing Cards</u> – Refer to Policy 304 Credit Card 2. <u>Purchasing Thresholds</u> - The following table indicates final payment authorization for City expenditures. <table border="1" data-bbox="638 472 1380 777"> <thead> <tr> <th>Expenditure Amount</th><th>Authority Classification</th></tr> </thead> <tbody> <tr> <td>\$1 to \$2,500</td><td>General Employees</td></tr> <tr> <td>\$2,501 to \$5,000</td><td>Purchasing Agent</td></tr> <tr> <td>\$5,001 to \$10,000</td><td>Department Head</td></tr> <tr> <td>\$10,001 to \$25,000</td><td>City Administrator</td></tr> <tr> <td>Over \$25,000</td><td>Governing Body</td></tr> </tbody> </table> The Mayor has purchasing authority through use of his or her city-issued purchasing card with a threshold of \$5,000. 3. <u>Emergency Threshold</u> - Under a declared emergency, the Mayor and City Administrator may exercise purchasing authority up to \$50,000. All emergency purchases shall be reported to the Common Council. 4. <u>Petty Cash</u> - The petty cash fund was established to enable departments to make small, emergency purchases when a check is not available, or a purchasing card cannot be used. Petty Cash expenditures may not be used to circumvent current purchasing procedures. Expenditures of \$50 or less made by a city employee may be reimbursed through the petty cash fund. Adequate receipts and documentation must be maintained to support all transactions made from the petty cash fund. Departments will be required to reconcile petty cash receipts once per quarter.	Expenditure Amount	Authority Classification	\$1 to \$2,500	General Employees	\$2,501 to \$5,000	Purchasing Agent	\$5,001 to \$10,000	Department Head	\$10,001 to \$25,000	City Administrator	Over \$25,000	Governing Body
Expenditure Amount	Authority Classification												
\$1 to \$2,500	General Employees												
\$2,501 to \$5,000	Purchasing Agent												
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\$10,001 to \$25,000	City Administrator												
Over \$25,000	Governing Body												
HISTORY													

 BEAVER DAM <i>Life is good here</i>		TITLE:	CREDIT CARD POLICY	
		POLICY #:	309	
POLICY SOURCE	FINANCE DEPARTMENT		PAGES	2
DATE ADOPTED	XX/XX/XXXX	DATE LAST REVISED	XX/XX/XXXX	

PURPOSE	The purpose of this policy is to establish clear guidelines for the issuance, use, reconciliation and control of City-issued credit cards. It is designed to ensure that all card usage is strictly for authorized business expenses, is documented in accordance with City procedures, and supports transparency, accountability and financial integrity within the organization.
POLICY	The City of Beaver Dam will issue credit cards to certain employees/departments for use in their jobs; this policy sets out the acceptable and unacceptable uses of such credit cards. Use of city-issued credit cards is a privilege, which the City of Beaver Dam may withdraw in the event of serious or repeated abuse. Employees with credit cards shall not use them for any non-business, non-essential purpose, i.e., for any personal purchase or any other transaction that is not authorized or needed to carry out their duties. The City of Beaver Dam will not regard expenses for one's own business-related use, such as lodging and meals while on City-approved business trips, as personal purchases, if such expenses are consistent with the City of Beaver Dam's travel and expense reimbursement policy. If any employee uses a City credit card for personal purchases in violation of this policy, the cost of such purchase(s) could be considered an advance of future wages payable to that employee if not immediately reimbursed to the City of Beaver Dam. If an employee uses a City credit card for any other type of unauthorized transaction in violation of this policy, i.e., incurs financial liability on the City of Beaver Dam's part that is not within the scope of the employee's duties or the employee's authorization to make business-related purchases, the cost of such purchase(s) or transaction will be the financial responsibility of that employee, and the employee will be expected to reimburse the City of Beaver Dam. Any purchases an employee makes with a city credit card in violation of this policy will result in disciplinary action, up to and possibly including termination of employment, depending upon the severity and repeat nature of the offense. The Finance Department approves the positions/departments with the ability to use a credit card issued by the City of Beaver Dam.

	The Finance Department shall maintain a listing of all positions/departments authorized to use a credit card and associated credit limits. Prior to issuance of a City of Beaver Dam credit card, each employee shall sign a written acknowledgment confirming receipt of this Credit Card Policy. The acknowledgment shall state that the employee has received, read, and understands the policy; agrees to comply with all requirements and restrictions contained herein; and acknowledges that failure to adhere to the policy may result in disciplinary action, including revocation of credit card privileges and up to and including termination of employment. No credit card shall be issued until the signed acknowledgment is received by the Finance Department. The signed acknowledgment shall be maintained on file in the employee's personnel record. Cardholders approved to use a credit card shall: • Have purchases authorized by the Department Head • Only use the credit card for City of Beaver Dam purchases • Ensure that sales tax is not paid on all exempt purchases • Follow the policy on Employee Reimbursements • Ensuring adequate controls are exercised to minimize the risk that credit cards are used for fraudulent or corrupt purposes • Report lost or stolen cards immediately to the Finance Department • Upon registration or termination of duties within the City of Beaver Dam, reconcile all expenditures on his/her card account since the last statement and surrender the card upon termination to their Department Head Purchase receipts and invoices shall be turned in to their Department immediately and the Department shall turn over within five (5) working days to Accounts Payable. It is recommended to scan receipts and email to Accounts Payable, ap@ci.beaverdam.wi.gov. Monthly credit card statements will be received and opened by Accounts Payable. Accounts Payable will match and reconcile receipts with purchases. Any missing receipts will be requested immediately. Cardholders that do not turn in receipts in a timely manner on a routine basis could result in cancellation of the card or shall be held responsible for any late payment fees incurred.
HISTORY	



