



Village of Cambridge
VILLAGE BOARD AGENDA
Tuesday, November 22, 2016 6:30 p.m.
Amundson Community Center, Community Room
200 Spring Street

PUBLIC HEARING

1. **Call To Order/Roll Call**
2. **Proof Of Posting**
3. **Public Hearing – 2017 Budget**
4. **Adjournment Of Public Hearing**

AGENDA

1. **Call to order/Roll Call**
2. **Pledge of Allegiance**
3. **Proof of Posting**
4. **Public Appearances:**
5. **Approval of Consent Agenda**
 - a. Approval of Village Board Minutes: November 10, 2016
 - b. Operator's Licenses: Megan Kautz
6. **Reports**
 - a. President's Report
 - b. Water and Sewer Committee
 - c. Audit and Finance Committee
 - d. Public Works Committee
 - e. Economic Development Director Report
 - f. Finance Report
 - g. Administrator's Report
7. **Bills**
8. **New Business:** Discussion and possible action regarding:
 - a. Economic Development Contract
 - b. 2017 Budget
 - c. Civic – Clarity Proposal
 - d. Community/Senior Room Furniture Purchase
 - e. Community Room Painting/Rehab
 - f. Parking Lot Lights
 - g. Netwurx Contract
9. **Unfinished Business:** Adjourn Into Closed Session As Per SS 19.85 (e) Deliberating or negotiating of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session Vineyard Development Agreement/Amendments and Distillery Incentive Agreement
10. **Reconvene to Open Session**
11. **Discussion and Possible Action on items discussed in Closed Session upon adjournment of the Closed Session and reconvening into Open Session**
12. **Correspondence**
13. **Meeting Announcements:** Library Board, December 7; Plan Commission, December 12; Village Board, December 13; Water and Sewer, December 20

14. Questions, Referrals to Staff or Future Agenda Items

- a. Cambridge Foundation grant application
- b. League of Wisconsin Municipalities presentation for Municipal Boards : "in the Scope of Your Authority"
- c. Quotes from architect firms for remodel of the Amundson Community Center
- d. Committee Structure

15. Adjournment

- 1) Persons needing special accommodations should call 608-423-3712 at least 24 hours prior to the meeting.
- 2) More specific information about agenda items may be obtained by calling 608- 423-3712.
- 3) Final Village Board agendas are typically posted by 4 PM on the Friday preceding the regular meeting at the Amundson Community Center, Cambridge Post Office, Cambridge News office and Cambridge State Bank and Village of Cambridge Web site at www.ci.cambridge.wi.us.

Lisa Moen, Village Clerk



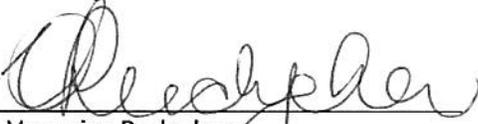
ADMINISTRATION

To: Honorable President Struss and Village Board of Trustees
From: Veronica Rudychev, Administrator
Date: November 17, 2016
Subject: 2017 Budget

BUDGET HIGHLIGHTS

1. General Fund - 100
 - a. Health/Dental/WRS
 - i. The renewal rates for Dean Health came in at a very surprising 5.7% decrease over the previous years rates. Also, we are seeing some savings from younger employees.
 - ii. Dental Insurance renewals came in with a 2% increase. The average increase for the metro Milwaukee-Madison area was 5-7%. Our broker saw this as very favorable and indicated we should renew. Committee moved to have employees contribute 25% of the dental premium starting in January.
 - iii. WRS contributions for both employee and employer will go up to 6.8%.
 - b. Wages
 - i. Employee wages have been entered with no change in FTE count. A 2% raise for employees has been included in the budget. Numbers have also been entered with assumed retirements and previously approved merit increases.
 - c. Public Works Items
 - i. Street Outlay has been decreased in the public works budget. It is anticipated that these funds will be recouped through the Capital Project budget. A multi-year Capital Improvement Plan with spending for 2017 included will be started in early 2017. Funds from the current fund balance will be used as seed money with priority funding going to public works.
 - d. Contracts
 - i. Audit and Accounting Services
 1. A contract with Baker Tilly has been approved. Baker Tilly will be recommending some additional service based on initial meetings some contingency funding for that has been assumed.
 - ii. Economic Development Director
 1. Committee requested that \$26,000 be moved from street outlay in Public Works to fund this contract. This money is sitting in the Administration Contracts line item.
2. Debt Service Fund - 110
 - a. Debt service schedules are attached for reference. General Fund has been levied for. Bond proceeds from prior issues are being applied this year as the last year for expenditure. They will be used to pay back debt service. This allows for the Village to use the Debt Service levy dollars towards a onetime project. Currently, those funds are earmarked for the Amundson Center. TID #4 will not need to be levied for this year with the approval of the refinancing of the State Trust Fund Loan by the Village Board on November 10th. The Village will now not have to make a payment on that debt until 2018.

3. Library Fund – 150
 - a. A n increase has been included for the library. A reminder that the library levy amount cannot be any lower than \$50,191.
4. Capital Fund – 200
 - a. No current levy exists. The first year of possible levy dollars towards this fund will be 2018. The funding will be determined by the Capital Project Plan.
5. Refuse & Recycling Fund – 350
 - a. Contracts
 - i. Refuse & Recycling
 1. Staff recently informed the Board of the three-year extension. Pricing for 2017 will stay at 2016 level.



Veronica Rudychev
Village Administrator

SUMMARY OF LOCAL LEVY	2016 BUDGET	2017 BUDGET	INCREASE FROM 2016 ADOPTED
General Fund	\$624,902	\$788,951	\$164,049
Economic Development Fund	\$52,283	\$0	(\$52,283)
Refuse & Recycling Fund	\$30,685	\$26,783	(\$3,902)
Debt Service Fund	\$354,608	\$239,286	(\$115,322)
Library Fund	\$61,134	\$68,262	\$7,128
Capital Projects Fund	\$0	\$0	\$0
Property Taxes Levied for Village	\$1,123,612	\$1,123,282	(\$330)

Account Number	Fund Description	Account Description	Short Description	Account Type	2015 Original Budget	2016 Original Budget	2017 Proposed Budget	% CHANGE
100-00-41110-000-000	VILLAGE GENERAL FUND	GENERAL PROPERTY TAX	GENERAL PROPERTY TAX	Revenues	619,238.00	624,902.00	788,951.00	1.35%
100-00-41310-000-000	VILLAGE GENERAL FUND	PAYMENT IN LIEU OF TAXES - WATER/SEWER	PAYMENT IN LIEU OF TAXES	Revenues	100,757.00	100,757.00	104,043.00	3.26%
100-00-41490-000-000	VILLAGE GENERAL FUND	DELINQUENT TAX COLLECTED	DELINQUENT TAX COLLECTED	Revenues	0	1,000.00	1,000.00	0.00%
100-00-41800-000-000	VILLAGE GENERAL FUND	INTEREST ON TAXES	INTEREST ON TAXES	Revenues	0	250	200	-20.00%
100-00-43410-000-000	VILLAGE GENERAL FUND	STATE SHARED REVENUES	STATE SHARED REVENUES	Revenues	59,483.00	59,483.00	59,483.00	0.00%
100-00-43410-000-000	VILLAGE GENERAL FUND	EXPENDITURE RESTRAINT PAYMENT	EXPENDITURE RESTRAINT PAYMENT	Revenues	25,407.00	25,096.00	0	-100.00%
100-00-43410-000-000	VILLAGE GENERAL FUND	EXEMPT COMPUTER AIDS	EXEMPT COMPUTER AIDS	Revenues	1,619.00	1,619.00	1,619.00	0.00%
100-00-43530-000-000	VILLAGE GENERAL FUND	STATE AID/LOCAL STREETS	STATE AID/LOCAL STREETS	Revenues	82,686.00	92,564.00	83,266.78	-10.04%
100-00-43534-000-000	VILLAGE GENERAL FUND	LOCAL ROAD IMPROVEMENT GRANT	LRIP GRANT	Revenues	0	6,000.00	0	-100.00%
100-00-43545-000-000	VILLAGE GENERAL FUND	STATE RECYCLING GRANTS	STATE RECYCLING GRANTS	Revenues	0	3,900.00	0.00	0.00%
100-00-44110-000-000	VILLAGE GENERAL FUND	LIQUOR LICENSE	LIQUOR LICENSE	Revenues	3,600.00	6,600.00	4,000.00	-39.39%
100-00-44120-000-000	VILLAGE GENERAL FUND	OPERATORS LICENSE	OPERATORS LICENSE	Revenues	2,500.00	2,500.00	2,900.00	16.00%
100-00-44121-000-000	VILLAGE GENERAL FUND	CIGARETTE LICENSE	CIGARETTE LICENSE	Revenues	600	600	600	0.00%
100-00-44200-000-000	VILLAGE GENERAL FUND	DOG LICENSE	DOG LICENSE	Revenues	600	600	600	0.00%
100-00-44200-100-000	VILLAGE GENERAL FUND	CAT LICENSE	CAT LICENSE	Revenues	800	800	1,400.00	75.00%
100-00-44300-000-000	VILLAGE GENERAL FUND	BUILDING PERMITS	BUILDING PERMITS	Revenues	75	100	100	0.00%
100-00-44400-000-000	VILLAGE GENERAL FUND	ZONING PERMITS	ZONING PERMITS	Revenues	9,500.00	16,000.00	20,000.00	25.00%
100-00-44500-000-000	VILLAGE GENERAL FUND	PARK IMPACT FEE	PARK IMPACT FEE	Revenues	250	700	1,000.00	42.86%
100-00-45100-000-000	VILLAGE GENERAL FUND	COURT FINES/PENALTIES	COURT FINES/PENALTIES	Revenues	0	3,955.00	4,500.00	13.78%
100-00-46100-000-000	VILLAGE GENERAL FUND	GENERAL GOVERNMENT CHARGES	GENERAL GOVERNMENT CHARGES	Revenues	7,600.00	9,000.00	18,000.00	100.00%
100-00-46200-000-000	VILLAGE GENERAL FUND	PARK USE FEES	PARK USE FEES	Revenues	900	2,300.00	14,051.00	510.91%
100-00-46310-000-000	VILLAGE GENERAL FUND	TOWN OF OAKLAND - STATE HWY	TWN OF OAKLAND - HWY AID	Revenues	100	100	100	0.00%
100-00-46320-000-000	VILLAGE GENERAL FUND	MOWING/WEEEDS/SNOW RMVAL CHARGE	MOWING/WEEEDS/SNOW RMVAL CHARGE	Revenues	1,799.00	1,799.00	1,800.00	0.06%
100-00-48100-000-000	VILLAGE GENERAL FUND	INTEREST ON TEMP. INVESTMENTS	INTEREST ON TEMP. INVESTMENTS	Revenues	100	3,000.00	3,000.00	0.00%
100-00-48100-000-000	VILLAGE GENERAL FUND	COMMUNITY CENTER REVENUE	COMMUNITY CENTER REVENUE	Revenues	3,000.00	1,500.00	1,600.00	6.67%
100-00-48200-000-000	VILLAGE GENERAL FUND	RENT OF VILLAGE PROPERTY/SIGNS	RENT OF VILLAGE PROPERTY/SIGNS	Revenues	2,000.00	2,000.00	1,000.00	-50.00%
100-00-48210-000-000	VILLAGE GENERAL FUND	CABLE TV LAND LEASE	CABLE TV LAND LEASE	Revenues	6,553.00	6,553.00	6,553.00	0.00%
100-00-48220-000-000	VILLAGE GENERAL FUND	SALE OF VILLAGE PROPERTY	SALE OF VILLAGE PROPERTY	Revenues	8,992.00	8,900.00	11,000.00	23.60%
100-00-48300-000-000	VILLAGE GENERAL FUND	INSURANCE DIVIDENDS/PREM REIMB	INSURANCE DIVIDENDS/PREM REIMB	Revenues	0	250	0	-100.00%
100-00-48400-100-000	VILLAGE GENERAL FUND	EMPLOYEE CONTRIB TO INS PREM	EMPLOYEE CONTRIB TO INS PREM	Revenues	2,000.00	2,000.00	2,600.00	30.00%
100-00-48505-000-000	VILLAGE GENERAL FUND	OTHER FINANCING SOURCES	OTHER FINANCING SOURCES	Revenues	6,974.00	13,762.00	5,891.53	-57.19%
100-00-49000-000-000	VILLAGE GENERAL FUND	FUND BALANCE APPLIED - GENL	FUND BALANCE APPLIED - GENL	Revenues	0	0	0.00	100.00%
100-00-49000-100-000	VILLAGE GENERAL FUND	FUND BALANCE APPLIED - GENL	FUND BALANCE APPLIED - GENL	Revenues	0	25,000.00	0.00	100.00%
TOTAL					947,433.00	1,022,990.00	1,138,658.31	11.31%
100-00-51100-130-000	VILLAGE GENERAL FUND	BOARD OF TRUSTEES- LEGISLATIVE	LEGISLATIVE - FRINGES	Expenses	557	700	500	-28.57%
100-00-51100-140-000	VILLAGE GENERAL FUND	BOARD OF TRUSTEES- LEGISLATIVE	LEGISLATIVE - PER DIEMS	Expenses	7,280.00	7,500.00	7,500.00	0.00%
100-00-51100-390-000	VILLAGE GENERAL FUND	BOARD OF TRUSTEES- LEGISLATIVE	LEGISLATIVE - SUPPLY & EXPENSE	Expenses	2,600.00	1,000.00	2,000.00	100.00%
100-00-51120-140-000	VILLAGE GENERAL FUND	COMMITTEES PER DIEM	COMMITTEES PER DIEM	Expenses	2,200.00	1,000.00	1,000.00	0.00%
100-00-51200-110-000	VILLAGE GENERAL FUND	MUNICIPAL COURT (JUDICIAL)	COURT - SALARIES	Expenses	3,600.00	3,600.00	4,200.00	16.67%
100-00-51200-120-000	VILLAGE GENERAL FUND	MUNICIPAL COURT (JUDICIAL)	COURT - HOURLY WAGES	Expenses	8,395.00	8,400.00	8,652.00	3.00%
100-00-51200-130-000	VILLAGE GENERAL FUND	MUNICIPAL COURT (JUDICIAL)	COURT - FRINGES	Expenses	918	918	985	7.30%
100-00-51200-330-000	VILLAGE GENERAL FUND	MUNICIPAL COURT (JUDICIAL)	COURT - TRAINING	Expenses	1,075.00	1,200.00	1,375.00	14.58%
100-00-51200-390-000	VILLAGE GENERAL FUND	MUNICIPAL COURT (JUDICIAL)	COURT - SUPPLY & EXPENSE	Expenses	2,025.00	2,075.00	2,890.00	39.28%
100-00-51300-210-000	VILLAGE GENERAL FUND	VILLAGE LEGAL WORK	VILLAGE LEGAL WORK	Expenses	5,000.00	4,000.00	4,000.00	0.00%
100-00-51410-110-000	VILLAGE GENERAL FUND	VILLAGE PRESIDENT	PRESIDENT - SALARIES	Expenses	3,708.00	3,708.00	3,708.00	0.00%
100-00-51410-130-000	VILLAGE GENERAL FUND	VILLAGE PRESIDENT	PRESIDENT FRINGE BENEFITS	Expenses	284	284	284	0.00%
100-00-51410-390-000	VILLAGE GENERAL FUND	VILLAGE PRESIDENT	PRESIDENT - SUPPLY & EXPENSE	Expenses	300	300	150	-50.00%
100-00-51420-110-000	VILLAGE GENERAL FUND	ADMIN/CLERK/TREASURER	ADMIN - SALARIES	Expenses	90,371.00	105,186.00	122,226.62	16.20%
100-00-51420-130-000	VILLAGE GENERAL FUND	ADMIN/CLERK/TREASURER	ADMIN - FRINGES	Expenses	13,726.00	14,991.00	17,661.75	17.82%
100-00-51420-133-000	VILLAGE GENERAL FUND	ADMIN/CLERK/TREASURER	ADMIN - FLEX BEN	Expenses	35,842.00	43,822.00	29,406.72	-32.90%
100-00-51420-134-000	VILLAGE GENERAL FUND	ADMIN - GROUP LIFE INSURANCE	ADMIN - FLEX BEN	Expenses	400	400	400	0.00%
100-00-51420-135-000	VILLAGE GENERAL FUND	ADMIN/CLERK/TREASURER	ADMIN - LIFE INS	Expenses	230	500	500	0.00%
100-00-51420-221-000	VILLAGE GENERAL FUND	ADMIN/CLERK/TREASURER	ADMIN - TELEPHONE	Expenses	3,600.00	3,000.00	3,000.00	0.00%
100-00-51420-223-000	VILLAGE GENERAL FUND	ADMIN/CLERK/TREASURER	ADMIN - INTERNET	Expenses	400	400	400	0.00%
100-00-51420-240-000	VILLAGE GENERAL FUND	ADMIN/CLERK/TREASURER	ADMIN - MAINT & REPAIR	Expenses	750	500	500	0.00%
100-00-51420-250-000	VILLAGE GENERAL FUND	ADMIN - WDOJ TIME SYSTEM	ADMIN - WDOJ TIME SYSTEM	Expenses	500	500	500	0.00%
100-00-51420-280-000	VILLAGE GENERAL FUND	ADMIN - COMPUTER MAINT/REPAIR	ADMIN - COMPUTER MAINT/REPAIR	Expenses	1,557.00	1,500.00	1,500.00	0.00%
100-00-51420-310-000	VILLAGE GENERAL FUND	ADMIN/CLERK/TREASURER	ADMIN - OFFICE SUPPLY	Expenses	1,900.00	1,800.00	1,500.00	-58.33%
100-00-51420-311-000	VILLAGE GENERAL FUND	ADMIN/CLERK/TREASURER	ADMIN - POSTAGE	Expenses	1,200.00	1,500.00	1,500.00	0.00%
100-00-51420-320-000	VILLAGE GENERAL FUND	ADMIN/CLERK/TREASURER	ADMIN - SUBSCR/PRINTING	Expenses	2,000.00	500	250	-50.00%
100-00-51420-330-000	VILLAGE GENERAL FUND	ADMIN/CLERK/TREASURER	ADMIN - TRAINING; CONFER.	Expenses	3,500.00	2,500.00	3,500.00	40.00%

