

**VILLAGE OF PARK RIDGE
BOARD MEETING MINUTES
May 19, 2025**

MEETING CALLED TO ORDER – President Steve Menzel called the Park Ridge Village Board to order at 5:30 pm. The Village Board meeting was held in person at the Village Hall. After recitation of the Pledge of Allegiance by members present, roll call was taken. Trustees Gordon Renfert, Dan Holloway, Joe Thompson, Kristin Paulson and President Steve Menzel were present. Clerk Anne Arndt present. Village resident Shawn Paulson attended by Zoom. Others attending were Christine Neidlein, Tori Jennings, Mark Sommers, Nikki Sommers, Michael Kurylak, and Jeff Disher. President Menzel welcomed Joe Thompson to the Board and new clerk Anne Arndt.

AGENDA ITEM # 1 - APPROVAL OF THE MAY AGENDA – Menzel asked the Board members if there were any changes regarding the May agenda. Motion to approve, with no changes, made by Paulson; seconded by Holloway. Motion carried.

AGENDA ITEM # 2 – No public comments on specific agenda items.

AGENDA ITEM # 3 - PUBLIC COMMENT PERIOD – Resident Tori Jennings presented information from Stratford Sign Company for consideration of signage on the north side of Hillcrest and Pinecrest. Discussion included possible fund raising or matching funds donations.

AGENDA ITEM # 4 – REVIEW & APPROVE BOARD MEETING MINUTES FROM APRIL 21, 2025 – Motion by Holloway, to approve with minimal changes noted; second by Thompson. Motion carried.

AGENDA ITEM # 5 – REVIEW AND APPROVE BOARD OF REVIEW MINUTES FROM APRIL 29, 2025 – Motion by Paulson to approve, second by Renfert. Motion carried.

AGENDA ITEM # 6 – REVIEW AND ACCEPT APRIL TREASURER’S REPORT – Motion by Holloway, second by Renfert to accept the Treasurer’s Report. Roll call was taken; Paulson – yes, Holloway – yes, Thompson – yes, Renfert – yes, Menzel – yes. Motion carried.

AGENDA ITEM # 7 – REVIEW AND APPROVE APRIL AND MAY BILLS / PAYMENTS – Motion by Renfert, second by Paulson to approve April and May bills/payments. Roll call was taken; Paulson – yes, Holloway – yes, Thompson – yes, Renfert – yes, Menzel – yes. Motion carried.

DISCUSSION AND/OR POSSIBLE ACTION ON THE FOLLOWING ITEMS:

AGENDA ITEM # 8 – HILLCREST/GREENBRIAR RECONSTRUCTION PROJECT – Dan Knoeck with MSA provided the following updates:

8A – AMENDMENT NO. 1 Dan Knoeck reviewed the amendment which changed construction administration and observation by MSA. Motion Renfert, second by Paulson to approve Amendment No. 1 covering construction phase services of Construction Administration. Sevens Point Utilities will provide construction observation for water main and water service installation, which eliminates that effort from the MSA scope of work. Roll call vote was taken; Paulson – yes, Holloway – yes, Menzel – yes, Thompson – yes, Renfert – yes. Motion carried.

#8B – BID REVIEW AND AWARD CONSIDERATION AND ENGINEERING AMENDMENT NO. 2 – Four bids were submitted. The low bid of \$1,461,487.00 from A-1 Excavating, Bloomer, WI was accepted, contingent on financing. Amendment No. 2 was presented. Motion Holloway, second by Renfert to accept the bid submitted by A-1 Excavating, and to approve Amendment No. 2 with MSA for construction phase services. Roll call vote was taken; Menzel – yes, Thompson – yes, Renfert – yes, Paulson – yes, Holloway – yes. Motion carried.

AGENDA ITEM # 9– PROPOSED DEVELOPMENT AT 41 PARK RIDGE DRIVE– Michael Kurylak, MK Real Estate Team, and Jeff Disher, Disher Residential LLC, provided preliminary plans to purchase property at 41 Park Ridge Drive with the intent to convert the building to multi-family residential use. President Menzel stated this needs to be referred to the Zoning Committee for review of the property and plan, and a possible recommendation to the Board. There currently is no multi-family residential zoning in the Village. A public hearing is required to adopt any new zoning ordinance. Motion Menzel, second Holloway to refer this item to the Zoning Committee for consideration. Roll call vote was taken; Menzel – yes, Renfert – yes, Holloway – yes, Paulson – yes, Thompson – yes. Motion carried.

AGENDA ITEM # 10 – PROPOSED “20 IS PLENTY” SPEED LIMIT – Resident Tori Jennings provided information on “20 is Plenty” safety framework centered on the idea a speed limit of 20 mph is appropriate for local, residential streets. Menzel stated a Resolution to amend current Ordinance 7.01 is needed to change the speed limit. New signage would be required, and installation could be incorporated in the road project. This will be discussed again at the June meeting.

AGENDA ITEM # 11 – APPROVE VILLAGE PROJECT TEAM FOR SUSTAINABILITY AND SHARED SERVICES FEASIBILITY ANALYSIS FOR THE VILLAGE OF PARK RIDGE – Motion Paulson, second Holloway to approve the team consist of four (4) people. Motion carried.

AGENDA ITEM # 12 – REVIEW AND APPROVE TOBACCO AND ALCOHOL LICENSE APPLICATIONS – Motion Paulson, second Renfert to approve liquor license and tobacco applications for July 1, 2025 through June 30, 2026, contingent all state requirements are met. Motion carried.

AGENDA ITEM #13 – BUILDING INSPECTOR POSITION – Jim Zepp has submitted his retirement notice to President Menzel. Menzel has drafted an employment notice which will be posted on the Village website and Friends of Park Ridge Facebook page.

AGENDA ITEM #14 - NFIP (NATIONAL FLOOD INSURANCE PROGRAM) RESOLUTION AND ORDINANCE – Menzel reported required information has been gathered. The DNR will be drafting an ordinance for Board consideration and approval.

AGENDA ITEM #15 – DISCUSS VILLAGE OF PARK RIDGE PROPOSED BURNING ORDINANCE AMENDMENT – No update available.

AGENDA ITEM #16 – SPRING BRANCH PICK-UP – Paulson reported approximately fifty homes participated in the branch pick-up. It was noted Zblewski put up the flags on lamp posts and also patched some holes on Village streets.

SET DATE AND TIME FOR NEXT BOARD MEETING – Tuesday, June 17, 2025, at 5:30 p.m.

ADJOURN MEETING at 6:58 p.m.

ANNE ARNDT
VILLAGE CLERK

STEVE MENZEL
VILLAGE PRESIDENT

**VILLAGE OF PARK RIDGE
SPECIAL BOARD MEETING MINUTES
June 5, 2025**

AGENDA ITEM #1 – CALL TO ORDER – President Steve Menzel called the Special Board Meeting to order at 5:30 p.m.

AGENDA ITEM #2 – ROLL CALL - Roll call was taken: Trustees Kristin Paulson, Dan Holloway, Joe Thompson, Gordon Renfert, Steve Menzel. Clerk Anne Arndt was present. Others present were Sharon Kriedeman, Vicki Yenter representing Community First Bank, and Alex Wong.

AGENDA ITEM #3 – APPROVE SPECIAL MEETING AGENDA – Motion by Holloway to approve the agenda. Seconded by Renfert. Motion carried.

AGENDA ITEM #4 – RESOLUTION AND POSSIBLE ACTION ON HILLCREST DRIVE/GREENBRIAR AVENUE PROJECT LOAN - Vicki Yenter, representing Community First Bank, reviewed all loan documents and responded to questions from trustees. The loan is for ten years. Annual payments will be made each April first. President Menzel stated there is a road projects page on the Village website which will contain construction updates. In addition a letter will be mailed to affected property owners, and a newsletter will be sent to all residents soon. Motion by Thompson, second by Holloway to approve the Resolution and all accompanying documents. Roll call vote was taken: Renfert, yes; Paulson, yes; Holloway, yes; Thompson, yes; Menzel – yes. Motion carried.

The meeting adjourned at 6:00 pm.

ANNE ARNDT
VILLAGE CLERK

STEVE MENZEL
VILLAGE PRESIDENT

VILLAGE OF PARK RIDGE
Balance Sheet Prev Year Comparison
As of May 31, 2025

	May 31, 25	May 31, 24	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
11110 · Checking	1,000.00	1,014.46	-14.46
11310 · Operating Account	280,493.48	141,372.23	139,121.25
11340 · Reserve Account-Pineries-ARPA	31,276.63	30,888.31	388.32
11343 · Pineries MM# 8005-467-9	113,979.95	112,564.80	1,415.15
11345 · Reserve Account-Bank of Amh...	10,209.18	10,120.31	88.87
11350 · CD Account	107,830.92	104,834.94	2,995.98
11360 · Petty Cash	300.00	200.00	100.00
Total Checking/Savings	545,090.16	400,995.05	144,095.11
Other Current Assets			
1210 · Accounts Receivable-Other	0.00	4,585.32	-4,585.32
12100 · Taxes Receivable	345,865.18	335,408.27	10,456.91
Total Other Current Assets	345,865.18	339,993.59	5,871.59
Total Current Assets	890,955.34	740,988.64	149,966.70
TOTAL ASSETS	890,955.34	740,988.64	149,966.70
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 · Accounts Payable	0.00	941.16	-941.16
Total Accounts Payable	0.00	941.16	-941.16
Credit Cards			
2047 · Village Credit Card-2449	-379.77	1,338.20	-1,717.97
2049 · Village Credit Card-2571	220.08	0.00	220.08
Total Credit Cards	-159.69	1,338.20	-1,497.89
Other Current Liabilities			
2100 · State W/H Tax	148.20	183.35	-35.15
21511 · Federal W/H Tax	593.66	385.96	207.70
24700 · Due other taxing authorities	239,656.87	250,404.72	-10,747.85
24800 · Due SP Utilities	4,927.62	4,058.00	869.62
Total Other Current Liabilities	245,326.35	255,032.03	-9,705.68
Total Current Liabilities	245,166.66	257,311.39	-12,144.73
Total Liabilities	245,166.66	257,311.39	-12,144.73
Equity			
3010 · Office Equipment Reserve	82.68	82.68	0.00
3018 · Street Reserve	638.28	638.28	0.00
3020 · Sewer Reserve	2,500.00	2,500.00	0.00
3025 · Reassessment Reserve	9,000.00	9,000.00	0.00
3060 · Disaster Reserve	12,345.31	12,345.31	0.00
3070 · Santa Visit Reserve	1,550.00	1,550.00	0.00
34100 · General Undesignated Fund Bal	103,265.36	103,265.36	0.00
3900 · Retained Earnings	240,411.15	165,087.03	75,324.12
Net Income	275,995.90	189,208.59	86,787.31
Total Equity	645,788.68	483,677.25	162,111.43
TOTAL LIABILITIES & EQUITY	890,955.34	740,988.64	149,966.70