Credit Card Policy Acknowledgment Form

I acknowledge that I have received a copy of the City of Beaver Dam Credit Card Policy (#309). I understand that the use of a City-issued credit card is a privilege and that all purchases made with the card must be for authorized City business purposes only.

By signing below, I acknowledge and agree to the following:

- I have read and understand the requirements, responsibilities, and restrictions contained in the Credit Card Policy.
- I agree to comply with all provisions of the policy and any related procedures established by the City of Beaver Dam.
- I understand that City-issued credit cards may not be used for personal or unauthorized purchases.
- I understand that I am responsible for promptly submitting receipts and required documentation for all purchases.
- I understand that unauthorized or improper use of a City-issued credit card may result in:
 - Revocation of credit card privileges;
 - Repayment of unauthorized charges and/or related fees
 - Disciplinary action, up to and including termination of employment.
- I agree to immediately report any lost or stolen credit card to the Finance Department.
- I understand that upon transfer, reassignment, or termination of employment, I must surrender the credit card and reconcile any outstanding transactions.

I further acknowledge that no City-issued credit card will be released to me until this signed acknowledgment form has been returned to the Finance Department.

Employee Name (Print): _____

Department: _____

Position/Title: _____

Last Four Digits of Assigned Card (if applicable): _____

Employee Signature: _____

Date: _____

 BEAVER DAM <i>Life is good here</i>		TITLE:	SNOW AND ICE CONTROL POLICY	
		POLICY #:	501	
POLICY SOURCE	PUBLIC WORKS DEPARTMENT		PAGES	2
DATE ADOPTED	XX/XX/XXXX	DATE LAST REVISED	XX/XX/XXXX	

PURPOSE	The purpose of this policy is to guide Public Works personnel with snow and ice control procedures for city maintained infrastructure.
POLICY	<u>GENERAL PROVISIONS</u> All existing ordinances regarding snow removal from sidewalks, placing snow into public right of way, and parking regulations during the winter season remain in effect. The City of Beaver Dam will strive to maintain safe conditions for drivers experiencing winter driving conditions. This does not mean that bare, dry pavement free of snow and ice should be expected immediately after snowfall or ice storms. Every winter storm offers different conditions such as wind, temperature, timing, duration, and moisture content. Therefore, this policy must remain flexible to adapt to different variables. <u>DETERMINATION OF NEED FOR SNOW & ICE CONTROL PROCEDURES</u> The determination to begin snow and/or ice control procedures during normal working hours shall be the responsibility of the Public Works Supervisor. During off duty hours, the said determination shall be the responsibility of the on-call Public Works Supervisor in coordination with the Police Department. <u>SNOW CONTROL PROCEDURES</u> 1. Snow Plowing Snow plowing will typically begin when snow accumulation has exceeded two inches and/or is a traffic hazard. City-wide snow plowing operations will occur according to the following designated priorities: Priority 1 - Main streets (arterial streets) Priority 2 - Secondary streets (collector streets) Priority 3 - Low volume residential through-streets (local streets), dead ends, cul-de-sacs, alleys, and parking lots If other safety concerns exist, such as a hill, a street may be advanced to a higher priority for plowing. For operating efficiency, some lower

	priority streets may be completed when equipment is in the area rather than returning later. This will vary by storm conditions and severity. During storms with heavy snowfall, main streets may have to be continually patrolled. Secondary streets will be patrolled as frequently as possible and low volume residential streets may not be plowed until high priority streets are safe to travel. 2. Snow Removal Snow removal is necessary in the downtown area where snow storage is not available behind the curb. Snow removal is also necessary in other areas after heavy storms or a series of storms where there is limited or no snow storage area. Snow removal does not occur every time plowing operations occur. This will vary depending on the timing of the storm, the amount of precipitation received, and the forecast. In the days following a heavy storm or series of storms, it may be necessary for Public Works crews to remove snow piles from dead ends, municipal parking lots, cul-de-sacs, and curb lines during normal working hours. This operation will not necessarily be performed after every storm event. 3. Sidewalks Snow and ice will be cleared from sidewalks abutting city-owned properties only after snow and ice are satisfactorily controlled on city streets. <u>ICE CONTROL PROCEDURES</u> Ice control operations can vary greatly, depending on whether there is a need for citywide coverage, or if there are isolated slippery areas. The Police Department and Public Works supervisors will communicate to determine priority locations. Attention is given to City streets according to the following designated priorities: Priority 1 - Main streets (arterial streets) Priority 2 - Secondary streets (collector streets) Priority 3 - Low Volume Residential through streets (local streets), dead ends, cul-de-sacs, alleys, and parking lots Arterial streets and some collector streets will often be treated along the entire route, while some collector streets and residential streets will only be treated at intersections, curves, and hills. Prior to a predicted snow and ice event, it may be necessary to initiate pretreatment operations consisting of an application of liquid salt brine and/or other chemicals to dry roads. This pretreatment application is intended to keep the snow and/or ice from bonding to the road surface for easier control.
HISTORY	None.