100-00-51420-390-000	VILLAGE GENERAL FUND	ADMIN/CLERK/TREASURER	ADMIN - SUPPLY & EXPENSES	Expenses	400	300	500	66.67%
100-00-51425-000-000	VILLAGE GENERAL FUND	PUBLICATION/HEARING NOTICES	PUBLICATION/HEARING NOTICES	Expenses	1,000.00	750	750	0.00%
100-00-51440-120-000	VILLAGE GENERAL FUND	ELECTIONS	POLL WORKER WAGES	Expenses	1,500.00	2,200.00	1,100.00	-50.00%
100-00-51440-390-000	VILLAGE GENERAL FUND	ELECTIONS	ELECTIONS - SUPPLY & EXPENSE	Expenses	1,500.00	2,000.00	1,000.00	-50.00%
100-00-51510-210-000	VILLAGE GENERAL FUND	AUDIT & ACCOUNTING	AUDIT & ACCOUNTING	Expenses	9,000.00	9,000.00	17,050.00	89.44%
100-00-51520-290-000	VILLAGE GENERAL FUND	CONTRACTED SERVICES	CONTRACTED SERVICES	Expenses	4,200.00	1,000.00	43,205.00	4220.50%
100-00-51530-210-000	VILLAGE GENERAL FUND	ASSESSOR	ASSESSOR - CONTRACT FEE	Expenses	12,000.00	12,000.00	12,000.00	0.00%
100-00-51532-140-000	VILLAGE GENERAL FUND	BOARD OF REVIEW	BOARD OF REVIEW - PER DIEM	Expenses	60	100	100	0.00%
100-00-51532-390-000	VILLAGE GENERAL FUND	BOARD OF REVIEW	BOARD OF REVIEW - EXPENSES	Expenses	50	100	50	-50.00%
100-00-51600-120-000	VILLAGE GENERAL FUND	MUNICIPAL BLDG (AMUNDSON)	MUN BLDG - HOURLY WAGES	Expenses	13,922.00	8,820.00	8,996.40	2.00%
100-00-51600-130-000	VILLAGE GENERAL FUND	MUNICIPAL BLDG (AMUNDSON)	MUN BLDG - FRINGES	Expenses	2,012.00	1,258.00	1,299.98	3.44%
100-00-51600-220-000	VILLAGE GENERAL FUND	MUNICIPAL BLDG (AMUNDSON)	MUN BLDG - UTILITIES	Expenses	15,500.00	13,717.00	14,000.00	2.06%
100-00-51600-240-000	VILLAGE GENERAL FUND	MUNICIPAL BLDG (AMUNDSON)	MUN BLDG - MAINT & REPAIR	Expenses	5,000.00	4,425.00	103,500.00	2238.98%
100-00-51600-340-000	VILLAGE GENERAL FUND	MUNICIPAL BLDG (AMUNDSON)	MUN BLDG - JANITOR SUPPLIES	Expenses	1,350.00	1,195.00	1,000.00	-16.32%
100-00-51600-390-000	VILLAGE GENERAL FUND	MUNICIPAL BLDG (AMUNDSON)	MUN BLDG - SUPPLIES	Expenses	2,000.00	1,770.00	1,000.00	-48.50%
100-00-51930-510-000	VILLAGE GENERAL FUND	GENERAL ADMINISTRATION	INSURANCE - PROPERTY	Expenses	3,540.00	4,338.00	4,424.76	2.00%
100-00-51930-511-000	VILLAGE GENERAL FUND	GENERAL ADMINISTRATION	INSURANCE - LIABILITY	Expenses	8,071.00	8,071.00	8,232.42	2.00%
100-00-51930-512-000	VILLAGE GENERAL FUND	GENERAL ADMINISTRATION	WORKER'S COMP	Expenses	3,000.00	2,115.00	2,157.30	2.00%
100-00-52100-210-000	VILLAGE GENERAL FUND	LAW ENFORCEMENT	POLICE - LEGAL	Expenses	3,000.00	2,000.00	1,000.00	-50.00%
100-00-52100-240-000	VILLAGE GENERAL FUND	LAW ENFORCEMENT	POLICE - MAINT & REPAIR	Expenses	250	250	250	0.00%
100-00-52100-245-000	VILLAGE GENERAL FUND	POLICE - DANE COM EXPENSE	POLICE - DANE COM EXPENSE	Expenses	1,339.00	1,000.00	2,453.00	145.30%
100-00-52100-290-000	VILLAGE GENERAL FUND	LAW ENFORCEMENT	POLICE - CONTRACT WAGES	Expenses	201,984.00	202,872.00	210,865.41	3.94%
100-00-52100-310-000	VILLAGE GENERAL FUND	LAW ENFORCEMENT	POLICE - INTERNET	Expenses	350	500	500	0.00%
100-00-52100-360-000	VILLAGE GENERAL FUND	LAW ENFORCEMENT	POLICE - REPAIR/MAINT SUPPLY	Expenses	200	250	0	-100.00%
100-00-52100-370-000	VILLAGE GENERAL FUND	LAW ENFORCEMENT	POLICE - SQUAD GAS/OIL	Expenses	4,000.00	5,000.00	4,000.00	-20.00%
100-00-52100-390-000	VILLAGE GENERAL FUND	LAW ENFORCEMENT	POLICE - PHONES & SUPPLIES	Expenses	450	1,500.00	1,500.00	0.00%
100-00-52100-511-000	VILLAGE GENERAL FUND	LAW ENFORCEMENT	POLICE - LIABILITY INSUR	Expenses	475	500	500	0.00%
100-00-52200-220-000	VILLAGE GENERAL FUND	FIRE // EMS DEPARTMENT	FIRE/EMS - HYDRANT RENTAL	Expenses	137,164.00	137,164.00	143,400.00	4.55%
100-00-52200-290-000	VILLAGE GENERAL FUND	FIRE // EMS DEPARTMENT	FIRE/EMS - VILLAGE SHARE	Expenses	63,947.00	59,251.00	63,230.18	6.72%
100-00-52400-000-000	VILLAGE GENERAL FUND	PLBG. & BLDG. INSPECTIONS	PLBG. & BLDG. INSPECTIONS	Expenses	9,500.00	12,800.00	14,000.00	9.38%
100-00-52420-000-000	VILLAGE GENERAL FUND	EROSION CONTROL MONITORING	EROSION CONTROL MONITORING	Expenses	1,000.00	200	200	0.00%
100-00-53100-215-000	VILLAGE GENERAL FUND	ENGINEERING SERVICES	ENGINEERING SERV	Expenses	750	500	500	0.00%
100-00-53311-115-000	VILLAGE GENERAL FUND	PUBLIC WORKS - OVERTIME	PUBLIC WORKS - OVERTIME	Expenses	0	6,000.00	6,000.00	0.00%
100-00-53311-120-000	VILLAGE GENERAL FUND	PUBLIC WORKS	PUBLIC WORKS - HOURLY WAGES	Expenses	53,311.00	55,589.00	103,898.46	86.90%
100-00-53311-130-000	VILLAGE GENERAL FUND	PUBLIC WORKS	PUBLIC WORKS - FRINGES	Expenses	7,480.00	8,950.00	15,013.33	67.75%
100-00-53311-133-000	VILLAGE GENERAL FUND	PUBLIC WORKS	PUBLIC WORKS - HEALTH/DENTAL	Expenses	20,678.00	22,464.00	12,592.98	-43.94%
100-00-53311-135-000	VILLAGE GENERAL FUND	DPW - GROUP LIFE INSURANCE	PUBLIC WORKS - LIFE INS	Expenses	474	500	500	0.00%
100-00-53311-220-000	VILLAGE GENERAL FUND	PUBLIC WORKS	PUBLIC WORKS - UTILITY & PHONE	Expenses	4,763.00	4,700.00	4,700.00	0.00%
100-00-53311-230-000	VILLAGE GENERAL FUND	PUBLIC WORKS	PUBLIC WORKS - TREE & BRUSH	Expenses	15,000.00	10,000.00	10,000.00	0.00%
100-00-53311-235-000	VILLAGE GENERAL FUND	PUBLIC WORKS - DNR ASH BORER	PUBLIC WORKS - DNR ASH BORER	Expenses	3,000.00	1,000.00	1,000.00	0.00%
100-00-53311-340-000	VILLAGE GENERAL FUND	PUBLIC WORKS	PUBLIC WORKS - SHOP SUPPLIES	Expenses	1,700.00	1,500.00	1,500.00	0.00%
100-00-53311-350-000	VILLAGE GENERAL FUND	PUBLIC WORKS	PUBLIC WORKS - EQUIP REPAIRS	Expenses	7,000.00	6,200.00	6,500.00	4.84%
100-00-53311-360-000	VILLAGE GENERAL FUND	PUBLIC WORKS	PUBLIC WORKS - SUPPLIES	Expenses	1,000.00	900	250	-72.22%
100-00-53311-370-000	VILLAGE GENERAL FUND	PUBLIC WORKS	PUBLIC WORKS - FUEL	Expenses	8,500.00	7,500.00	6,000.00	-20.00%
100-00-53311-371-000	VILLAGE GENERAL FUND	PUBLIC WORKS	PUBLIC WORKS - STREET SIGNS	Expenses	1,500.00	1,300.00	1,000.00	-23.08%
100-00-53311-391-000	VILLAGE GENERAL FUND	PUBLIC WORKS - ROAD SALT	PUBLIC WORKS - MISC	Expenses	1,500.00	1,000.00	1,000.00	-33.33%
100-00-53311-392-000	VILLAGE GENERAL FUND	PUBLIC WORKS - SEAL COAT/ PATCH	PUBLIC WORKS - ROAD SALT	Expenses	22,000.00	17,500.00	17,500.00	0.00%
100-00-53311-393-000	VILLAGE GENERAL FUND	PUBLIC WORKS - STREET PAINT	PUBLIC WORKS - SEAL COAT/PATCH	Expenses	20,000.00	22,000.00	15,000.00	-31.82%
100-00-53311-511-000	VILLAGE GENERAL FUND	PUBLIC WORKS	PUBLIC WORKS - STREET PAINT	Expenses	1,000.00	1,000.00	1,000.00	0.00%
100-00-53311-512-000	VILLAGE GENERAL FUND	PUBLIC WORKS	INSURANCE - LIABILITY	Expenses	0	3,000.00	3,000.00	0.00%
100-00-53311-530-000	VILLAGE GENERAL FUND	PUBLIC WORKS	PUBLIC WORKS - WORKERS COMP	Expenses	0	6,000.00	6,000.00	0.00%
100-00-53311-823-000	VILLAGE GENERAL FUND	PUBLIC WORKS	PUBLIC WORKS - BLDG SUPPLY/EXP	Expenses	400	500	250	-50.00%
100-00-53420-000-000	VILLAGE GENERAL FUND	STREET LIGHTS	PUBLIC WORKS - STREET OUTLAY	Expenses	1,000.00	70,000.00	0.00	-100.00%
100-00-53430-000-000	VILLAGE GENERAL FUND	SIDEWALK REPLACEMENT PLAN	STREET LIGHTS	Expenses	27,000.00	27,000.00	27,000.00	0.00%
100-00-55200-120-000	VILLAGE GENERAL FUND	PARK/PLAYGROUND - OTHER	SIDEWALK REPLACEMENT PLAN	Expenses	6,000.00	5,500.00	1,500.00	-72.73%
100-00-55200-130-000	VILLAGE GENERAL FUND	PARK/PLAYGROUND	PARKS - HOURLY WAGES	Expenses	11,758.00	12,500.00	0	-100.00%
100-00-55200-130-000	VILLAGE GENERAL FUND	PARK/PLAYGROUND	PARK - FRINGES	Expenses	1,699.00	957	0	-100.00%
100-00-55200-220-000	VILLAGE GENERAL FUND	PARK - NO MOW AREA MAINT	PARK UTILITIES	Expenses	1,100.00	500	250	-50.00%
100-00-55200-240-000	VILLAGE GENERAL FUND	FOUNTAIN MAINTENANCE	PARK - NO MOW AREA MAINT	Expenses	1,000.00	250	250	0.00%
100-00-55200-245-000	VILLAGE GENERAL FUND	MAIN STREET MAINT-FLOWERS	FOUNTAIN MAINTENANCE	Expenses	1,000.00	250	250	0.00%
100-00-55200-290-000	VILLAGE GENERAL FUND	LAGOON FISH POND - PORTAPOT	MAIN STREET MAINT-FLOWERS	Expenses	2,500.00	1,500.00	750	-50.00%
100-00-55200-290-000	VILLAGE GENERAL FUND	LAGOON FISH POND - PORTAPOT	LAGOON FISH POND - PORTAPOT	Expenses	500	2,000.00	0	-100.00%