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Accrual Basis

VILLAGE OF PARK RIDGE
Profit & Loss Budget vs. Actual
January through May 2025

	Jan - May 25	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
41110 · Local Tax Levied	492,496.00	492,496.00	0.00
43410 · Shared Revenues	29,037.69	52,855.18	-23,817.49
43420 · Fire Insurance	0.00	3,200.00	-3,200.00
43430 · Exempt Computer Aid	0.00	462.47	-462.47
43440 · Personal Property Aid	9,428.86	5,074.43	4,354.43
43450 · State Video (Cable) Aid	0.00	1,700.20	-1,700.20
43529 · Other State Aid (Grant)	30,000.00		
43531 · Transportation Aid	6,616.28	13,232.56	-6,616.28
44110 · Liquor and Malt Beverage	0.00	1,200.00	-1,200.00
44120 · Cigarette/Bartender's Licenses	0.00	300.00	-300.00
44200 · Dog Licenses	78.00	250.00	-172.00
44300 · Building Permits/Inspections	446.62	2,000.00	-1,553.38
44400 · Zoning/Variance Fees	0.00	200.00	-200.00
44500 · Cable Franchise Fees	2,747.45	5,400.00	-2,652.55
46100 · General Government	0.00	100.00	-100.00
48100 · Interest	2,761.41	3,500.00	-738.59
48200 · CD Interest	0.00	3,000.00	-3,000.00
48900 · Miscellaneous Income	0.00	1,500.00	-1,500.00
Total Income	573,612.31	586,470.84	-12,858.53
Expense			
51100 · Village Board			
5110001 · President Salary	1,883.88	3,768.00	-1,884.12
5110002 · Trustee Salary	1,722.40	3,445.00	-1,722.60
5110003 · Santa Visit	898.51	1,000.00	-101.49
5110004 · League of Municipalities Du...	91.38	553.29	-461.91
5110006 · Board Expenses	0.00	1,000.00	-1,000.00
Total 51100 · Village Board	4,596.17	9,766.29	-5,170.12
51300 · Legal	0.00	8,000.00	-8,000.00
51410 · Clerk/Treasurer			
5141001 · Clerk Compensation	14,862.92	42,000.00	-27,137.08
5141002 · Mileage and Expense	0.00	1,000.00	-1,000.00
5141006 · General Office Supplies	1,283.61	3,000.00	-1,716.39
5141007 · Training	0.00	1,500.00	-1,500.00
5141010 · Tax Collection Fee	1,401.54	1,500.00	-98.46
5141011 · Villagewide Mailing	109.50	1,500.00	-1,390.50
5141013 · Treasurer Bond	0.00	1,000.00	-1,000.00
5141014 · Pineries Bank Fees/Supplies	20.00	150.00	-130.00
5141016 · Accounting Consultation	1,030.00	0.00	1,030.00
5141019 · Safe Deposit Box	0.00	0.00	0.00
5141020 · Tax Forms	0.00	0.00	0.00
5141021 · Office Equipment RESERVE	0.00	0.00	0.00
5141022 · Dues & Subscriptions	2,757.48	3,000.00	-242.52
5141025 · Background Checks	0.00	200.00	-200.00
5141026 · Treasurer Compensation	2,560.42	6,000.00	-3,439.58
5141027 · IT Services	500.00	1,500.00	-1,000.00
Total 51410 · Clerk/Treasurer	24,525.47	62,350.00	-37,824.53
51420 · Elections			
5142001 · Inspectors	1,064.11	2,000.00	-935.89
5142002 · Election Expenses	59.78	1,000.00	-940.22
5142006 · Election Equipment	0.00	500.00	-500.00
Total 51420 · Elections	1,123.89	3,500.00	-2,376.11
51430 · Publication Fees	230.64	500.00	-269.36
51510 · Accounting			
5151001 · Reporting (Form C)	0.00	1,000.00	-1,000.00
Total 51510 · Accounting	0.00	1,000.00	-1,000.00

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Accrual Basis

VILLAGE OF PARK RIDGE
Profit & Loss Budget vs. Actual
January through May 2025

	Jan - May 25	Budget	\$ Over Budget
51530 · Assessment of Property			
5153001 · Assessor Contract	4,485.00	6,900.00	-2,415.00
Total 51530 · Assessment of Property	4,485.00	6,900.00	-2,415.00
51600 · Village Hall			
5160001 · Maintenance Compensation	484.88	2,200.00	-1,715.12
5160004 · Utilities	1,711.54	4,200.00	-2,488.46
5160005 · Supplies and Equipment	62.23	3,000.00	-2,937.77
5160006 · Repairs & Maintenance	1,472.00	2,500.00	-1,028.00
Total 51600 · Village Hall	3,730.65	11,900.00	-8,169.35
51910 · Uncollectible Taxes	0.00	200.00	-200.00
51938 · Insurance			
5193801 · General Liability	2,344.00	2,500.00	-156.00
5193802 · Local Gov't Property	0.00	1,000.00	-1,000.00
5193803 · Worker's Compensation	863.00	2,000.00	-1,137.00
Total 51938 · Insurance	3,207.00	5,500.00	-2,293.00
52100 · Crossing Guard	2,118.56	4,500.00	-2,381.44
52205 · Fire & EMS Protection			
5220521 · Fire Protection & EMT Cont...	43,446.64	107,230.00	-63,783.36
Total 52205 · Fire & EMS Protection	43,446.64	107,230.00	-63,783.36
52400 · Building Inspection	1,461.35	4,000.00	-2,538.65
52450 · Zoning Administration	269.13	550.00	-280.87
53311 · Street Maintenance			
5331101 · Snow Plowing	16,248.00	27,000.00	-10,752.00
5331103 · Street Maintenance	5,815.00	61,000.00	-55,185.00
5331104 · Street Maint-Trees/pickup	2,000.00	4,000.00	-2,000.00
5331113 · Engineering	113,373.05	79,000.00	34,373.05
Total 53311 · Street Maintenance	137,436.05	171,000.00	-33,563.95
53315 · Sewers	53.48	75.00	-21.52
53420 · Street Lighting			
5342001 · Electric & Maintenance	5,602.73	13,500.00	-7,897.27
5342004 · Digger Requests	632.10	4,000.00	-3,367.90
Total 53420 · Street Lighting	6,234.83	17,500.00	-11,265.17
53620 · Garbage Collection			
5362001 · Garbage Collection	13,910.76	33,500.00	-19,589.24
5362002 · Fall Large Item Pick-up	0.00	900.00	-900.00
Total 53620 · Garbage Collection	13,910.76	34,400.00	-20,489.24
53635 · Recycling cost			
5363501 · Recycling Collection	3,482.78	9,000.00	-5,517.22
5363503 · Yard Waste Drop Off	5,300.00	5,400.00	-100.00
Total 53635 · Recycling cost	8,782.78	14,400.00	-5,617.22
54100 · Humane Society Contract	1,839.01	1,700.00	139.01
55200 · Parks Dept. Pledge (\$5.50/per)	2,915.00	3,000.00	-85.00
6560 · Payroll Expenses	0.00		
Total Expense	260,366.41	467,971.29	-207,604.88
Net Ordinary Income	313,245.90	118,499.55	194,746.35
Other Income/Expense			
Other Income			
49100 · Long Term Debt Proceeds	0.00	1,592,000.00	-1,592,000.00
49105 · Grant Funds	0.00	400,000.00	-400,000.00
Total Other Income	0.00	1,992,000.00	-1,992,000.00

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Accrual Basis

VILLAGE OF PARK RIDGE
Profit & Loss Budget vs. Actual
January through May 2025

	Jan - May 25	Budget	\$ Over Budget
Other Expense			
57101 · Undesignated Fund Bal Outlay	0.00	81,249.55	-81,249.55
57200 · Capital Project Outlay	0.00	1,992,000.00	-1,992,000.00
58100 · Loan Principal			
58110 · Linwood Ave Project	5,209.31	5,209.31	0.00
58120 · Operating Loan	18,840.16	18,840.16	0.00
Total 58100 · Loan Principal	24,049.47	24,049.47	0.00
58200 · Loan Interest			
58210 · Linwood Ave Project	3,040.69	3,040.69	0.00
58220 · Operating Loan	10,159.84	10,159.84	0.00
Total 58200 · Loan Interest	13,200.53	13,200.53	0.00
Total Other Expense	37,250.00	2,110,499.55	-2,073,249.55
Net Other Income	-37,250.00	-118,499.55	81,249.55
Net Income	275,995.90	0.00	275,995.90