		TITLE:	STREET NAMING AND RENAMING POLICY	
		POLICY #:	505	
POLICY SOURCE	DIRECTOR OF ENGINEERING		PAGES	2
DATE ADOPTED	XX/XX/XXXX	DATE LAST REVISED	XX/XX/XXXX	

PURPOSE	The purpose of this policy is to establish a uniform procedure for the naming and renaming of streets (public and private) throughout the City of Beaver Dam, to ensure accuracy of the City's addressing to facilitate efficient emergency response and service delivery, and to promote clear wayfinding throughout the street system.
POLICY	<u>FINDINGS</u> The Common Council finds that a uniform procedure for naming and renaming City streets is essential for the public health, safety, and welfare of the City. The Common Council also finds that street name changes on inhabited streets lead to confusion and inconvenience for residents, businesses, emergency personnel, visitors, utilities, the United State Postal Service, and other delivery and service agencies. Street name changes also require a significant amount of staff time to achieve; therefore, the Common Council strongly discourages renaming streets unless exceptional circumstances dictate otherwise. <u>AUTHORITY</u> The Common Council has the authority for the naming and renaming of all City streets by passing or rejecting a resolution for such. The said resolution may be in conjunction with an approved plat, certified survey map, or other legally recorded survey instrument. <u>STREET NAMING REQUIREMENTS</u> All new streets or renamed streets shall be named in compliance with the following criteria: 1. Duplicate street names in the City of Beaver Dam or townships directly abutting the City are not permitted for new streets except where subsection 2. applies. No street name shall phonetically sound like another street name or a commercial/private facility in the City of Beaver Dam or townships directly abutting the City (i.e., see and sea, beach and beech, Tennis Court, etc.). All configurations of the same phrase or word are considered duplicate (i.e., Sandstone and Sand Stone). 2. Existing street names shall be used when they are or would be logical extensions of existing streets, even if separated by developed or undeveloped land. 3. Length of street names, including the abbreviated street prefix and/or suffix along with spaces, shall be 20 characters or less.

	4. Street names shall only be composed of English alphabet letters. Abbreviations, articles, periods, punctuation, hyphens, apostrophes, symbols, or special characters are not permitted in street names. Numeric street names shall be spelled (i.e., Third rather than 3rd). The most common spelling of a street name must be used (i.e., Wind rather than Wynd). 5. Standard directional notations (i.e., north, south, east, or west) shall only be permitted as a prefix to the street name and street type notations (i.e., road, lane, avenue, etc.) shall only be permitted as a suffix to the street name. 6. No street shall change direction more than 90 degrees without a change in street name unless the street is a circle. Street name changes shall occur at an intersection whenever possible. Where a change cannot occur at an intersection, the change shall occur at a point where the street orientation changes from the primarily north-south direction to the east-west direction. Such designation point shall be clearly shown on the survey instrument that creates the street name or within an exhibit attached to the resolution adopting the street name. 7. Street names are not permitted to be discriminatory or derogatory towards race, sex, color, national origin, creed, political affiliation, or other protected classes as recognized by state or federal law. 8. Street names are not permitted to have sexual overtones or names that may be considered offensive due to inappropriate humor, insult, parody, slang, or double meanings. 9. Street names shall only be assigned one street type suffix (i.e., road, lane, avenue, etc.). 10. Street names shall be easy to spell and pronounce. Street names that tend to be mispronounced, misspelled, or difficult to pronounce/spell are not permitted (i.e., Reign, Parmesan or Aqueous). 11. Only street types designated by the United States Postal Service Addressing Standard (https://pe.usps.com/text/pub28/28apc_002.htm) are permitted. 12. Street names shall not reference the names of an individual person, business, or organization, except those with substantial historical or civic significance as determined by the Common Council. The name of a living individual is not permitted. <u>STREET RENAMING CRITERIA</u> No street shall be renamed in the City of Beaver Dam unless Common Council finds by clear, satisfactory, and convincing evidence one of the following to be true: 1. A name change is necessary or desirable to improve emergency personnel or emergency vehicle response. 2. The name is erroneous compared to the City cadastral map or City Official Map.
HISTORY	None