100-00-55200-390-000	VILLAGE GENERAL FUND	PARK/PLAYGROUND	PARK/PLAYGROUND SUPPLIES	Expenses	1,500.00	1,300.00	1,000.00	-23.08%
100-00-55200-825-000	VILLAGE GENERAL FUND	PICNIC TABLE/BENCH REPLACEMENT	PICNIC TABLE/BENCH REPLACEMENT	Expenses	500	100	100	0.00%
100-00-55300-000-000	VILLAGE GENERAL FUND	HOLIDAY DECORATIONS	HOLIDAY DECORATIONS	Expenses	1,500.00	1,350.00	500.00	-62.96%
100-00-55400-000-000	VILLAGE GENERAL FUND	SENIOR/YOUTH SERVICES	SENIOR/YOUTH SERVICES	Expenses	10,000.00	9,000.00	9,000.00	0.00%
100-00-55450-000-000	VILLAGE GENERAL FUND	MED DROP PROGRAM	MED DROP PROGRAM	Expenses	1,250.00	1,000.00	1,000.00	0.00%
100-00-55550-000-000	VILLAGE GENERAL FUND	ARTS COUNCIL	ARTS COUNCIL	Expenses	1,000.00	500	500	0.00%
100-00-55700-000-000	VILLAGE GENERAL FUND	CLEAN SWEEP CONTRIBUTION	CLEAN SWEEP CONTRIBUTION	Expenses	250	250	250	0.00%
100-00-55800-000-000	VILLAGE GENERAL FUND	SAFE COMMUNITIES DUES	SAFE COMMUNITIES DUES	Expenses	500	500	500	0.00%
100-00-56700-140-000	VILLAGE GENERAL FUND	ECONOMIC DEVELOPMENT	PLANNING - PER DIEMS	Expenses	980	1,700.00	1,000.00	-41.18%
TOTAL					1,022,990.00	1,138,658.31	1,131%	

Account Number	Fund Description	Account Description	Short Description	Account Type	2015 Original Budget	2016 Original Budget	2017 Proposed Budget	% CHANGE
110-00-41112-000-000	DEBT SERVICE FUND	PROPERTY TAX - DEBT SERVICE	PROPERTY TAX - DEBT SERVICE	Revenues	273,555.00	354,608.00	239,286.00	-32.52%
110-00-49700-000-000	DEBT SERVICE FUND	TRANSFER FROM CAPITAL PROJECTS	TRANS FROM CP FUND	Revenues	0	0	100,000.00	100.00%
110-00-49802-000-000	DEBT SERVICE FUND	TRANSFER FROM TID 2	TRANSFER FROM TID 2	Revenues	50,559.00	0	13,769.00	100.00%
TOTAL					512,648.00	354,608.00	353,055.00	-0.44%
110-00-58100-000-000	DEBT SERVICE FUND	PRINCIPAL LONG TERM DEBT	PRINCIPAL LONG TERM DEBT	Expenses	261,167.00	192,917.00	210,820.00	9.28%
110-00-58200-000-000	DEBT SERVICE FUND	INTEREST LONG TERM DEBT	INTEREST LONG TERM DEBT	Expenses	199,922.00	157,191.00	137,735.00	-12.38%
110-00-58300-000-000	DEBT SERVICE FUND	BOND ISSUE ADMINISTRATION FEE	BOND ADMIN FEE	Expenses	1,000.00	4,500.00	4,500.00	0.00%
TOTAL					462,089.00	354,608.00	353,055.00	-0.44%

Account Number	Fund Description	Account Description	Short Description	Account Type	2015 Original Budget	2016 Original Budget	2017 Proposed Budget	% CHANGE
350-00-41350-000-000	REFUSE & RECYCLING FUND	PROPERTY TAX LEVY - REFUSE	PROPERTY TAX LEVY - REFUSE	Revenues	25,152.00	30,685.00	26,783.00	-12.72%
350-00-43580-000-000	REFUSE & RECYCLING FUND	STATE GRANTS	STATE GRANTS	Revenues	3,955.00	0	3,900.00	100.00%
350-00-46420-000-000	REFUSE & RECYCLING FUND	REFUSE COLLECTION FEES	REFUSE COLLECTION FEES	Revenues	46,000.00	49,470.00	49,470.00	0.00%
TOTAL					75,107.00	80,155.00	80,153.00	0.00%
350-00-53620-290-000	REFUSE & RECYCLING FUND	TRASH COLLECTION - CONTRACTED	TRASH COLLECTION CONTRACTED	Expenses	51,346.00	59,263.00	59,263.00	0.00%
350-00-53620-295-000	REFUSE & RECYCLING FUND	RECYCLE COLLECT - CONTRACTED	RECYCLE COLLECT - CONTRACTED	Expenses	23,761.00	20,892.00	20,890.00	-0.01%
TOTAL					75,107.00	80,155.00	80,153.00	0.00%



Village of Cambridge
AMENDED
VILLAGE BOARD MINUTES
Thursday, November 10, 2016 | 6:30 p.m.
Amundson Community Center, Community Room
200 Spring Street

1. **Call to order/Roll Call:** President Struss called the meeting to order at 6:30 p.m. Members present: Trustees Christianson, Cunningham, McNally, Mihajlovic, Hollenbeck, Kumbier and President Struss. Others present: Lisa Moen, Veronica Rudychev: Village Staff; Mary Behling; Brian Sajdak; Dean Lund; Patty Strobusch; Travis Hasse; Richard Scott; Bill Ranguette; Bob Salov.
2. **Pledge of Allegiance**
3. **Proof of Posting:** The Agenda was posted in the upper level of the Amundson Community Center, Cambridge News Office, United Community Bank, Cambridge Post Office and the Village Web Site.
4. **Public Appearances:**
 - a. Dean Lund wanted to thank all of the poll workers who worked the polls on November 8, as well as the time that they put in for training, assisting with absentee voting at the assisted living facilities and pre-numbering the absentee ballots. In addition, thank you to Village Clerk Lisa Moen and the office staff. We had 923 voters and everything went extremely smooth. We were the first to have our results in to Dane county. He provided a list of the poll workers to the Board members so they could personally thank them if they saw them around town.
 - b. Bob Salov stated that the EMS is in good shape. They had 5 calls the previous day. Next Wednesday, November 16, there is a Friends of the Cambridge EMS meeting at 5:30. They are looking for non-medical volunteers to assist at their various events. The Dane County Board is working on their final revisions to the budget. \$12 million was included for clean-up of the Yahara Tributaries; a day shelter for homeless; Dane Com went live yesterday; some talk about pulling back county help for elections.
5. **Approval of Consent Agenda**
 - a. Approval of Village Board Minutes: October 25, 2016
 - b. Operator's Licenses: Alexandria McAllilster, Stop-N-Go
 - c. Park Request: Cambridge Classic Christmas, Mill Plaza Dec 2-4, 2016
 - d. Approval of Joint Personnel/Public Works/Audit and Finance Committee Minutes

Trustee Cunningham made a motion to approve the consent agenda as presented, seconded by Trustee Hollenbeck. Motion carried.

Trustee Cunningham made a motion to move item 8d up in the agenda, Trustee Kumbier seconded. Motion carried.

Trustee Cunningham made a motion to move item 8a up in the agenda, Trustee Kumbier seconded. Motion carried.

6. Reports

- a. **President's Report:** He has been working on the lease agreements with US Cellular and Netwurx.
- b. **Library Board:** Thank you to the Village for taking care of the lights in the parking lot. Feel that there are efficiencies to be gained if we can work together when installing the new sign. Chris Brown will reach out to all parties. The Board also appreciated the proposed increase from the Village. The dedication of the Donor wall is next Friday.

- c. **Personnel Committee:** Met prior to this meeting, items are on this agenda.
- d. **Administrator's Report:** H&H is moving forward with the HVAC. The first bill for \$9,000 was for emergency repair, and the second bill for \$45,000 is the first payment in the contract. Servpro has returned all items that have been cleaned. Looking at a state contract provider as well as American Family for replacement of furniture. Public Works will be moving forward with the painting, drywall and trim repair. We are working with Town and Country on the true up. It may be possible to speed up the replacement of LED lights. Working on the electrical for the parking lot. We had over 87% turnout for the election, 923 voters, with over 200 absentee voters. The Amundson Center sign has fallen, Chris Brown will work on replacement. Have been working with Baker Tilly. Met with Advanced Disposal. Our contract requires a 90 day notice; otherwise the contract is automatically renewed. They will hold the pricing at the same level. In addition, they granted us a small number of carts for trash, to distribute at our discretion.

- 7. **Bills:** Administrator Rudychev presented bills in the amount of \$110,154.89. Large bills included payment of 2008 bonds, Advanced Disposal, Dane Com, and HVAC.

Trustee Kumbier made a motion to approve the bills in the amount of \$110,154.89, seconded by Trustee Hollenbeck. Motion carried on a 7-0 vote.

8. Unfinished Business:

- a. **Adjourn Into Closed Session As Per SS 19.85 (e)** Deliberating or negotiating of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; Attorney Review of the Vineyard Development Agreement/Amendments and Distillery Incentive Agreement:

Trustee Cunningham made a motion to enter into closed session As Per SS 19.85 (e) Deliberating or negotiating of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; Attorney Review of the Vineyard Development Agreement/Amendments and Distillery Incentive Agreement, seconded by Trustee Mihajlovic. Motion carried on a 7-0 vote.

- b. **Reconvene to Open Session:** Trustee Mihajlovic made a motion to reconvene into open session, seconded by Trustee Kumbier. Motion carried.
- c. **Discussion and Possible Action on items discussed in Closed Session upon adjournment of the Closed Session and reconvening into Open Session:**

Trustee Hollenbeck made a motion to instruct Mary Behling and staff to review and mad adjustments to the agreements based on the information provided by the reviewing attorney, seconded by Trustee Kumbier. Motion carried.

- d. **Scott Farms: CSM for RRPCS, LLC:** Richard Scott gave a brief history of the project. The retention pond was built 8 years ago, with the understanding that the Village would take it over. This has been recommended for approval by the Plan Commission with the caveat that the easement was added. This is approval of the CSM, creating the new 2.4 acre lot. Additional action will be needed to legally transfer this property over to the village. We will work with Richard Scott and Mary Behling to draft this language.

Trustee Cunningham made a motion to approve the CSM for RRPCS, LLC, seconded by Trustee Mihajlovic. Motion carried.

9. New Business: Discussion and possible action regarding:

- a. **Request to release one additional building permit for the Vineyards at Cambridge:** President Struss has recommended that we approve one additional building permit for the Vineyards at Cambridge. The Village Board took action at its October 10, 2016, Board meeting to put a hiatus on building permits until grading work is completed per the Village Engineer's standards, including providing as-built plans. Bill Ranguette gave an update on their progress. Asphalt has been done on the parking lot of the winery, the driveway to the distillery and the condos. The second layer will be added to the road in Spring. The underground electrical was done today; grading is being worked on and as builts should be to Town and Country by next

Friday. Lot 21 was closed on this morning, with construction starting next week. They would like to close on lot 3, and would like to lift the hiatus on building permits to begin construction as soon as possible.

Trustee Cunningham made a motion to approve one additional building permit for the Vineyards at Cambridge, lot #3, seconded by Trustee Hollenbeck. Motion carried.

- b. **Class A License for Oscar H Hanson House B&B, Dusan Mihajlovic, Agent:** Clerk Moen explained that per the WI DOR, B&B's fall under the same rules as motels and hotels, etc. because when a person contracts for a room, it becomes their domain for the night and selling alcohol under the class A (unopened in the original container) to them is allowable. Applicants do need to hold valid sellers permits and FEIN numbers. This property has a CUP to run a business, which does allow the sale of merchandise. They have previously held a Class A permit, which was issued by the Village in 2009.

Trustee Hollenbeck made a motion to approve the Class A License for Oscar H Hanson House, Dusan Mihajlovic, Agent, seconded by Trustee McNally. Motion carried, with Trustee Mihajlovic abstaining.

- c. **Resolution to approve State Trust Fund Loan in the amount of \$200,000 for building equipment and furnishings:** This would be a 20 year loan at 3.5%. There is no prepayment penalty. Ehlers has prepared a sample payment schedule. This would give us the ability to repay ourselves this year and not report for the audit the use of fund balance in 2016.

Trustee Hollenbeck made a motion to approve Resolution 2016-14 relating to approving a State Trust Fund Loan in the amount of \$200,000 for building equipment and furnishing, seconded by Trustee Cunningham. Motion carried on a 7-0 vote.

- d. **Resolution to approve State Trust Fund Loan to restructure the 2015 State Trust Fund Loan in the amount of \$460,000.** This would also be a 3.5% rate. It was for projects for TIF 4. This would give us a longer term to repay. The 1st payment would be in 2018 rather than 2017.