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Accrual Basis

VILLAGE OF PARK RIDGE
Profit & Loss Budget vs. Actual
January through May 2025

	<u>% of Budget</u>
Ordinary Income/Expense	
Income	
41110 · Local Tax Levied	100.0%
43410 · Shared Revenues	54.9%
43420 · Fire Insurance	0.0%
43430 · Exempt Computer Aid	0.0%
43440 · Personal Property Aid	185.8%
43450 · State Video (Cable) Aid	0.0%
43529 · Other State Aid (Grant)	
43531 · Transportation Aid	50.0%
44110 · Liquor and Malt Beverage	0.0%
44120 · Cigarette/Bartender's Licenses	0.0%
44200 · Dog Licenses	31.2%
44300 · Building Permits/Inspections	22.3%
44400 · Zoning/Variance Fees	0.0%
44500 · Cable Franchise Fees	50.9%
46100 · General Government	0.0%
48100 · Interest	78.9%
48200 · CD Interest	0.0%
48900 · Miscellaneous Income	0.0%
Total Income	97.8%
Expense	
51100 · Village Board	
5110001 · President Salary	50.0%
5110002 · Trustee Salary	50.0%
5110003 · Santa Visit	89.9%
5110004 · League of Municipalities Du...	16.5%
5110006 · Board Expenses	0.0%
Total 51100 · Village Board	47.1%
51300 · Legal	0.0%
51410 · Clerk/Treasurer	
5141001 · Clerk Compensation	35.4%
5141002 · Mileage and Expense	0.0%
5141006 · General Office Supplies	42.8%
5141007 · Training	0.0%
5141010 · Tax Collection Fee	93.4%
5141011 · Villagewide Mailing	7.3%
5141013 · Treasurer Bond	0.0%
5141014 · Pineries Bank Fees/Supplies	13.3%
5141016 · Accounting Consultation	100.0%
5141019 · Safe Deposit Box	0.0%
5141020 · Tax Forms	0.0%
5141021 · Office Equipment RESERVE	0.0%
5141022 · Dues & Subscriptions	91.9%
5141025 · Background Checks	0.0%
5141026 · Treasurer Compensation	42.7%
5141027 · IT Services	33.3%
Total 51410 · Clerk/Treasurer	39.3%
51420 · Elections	
5142001 · Inspectors	53.2%
5142002 · Election Expenses	6.0%
5142006 · Election Equipment	0.0%
Total 51420 · Elections	32.1%
51430 · Publication Fees	46.1%
51510 · Accounting	
5151001 · Reporting (Form C)	0.0%
Total 51510 · Accounting	0.0%

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Accrual Basis

VILLAGE OF PARK RIDGE
Profit & Loss Budget vs. Actual
January through May 2025

	<u>% of Budget</u>
51530 · Assessment of Property	
5153001 · Assessor Contract	65.0%
Total 51530 · Assessment of Property	65.0%
51600 · Village Hall	
5160001 · Maintenance Compensation	22.0%
5160004 · Utilities	40.8%
5160005 · Supplies and Equipment	2.1%
5160006 · Repairs & Maintenance	58.9%
Total 51600 · Village Hall	31.4%
51910 · Uncollectible Taxes	0.0%
51938 · Insurance	
5193801 · General Liability	93.8%
5193802 · Local Gov't Property	0.0%
5193803 · Worker's Compensation	43.2%
Total 51938 · Insurance	58.3%
52100 · Crossing Guard	47.1%
52205 · Fire & EMS Protection	
5220521 · Fire Protection & EMT Cont...	40.5%
Total 52205 · Fire & EMS Protection	40.5%
52400 · Building Inspection	36.5%
52450 · Zoning Administration	48.9%
53311 · Street Maintenance	
5331101 · Snow Plowing	60.2%
5331103 · Street Maintenance	9.5%
5331104 · Street Maint-Trees/pickup	50.0%
5331113 · Engineering	143.5%
Total 53311 · Street Maintenance	80.4%
53315 · Sewers	71.3%
53420 · Street Lighting	
5342001 · Electric & Maintenance	41.5%
5342004 · Digger Requests	15.8%
Total 53420 · Street Lighting	35.6%
53620 · Garbage Collection	
5362001 · Garbage Collection	41.5%
5362002 · Fall Large Item Pick-up	0.0%
Total 53620 · Garbage Collection	40.4%
53635 · Recycling cost	
5363501 · Recycling Collection	38.7%
5363503 · Yard Waste Drop Off	98.1%
Total 53635 · Recycling cost	61.0%
54100 · Humane Society Contract	108.2%
55200 · Parks Dept. Pledge (\$5.50/per)	97.2%
6560 · Payroll Expenses	
Total Expense	55.6%
Net Ordinary Income	264.3%
Other Income/Expense	
Other Income	
49100 · Long Term Debt Proceeds	0.0%
49105 · Grant Funds	0.0%
Total Other Income	0.0%

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Accrual Basis

VILLAGE OF PARK RIDGE
Profit & Loss Budget vs. Actual
January through May 2025

	<u>% of Budget</u>
Other Expense	
57101 · Undesignated Fund Bal Outlay	0.0%
57200 · Capital Project Outlay	0.0%
58100 · Loan Principal	
58110 · Linwood Ave Project	100.0%
58120 · Operating Loan	100.0%
Total 58100 · Loan Principal	100.0%
58200 · Loan Interest	
58210 · Linwood Ave Project	100.0%
58220 · Operating Loan	100.0%
Total 58200 · Loan Interest	100.0%
Total Other Expense	1.8%
Net Other Income	31.4%
Net Income	<u>100.0%</u>

1. Applicability

This insurance applies to “wrongful act(s)” or “employment claims” that arise out of the discharge of duties for the Named Insured, individually or collectively, but only if the “wrongful act(s)” occur within the “coverage territory” and take place during the “policy period,” including defense of Breach of Contract claims except as limited in D.3. below.

2. Exclusions

In addition to Section II – General Exclusions, this insurance does not apply to any “claim” or “suit” against the insured:

- a. Seeking relief or redress in any form other than compensatory “loss”; nor shall we have any obligation to indemnify the insured for any costs, fees, including attorney fees, or expenses that the insured shall become obligated to pay as a result of any adverse judgment for injunctive or declaratory relief; except as provided in paragraph d.3. of the Extensions of Coverage;
- b. Based upon the principles of eminent domain, adverse possession, dedication by adverse use, inverse condemnation, or condemnation proceedings;
- c. For back wages, overtime or similar claims, even if designated as liquidated damages under any federal, state or local statutes, rules, ordinances or regulations, “claim” or “suit” arising from collective bargaining agreements. However, this exclusion does not apply to “employment claims”;
- d. Directly or indirectly arising from:
 - (1) The issuance of bonds; or
 - (2) The formulation and or calculation of tax rates, taxes, assessments, or fees; the collection or return of taxes, assessments, fees, and/or the disbursement of tax refunds, except as provided in paragraph 3.b. of the Extensions of Coverage;
- e. Arising from construction, architectural or engineering contracts, except as provided in paragraph 3.a. of the Extensions of Coverage;
- f. Based upon or attributable to the insured gaining any profit, advantage or remuneration to which the insured is not entitled; including the payment for goods and services for which the insured has contracted; however, defense of such claims is included subject to limits of D.3.
- g. As a result of strikes, riots or civil commotion;
- h. Based upon or arising out of any activity for which the insured is acting in a fiduciary capacity including:
 - (1) The administration of any employment benefit plan, including any “suit” based upon or arising from the Employee Retirement Income Security Act of 1974 (ERISA) and subsequent amendments or any similar federal, state or local law or regulation; or
 - (2) The administration of any self-insurance fund;
- i. As a result of criminal or civil fines or penalties, except as provided in paragraph 3.c. of the Extensions of Coverage; however, the policy does provide for payment of fines imposed under 42 U.S.C. § 1320d-5 of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) unless

the fine is imposed for willful neglect as described in 42 U.S.C. § 1320d-5(a)(1)(C) or imposed under 42 U.S. C. § 1320d-6.

- j. Brought about or contributed to by fraud or dishonesty of an insured;
- k. Arising from the deliberate violation of any federal, state, or local statute, ordinance, rule or regulation committed by or with the knowledge and consent of the insured;
- l. For any loss whether direct, indirect or consequential, arising from or caused by emotional distress, mental anguish, humiliation, disease or death of any person or for loss to or destruction of any tangible property including loss of use. However, this exclusion does not apply to "employment claims."
- m. Any obligation of the insured under a Worker's Compensation, disability benefits or unemployment compensation law or any similar law;
- n. For false arrest, detention or imprisonment, libel, slander, or other defamatory or disparaging material, discrimination, wrongful eviction from, wrongful entry into or invasion of the right of private occupancy of a room, dwelling or premises that a person occupies by or on behalf of its owner, landlord or lessor, assault, battery, malicious prosecution or false or improper service of process. However, this exclusion does not apply to "employment claims."

3. Extensions of Coverage

We will pay up to a maximum of \$50,000 for any one "wrongful act"/\$250,000 aggregate for:

- a. Defense of any "claim" or "suit" arising out of the breach of a construction, an architectural or an engineering contract;
- b. Defense of any "claim" or "suit" arising out of the formulation and or calculation of tax rates, taxes, assessments, or fees; the collection or return of taxes, assessments, fees, and/or the disbursement of tax refunds;
- c. The investigation, defense or settlement (includes fines or penalties assessed in an EEOC or state equivalent enforcement action) of Equal Employment Opportunity Commission (EEOC) actions against the insured prior to any "suit" being filed; or
- d. The defense of any non-monetary "claim" or "suit" not otherwise excluded.

The wrongful act limit of insurance provided under this Extensions of Coverage is part of, and not in addition to, the Each Occurrence Limit of Insurance shown in the Declarations. The aggregate limit of insurance provided under this Extensions of Coverage is the most we will pay for the sum of all "loss adjustment expense" because of a., b., c., or d. above.

COVERAGE E – EMPLOYEE BENEFITS LIABILITY

1. Applicability

This insurance applies to liability arising out of an “act, error or omission” of an insured, or of any other person for whose acts the Named Insured is legally liable. The “act, error or omission” must be committed in the “administration” of the Named Insured’s “employee benefit program.” The “act, error or omission” must take place in the “coverage territory” and occur during the “policy period.”