Trustee Cunningham made a motion to approve Resolution 2016-15, relating to approving a State Trust Fund Loan to restructure the 2015 State Trust Fund Loan in the amount of \$460,000, seconded by Trustee Hollenbeck. Motion carried on a 7-0 vote.

- e. **Resolution 2016-13 relating to #Just Fix It WI Transportation Funding:** This resolution was requested by Trustee Hollenbeck. This has been proposed by the League of Wisconsin Municipalities. Many municipalities and counties have adopted it.

Trustee Cunningham made a motion to approve Resolution 2016-13, relating to #Just Fix It WI Transportation Funding, seconded by Trustee Kumbier. Motion carried.

- f. **Vacation request for Vicki Redford:** The Personnel Committee met prior to this meeting. They unanimously recommended that Vicki Redford be granted one additional week of vacation in 2017.

Trustee Christianson made a motion to approve the recommendation from the Personnel Committee to grant Vicki Redford an additional week of vacation in 2017, seconded by Trustee McNally. Motion carried.

- g. **Adjourn Into Closed Session As Per SS 19.85 (c) Considering Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee over which the Governmental Body has jurisdiction or exercises responsibility; Village Attorney Duties/performance:**

Trustee Cunningham made a motion to adjourn into closed session As Per SS 19.85 (c) Considering Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee over which the Governmental Body has jurisdiction or exercises responsibility; Village Attorney Duties/performance, seconded by Trustee Kumbier. Motion carried on a 7-0 vote.

- h. **Reconvene to Open Session:** Trustee Cunningham made a motion to reconvene into Open Session, seconded by Trustee Mihajlovic. Motion carried on a 7-0 vote.
- i. **Discussion and Possible Action on items discussed in Closed Session upon adjournment of the Closed Session and reconvening into Open Session:** No action taken.

10. Correspondence: None

11. Future Meeting Announcements: Plan Commission, Nov 14; Water and Sewer, Nov 15; Audit and Finance Committee, November 22; Village Board, Nov 22; Public Works November 22

12. Questions, Referrals to Staff or Future Agenda Items

- a. 2017 Budget/Public Hearing
- b. League of Wisconsin Municipalities presentation for Municipal Boards : “in the Scope of Your Authority”
- c. Trustee McNally questioned if it is possible to have items that the attorney is needed for at the beginning of the agenda. Rudychev responded that we normally try to do that, often times closed sessions are placed at the end of the agenda to accommodate the filming and the public attending the meeting.

13. Adjournment: Trustee Christianson made a motion to adjourn, seconded by Trustee Cunningham. Motion carried. President Struss adjourned the November 10, 2016, Village Board meeting at 9:32 p.m.

Lisa Moen, Village Clerk

pay on pick up

Application for an "Operator's" License

To Serve or Sell Fermented Malt Beverages and Intoxicating Liquors
Cambridge, WI

New **Renewal**

Date 11-16-16

I, the undersigned, make application to the local governing body of the Village of Cambridge, Counties of Dane and Jefferson, Wisconsin for a License to serve and/or sell, from date hereof to **June 30, 2017** inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32 (2) and 125.68 (2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale or service of such beverages and liquors if a license be granted to me.

Answer the following questions fully and completely:

Name of Applicant Megan M Kautz Phone 920-253-0219
First (legal) Middle Last
Address of Applicant W9259 Oakland Pass Apt #2 Cambridge WI 53523
*Date of Birth 09/28/1994 *Sex Female *Race White
*Driver's License Number [REDACTED] State issued out of WI
*Social Security Number [REDACTED]

As required by WI Statutes Section 125.17 (6), have you completed the Beverage Server Training Course? YES

If so, where? Stop-N-Go Cambridge

Have you been convicted of a felony or any alcohol-related or drug-related misdemeanor? NO YES

If yes, date of such conviction _____ Name of Court _____

Nature of offense _____

Have you been convicted of violating any law or ordinance regulating the sale of Fermented malt beverages or intoxicating liquors? NO YES - Nature of violation _____

Have you ever had a license to serve alcohol beverages suspended or revoked, or surrendered the license in lieu of suspension or revocation? NO YES If yes, provide the place and date _____

Have you been convicted of operating a motor vehicle while intoxicated? NO YES - Date(s) _____

Name of employer for which license is intended NONE

Fees : \$35.00 annual or \$60.00 for two years. I understand that the fee is not refunded if this application is denied.
* We request this information so we can verify your criminal and driving history.

STATE OF WISCONSIN
Dane and Jefferson County

Megan M Kautz, being first duly sworn on oath says that (s)he is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

X Megan M Kautz
Applicant sign here

Subscribed and sworn to before me this 16 day of November, 20 16
Lisa Moen
Notary Public, Dane County, Wisconsin

The Cambridge Police Department conducted a background check on:		Records:	
Recommendation:	<input type="checkbox"/> I recommend approval of the license	<input type="checkbox"/> records attached	
	<input type="checkbox"/> I recommend refusal of the license	<input type="checkbox"/> no record	
Explanation:			
Officer Signature:			
Approved by Village Board:			

**CAMBRIDGE WATER, SEWER AND STORMWATER COMMITTEE
COMMUNITY LIBRARY- LOCAL HISTORY ROOM
101 SPRING WATER ALLEY
MINUTES
6:30 pm
NOVEMBER 15, 2016**

1. **Call to Order/Roll Call:** Steve Struss called the meeting to order at 6: 30 pm. Members present: Dwight Christianson, Ted Kumbier, Steve Johnson, Steve Struss. Village Staff: Dan Dudley, Vicki Redford.
2. **Proof of Posting:** Agendas were posted in the upper and lower levels of the Amundson Community Center, Cambridge News Office, United Community Bank, Cambridge Post Office, and the Village website.
3. **Public Appearances:** none

4. Approval Of Consent Agenda

- a. Meeting Minutes: October 18, 2016

Kumbier made a motion to accept the consent agenda as presented. Christianson seconded the motion. Motion carried on a 3-0 vote.

President Struss suggested moving up item 7b in the agenda so Tom Tebeest could talk about the INI Study. Christianson made the motion to move item 7b and Kumbier seconded the motion. Motion carried on a 4-0 vote.

Steve Johnson came to the meeting in progress at 6:34pm.

Tom Tebeest offered assistance to anyone who may have questions. The last INI Study we had was in 2013. There are some target areas we will need to focus on. The study will be done in the spring. There was discussion that televising would help us see the condition of the lines. About 12 man holes would be used in the study and possible dry smoke testing could be done as well.

Christianson made a motion for Town & Country and Dan Dudley to come up with an estimated cost of an INI Study. Kumbier seconded. Motion carried on a 4-0 vote.

Kumbier made a motion to move 7c up in the agenda to be discussed with Tom Tebeest from Town & Country. Johnson seconded the motion. Motion carried on a 4-0 vote.

Fly Dane 2017 is a program to get arial photos and determine property lines. The cost for The Village will be \$600.

Kumbier made a motion that the Village will take part in the Fly Dane 2017 program. Johnson seconded the motion. Motion carried on a 4-0 vote.

5. Approval of Bills:

Johnson made a motion to approve the bills in the amount of \$56,521.20. Kumbier seconded the motion. Motion carried on a 5-0 vote.

6. Old Business:

- a. US Cellular Contract:** John Bell came to the meeting to discuss the US Cellular agreement. Mr. Bell got a call from the Planning commission of Dane County. There was discussion of the cost to have an updated railing installed on the tower. US Cellular said the cost of the railing would be \$40,000 at the Village's expense. There was an amount of \$ 13,000 given by Dixon for the same tower railing. John Bell stated the Dane County Planning Commission said if we are that unhappy with the contract they would pull the permit all together and they would have to start the process all over. The Village asked for the specs on the railing they want. US Cellular said no.

Struss made a motion to have Mary Behling give US Cellular a letter insisting we get the specs. This way we could be compliant with their design for the railing. Also, C.C. The County with the request. Kumbier seconded the motion. Motion carried on a 3-1 vote with Johnson abstaining.

- b. Netwurx wireless lease agreement:** There was discussion regarding \$2,400.00 paid to the Village annually with a 2% increase each year from Netwurx.

Kumbier made a motion to recommend this Netwurx agreement to the board. Christianson seconded the motion. Motion carried with a 4-0 vote.

- c. Update on Emergency Generator for the Winery Lift Station:** Dan Dudley said the concrete will be poured within the month. The electric from Alliant can be done shortly as well. Dan Dudley said he will have more of an update next month.
- d. Gravel Construction Road by the Water Tower:** There is going to be a bike path here which will run through on the gravel construction road. The gravel will be 10 feet in width on the path. There was discussion that the PSC may require a fence to be placed around the tower, in the future.

7. New Business:

- a. 2017 Budget:** Dan Dudley has a meeting set up with Veronica Rudychev regarding the budget.

8. Reports:

- a. Water & Sewer Superintendent:** Dan brought up that Dona Merg is unhappy with the water bill she is getting on her Shakeproof building. After discussion the committee decided the fees will stay the same as they do for all commercial buildings. Dudley will contact Dona Merg and let her know of the decision on the board. She will be invited to attend the December meeting to discuss her Shakeproof account with the committee members.

9. Questions, Referrals to Staff or Future Agenda Items:

- a. US Cellular**
- b. Generator**
- c. 2017 Budget**

10. Adjournment:

Christianson made a motion to adjourn the meeting. Kumbier seconded the motion. President Struss adjourned the meeting at 8:05pm.

Vicki Redford
Utility Clerk

DRAFT

Fund: 100 - VILLAGE GENERAL FUND

	2015 Actual 12/31/2015	2016 Actual 11/17/2016	2016 Budget	Budget Status	% of Budget
TAXES	695,373.62	627,897.78	726,909.00	-99,011.22	86.38
INTERGOVERNMENTAL REVENUES	171,436.75	51,902.83	188,662.00	-136,759.17	27.51
LICENSES AND PERMITS	46,331.31	38,125.00	31,255.00	6,870.00	121.98
FINES, FORFEITS AND PENALTIES	7,113.93	16,429.31	9,000.00	7,429.31	182.55
PUBLIC CHARGES FOR SERVICES	6,712.83	12,762.85	7,199.00	5,563.85	177.29
CONTRIBUTED CAPITAL	43,325.78	53,904.33	34,965.00	18,939.33	154.17
OTHER FINANCING SOURCES	0.00	0.00	25,000.00	-25,000.00	0.00
=====					
Total Revenues	970,294.22	801,022.10	1,022,990.00	-221,967.90	78.30

Fund: 100 - VILLAGE GENERAL FUND

	2015 Actual 12/31/2015	2016 Actual 11/17/2016	2016 Budget	Budget Status	% of Budget
GENERAL GOVERNMENT	299,065.83	317,816.79	284,943.00	-32,873.79	111.54
PUBLIC SAFETY	276,671.92	221,459.41	423,287.00	201,827.59	52.32
PUBLIC WORKS	188,953.46	210,901.96	281,103.00	70,201.04	75.03
CULTURE, RECREATION AND EDU.	37,158.04	25,726.99	31,957.00	6,230.01	80.51
CONSERVATION AND DEVELOPMENT	1,184.15	344.48	1,700.00	1,355.52	20.26
OTHER FINANCING USES	25,041.14	0.00	0.00	0.00	0.00
=====					
Total Expenses	828,074.54	776,249.63	1,022,990.00	246,740.37	75.88

Net Totals	142,219.68	24,772.47	0.00	-24,772.47	0.00



200 Spring St
Cambridge, WI 53523
Phone 608.423.3712
Web www.ci.cambridge.wi.us

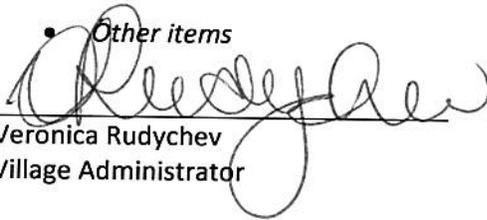
ADMINISTRATION

To: Honorable President Struss and Village Board of Trustees
From: Veronica Rudychev, Administrator
Date: November 17, 2016
Subject: Administrator Report

ITEMS OF DISCUSSION

- *HVAC/Amundson Building:* Last bill from Servpro has been received. H&H thinks they will have all of the work completed by Thanksgiving at this point. We have obtained and will be working to complete the remediation of the Community Room up to and including furniture replacement.
- *Water & Sewer:* We have been notified that we are not meeting our bond covenant for our utilities. After reaching out to the Public Service Commission and getting the green light to pursue a rate study, Ehlers has been asked to provide a proposal for a comprehensive Water & Sewer rate study. This will allow us to not only figure out how to meet our bond covenant, but also how to start funding proper capital projects.
- *Amundson Center Upstairs Remodel:* Met and obtained one quote from a firm for the initial work. Will be meeting on the 22nd of November with two other firms that will be providing quotes as well. Staff hopes to have this go before the Public Works Committee and Village Board in December.
- *Taxes:* Plans are underway for taxes. Special assessments have been sent to the County and the rates will be finalized for Jefferson County after the meeting tonight. We are still waiting on Dane County for their levy numbers to finalize those numbers. The mailing service has been provided the stuffer for the bills and are ready to go once the bills are released by the Village from both counties. Big thank you to all Village staff for their work on this.
- *Baker Tilly:* Working with Baker Tilly to get a handle on the accounting. Making great progress. Will be coming before the Library Board on December 7th to discuss some issues and formulate a plan of correction based on the analysis of both the Village staff and auditors. The name of the game is transparency and accountability and oversight at this point.
- *JCEDC:* Will be meeting with the Executive Director to discuss the needs of the Village and to discuss what potential lands the Village could develop. Hoping to foster this relationship and provide more opportunities to the Village through the use of this organization.
- *Resurfacing of 12/18:* See attached letter provided by the WiDOT to update on the project.

• *Other items*


Veronica Rudychev
Village Administrator



Division of Transportation
System Development
Southwest Regional Office
2101 Wright Street
Madison, WI 53704

Scott Walker, Governor
Mark Gottlieb, P.E., Secretary
Internet web site: www.dot.wisconsin.gov

Telephone: (608) 246-3800
Facsimile (FAX): (608) 246-7996
E-mail: swr.dtsd@dot.wi.gov

November 11, 2016

Ms. Veronica Rudychev
Village Administrator
Village of Cambridge
200 Spring Street
PO Box 99
Cambridge, WI 53523-0099

RE: Project ID 3080-03-60
US 18
Cambridge – Jefferson
US 12 to WIS 26
Dane and Jefferson County

This letter is to inform your community that the Wisconsin Department of Transportation (WisDOT) SW Region Madison Office is planning improvements to US 18 between US 12 in Cambridge and WIS 26 in Jefferson. The existing 2-lane rural roadway will be resurfaced, the shoulder gravel will be regraded, and existing signs will be replaced. A detour is not expected to be necessary. A project location map is attached.