2. Exclusions

In addition to Section II – General Exclusions, this insurance does not apply to:

- a. Liability arising out of failure or performance of contract by any insurer, or any other party, including the Named Insured, obligated to afford benefits;
- b. Liability arising out of an insufficiency of funds to meet any obligations under any plan included in the “employee benefit program”;
- c. Any “claim” or “suit” based upon:
 - (1) Failure of any investment to perform as represented by an insured;
 - (2) Advice given to any person to participate or not to participate in any plan included in the “employee benefit program”; or
 - (3) The investment or non-investment of funds;
- d. Liability arising out of your failure to comply with the mandatory provisions of any law concerning workers’ compensation, unemployment insurance, social security or disability benefits;
- e. Liability or “loss” for which benefits have accrued under the terms of your “employee benefit program” to the extent that such benefits are available from funds accrued by the Named Insured for such benefits or from collectible insurance, notwithstanding an insured’s “act, error or omission” in administering the plan which precluded the claimant from receiving such benefits;
- f. Liability or “loss” arising out of any dishonest, fraudulent, criminal or malicious “act, error or omission” committed by any insured;
- g. Liability or “loss” arising out of “bodily injury,” “property damage,” “personal and advertising injury,” a “wrongful act,” or an “employment claim”;
- h. “Loss” for which the insured is liable because of liability imposed on a fiduciary by the Employee Retirement Security Act of 1974, as now or hereafter amended.

Resolution 003.2025 R

**RESOLUTION TO ADOPT ORDINANCE
WAIVING THE REQUIREMENT FOR TREASURER BOND**

The Village Board of the Village of Park Ridge Hereby Resolves to Adopt the Following:

Ordinance 3.05

Duplicate Treasurer's Bond Eliminated

Section I.

(A). Bond eliminated. The Village elects not to give the bond on the Village Treasurer as provided for by §70.67(1), Wis. Stats.

(B). Village liable for default of Treasurer. Pursuant to §70.67(2), Wis. Stats., the Village shall be obligated to pay, in case the Treasurer shall fail to do so, all state and county taxes required by law to be paid by such Treasurer, to the County Treasurer.

Passed and adopted by the Village of Park Ridge Board on this 17th day of June, 2025.

s/ _____
Steve Menzel
Village President

Attest: s/ _____
Anne Arndt
Village Clerk

Park Ridge Speed Limit Ordinance

Current Speed Ordinance:

Ordinance 7.01.1

Traffic Ordinance (R90.6.1)

THE VILLAGE BOARD OF THE VILLAGE OF PARK RIDGE ORDAINS AS FOLLOWS:

Section I. STATE TRAFFIC LAWS ADOPTED

The following provisions of the Wisconsin Statutes are hereby adopted and by reference made a part of this ordinance as is fully set forth herein:

1. SPEED LIMITS

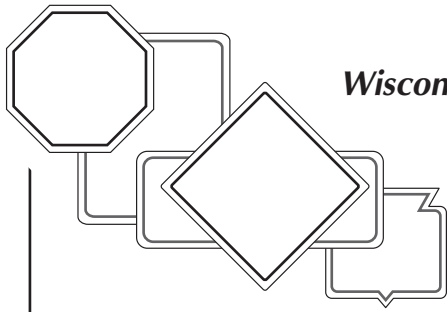
Pursuant to Wisconsin State Statutes Section 349.11(3)(c), speed limits set forth in Wisconsin State Statutes Sections 346-57(f), (g) and (k) are hereby reduced to twenty five miles per hour (25 mph) except for U.S. Highway 10.

Revised Speed Ordinance DRAFT:

1. SPEED LIMITS.

The Board of Trustees of the Village of Park Ridge hereby determine that the statutory speed limits within the Village of Park Ridge except for U.S. Highway 10 are greater than reasonable or safe and modifies such speed limits under authority granted by s. 349.11(3) of the Wisconsin Statutes as follows:

Angelo Ct	20 miles per hour
Crestwood Dr	20 miles per hour
Ferndale Dr	20 miles per hour
Fieldcrest Ave	20 miles per hour
Greenbriar Ave	20 miles per hour
Hazelwood Dr	20 miles per hour
Hillcrest Dr	20 miles per hour
Linwood Ave	20 miles per hour
Maplewood Dr	20 miles per hour
Oakcrest Dr	20 miles per hour
Odessa Ct	20 miles per hour
Ridgewood Dr	20 miles per hour
Sunrise Ave	20 miles per hour
Sunset Ave	20 miles per hour
Woodlawn Dr	20 miles per hour



Setting Speed Limits on Local Roads

Speed limits are an important tool for promoting safety on streets and highways. Limits tell drivers what is the reasonable speed for a road section. They also help traffic enforcement by setting standards for what is an unsafe speed.

The state sets speed limits for all roads. However, municipalities can change speed limits for roads under their authority, following guidelines in the *Wisconsin Statutes*. Selecting the appropriate speed limit can be a challenge because people often disagree. Residents frequently seek lower speeds, especially after a serious crash. Drivers tend to choose speeds that seem reasonable for the physical environment and that satisfy their personal needs, like saving time or seeking enjoyment.

Local officials have a key role in setting limits. They must balance the competing concerns and opinions of drivers, residents and law enforcement agencies with statutory requirements and traffic safety.

This booklet is designed to help. It includes background information and research recommendations, summarizes statutory limits, describes the process for changing limits, and discusses signs, enforcement, advisory speeds, and other speed issues on local roads. This edition reflects updates from the *2009 Wisconsin Statewide Speed Management Guidelines*.

Background

Speed-related vehicle accidents in Wisconsin from 2004 to 2008 accounted for 38% of all fatalities, 30% of all injuries and 27% of all crashes.

High speeds contribute to the severity of crashes. For example, 85% of pedestrians struck by vehicles traveling 40 mph are likely to be killed while only 5% are likely to be killed when the speed is 20 mph.

Common sense says that regulating speed is a good way to make streets and highways safer. As a result, citizens may demand lower speeds, especially if there has been a severe crash or a frightening “near miss.”



However, driving behavior is not so easy to manage. A 1997 federal speed study shows that simply lowering speed limits has little effect on actual speeds, usually reducing speeds by only one-to-two miles per hour. The difference in speeds between vehicles traveling on the same road—a common cause of crashes—usually increases when speed limits are unreasonably low, making roadways less safe. Drivers generally choose their speed based on what they think is safe and reasonable for the conditions present. An unreasonable posted speed gets little consideration from drivers.

An alternative for managing vehicle speeds is called “traffic calming.” This emphasizes physical changes to local streets—such as making them appear narrower or more restricted, adding speed bumps or traffic circles—so drivers consistently and voluntarily choose lower speeds that are both safe and comfortable.

Philosophy

Prevailing speed—the one most drivers choose—is a major consideration in setting speed limits. Engineers recommend setting limits at the 85th percentile speed, where 85% of freely flowing traffic travels at or below

that speed under ideal road conditions. The 85th percentile method is considered the best way to represent what is “reasonable” and “proper” as perceived by the motorists. When 85% of drivers voluntarily comply with speed limits, it is possible and reasonable to enforce these limits.

A recent study on Wisconsin roads compared crashes on roads with reasonable speed limits, or those accepted by the majority of drivers, with roads displaying posted speed limits considered unreasonable or irrational. The study showed that roads with reasonable speed limits had four times fewer crashes than roads with unreasonable speed limits. Other studies indicate the lowest risk of being in a crash occurs when a motorist travels at or near the 85th percentile speed. They also show that the 15% of motorists who exceed this limit cause many of the roadway crashes. These motorists are the most effective targets for enforcement.

Research in this area emphasizes considering the road’s design speed in setting speed limits. Design speed is the highest safe speed for which the road was designed. It takes into account road type, road geometry and adjacent land use. Studies show that accident rates go down when speed limits are no less than 10 mph of the design speed. When the speed difference is

greater, motorists choose a wider variety of speeds. This variance in speed between vehicles, more than the speed itself, results in higher crash rates.

However, pedestrians, bicyclists and other road users may find the prevailing speed and design speed hazardous. Modern roads often are over-designed, particularly in residential areas where they emphasize the accommodation of functions like emergency vehicles or street parking. The resulting wide and unobstructed roads can encourage drivers to travel too fast for the safety of other road users. Simply setting lower speed limits is unlikely to produce the desired results, especially without effective enforcement. In these cases, authorities may wish to consider using some traffic calming techniques.

Speeds should be consistent, safe, reasonable and enforceable. When 85% of drivers voluntarily comply with speed limits, it is possible and reasonable to enforce the limits with the 15% who drive too fast. Unreasonably low limits can promote disrespect for and disregard of other reasonable posted limits. They also promote a false sense of security among residents and pedestrians who may expect that posting lower limits will change driver behavior. Unreasonably high limits create unnecessary risks.

Speed limits and authority to change

Fixed Limits – Statute 346.57(4) ^(a)	Local Government Authority ^(b) – Statute 349.11(3) and (7) ^(a)
65 mph Freeway/Expressway	WisDOT only
55 mph State Trunk Highways (STHs)	WisDOT only
55 mph County Trunk Highways (CTHs), town roads	Lower speed limit by 10 mph or less
45 mph Rustic roads	Lower speed limit by 15 mph or less
35 mph Town road (1,000 ft min) with buildings on either side spaced an average of less than 150 ft apart	Lower speed limit by 10 mph or less
25 mph Inside corporate limits of city or village (other than outlying district)	Raise speed limit to 55 mph or less / Lower the speed limit by 10 mph or less
35 mph Outlying district ^(c) within city or village limits	Raise speed limit to 55 mph or less / Lower the speed limit by 10 mph or less
35 mph Semi-urban district ^(d) outside corporate limits of a city or village	Raise speed limit to 55 mph or less / Lower the speed limit by 10 mph or less
15 mph School zone, when conditions are met	Raise speed limit to that of the roadway / Lower speed limit by 10 mph or less
15 mph School crossing, when conditions are met	Raise speed limit to that of adjacent street / Lower speed limit by 10 mph or less
15 mph Pedestrian safety zone with public transit vehicle stopped	No changes permitted
15 mph Alley	Lower by 10 mph or less
15 mph Street or town road adjacent to a public park	Lower by 10 mph or less
Construction or maintenance zones, as appropriate ^(e)	State and local agencies have authority to establish
Notes: (a) Source: Updated 2007-2008 Wisconsin Statutes Database (b) All speed limit changes shall be based on a traffic engineering study, including modifications allowed under State Statute. Local governments can implement speed limit changes on the local road system without WisDOT approval when proposals are within the constraints identified above. (c) Per Statute 346.57(1)(ar) “outlying district” is an area contiguous to any highway within the corporate limits of a city or village where, on each side of the highway within 1,000 feet, buildings are spaced on average more than 200 feet apart. (d) Per Statute 346.57(1)(b) “semiurban district” is an area contiguous to any State or County highway where, on either or both sides of the highway within 1,000 feet, buildings are spaced on average less than 200 feet apart. (e) Guidance on establishing speed limits in work zones is available in http://dotnet/dtid_bho/extranet/manuals/tgm/13/13-05-06.pdf .	

Modified from original published in WisDOT Traffic Guidelines Manual, Chapter 13-5-1, Figure 1, June 2009.

Authority

Power to set speed limits rests with the state. Chapter 346.57 *Speed Restrictions* of the *Wisconsin Statutes* requires drivers to use a speed that is “reasonable and prudent,” to exercise “due care,” [346.57(2)] and to reduce speed under a variety of conditions such as “going around a curve...passing school children, highway construction or maintenance workers...and when special hazard exists...” [346.57(3)].

The *Statutes* give fixed limits for more than a dozen situations depending on the road type, jurisdiction and land use [346.57 (4) (a-k)]. See Table on page 2.

Local or state officials have authority to change these limits within the limitations in Chapter 349.11, as summarized in the Table. They must conduct an engineering and traffic investigation to determine a reasonable and safe speed limit. The limit must then be legally adopted by the local authority and appropriate signs erected. When properly changed, such limits do not create additional liability. In addition, changes beyond those specified in the statutes are possible in consultation with and approval by the Wisconsin Department of Transportation (WisDOT).

All limits, whether set by statute or local authority, are only effective and enforceable when official signs have been erected to give drivers adequate warning.

Speeds also may be temporarily reduced in work zones where highways are being constructed, reconstructed, maintained or repaired [Ch.349.11(10)]. These changes must be properly posted and are not restricted by the other limitations in Chapter 349.11. A Transportation Information Center publication, *Work Zone Safety: Guidelines for Construction, Maintenance and Utility Operations*, describes correct work zone signing and set up.

The local agency that maintains the roadway has jurisdiction for determining the speed limit. In most cases the responsibility is clear. If a roadway segment has joint jurisdiction, such as a road that borders two cities, then both agencies must agree on the speed limit. Obviously, the speed must be the same in both directions. In cases where the county or state maintains a road within the corporate limits of a city or village, the county or state is responsible for setting the speed limit. Coordination with local officials and law enforcement agencies is essential to set effective speed limits.

Required studies

Local authorities are required by the statutes to conduct engineering and traffic speed studies to modify all speed limits on local roads including those shown in the Table on the previous page. Engineering studies should include the following:

- 1) Measure and determine the 85th percentile speed, 50th percentile speed, design speed and pace speed.
- 2) Evaluate crash data for the past three to five years.
- 3) Document roadside development including land use, driveway locations, and school locations.
- 4) Document roadway geometrics including lane widths, shoulder width, sight distance limitations at hills, curves and intersections, plus parking, pedestrian and bicycle activity.
- 5) Determine the functional classification of the roadway and the practical function of the road within the state and local system.
- 6) Document the current speed limit and level of enforcement.

A well-done traffic and engineering speed study requires a comprehensive effort by a trained professional. Look for additional details in the 2009 *Wisconsin Statewide Speed Management Guidelines* report. Contact local law enforcement, County Traffic Safety Commissions, the WisDOT and consultants for assistance in conducting speed studies.

Doing a speed study is time consuming but it is a necessary step for local agencies to legally modify speed limits. The effort also has the advantage of creating consistency in how **enforceable** speed limits are set across the state and increasing safety.

Speed zone recommendations

Local road authorities can initiate action to modify a speed limit and create a new speed zone on a local road. Citizens or other agencies also can request a change. Requests should be in writing and submitted to the local authority. The local agency should prepare a written response to the request describing their action and recommendations.

Speed study recommendations for modifying a speed zone should accomplish the following:

- Reduce the speed differential of vehicles
- Be reasonable so a majority of motorists will comply
- Reflect traffic engineering guidelines

When making speed zone changes, **do not** base the decision on these reasons:

- Noise complaints
- Accommodate specialty vehicles
- Correct spot safety problems
- Future concerns that have not yet occurred

Recommendations from a speed study generally fall within 5 mph of the 85th percentile speed. Factors that can alter this guideline include road function, access density, road geometry, parking, and pedestrian and bicycle activity. Using these secondary factors to

determine a recommended speed may require more law enforcement and result in increased crashes. Consider changing the road's physical environment to lower speeds where possible.

Speed zones should be at least 0.3 miles in length. Limit the number of speed limit changes along a route. Generally, it is advisable to change speed zones outside incorporated limits in 10 mph increments.

Submit speed limit changes that require WisDOT approval to a WisDOT Regional office. Changes outside the limitations outlined in Chapter 349.11 require department approval. Local governments take on liability when they make changes outside the outlined limitations without this approval.

Post speed limit changes as soon as possible using flags or other means to call attention to the change. Monitor speed limit changes once they are made to identify any problems or need for further investigation.

Proper signage



A speed limit is not in effect until the area has been properly signed. Conversely, signs must not be installed until the limit has been approved and officially authorized. The *Manual on Uniform Traffic Control Devices (MUTCD)* governs signs. Two types may be used: one for passenger cars and another for special limits for trucks and buses.

No more than three speed limits should be displayed on any one speed limit sign or assembly. Signs with special limits for trucks or other vehicles should include the word TRUCKS or a similar appropriate message. Display this below the standard message or on a separate plate that refers to SPEED or MPH.

The standard speed limit sign must be 24 by 30 inches. Locate signs at:

- Each point where the speed limit changes
- Beyond major intersections
- Other locations where it is necessary to remind motorists of the limit



REDUCED SPEED AHEAD SIGNS also may be used to give advance warning of a lower speed zone. This sign should be used in rural areas to alert motorists when they need extra time to slow to the posted limit.

Always follow it with a speed limit sign at the beginning of the new zone. Near schools, use the appropriate SPEED LIMIT sign after a school zone rather than the END OF SCHOOL ZONE sign.



Enforcement

Enforcement is critical. Without it, speed limits are not effective. When enforcement is increased considerably, violations and crashes have been reduced.

Local officials should actively involve enforcement personnel in setting speed limits to ensure they are reasonably enforceable. Always inform enforcement agencies when changes are adopted.

Enforcement requires wide public support. A first step is to ensure that the public perceives the speed limits as reasonable and fair because the voluntary cooperation of most drivers is essential. A second step is vigorous public information and education that stresses the safety benefits of enforcement. Make this a cooperative effort between highway and enforcement officials. Any information campaign should target specific aspects of the speeding problem such as young drivers, nighttime, school zones, work zones, or specific roads where potential traffic and pedestrian conflicts are high.

Within law enforcement agencies, traffic enforcement does not compete well with criminal and drug enforcement. That means local highway officials must actively seek adequate agency enforcement. These efforts are most effective when the safety benefits are clear and there is strong support from local elected officials.

Aggressive, targeted enforcement, combined with education, effectively produces better public compliance with traffic laws. The Federal Highway Administration recommends targeting enforcement programs to locations with a high incidence of crashes where speed was a contributing factor and to areas with high traffic volume.

Long-term, low-intensity speed enforcement can produce meaningful results. Studies indicate some amount of the enforcement effort (15% is recommended) be directed to random locations and times. Stationary, marked patrol vehicles are most effective in creating longer-term enforcement benefits.



Minimum speed limits and slow moving vehicles

Except on Interstate highways, there is no specific minimum speed on Wisconsin highways. However, statutes prohibit driving a motor vehicle "at a speed so slow as to impede the normal and reasonable movement of traffic, except when necessary for safe operation or to comply with the law." [Section 346.59 Wis. Stats.]

Vehicles that normally travel slower than 25 mph must display slow moving vehicle emblems. [Section 347.245 Wis. Stats.] In addition, the operator of a vehicle moving so slowly it impedes traffic must yield the roadway to overtaking vehicles, if practicable, when the operator of an overtaking vehicle gives an audible warning. [Section 346.59(2) Wis. Stats.]

Advisory speed signs

Advisory speed signs are used to tell drivers that a lower speed may be necessary at curves, turns, intersections and other localized conditions. These signs add emphasis and specific information to other warning signs, and recommend a comfortable and safe speed to drive in these locations. Do not confuse advisory speeds with enforceable speed limits. Advisory speeds do not imply the maximum operating speed at which skid and rollover occurs.

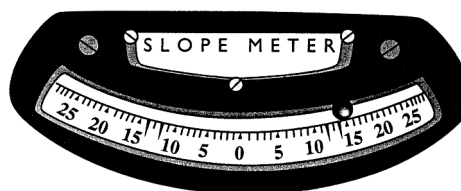


two-lane highways in the study, posted advisory speeds at most curves were well below prevailing traffic speed, and below speeds established using recommended devices and criteria.

The advisory speed must be determined by an accepted traffic engineering procedure but no ordinance is required. Maintenance or sign supervisors can erect the signs. They must be in accordance with guidelines in the *MUTCD*, 2C-35.