Paving operations on some sections of the roadway will be done during nighttime hours, currently expected to be between 6 p.m. and 6 a.m. from Monday night through Saturday morning. Paving operations will consist of a milling machine removing two inches of the existing asphalt pavement, with a paving machine following behind to place the new asphalt pavement. The work is being conducted at night to mitigate traffic delays that would occur during daytime travel times.

Milling and paving will take place on one lane at a time, and the milled surface will be repaved in its entirety prior to the conclusion of work each day. Flaggers will be used during paving operations, as traffic will be limited to one lane within the moving work zone. Work on the roadway shoulders and signs will also be done during nighttime hours on some sections of the roadway. Access to all properties will be maintained during construction.

Construction is currently scheduled to begin in July 2017. It is anticipated that the work will be completed within 2 months. A public involvement meeting will be held prior to the start of construction. A public involvement meeting is not planned during the design phase due to the minimal scope of work. However, all property owners will receive a letter very similar to this. If your municipality would like an opportunity to ask questions or provide comments, I or another project representative would be happy to attend an upcoming board meeting.

If you have any questions or would like to receive additional information regarding this project or a local meeting appearance, please contact me at 2101 Wright Street, Madison, WI 53704; (608) 245-2674; mahesh.shrestha@dot.wi.gov.

Sincerely,

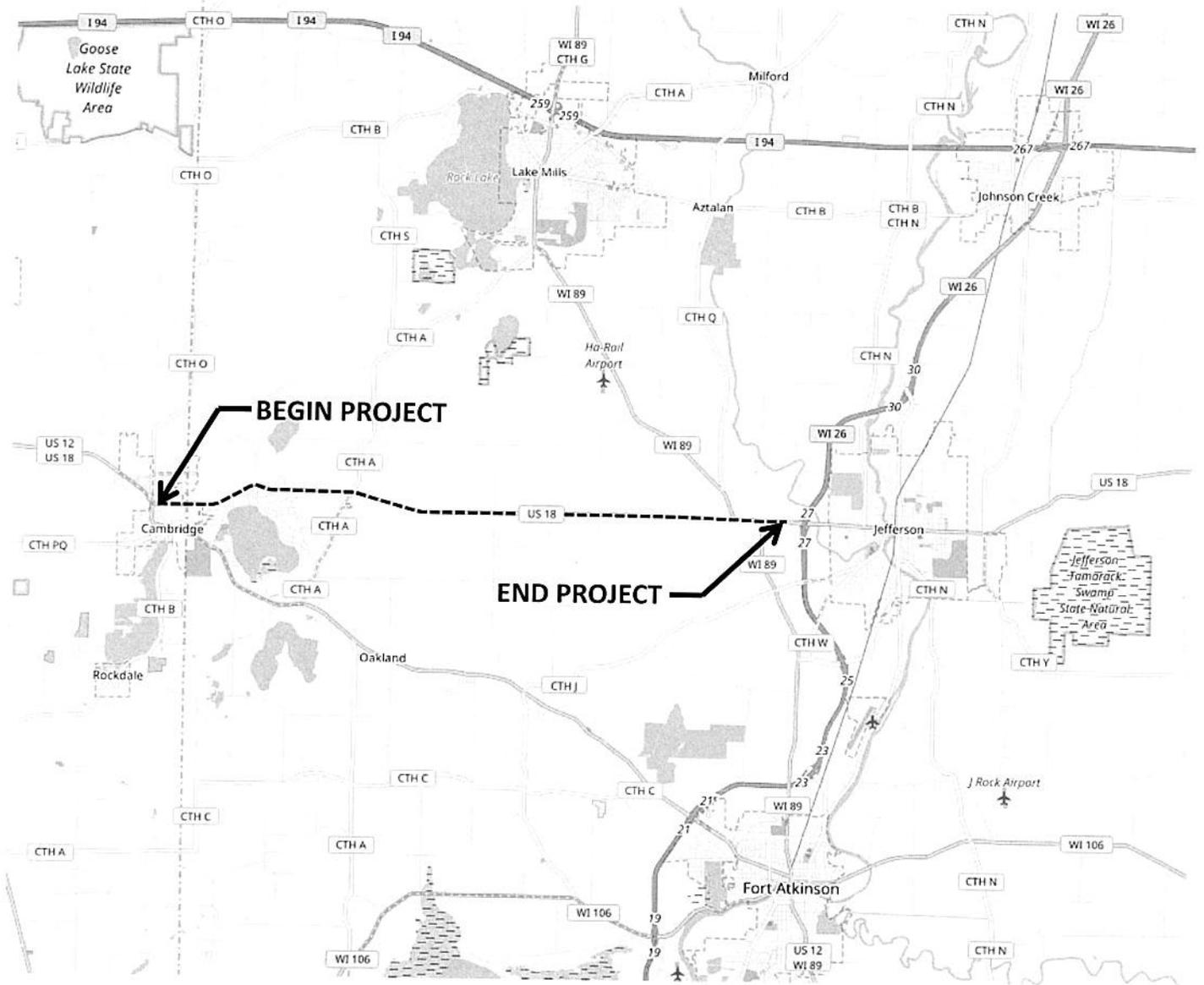
Mahesh Shrestha

Mahesh Shrestha
Project Manager

Attachments: Project Location Map

Project ID 3080-03-60
US 18
Cambridge - Jefferson
US 12 – WIS 26
Dane and Jefferson County

PROJECT LOCATION



Economic Development Update 2016

Please Note #11 - secured a non-profit group to support a new business venture establishing an emerging industry with employees to Main Street. However another downtown entity made an offer on the building one day prior to the venture capital group meeting. The second entity was strictly retail based without a tenant agreement. I attempted to negotiate with the second entity and even include them in the non-profit group. However, the second entity refused and went forward with less complicated terms so the bank agreed. Non profit then disbanded.

Note #12 - Downtown merchants and Village were unable to fund the program. Therefore, in its place, Cambridge became a Connect Community. We were identified by WEDC as a strong community to start their program and offered us an opportunity to jumpstart this new program. After the initial year Cambridge was named the most innovative community in the program because it successfully facilitated Rowe Pottery, on the verge of closing its doors, to relocate to another, less expensive, but prominent location. And today, the business is out of the red and into the black. Successful and profitable. We are still identified as an economic leader by WEDC and Main Street USA.

Note #13 - Discovered buried debris. Need reclamation. Working with At Home Again to establish alternative plans for growth and judicious reclamation efforts that both support their future building needs and parkland for Village.

Note #14 - Developed new logo with Chamber partnership. Continual work on Website and Facebook page.

Notes #21& 22 - Assisting Community Group in grants/options for Bike Park along Koshkonong Creek. Negotiated rights for bike trail through Vineyard Development and, with help from others like our Village President, continuing discussions for establishing trail to Glacial Drumlin. At this point bike traffic is welcome on 134 from Vineyard to Glacial Drumlin.

Additional Fire Fest is definitely expanding our demographic mix. Village assisted Arts Council when necessary for appropriate approvals and planning discussions with law enforcement. Will continue to offer support and suggestions as needed.

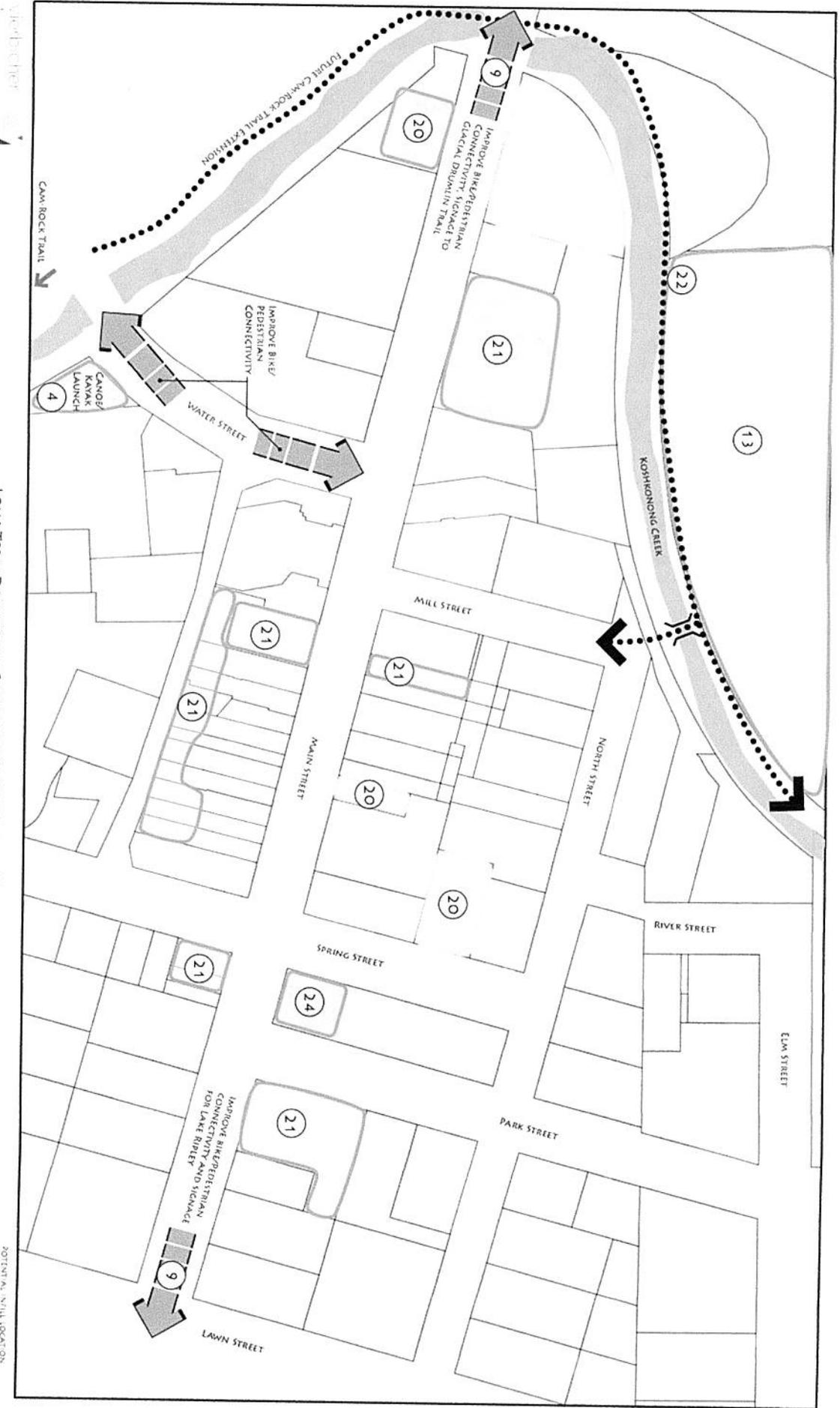
Working with Distillery to connect venue more closely to Village through efforts of bike rentals, Brandy mixing in local pottery vessels, and outdoor venue.

Expanding search for downtown and Vineyard retail and visitor attractions.

Assisting Village with remodeling plans.

It has been my great pleasure to work with the Village, helping to shape and craft a bright, productive future. We have much to take pride in and much to offer new residents and businesses. I believe we have a strong and robust future. It takes time. It takes steps. It takes determination, vision and joy. If we work together, all things are possible.

Linda Begley Korth



LONG TERM DOWNTOWN ECONOMIC REVITALIZATION PLAN
 VILLAGE OF CAMBRIDGE, WISCONSIN

- POTENTIAL SITE LOCATION
- POTENTIAL FACILITY IMPROVEMENT
- POTENTIAL ON-PLAN ITEM

Implementation Plan: Cambridge Economic Development Plan

Short-Term: 0-1 years

Mid-Term: 2-3 years

Long-Term: 4-6 years or more

Ref. #	Recommendation / Improvements	Priority	Opinion of Probable Cost	Responsible Party	Potential Funding Sources	Time Frame
1	Launch short-term downtown revitalization program <i>Lots of interest in beginning but blocked by building owners</i>	High	Minimal	ED Committee, Village, business & property owners	N/A	Short-Term
2	Begin Vacant Storefront Activation Program <ul style="list-style-type: none"> • Pop-up galleries, CAP programs, art in storefronts • Establish standard evening hours (one day/week, etc) <i>Art Galas, Shows and Special events until Downtown buildings sold.</i>	High	Minimal, Potential \$2-\$3,000 in Tenant Finish/Signs	Non-Profit/CAP/business owners	ED Budget	Short-Term
3	Establish new blight-elimination TIF district downtown while values are low to eventually fund property redevelopment, programming and business attraction activities. Explore potential to use Meisler redevelopment as a catalyst. <i>First phase complete.</i>	High	\$15,000	Village	TIF	Short-Term
4	Expand presence in active Jefferson County outdoor recreation markets and further capitalize on river, trail and new boat launch facilities. Explore events and establish facilities such as boat/bike rental facilities, downtown bike parking, etc <i>Successful ongoing partnerships in both</i>	High	Minimal	Non-Profit / Chamber	N/A	Short-Term

Ref. #	Recommendation / Improvements	Priority	Opinion of Probable Cost	Responsible Party	Potential Funding Sources	Time Frame
5	Communicate downtown plan and new program initiatives to Cambridge and adjacent Town residents to encourage participation in various initiatives. Support emerging Buy Local campaign. <i>Successful Annual Update Events for future strategies and volunteers.</i>	Medium	Minimal	ED Committee, Village, Local Business & Civic Organizations	N/A	Short-Term
6	Micro business Grant Program Rollout <ul style="list-style-type: none"> Retail Track: Merchandising, social media, marketing Business Track: Legal, accounting, leadership, management <i>Completed first year through Classes offered by Verge Group with CDBG funds. On going effort with informal monthly meetings.</i>	Medium	Already Budgeted	ED Committee	CDBG	Short-Term
7	Establish Revolving Loan Fund to facilitate start-up business activity in Cambridge. Tie funds to priority businesses or necessary property improvements.	Medium	Already Budgeted	Village <i>Village chose not to pursue this</i>	N/A	Short-Term
8	Provide seed funding for arts council; explore downtown coopeducational facility. <i>Completed</i>	Medium	\$2,500	Non-Profit / Village	Grants / Foundation	Short-Term
9	Explore ways to improve wayfinding and improved pedestrian/bike connections to Lake and west of N. Pleasant Street. <i>Actively pursuing and demonstrating much progress</i>	Medium	\$5,000-\$10,000	Village, Town of Oakland	General Budget	Short-Term
10	Connect regionally: Establish Cambridge representatives for Glacial Heritage Area, Jefferson Chamber, Jefferson Arts Council, etc. Renewed emphasis on cross-marketing to other businesses in Cambridge and surrounding communities. <i>Connections/Partnerships established. Working with Jefferson, Dane & Rock Counties.</i>	Low	None	Village / Chamber	N/A	Short-Term
11	Target market vacant downtown spaces to retailers in unmet demand categories. <i>Ongoing. Few owners unwilling to sell - preferring to rent.</i>	Low	Minimal	Village / Non-Profit	N/A	Short-Term

Ref. #	Recommendation / Improvements	Priority	Opinion of Probable Cost	Responsible Party	Potential Funding Sources	Time Frame
12	Create downtown-focused organization (merchant's council, downtown council, CDA, etc), solicit pledges for participation from as many existing merchants as possible, elect a steering committee and identify a one-year executive director position (may be part time) to move the initiative forward. <i>Businesses and Village unable to fund program. Instead we joined Wisconsin Connect Communities</i>	High	\$20,000-\$30,000	Village	Membership Fees, Grants, TIF, Village	Mid-Term
13	Pursue redevelopment of Melster Site that provides needed housing options in Village (senior, multifamily, etc), brings more customers for downtown and integrates riverfront access (trail, park, etc). <i>Achieved Senior Housing. Plan exists for pedestrian bridge and bike/walking trails.</i>	High	Varies	Village	TIF	Mid-Term
14	Create core marketing materials and business information for Cambridge. <i>Constantly evolving.</i>	Medium	\$5-\$10,000	Non-Profit, Chamber	Grants, Non-Profit Operating	Mid-Term
15	Begin marketing to area residents and lake visitors/renters <i>Ongoing. Entrepreneur Cafe. Support Chamber efforts. Funding is difficult.</i>	Medium	Varies	Non-Profit	Operating Budget	Mid-Term
16	Develop specific incentives to attract desired retail or business types (i.e. capital improvement grants for 3 year lease, business plan contest for subsidized first year rent, cooperative arts storefront, etc) <i>Still looking for funding sources.</i>	Medium	Varies	Non-Profit, Village	Econ. Dev. Budget	Mid-Term
17	Begin New Event Series <ul style="list-style-type: none"> Incorporate existing (Country Christmas, umbrella days, art fair), create regional tie-ins and attract new demographics (biking, fishing, boating, alternative triathlon, etc) <i>Arts Council established Fire Fest with support from Village</i> 	Low	Varies	Chamber	Sponsorships, Registration Fees, In-Kind	Mid-Term
18	Create events/marketing partnerships with surrounding communities and major attractions such as Matt Kenseth Museum, Pumpkin Patches, Earth, Wood and Fire Tour, etc. <i>Established successful relationships. Constantly seeking other opportunities.</i>	Low	Varies	Village / Chamber / Non-Profit	Sponsorships	Mid-Term

Ref. #	Recommendation / Improvements	Priority	Opinion of Probable Cost	Responsible Party	Potential Funding Sources	Time Frame
19	Manage arts coop/educational studio, populate vacant window storefront displays, provide input to streetscape, parks and other public space design, and identify sites for public art in community. <i>Ongoing: identifying options.</i>	High	\$5,000 (startup) \$5,000 (windows)	Arts Council	Grants, User Fees, Donations, Sponsorships	Long-Term
20	Pursue strategic infill / redevelopment of key downtown properties. Wherever possible, encourage density for more customers and TIF value and focus on improving pedestrian experience (public gathering spaces, transparent facades, quality architecture). Potential sites are identified on map. <i>Ongoing: identifying options and merchant partnerships.</i>	High	Unknown	Non-Profit / Village	Private Sector / TIF / Grants	Long-Term
21	Establish and fund Façade / Building / Parking Lot Improvement Loan or Grant Program to encourage improved aesthetics and modernizing of existing structures and parking areas visible from Main Street or Village Hall/Traillhead. Priority sites are identified on attached map. <i>Ongoing: identifying options and merchant partnerships.</i>	Medium	\$50-\$80,000	Non-Profit / Village	TIF / Foundation	Long-Term
22	Design and secure funding to acquire property and construct Cam-Rock trail north (through Meister) to USH 18 / STH 134 link to London & Glacial Drumlín <i>Village secured funding for safe crossings and continued improvements to CamRock Trail.</i>	Medium	Unknown	Village	DNR Stewardship / DOT Enhancement / Grants / TIF	Long-Term
23	Consider marketing efforts to attract new homebuyers/builders to Cambridge to facilitate continued residential growth. Consider property tours, realtor forums and other outreach, especially targeted at meeting the needs of younger families <i>On going with Vineyards, Distillery & realtors</i>	Low	\$1-\$2,000	Village, Financial Partners, Real Estate Community	Sponsorships, In-Kind	Long-Term
24	Improve Village Park landscaping <i>Ongoing park improvements through Dane County efforts - some spearheaded by Village President and Community.</i>	Low	\$40-\$50,000	Village	Grants, General Budget	Long-Term

11/17/2016 3:35 PM

In Progress Checks - Full Report - ALL

Page: 1

ALL Checks by Payee
NEW POOLED CHECKING***

ACCT

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
11/22/2016 CAMBRIDGE GAS AND MOTEL			
POLICE FUEL			
100-00-52100-370-000		POLICE - SQUAD GAS/OIL	381.46
POLICE FUEL			
100-00-53311-370-000		PUBLIC WORKS - FUEL	493.41
PUBLIC WORKS FUEL - OCTOBER			
800-00-58100-660-000		TRANSPORTATION EXPENSES	157.73
STREET SWEEPER/STORM WATER			
			Total 1,032.60
11/22/2016 CAMBRIDGE WATER & SEWER UTILITY			
ACCT#040-0023-00 VILLAGE SHOP W&S			
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	54.04
ACCT#040-0023-00 VILLAGE SHOP W&S			
			Total 54.04
11/22/2016 CHARTER COMMUNICATIONS - PD ACCT			
POLICE DEPT INTERNET			
100-00-52100-310-000		POLICE - INTERNET	34.99
POLICE DEPT INTERNET			
100-00-51420-223-000		ADMIN - INTERNET	34.99
VILLAGE HALL INTERNET			
500-00-53700-681-000		OFFICE SUPPLIES & EXPENSES	17.49
WATER DEPT INTERNET			
600-00-53700-851-000		OFFICE SUPPLIES & EXPENSES	17.50
SEWER DEPT INTERNET			
			Total 104.97
11/22/2016 DEAN HEALTH PLAN			
PREMIUM - OLSON			
100-00-53311-133-000		PUBLIC WORKS - HEALTH/DENTAL	2,091.49
PREMIUM - OLSON			
100-00-51420-133-000		ADMIN - HEALTH/DENTAL INS	2,282.50
PREMIUM - MOEN			
150-00-55110-133-000		LIB - HEALTH/DENTAL	1,031.56
PREMIUM - BEHM			
500-00-53700-686-000		EMPLOYEE PENSIONS AND BENEFITS	1,055.79
PREMIUM - DUDLEY/REDFORD			

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In Progress Checks - Full Report - ALL
ALL Checks by Payee
NEW POOLED CHECKING***

Page: 2
ACCT

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
600-00-53700-854-000		EMPLOYEE PENSIONS & BENEFITS PREMIUM -DUDLEY/REDFORD	1,055.80
100-00-51420-133-000		ADMIN - HEALTH/DENTAL INS PREMIUM RUDYCHEV	401.78
Total			7,918.92

11/22/2016 EHLERS AND ASSOCIATES INC INV #72113 - VINEYARD/WINERY/DISTILLERY			
100-00-51520-290-000		CONTRACTED SERVICES INV #72113 - VINEYARD/WINERY/DISTILLERY	1,800.00
Total			1,800.00

11/22/2016 ELEGANCE AND DESIGN STUDIO GARLAND			
100-00-55300-000-000		HOLIDAY DECORATIONS GARLAND	792.00
Total			792.00

11/22/2016 H&H INDUSTRIES, INC INV#16-2798 PARTIAL BILLING #2			
100-00-51610-000-000		MUNICIPAL BLDG - OTHER INV#16-2798 PARTIAL BILLING #2	50,000.00
Total			50,000.00

11/22/2016 MENARDS - JOHNSON CREEK INV#14346			
100-00-55300-000-000		HOLIDAY DECORATIONS INV#14346	19.95
100-00-53311-340-000		PUBLIC WORKS - SHOP SUPPLIES INV#14346	28.47
Total			48.42

11/22/2016 MOEN, LISA ELECTION DELIVERY MILEAEG			
100-00-51440-390-000		ELECTIONS - SUPPLY & EXPENSE ELECTION DELIVERY MILEAEG	40.36
Total			40.36

11/22/2016 NAPA AUTO PARTS
INV#616996

11/17/2016 3:35 PM

In Progress Checks - Full Report - ALL

Page: 3

ALL Checks by Payee

ACCT

NEW POOLED CHECKING***

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
500-00-53700-660-000		VEHICLE/FUEL EXPENSES	9.76
INV#616996			
100-00-53311-360-000		PUBLIC WORKS - SUPPLIES	577.15
INV#615547			
		Total	586.91
<hr/>			
	11/22/2016	SERVPRO OF MADISON	
5124823		CONTENTS	
100-00-51600-240-000		MUN BLDG - MAINT & REPAIR	14,408.63
5124823		CONTENTS	
		Total	14,408.63
<hr/>			
	11/22/2016	WIL-KIL PEST CONTROL	
INV #3038574		AMUNDSON BUILDING	
100-00-51600-240-000		MUN BLDG - MAINT & REPAIR	55.00
INV #3038574		AMUNDSON BUILDING	
		Total	55.00
<hr/>			
		Grand Total	76,841.85

11/17/2016 3:35 PM

In Progress Checks - Full Report - ALL
ALL Checks by Payee
NEW POOLED CHECKING***

Page: 4
ACCT

Dated From: From Account:
Thru: Thru Account:

	Amount
Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	73,496.22
Total Expenditure from Fund # 150 - LIBRARY FUND	1,031.56
Total Expenditure from Fund # 500 - WATER UTILITY	1,083.04
Total Expenditure from Fund # 600 - SEWER UTILITY	1,073.30
Total Expenditure from Fund # 800 - STORMWATER UTILITY	157.73
Total Expenditure from all Funds	76,841.85



200 Spring St
Cambridge, WI 53523
Phone 608.423.3712
Web www.ci.cambridge,wi.us

ADMINISTRATION

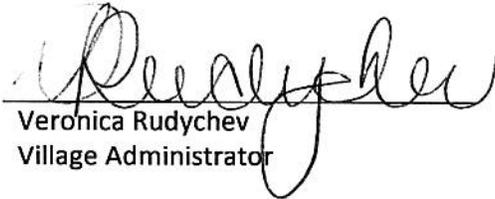
To: Audit & Finance Committee, Honorable President Struss and Village Board of Trustees
From: Veronica Rudychev, Administrator
Date: November 16, 2016
Subject: Economic Development Contract

BACKGROUND

The Village Board requested that the Audit & Finance Committee review the contract for Economic Development. Attached is the draft contract. This is a standard contract being used in another community, which has been previously legally reviewed. This has enough protections included for both parties.

FISCAL IMPACT

The total cost of the contract for FY 2017 is a not to exceed \$26,000. This allows for 20 hours/week at a rate of \$25.00/hour.



Veronica Rudychev
Village Administrator



ADMINISTRATION

INDEPENDENT CONTRACTOR AGREEMENT

The Village of Cambridge ("Village") and Linda Begley-Korth ("Contractor") agree that the Village desires to engage Contractor's services as an Economic Development Assistant and Contractor desires to provide such services, under the terms and conditions set forth below.

1. **TERM OF AGREEMENT.** This Agreement shall become effective on January 1, 2017 the Effective Date and shall remain in effect until terminated under the provisions set forth in section 13 of this Agreement.
2. **SERVICES TO BE PERFORMED.** The Contractor shall assist the Village with economic development endeavors including the following items:
 - a. Represent the Village of Cambridge in marketing, recruitment and to various professional organizations at the direction of the Village Administrator and in conjunction with the Village Administrator
 - b. Assist the Village Administrator in negotiations of expansion and recruitment projects
 - c. Update and implement a Village Economic Development Plan in conjunction with the Village Board and Village Administrator
 - d. Develop and implement a Village Main Street Plan in conjunction with the Village Administrator and Village Board
 - e. Monitor various TIF districts and ensure their viability in conjunction with the Village Administrator
 - f. Work with Village Administrator on development projects, participating as needed on the Village's Project Management Team
 - g. Attend Village Board meetings on an as needed basis including providing monthly Economic Development report with project status updates and concrete outcomes
 - h. Work to facilitate the coordination of efforts amongst and between outside community organizations engaged in development and redevelopment
3. **REPORTING.** Contracted position will report to the Village Administrator. A minimum of two (2) meetings per month will be coordinated and scheduled with the Village Administrator to go through the status of projects. Other meetings may be requested at the discretion of the Contractor or the Village Administrator.
4. **OFFICE HOURS.** Office hours will be provided on an as needed basis at the discretion of the Village Administrator.

5. **COMMUNICATIONS.** Contractor is responsible for checking emails and voicemail messages on a daily basis and responses to such messages should occur no later than 48 hours after receipt of the email or voicemail message. Response to Village staff or officials should occur as soon as possible.
6. **WORK SCHEDULE.** Contractor is expected to perform services under the Agreement an average of twenty (20) hours per week. Flexibility will be afforded for project management. Contractor is expected to manage their work schedule.
7. **PAYMENT.** The Contractor shall submit reports of all hours spent performing services under this Agreement to the Village on a weekly basis. In consideration for the services performed pursuant to this Agreement, the Village will pay the Contractor twenty-five (\$25.00)/hour to a total contract amount not to exceed \$26,000 for 2017. Said payments shall be based upon the Contractor's submitted activity reports which will show not only the hours worked, but the tasks performed. Payment will be made through the Village's AP system once a month.
8. **INDEPENDENT CONTRACTOR STATUS AND TAXES.** The Contractor is an independent contractor and not an employee of the Village. Contractor is not entitled to, and will not receive, any benefits or indirect compensation under the terms of this Agreement. "Benefits and indirect compensation" include, but are not limited to, such forms of compensation as vacation, sick leave, health insurance, life insurance, Wisconsin Retirement System contributions, or disability insurance or any other method of compensation other than the payment referenced in section 7 above. All taxes, federal, state or local, together with all governmental filings related thereto which arise out of the performance of the Contractor's services or which arise as a result of the compensation paid under this Agreement are the sole responsibility of the Contractor.