As with other traffic signs, advisory speeds should be consistent and reasonable to promote driver respect and compliance. This is not always the case. Research published by the national Transportation Research Board (TRB) found that on the

Advisory speeds are set based on average curve speeds for different angles of deflection. One device widely used for establishing advisory speeds on curves is the ball bank indicator. Relatively inexpensive, this curved level is mounted in an engineer's car. The engineer makes successive trial runs through a curve, taking care to drive parallel to the centerline of the curve, increasing speed by 5 mph each time. The indicator shows the angle of deflection in degrees.



The TRB study reports that the generally accepted criteria, based on tests conducted in the 1930s, produce unrealistically low speeds with modern cars and should be revised upwards. The authors say ball bank readings of 12 degrees above 40 mph, 16 degrees between 30 and 40, and 20 degrees below 30 would better reflect average curve speeds.

Ball bank readings tend to fluctuate rather widely during a trial run and can be affected by loose-surfaced roads and vehicle suspension systems. As a result, setting a recommended speed depends to a significant extent on the judgment and experience of the person making the tests. The recommended speed should feel comfortable for the average driver and be lower than the maximum safe speed. It should also be sensible in comparison with prevailing speeds.

Summary

Establishing and enforcing reasonable and safe speed limits is the responsibility of local officials. This often includes balancing conflicting issues of safety, traffic movement, and community concerns.

Coordination with local law enforcement is vital to effective speed control. Most speed zones should encourage voluntary compliance by using reasonable speed limits. Traffic calming techniques that involve physical and perceptual changes also can help. Consulting enforcement officials when determining effective limits is important and they can help work with the community in difficult areas.

The traffic engineering staff of WisDOT also is a good resource. Since they participate on county Traffic Safety Commissions, this is an easy way to contact them for assistance.

Several sample speed limit ordinances are shown on page 6.



"Badger County" traffic ordinance

SPEED LIMITS. (1) The provision of sections 346.57 & 346.59 of the Wisconsin Statutes, relating to the maximum and minimum speed of vehicles, are hereby adopted as part of this section as is fully set forth herein, except as specified by section 2 of this ordinance, pursuant to section 349.11(3)(c) of the Wisconsin Statutes. (2) No vehicle shall exceed noted speed limits on the following county trunk highways:

- (a) County Trunk Highway "A"
 - (1) **Unincorporated Village of Estesville, Town of Terry.** Thirty-five miles per hour from its junction with STH 78, in Estesville, southwesterly 0.35 miles.
 - (2) **City of Covington, Town of York.** Thirty-five miles per hour from its intersection with CTH "N" (Veterans Drive), easterly to a point 0.15 miles east of its intersection with Race Track Road.
- (b) County Trunk Highway "AB"
 - (1) **Town of Finis.** Thirty miles per hour from the bridge over the Yahara River located on a line common to sections 13 and 14, Town of Finis, southwesterly to USH 51.
 - (2) **Chestnut Road, City of Centerton.** Thirty miles per hour from the intersection of USH 51, easterly to Droster Road.

Sample municipal ordinance

Section 3. **SPEED LIMITS.** [Towns, Cities, and Villages] The _____ [Council or Village Board] hereby determines that the statutory speed limits on the following streets or portions thereof are unreasonable, unsafe and imprudent and modifies such speed limits as follows:

- (1) **SPEED LIMITS INCREASED.** Speed limits are increased as follows upon the following designated streets or portions thereof:
 - (a) **Outlying Districts**
45 miles per hour on _____ Avenue between _____ Street and the _____ [City or Village] limits;
- (2) **SPEED LIMITS DECREASED.** With the approval of the Wisconsin Department of Transportation, the speed limits are decreased as hereinafter set forth upon the following highways or portions thereof:
 - (a) **Semi-Urban Districts**
25 miles per hour on _____ Road between County Trunk _____ and the _____ [City or Village] Limits;
30 miles per hour on _____ Road between County Trunk _____ and the limits

Sample amendment to a speed ordinance

AMENDING CHAPTER 1 OF THE BADGER COUNTY CODE OF ORDINANCES SPEED LIMIT CHANGES

The County Board of Supervisors of the County of Badger does ordain as follows:

ARTICLE 1. Unless otherwise expressly stated herein, all references to section and chapter numbers are to those of the Badger County Code of Ordinances.

ARTICLE 2. Section(2)(b)(2) is created to read as follows:

- 1) Chestnut Road, City of Centerton. Twenty-five miles per hour from its intersection with USH 51 to its intersection with Winona Drive.

Sample speed limit ordinances Local boards of elected officials must adopt speed limits in ordinance form. Here are sample ordinances for county and municipal governments. Local ordinances also may include details on forfeitures and law enforcement authority. The ordinance should be reviewed by the agency's attorney.

References

Wisconsin Statewide Speed Management Guidelines, WisDOT, June 2009

Speed Management Safety, FHWA resource website at <http://safety.fhwa.dot.gov/speedmgt/>

Evaluation of Criteria for Setting Advisory Speed on Curves, Mashrur A. Chowdhury, Davey L. Warren, Howard Bissell, & Sunil Taori, Transportation Research Board Paper No. 980133, January 11-15, 1998, 21 pp.

Factors Affecting Speed Variance and Its Influence on Accidents, Nicholas J. Garber & Ravi Gadiraju, Transportation Research Record 1213, Transportation Research Board, 1998, 10 pp.

A Policy on Geometric Design of Highways and Streets, AASHTO, 2004, pp 66-72.

Spot Speed Studies, Ch.3 of Manual of Transportation Engineering Studies, Institute of Transportation Engineers, H. Douglas Robertson, Ed., 2000, pp 33-51.

Revised 12/2009 © Wisconsin Transportation Information Center (TIC). **Wisconsin Transportation Bulletin** is a series of fact sheets with information for local town, municipal and county officials on street and highway design, construction, maintenance, and management. WTB fact sheets are produced and distributed by the Wisconsin Transportation Information Center LTAP, a project of the University of Wisconsin-Madison, Department of Engineering Professional Development, funded by the Federal Highway Administration and the Wisconsin Department of Transportation. UW-Madison provides equal opportunities in employment and programming, including Title IX requirements.



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**REQUEST FOR PROPOSALS
FOR
VILLAGE BUILDING INSPECTION SERVICES
June 10, 2025**

The Village of Park Ridge (Portage County) is issuing a Request for Proposal (RFP) from qualified companies or individuals to provide building inspection services for the Village of Park Ridge, Wisconsin with a population of 530. The inspection services may include, but are not limited to: plan review, residential inspections, maintenance of inspection records and reports, and meeting attendance when requested. Qualified applicants must be certified by the State of Wisconsin in Uniform Dwelling Code Construction, Plumbing, Electrical and HVAC. **The services under the proposed contract will begin in July 1, 2025.**

All proposals must include:

1. Firm name, address, and contact information.
2. General information about the firm, staff experience, credentials/certifications, and training. Include experience performing similar work for other municipalities.
3. Inspection summary reports (provide examples).
4. A list of all municipal clients served within the past four (4) years, with status of client indicated as past or current.
5. Inspector availability and methods of contact for the public and Village staff.
6. Space, materials, equipment, or equipment access requested from the Village.
7. Inspector compensation (including a proposed schedule of fees) and invoicing, including additional charges to attend meetings or for reimbursables such as mileage.
8. Proof Inspector is licensed, bonded, and insured.
9. Three or more references for which the inspector has provided inspection services with the past four (4) years.
10. Proposed contract form.
11. Any other information that would be helpful in the evaluation of the inspector.

Proposals may be emailed or delivered by June 23rd to:

Village of Park Ridge
Attention: Village Clerk
24 Crestwood Drive
Stevens Point, WI 54481
Email: clerk@vi.parkridge.wi.gov

Summary of Proposal for 41 Park Ridge Drive

- Proposal presented to Village Board on May 19, 2025 by Jeff Disher/Disher Rentals, Rosholt, WI, to purchase the property at 41 Park Ridge Drive (former ODC/WIAA building) and remodel the building to studio apartments.
- Current building specs:
 - 11,000 sq. ft.
 - .64 acre lot
 - Municipal sewer and water service
- 41 Park Ridge Drive has been on the market for about 3 years (2022).
- Currently zoned “Business District”, which is defined in [Ordinance 17.04, Sect. 2.](#)
- Business District specifically does NOT allow multiple family dwellings (Ord. 17.04, Sect. 2, A).
- Zoning Committee action, if any, serves only as a recommendation to the Village Board.
- Options to consider:
 - Recommend that buyer apply for a “use variance” – requires a fee from the applicant, and the decision by the Zoning Board of Appeals is final.
 - Variance would likely not meet the requirement of “necessary hardship”.
 - Not recommended by experts
 - Recommend that Village Board amend Ord. 17.04, Sect. 2 to allow for multiple family dwellings.
 - Requires Village Board action and a Public Hearing
 - Recommended by experts
- Special considerations:
 - Village Ordinances currently do not allow multiple family dwellings, except for the properties within the Planned Unit Development (PUD; Odessa Court and Angelo Court). But, unlike most multi-family structures, properties in the PUD must be owner-occupied. The proposed development presumably would not be owner-occupied.
 - 41 Park Ridge Drive has been owned by a non-profit corporation and has been exempt from property tax. If the property is sold to a private owner (e.g., Disher Rentals) it would then become a taxable parcel, thus contributing the Village tax base (current market value of the existing building is \$300,000-\$400,000).

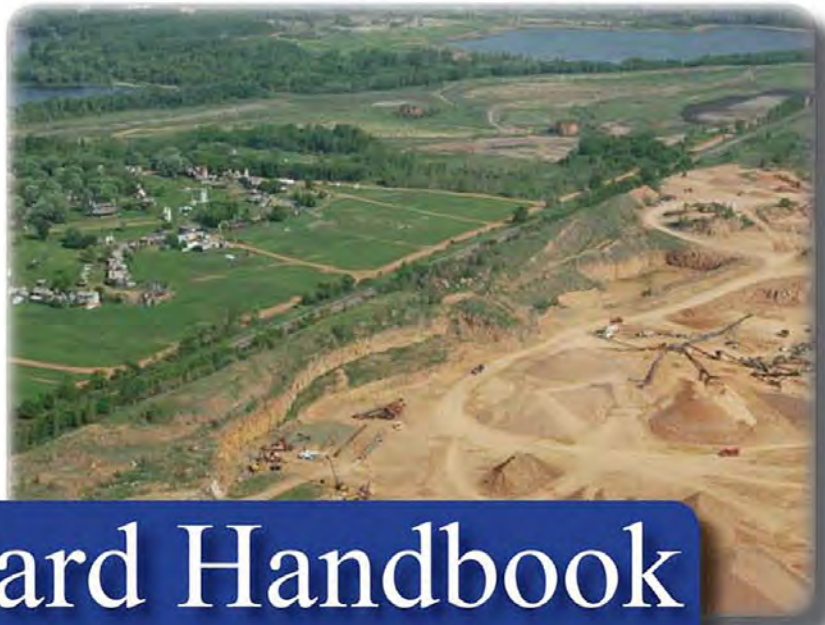
Ordinance 17.04

District Regulations

2. Business District Regulations

A. Use Regulations. In the business district no building or land shall be used and no building shall be hereafter erected or structurally altered, unless otherwise provided in this ordinance, except for retail sales use compatible with surrounding uses. In no event shall the following uses be permitted:

- i. Laundry employing more than five (5) persons on the premises.
- ii. Lumber yard.
- iii. Sale or distribution of gasoline or petroleum products, service stations, or any type of servicing or repair of any type of motorized vehicle, small engine or marine-type engine.
- iv. Multiple family dwelling.
- v. Tavern.
- vi. Liquor store.
- vii. Sales of items normally intended for immediate consumption, unless the premises provide space and facilities to accommodate such consumption.
- viii. Any use not compatible with surrounding uses.

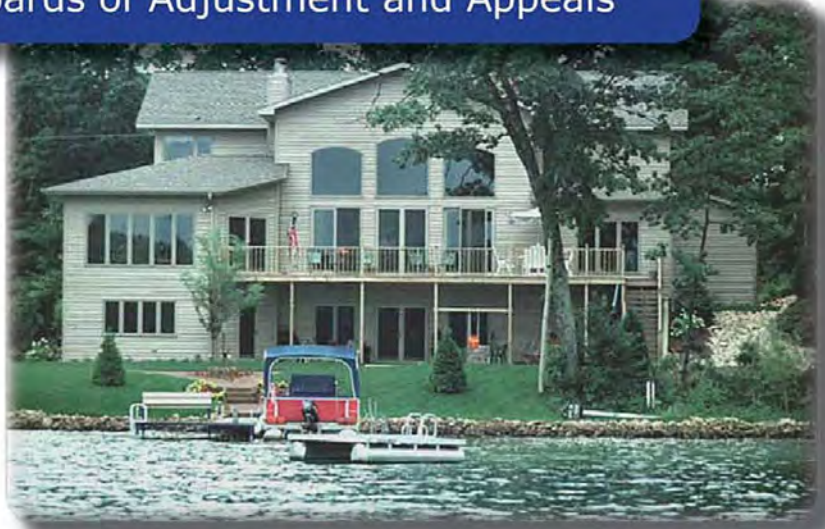


Zoning Board Handbook

For Wisconsin Zoning Boards of Adjustment and Appeals

**2nd Edition
2006**

**Lynn Markham
and Rebecca Roberts
Center for Land Use
Education**



Center for Land Use Education
College of Natural Resources
University of Wisconsin-Stevens Point



Extension
UNIVERSITY OF WISCONSIN-MADISON



AREA VARIANCES AND USE VARIANCES

What is the difference between an area variance and a use variance?

It may not always be easy to determine if an applicant is seeking an area variance or a use variance. It is arguable that a large deviation from a dimensional standard, or multiple deviations from several dimensional standards on the same lot, may constitute a use variance instead of an area variance. For example, allowing significantly reduced setbacks could have the same effect as changing the zoning from one residential zoning district that requires significant setbacks and open space to a second residential zoning district that has minimal setbacks and open space.

Based on majority opinions of the Wisconsin Supreme Court,¹⁶⁴ it appears that, in order to draw the line between area variances and use variances, zoning boards should consider the degree of deviation from each dimensional standard for which a variance is sought in order to determine if the requested variance would “permit wholesale deviation from the way in which land in the [specific] zone is used.”

¹⁶⁵ A proactive community seeking to consistently differentiate between area variances and use variances could adopt an ordinance provision similar to the following:

Unless the board of adjustment finds that a property cannot be used for any permitted purpose, area variances shall not be granted that allow for greater than a ____% (or ____ foot) deviation in area, setback, height or density requirements specified in the ordinance.

Why are use variances discouraged?

Wisconsin Statutes do not specifically prohibit use variances. However, courts recognize that they are difficult to justify because they may undermine ordinance objectives and change the character of the neighborhood.¹⁶⁶ Some Wisconsin communities prohibit use variances in their ordinances. There are a number of practical reasons why they are not advisable:

- **Unnecessary hardship must be established in order to qualify for a variance.**

This means that without the variance, none of the uses allowed as permitted or conditional uses in the current zoning district are feasible for the property. This circumstance is highly unlikely.

- **Many applications for use variances are in fact administrative appeals.**

Often the zoning board is asked to determine whether a proposed use is included within the meaning of a particular permitted or conditional use or whether it is sufficiently distinct as to exclude it from the ordinance language. Such a decision is not a use variance but an appeal of the administrator’s interpretation of ordinance text.

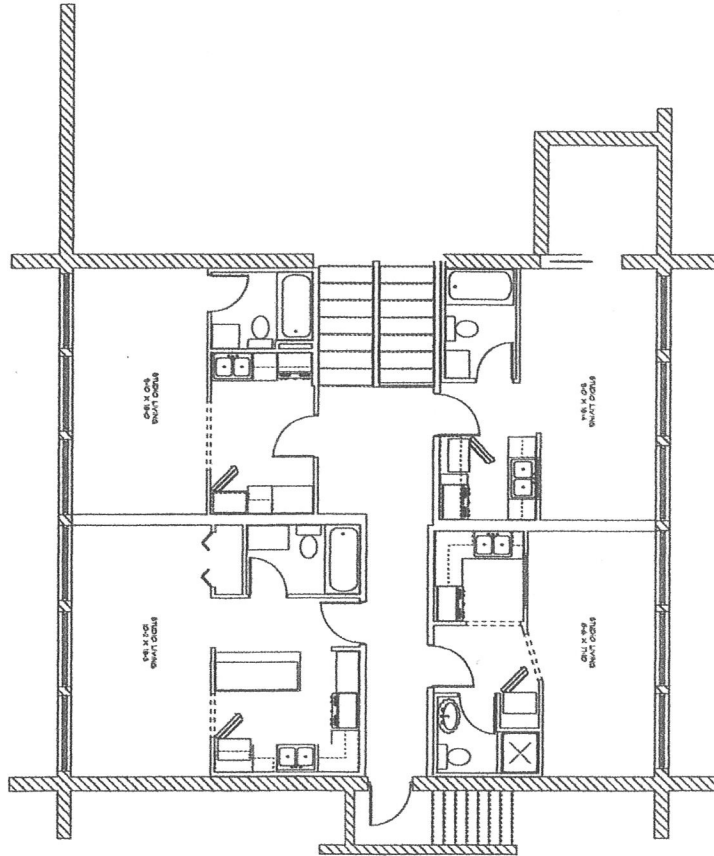
- **Zoning amendments are a more comprehensive approach than use variances.**

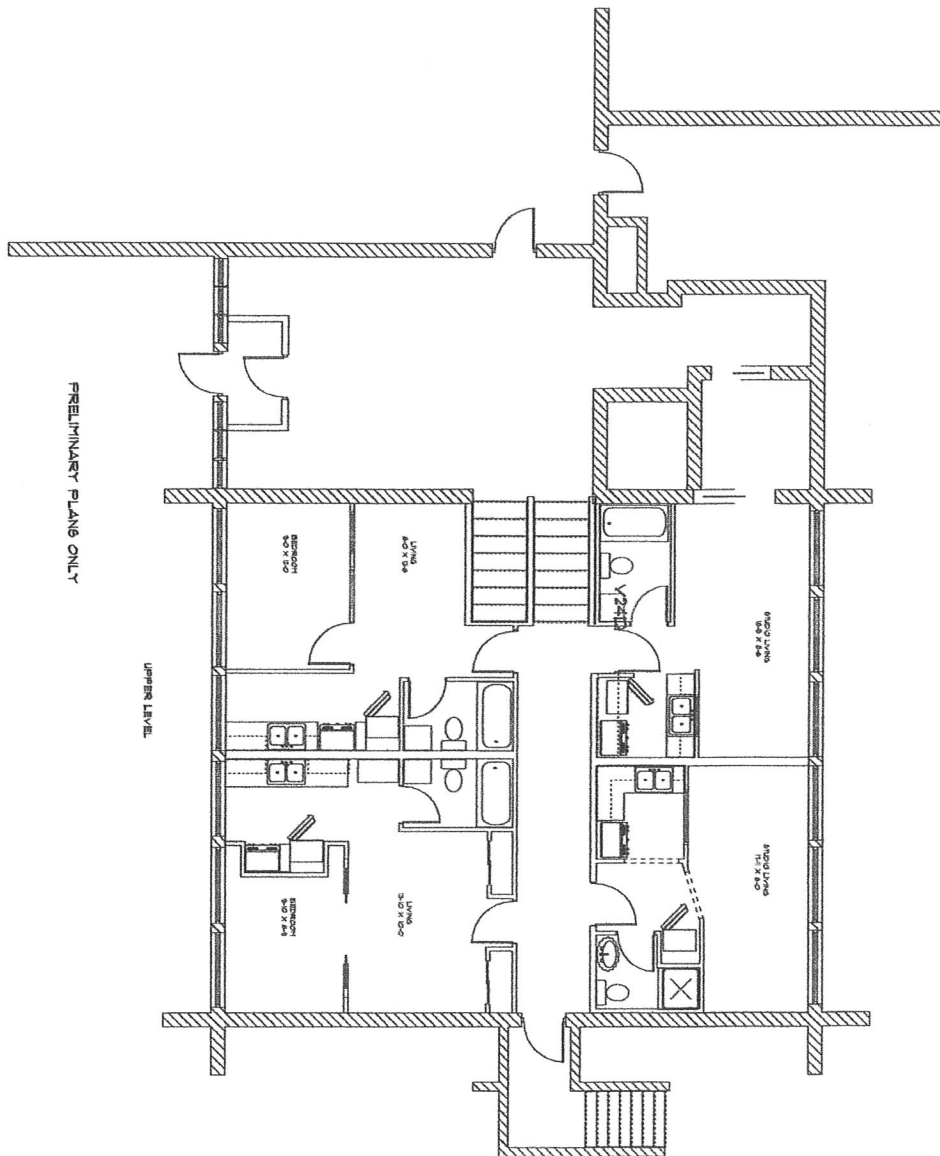
When making map or text amendments to the zoning ordinance, elected officials consider the larger land area to avoid piecemeal decisions that may lead to conflict between adjacent incompatible uses and may undermine neighborhoods and the goals established for them in land use plans and ordinances. Towns also have meaningful input (veto power) on zoning amendments to general zoning ordinances.