Contractor retains the right to perform services for other clients, so long as the performance of those other services does not interfere with the Contractor's responsibilities under this Agreement.

9. **INSURANCE.** Contractor agrees the Village shall not be responsible for obtaining or paying for worker's compensation insurance, unemployment insurance, or any other insurance including but not limited to, general liability insurance, professional liability insurance and motor vehicle insurance on behalf of Contractor. Contractor agrees, during the term of this Agreement, to maintain, at Contractor's expense, all necessary insurance including, but not limited to, the following: a general liability policy and automobile insurance with a carrier in a reasonable amount satisfactory to both parties.
10. **PERSONAL CONDUCT.** Without limiting any other requirements set forth herein, Contractor specifically agrees to the following personal conduct guidelines:
 - a. Not to possess, or use be under the influence of alcohol, other drugs or tobacco while on Village property or while off Village performing services under this Agreement.
11. **CONFIDENTIALITY.** Contractor will not, either directly or indirectly, use or disclose any confidential or proprietary information of the Village except to the extent necessary to perform such services under this Agreement. Unless Contractor has prior written consent of the Village Administrator, Contractor shall not disclose confidential or proprietary information to third parties.

12. INDEMNIFICATION. Contractor agrees to indemnify, defend and hold harmless the Village from any and all liability asserted against or incurred by the Village resulting from, arising out of or in connection with:

- a. The breach by Contractor of any provision of this Agreement;
- b. The injury or death of any person or the damage to any property resulting from the acts or omissions of the Contractor;

13. TERMINATION OF THIS AGREEMENT. This Agreement may be terminated under the following conditions:

- a. Contract will be reviewed on an annual basis and will be reaffirmed or terminated with a two (2) months' notice prior to December 31st.
- b. By mutual agreement of the parties.
- c. Following one (1) month of written notice by either party.
- d. Immediately and without prior notice if:
 - i. Contractor fails to maintain adequate insurance at reasonable levels as agreed to by the Village
 - ii. Contractor becomes medically unable to perform the services pursuant to this Agreement.
 - iii. The Village determines, in its sole discretion, to terminate this Agreement.
 - iv. The Contractor breaches any provision of this Agreement.

Contractor understands and agrees that this Agreement is not intended to create any unilateral expectation of a continued relationship with the Village, and the Village's exercise of the termination provision or rights guaranteed by this Agreement shall not give rise to any claim, suit or administrative proceedings whatsoever on the part of the Contractor. In the event of termination of this Agreement, the Village shall pay Contractor only such compensation as was earned prior to termination date.

14. CHOICE OF LAW. This Agreement is governed by the laws of the State of Wisconsin.

15. ENTIRE AGREEMENT AND SEVERABILITY. This Agreement constitutes the entire agreement between the parties, superseding all prior oral or written agreements, understandings or negotiations and this Agreement may be modified or amended only by a writing signed by both the City and the Contractor. In the event any provision of this Agreement is found to be invalid or unenforceable by a court of competent jurisdiction, such portion or portions of the Agreement shall be removed and all remaining provisions of this Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereto executed this Agreement on the ____ day of _____, 20____.

CONTRACTOR

Social Security or Tax ID
No. _____

VILLAGE OF CAMBRIDGE

Steve Struss
President

Veronica Rudychev
Administrator



200 Spring St
Cambridge, WI 53523
Phone 608.423.3712
Web www.ci.cambridge.wi.us

ADMINISTRATION

To: Audit & Finance Committee, Honorable President Struss and Village Board of Trustees
From: Veronica Rudychev, Administrator
Date: November 16, 2016
Subject: Civic – Clarity Proposal

BACKGROUND

The current Village software, Workhorse, has been in place at the Village since 1996. The payroll module was added in 2005. The current software lacks a lot of functionality that enables transparency, audit processes, and data storage amongst other things. In the twenty years that the Village has used the software, the Village has not only grown in size, but in the complexity of its financials.

Civic – Clarity is a subsidiary company of Baker Tilly, the Village's new audit firm, provides software to communities of all sizes including communities 1/3 the size of Cambridge. This software package provides a lot of the options that are currently lacking in Workhorse including:

- Ability to digitally store back up to all transactions, which allows for an easier audit process
- Ability to digitally upload from excel into the software
- Audit tracking for all entries into the software
- Ability to run custom reports with drill down screens
- Ability to allow online access to department heads such as the library, public works, and utilities

This software will allow for the Village to not only reduce the amount of paper that is currently being stored for financials, it will also create efficiencies within the everyday Village processes, the audit process, and allow for truer reporting and more transparency in the financials. This software package is something that will be utilized by most of the Village staff.

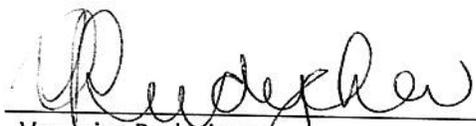
Civic – Clarity has successfully converted clients from Workhorse previously and has indicated that they could have the Village up and running as early as mid-February. This would allow for the entire 2017 audit to be done out of Civic – Clarity. Further, it would allow for reclassification of accounting and a clean slate that the Village needs.

FISCAL IMPACT

Civic – Clarity has proposed a total software cost of \$54,515. This includes all of the current modules the Village has and some that the Village desperately needs such as General Billing. Civic – Clarity is willing to finance the cost over 3 years at 0% interest. These funds would be coming from the Capital Project Fund and would be the project that is going to be submitted from Administration. The reason for the request in November is to get into the que to get the software installed as early as possible in 2017 to allow for a full year of audit work to be done in the new software.

RECOMMENDATION

Recommend to the Village Board to approve Civic-Clarity software purchase in the amount of \$54,515 to be finance through the Capital Project Fund over 3 years at 0% interest.


Veronica Rudychev
Village Administrator

**Computer Software and
Conversion Services Proposal
Village of Cambridge
Prepared by Civic Systems, LLC**



STRONG SOFTWARE, STRONG COMMUNITY

A SUBSIDIARY OF BAKER TILLY VIRCHOW KRAUSE, LLP

Civic Systems, LLC
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Madison, WI 53707-7398
Phone: 888.241.1517
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November 8, 2016

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TRANSMITTAL LETTER

November 8, 2016

Village of Cambridge
200 Spring Street
Cambridge, WI 53523

Dear Veronica:

It has been great speaking with you about the possible future software needs of the Village of Cambridge. We are pleased to have this opportunity to submit our software solutions to you. Our proposal is based on your request for information and our prior experience in providing these services to clients with similar needs.

Civic Systems, LLC (Civic) has the experience and resources necessary to meet your needs and assist you with this very important project. We would like to highlight several factors that distinguish Civic from other firms.

Full Service Firm

Civic provides a full range of software services specifically developed for cities and municipal utilities to over fifty new clients every year. These services include total turnkey software solutions. We are committed to enabling our clients to print utility bills, accounts payable checks, payroll checks, and monthly reports immediately after leaving our training facility. This process eliminates or minimizes the need to run parallel systems.

Experience

We understand the demands on your time and the pressures you face. This understanding comes from our continuing relationship with over 250 municipalities and 300 utilities throughout the Midwest. Our team includes CPAs, trainers with over twenty years of training experience, and quality help desk analysts ready and waiting to answer your every question. Civic is a subsidiary of Baker Tilly Virchow Krause, LLP (Baker Tilly). Baker Tilly is the 16th largest accounting firm in the United States and prides itself on its public sector practice that includes over 150 full time, fully dedicated public sector practitioners. This unique and strong Civic/Baker Tilly relationship allows us to provide unmatched public sector expertise.

Depth of Resources

Our project team members all have extensive software experience. All team members are available at any time for consultation. Our quality products and service will provide you with information you need to make timely and accurate management decisions, while meeting the needs of your customers.

Village of Cambridge

November 8, 2016

Page 2

Commitment

Civic has a long-standing tradition and solid reputation of providing high quality services to municipal government. To illustrate that commitment, we have a separate practice group devoted entirely to serving municipalities and their utilities.

Timely Service

Our experience with software and conversion services allows us to provide a highly efficient and cost-effective transition from your legacy system.

We appreciate the opportunity to submit this proposal and welcome the opportunity to discuss specific aspects of it with you. The information included in this packet is valid for 90 days. If you have any questions or need additional information, please contact me at 888.241.1517. We look forward to working with you on this important project.

Sincerely,

CIVIC SYSTEMS, LLC

A handwritten signature in black ink, appearing to read "Michael Laesch". The signature is fluid and cursive, written over a white background.

Michael Laesch, Software Consultant

ML

Enclosures

Components of Success

COMPONENTS OF SUCCESS

A successful software investment involves two critical components: the software itself and the conversion, education, on-site assistance and support services provided with the software.

Caselle's software suite, coupled with the strength and stability provided by Baker Tilly and Civic's years of experience and depth of knowledge, ensures that your software investment will retain its value through the years. Our role as your trusted advisors gives you the peace of mind of knowing that professional, 100% public sector focused CPAs and consultants will guide you along the path toward a successful software investment.

Each critical component of a successful software investment is briefly discussed on the following pages.



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SOFTWARE

Over 14 years ago, Civic Systems entered into an agreement with Caselle, Inc. to represent their software throughout the Midwest. Caselle's software is the result of a long evolution that began in the 1950's as a part of a small CPA firm. Today, Caselle, Inc. provides fully integrated, true Windows-based financial and utility billing software to over 1,100 clients throughout the United States.

All conversion, education, on-site assistance and support services are provided out of Civic's Madison, Wisconsin headquarters.

Caselle's software, coupled with the public sector expertise of Civic and Baker Tilly, provide an unbeatable team to ensure a successful and long-lasting software investment.



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CONVERSION

The success of any project usually depends on adequate up front planning. Software conversion is no different. From the first meeting until the last total is tested, an in-depth timeline and action plan will guide our progress.

Planning and Administration

Since planning is such a key element in the success of your conversion, an in-depth, pre-conversion working session will be held at your site to identify key individuals, discuss current processes and procedures, evaluate potential challenges and establish a project timeline. The timeline established will document our process, assist with staff availability planning, minimize your staff's duplication of effort and create a clean data cutoff for the conversion team.

Data Extraction

No one enjoys working overtime or weekends keying in data to new software. Let your staff completely avoid this time-consuming task by having Civic's conversion specialists quickly and accurately convert your data. Control "hooks" created from your current software allow us to map your data to the new software. In this way, existing data can be extracted, converted, tested, adjusted and finalized prior to your arrival for training. This process minimizes data clean up necessary to "go live". All you have to think about is learning the software while utilizing your own data.

Our proposed conversion services are listed on the following page.



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Components of Success

The following outlines the conversion services to be provided for the core modules. Depending on the data integrity in the legacy system, below is our typical data conversion when converting from a legacy system.

Accounts Payable

- > Vendor Information
- > 2 years of invoice and check history
- > Report preparation
- > AP check formatting

Cash Receipting

- > Setup receipt categories and corresponding GL accounts
- > Report preparation

General Ledger

- > Chart of Accounts
- > Financial statements
- > Report preparation
- > 2 years detail information
- > 2 years of budget information

Payroll

- > Employee information
- > Pay code setup
- > Current Year to Date Totals
- > Recalculate payroll to ensure data accuracy
- > Report preparation
- > Leave time balances
- > Paycheck formatting

Utility Billing

- > Customer information
- > Customer balances by service
- > Meter information
- > Location information
- > 13 months consumption History
- > Report preparation
- > Utility billing formatting
- > Recalculate bill run to ensure data accuracy
- > Setup rates and services



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Components of Success

EDUCATION

Civic's Educational Services include individualized, hands-on instruction at our Madison, Wisconsin training facility. Our thorough, patient instructors guide you through all the software features necessary for effective use. At completion, you will immediately be able to begin using the software.

Classroom Training

Civic's four high-tech training classrooms in Madison, Wisconsin allow an excellent learning experience. Hands-on instruction along with in-depth training ensures maximum product comprehension. Product overviews and fun classroom games ensure that key objectives are learned.

Professional, Experienced Trainers

Our trainers have extensive software and industry knowledge and will help you apply it to your community. Our senior trainers have over twenty years of municipal software training experience. Their knowledge of municipal issues provides a strong foundation to help you with budgeting, utility billing and other community operations.

Structured, Yet Individual, Training

Our structured training curriculum clearly outlines course objectives and goals to help you maximize your learning experience. Your trainer will guide you through this well-planned process. Group sessions and one-on-one instruction aid in the learning experience.

Customized Learning Using Your Own Data

Custom reports and screens can be designed using your data. You will be able to immediately begin using the software at training completion.

Post Training Assistance

During the first 90 days following training, you are welcome to contact your classroom trainer for software support. This helps create a smooth transition, since your trainer will be aware of any unique issues discussed during training. After 90 days, our experienced customer support representatives will be able to effectively handle any support issues.



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Components of Success

ON-SITE ASSISTANCE

During the initial use of your new software, it can be reassuring to have an expert at your side. Civic's on site service provides you with the comforting reassurance of an expert on site to answer questions, correct any mistakes, offer helpful suggestions and monitor the overall progress of your software transition.



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SUPPORT

Support Center

The Civic Systems Support Center prides itself on timely and accurate support. Friendly, helpful representatives facilitate prompt issue resolution so your operations are not interrupted. All support calls are tracked and prioritized based on timing and urgency.

Support Center Objectives

Civic Systems Support Center's number one objective is responsive issue resolution. Every call is tracked and prioritized, based on urgency through our Customer Support Portal, which is accessible via the Internet, customers can view the status of a ticket at anytime, 7 days a week.

Methods for Requesting Service

You may contact the Civic Support Center by phone, fax or e-mail. Customers also have the option of submitting, canceling or adding more information to existing service tickets online through CIVIC's Customer Support Portal, which is accessible through the Internet. If the issue requires a more in depth look, we will access your data using PC Anywhere software.

Civic Systems Support Center Hours

Monday through Friday 7:00 AM – 5:00 PM Central Standard Time.
Saturday/Sunday – Please leave a message on the voice mail system for processing on Monday morning.

Annual Support Fees include:

- Unlimited, toll free telephone support for purchased CIVIC software applications.
- All software enhancements and updates.

Updates and Enhancements

Yearly updates are included in your annual support fee.



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PRODUCTS SELECTED

The software products available for selection include:

Accounts Payable

Review, approve, verify and validate invoices while ensuring maximum use of vendor terms and discounts.