¹⁶⁴ *State ex rel. Ziervogel v. Washington County Bd. of Adjustment*, 2004 WI 23, 269 Wis. 2d 549, 676 N.W.2d 401 and *State v. Waushara County Bd. of Adjustment*, 2004 WI 56, 271 Wis. 2d 547, 679 N.W.2d 514.

¹⁶⁵ *State ex rel. Ziervogel v. Washington County Bd. of Adjustment*, 2004 WI 23, 269 Wis. 2d 549, 676 N.W.2d 401

¹⁶⁶ *State v. Kenosha County Bd. of Adjustment*, 218 Wis. 2d 396, 412 fn. 10, 577 N.W.2d 813 (1998); *Snyder v. Waukesha County Zoning Bd. of Adjustment*, 74 Wis. 2d 468, 473, 247 N.W.2d 98 (1976).





DRAIN BY: MS
DATE: 5/1/75
SCALE: NTS
SHEET NO.
SHEET

DISHER RENTALS

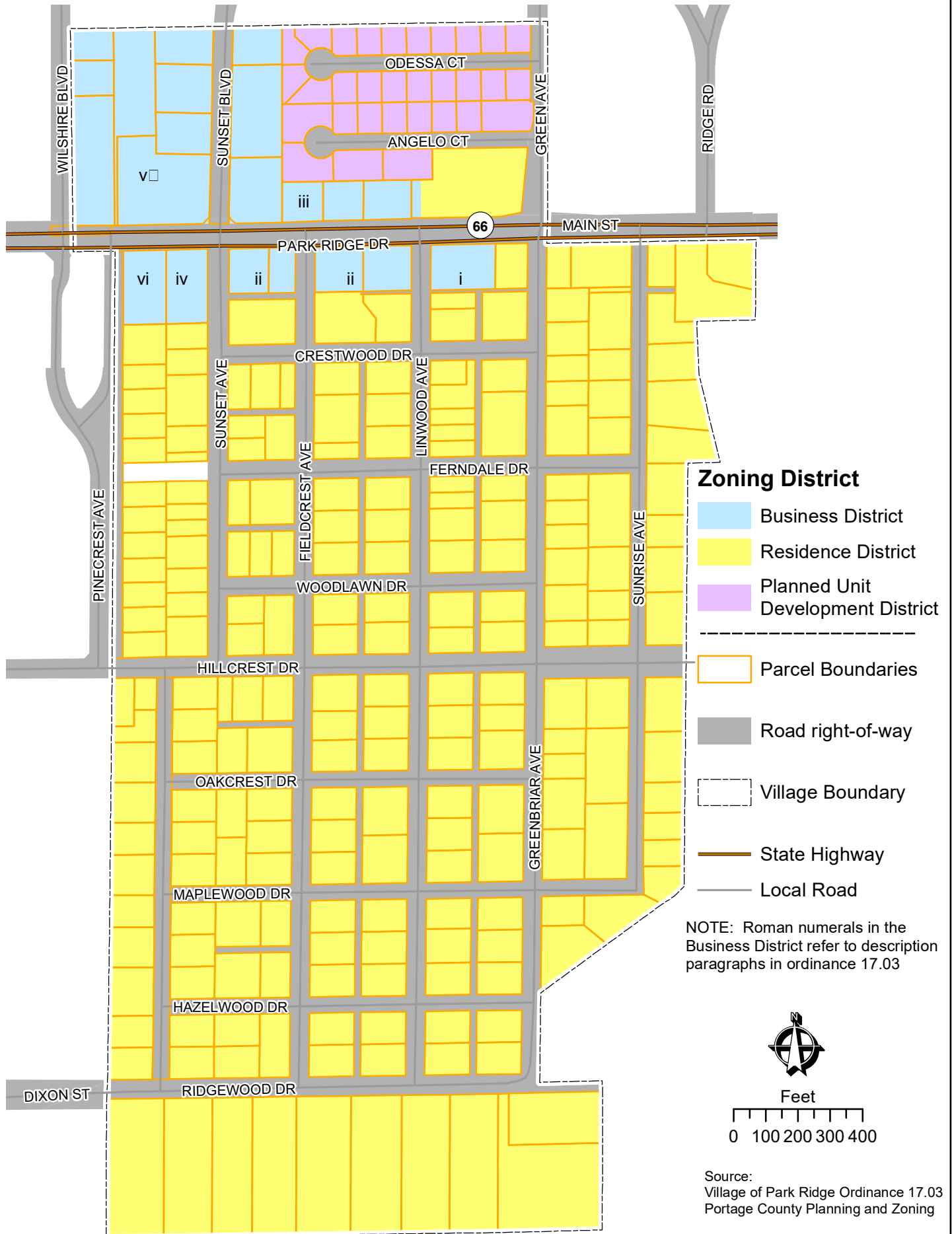
E. B. SOMMERS INC.
GENERAL CONTRACTORS
P.O. BOX 321
STEVENS POINT WIS. 54481 (75-344-5465)

PRELIMINARY FLOOR PLAN

REVISIONS	DATE

OF 0 SHEETS

Village of Park Ridge Zoning Map



From: Markham, Lynn lmarkham@uwsp.edu
Subject: Zoning question
Date: June 3, 2025 at 3:07 PM
To: Steve Menzel smenzel@vi.parkridge.wi.gov

LM

Hi Steve,

Good to talk with you.

A brief summary about options for the multi-unit proposal in a commercial zoning district:

Use variances permit a landowner to put a property to an otherwise prohibited use. Use variances are legal if your zoning ordinance doesn't prohibit them, but they are not recommended because use variances can allow a large land use change by the appointed Board of Appeals members in one meeting without input from the Zoning Committee or Village Board. In addition, the standards to grant a use variance include no reasonable use of the property in the absence of a variance, which is likely not met. You can see more about use variances and area/dimensional standards on page 103 (at the top of the screen) in the [Zoning Board Handbook](#).

The Village's commercial zoning district could be amended to allow multi-unit residential uses in addition to commercial uses. This combination of uses isn't likely to be problematic if your commercial uses do not emit toxic chemicals (e.g. gasoline, solvents) and are not so noisy as to disturb neighbors. If the commercial district included multi-unit residential uses, then a rezone would not be necessary if the proposal was submitted after the ordinance amendment was made. You may want to see the City of [SP's zoning code](#) that includes a Neighborhood Business District on page 67 (top of screen) that includes a limited range of commercial uses, plus most residential uses; an example of mixed commercial and residential uses in one zoning district.

The Village could amend the zoning ordinance to add a separate multi-unit residential district. In this case, a rezone would be necessary for the proposal after the amendment. I see the City of [Stevens Point zoning ordinance](#) contains three multi-unit residential zoning districts to consider.

Let me know if you have questions.

Thanks,

Lynn

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Resolution 004.2025 R
Resolution to Approve WI DNR
Compliance Maintenance Annual Report

THE VILLAGE BOARD OF THE VILLAGE OF PARK RIDGE DOES RESOLVE AS FOLLOWS:

WHEREAS the Village holds a general permit to discharge under the Wisconsin Pollutant Discharge Elimination System (WPDES), which applies to bypasses or overflows from the sewage collection system owned by the Village.

WHEREAS, effective January 1, 2006, the compliance maintenance requirements of ch. NR 208, Wis. Adm. Code apply to owners of sanitary sewer collection systems covered by a WPDES permit.

WHEREAS the general permit held by the Village requires that the Village submit an electronic Compliance Maintenance Annual Report each year for the previous calendar year; and,

WHEREAS, in the case of a publicly owned sewage collection system, a resolution shall be passed by the governing body and submitted as part of its Compliance Maintenance Annual Report, verifying its review of the report.

NOW THEREFORE BE IT RESOLVED that the Village of Park Ridge endorses the 2024 Compliance Maintenance Annual Report and will endeavor to maintain its sewage collection system to avoid bypasses and overflows within the Village.

Passed and adopted by the Village Board of the Village of Park Ridge on this 17th day of June 2025.

s/ _____
Steve Menzel
Village President

s/ _____
Anne Arndt
Village Clerk

Attest: s/ _____
Anne Arndt
Village Clerk