Accounts Receivable

Manage customer accounts, invoicing, billing and payments with the Accounts Receivable module. You can create an unlimited number of billing categories with ease and flexibility.

Cash Receipting

From point of payment to the bank deposit, the cash receipting system provides user friendly daily cash control. This software registers and prints all receipts from individual workstations with full descriptions, distributions, change due and account balance.

General Ledger

Quickly and easily enter, inquire, review and report important financial information. Pre-defined journal entries, online management tools, customized reports, previous history and tracking project costs over multiple years are a few of the features you'll enjoy using.

miExcel GL

This module provides a direct connection to GL through Excel. Importing budgets, importing JE's and building custom reports has never been so easy.

miViewPoint Dashboard Reporting Tool

Gain real time access to pertinent financial, payroll, accounts payable and utility billing information on a browser look and feel with no training required and no limit on the number of system users.

miAP/ Req and PO workflow

With the correct security rights this module allows any department to submit AP Invoices for approval or requisitions which include the items needed and the preferred vendor if available. The invoice or requisition can then be routed for approval through the appropriate approval chain based on the dollar amount. The Finance department can then code or re-code the invoice/ requisition and approve the Invoice for payment or approve the requisition to a purchase order.



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Payroll

Easy payroll processing and development of your own customized, comprehensive employee information system. Federal and state government reporting requirements are complied with while providing complete fund and departmental allocations.

Direct Deposit

Electronically transfer employee earnings to banking accounts.

Magnetic Media

Create magnetic W2's in electronic format.

miPay

Allow employees to go paperless with their paychecks. Employees can log in with user name and password from any computer with internet access to view their current and past paychecks.

Utility Billing

A comprehensive customer information system designed to address the unique challenges faced by municipal utilities. Features such as rate calculation computation, multiple project meter database, and consolidated master meters allow your utility to customize the product based on your needs.

ACH Direct Pay

Customers automatically pay their utility bills from their checking or savings account.

Electronic Read Interface

Importing meter files is easy and hassle-free with the Electronic Read Interface. We are able to integrate all major hand held meter reading devices.

Splitter

When utility bills are run a PDF of each customer's bill will be attached to each customer for easy viewing and printing at a later date. No more recalculating old bills when rates there are rate changes or Power Cost Adjustments.

Tax Certification

Easily produce tax certification notices for your delinquent customers and create a file to electronically send information to the appropriate agency.



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Investment Summary

Civic Systems, LLC
Ten Terrace Court
P.O. Box 7398
Madison, WI 53707-7398

Village of Cambridge
200 Spring Street
Cambridge, WI 53523

You agree to purchase the software and services detailed below and Civic Systems, LLC agrees to provide them. **An initial 50% down payment is due with this contract. The remainder is due at training.***Additional payment terms can be provided such as spreading the payments over 2 or 3 years at 0% interest. The information provided in this proposal is valid for 90 days after the date of issue.

INVESTMENT SUMMARY

License Fees (3 Concurrent)	\$ 53,300
Less: 45% Small Community Discount	(23,985)
Training	10,200
Conversion	12,600
On-Site Assistance	2,400
TOTAL INVESTMENT	\$ 54,515
ANNUAL SUPPORT (Discounted)	\$ 8,861

TRAVEL COSTS

Travel costs are a not-to-exceed and based on Eleven (11) round trips and 0 overnights.

Mileage (Eleven 44 mile round trips @ \$0.58/mile)	\$ 280
Hotel (0 nights at \$125/night)	0
Meals (11 days at \$10/day)	110
TOTAL INVESTMENT	\$ 390

*A formal contract will need to be entered before any software is installed.



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License Fees, Training, Conversion and Support Detail

Selected Product Descriptions	License Fee Purchase Price	One-Time conversion / setup	Training and Onsite Assistance Cost/Days	Year one Total w/o Support	Annual Fees*
3 Concurrent User Licenses	\$ 0	\$ 0	\$ 0	\$ 0	\$ Included
Accounts Payable	8,200	600	1,200	10,000	1,640
AP ACH	Included	Included	Included	Included	Included
miExcel AP	Included	Included	Included	Included	Included
miVendor Portal	Included	Included	Included	Included	Included
Accounts Receivable	5,500	1,200	1,200	7,900	300
Cash Receipting	4,500	600	600	5,700	1,100
General Ledger	7,000	1,200	1,800	10,000	900
Activity Reporting	Included	Included	Included	Included	1,400
Bank Rec	Included	Included	Included	Included	Included
Budgeting	Included	Included	Included	Included	Included
miExcel GL	Included	Included	Included	Included	Included
miViewPoint (Department Head Dashboard)	4,000	600	600	5,200	Included
Payroll	11,200	2,400	3,000	16,600	800
Direct Deposit	Included	Included	Included	Included	Included
Magnetic W-2's	Included	Included	Included	Included	Included
miPay (Paperless Paystubs)	Included	Included	Included	Included	Included
Utility Billing	12,900	6,000	4,200	23,100	300
Direct Pay	Included	Included	Included	Included	2,580
Electronic Read Interface	Included	Included	Included	Included	Included
Splitter	Included	Included	Included	Included	Included
Tax Certification	Included	Included	Included	Included	Included
LESS: Small Community Discount	(23,985)	--	--	(23,985)	Included
TOTALS COSTS	29,315	12,600	12,600	54,515	8,861

*Optional item pricing is provided on the following page.



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Optional Module Detailed Cost

OPTIONAL MODULES (Not Included in the agreement)

Optional Product Descriptions (Not Selected)	License Fee Purchase Price (3 Concurrent Users)	One-Time conversion / setup	Training Cost @ \$1,200/Day	Year one Total w/o Support	Annual Fees
Additional Concurrent Users above 3 (each)	2,000	--	--	2,000	400
Fixed Assets	3,300	600	600	4,500	660
miViewPoint Add On					
miAP Workflow	4,000	600	600	5,200	800
Payroll Add Ons					
miExcel Payroll Import	2,000	1,000	--	3,000	600
Utility Billing Add Ons					
Payment Import (Online Bill Pay Import)	2,700	--	--	2,700	540
Service Orders	2,700	600	600	3,900	540
Mobile Service Orders	2,700	600	600	3,900	540

*Above amounts include the discount provided.

**If online Bill Presentment is chosen the Village of Cambridge is responsible for any monthly hosting, setup and transactional fees charged by the preferred online bill pay company.

Cash Receipting Import

Civic will establish an import file from your cash receipting to input customer payments.

Fixed Asset (Asset Management)

Developed with GASB No. 34 compliance in mind; maintains fixed assets, continuing property records and depreciation records. It interfaces with Accounts Payable and General Ledger.

miExcel PR

Allows individuals or departments to fill out excel based time sheets electronically to import seamlessly into timekeeping or directly into payroll along with providing the ability to import files from a time clock system. This module eliminates re-keying hours and provides additional functionality such as importing of steps and grades from Excel, easily update pay schedules from Excel, along with providing export capabilities for Rates, Pay Codes, GL by pay periods and benefit info.

Service Orders

Create service orders to assign specific, user defined tasks including final reads and meter replacements.

Mobile Service Orders

This module is an add on to service orders which allows service orders to be assigned and then completed in the field using your mobile device. The mobile device will receive notification if a service order is added and a map of where that service order is located will be present. Once items are completed it is updated to the service order application in the Caselle system. If you are using miViewPoint there will be a screen that shows you outstanding service orders along with a pin map of where those service orders are located.



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Hardware Requirements

HARDWARE REQUIREMENTS

Network System Requirements – Caselle® Clarity 4.x – Network

Important! Using servers, workstations, or servers and workstations that do NOT meet the specified network system requirements may result in unsatisfactory performance and response times. This document lists the minimum hardware and software requirements for installing Clarity.

Network Server Operating System	Microsoft® Windows 2008 R2 Server (64-bit), 2012 Server (64-bit), 2012 R2 (64-bit)
Network Server Equipment	Intel® Xeon® Quad-Core Processor 3.0 Ghz or higher 16 GB of available RAM 30 GB available disk space for Caselle Clarity applications (180 MB) and data Separate physical hard drive for SQL log file (8-15 K SAS HDD preferred) Color SVGA .28 Monitor 1 GB Ethernet Network Card 1 GB Ethernet Switch DVDRW Drive <small>All hardware must be Microsoft® certified (request printed certification documents). Intel® Core™ i3, Intel® Celeron®, and AMD Sempron™, and Intel® Pentium processors are NOT recommended.</small>
Database Server Equipment and Operating System	<ul style="list-style-type: none">• Use the Recommended Network Server. For better performance, increase memory on network server or, use a separate Database Server (same specifications as the Network Server).• Networks with more than ten workstations may require faster processors and/or more memory than the recommended.
Database Software	Microsoft® SQL Server 2012 (64-bit) or 2014 (64-bit)
Network Server and Database Server Power Protection	True On-Line UPS, 600 Voltamps minimum with UPS Monitoring card, cable, and software.
Workstation Computer	i5, or i7 (3 GHz or higher) 8 GB of available RAM 30 GB available disk space for Caselle Clarity applications (180 MB) and data LCD Monitor <small>All hardware must be Microsoft® certified (request printed certification documents). Intel® Core™ i3, Intel® Celeron®, and AMD Sempron™, and Intel® Pentium processors are NOT recommended.</small>
Workstation Operating System	Windows 7™ Professional (32-bit or 64-bit). Windows 8™ Professional (32-bit or 64-bit)
Workstation Power Protection	UPS/Battery backup unit
Backup System	Network quality system to back up fileserver hard drive on one tape and provide tape read after write verification. Make sure the backup system supports backing up MSSQL Databases. Example: Backup Exec with SQL Agent.
Data File Transfer	DVDRW Drive
Printer	HP Laser Printer or Canon Copiers with PCL or Postscript Drivers
Receipt Printer	Ithaca Series (Impact) 150 and 280 Printers, Ithaca Series (Thermal) 280 Printers
Internet Access	DSL, ISDN, or T1 Explanation: Caselle® Applications require Internet access to download program updates. Using an Internet connection that is slower than 256 Kbps will take significantly longer to download data.
Email	Email that is compatible with Microsoft® Windows.
Network Installer	Microsoft® Certified
Web Services	IIS 7 (Windows Server 2008, 2012)
miViewPoint <small>Only needed if miViewPoint is being installed.</small>	IIS 7 or later 8 GB of available RAM 30 GB of available disk space for miViewPoint on the IIS and SQL Servers additional 4 GB of available RAM on the SQL Server Modern Web Browser on any PC using miViewPoint (IE11 or greater, up to date Chrome, or up to date Firefox) If miViewPoint is made internet available a modern mobile browser is required.



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VIRCHOW KRAUSE, LLP



200 Spring St
Cambridge, WI 53523
Phone 608.423.3712
Web www.ci.cambridge.wi.us

ADMINISTRATION

To: Public Works Committee, Honorable President Struss and Village Board of Trustees
From: Veronica Rudychev, Administrator
Date: November 16, 2016
Subject: Community/Senior Room Furniture Purchase

BACKGROUND

As part of the mold remediation, a lot of the furniture in the Community and Senior room had to be disposed of due to the inability to clean up the mold from it. The only furniture that was kept was furniture that could be remediated, but it should be noted that the furniture that is left is still showing its age. The Village obtained a quote to start replacing some of the furniture in the Community and Senior room. That quote was from Emmons Business Interiors. This firm holds a state contract for furniture. The firm ended up not only giving us the state contract pricing, but was willing to give us a slightly more reduced price based on the volume of furniture we are replacing. Furthermore, the furniture will come with a lifetime warranty and there are pieces of the furniture that can be replaced as they age out without replacing the whole piece. EBI has also stated that they would agree to retain the pricing for the Village down the line, even if EBI no longer holds the contract. Therefore, the price for the chair today will be the same price that the Village would pay five years from now. EBI will also work with the Village to continue to replace furniture and be a vital participant in the remodeling of Village Hall. EBI will map furniture in the rooms and allow staff the ability to see the furniture in their show room in Madison prior to purchasing. Lastly, all of the furniture will be coordinated and will make the space cohesive and provide a welcoming space for the Village residents, Board, and staff to use.

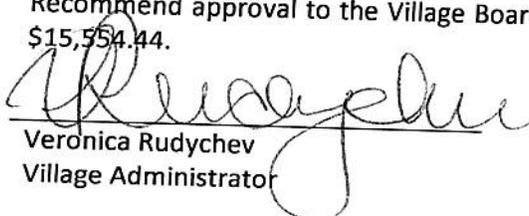
The furniture that the Village is looking to purchase will be easy to stack and put away. Also, the furniture is light weight enough for one staff member to set up, to prevent any possible injuries. The primary color of the furniture will be black and the chairs that will be used for both the Village Board, staff, and Senior lunches have padding on them that will be a dark teal color that will coordinate to the new Village logo. Further, it is our intent to paint accent walls in the Community room that would also coordinate to the furniture and logo.

FISCAL IMPACT

The total quote for furniture is \$15,554.44. This funding will come from the State Trust Fund Loan that has been approved by the Village Board at the November 10th meeting. It should also be noted that the total pricing for the content remediation from Servpro came in \$6,000 under budget and that the intent was to take the savings from remediation to purchase new furniture.

RECOMMENDATION

Recommend approval to the Village Board of the furniture purchase from EBI for a total not to exceed \$15,554.44.


Veronica Rudychev
Village Administrator

Sales Contact: Todd Kessenich

Prepared For:

Page 1 of 2
11/15/2016
11:46:20AM

Job: PO Number: Todd Kessenich
By: Notes:

Cambridge Community Center

Line #	Qty	Mfg	Part Number	Part Description	List	Ext List	Sell	Ext Sell
1	25	HON	HMS1	Motivate High Density Stacker-Sled Base-Set/4	\$741.00	\$18,525.00	\$340.86	\$8,521.50
		.N		Arm: No Arm				
		...		Skipped Option				
		...		Skipped Option				
2	5	HON	HMG2	Motivate 4-Leg Stack Chair-Uph Seat-Set/2	\$676.00	\$3,380.00	\$310.96	\$1,554.80
		.F		Arm: Fixed Arm				
		~		Undecided GLIDE/CAST Option				
		~		Undecided SHELL Option				
		~		Undecided FABRIC Option				
		~		Undecided FRAME Option				
3	12	HON	HMG1	Motivate 4-Leg Stack Chair-Set/2	\$560.00	\$6,720.00	\$257.60	\$3,091.20
		.F		Arm: Fixed Arm				
		...		Skipped Option				
		...		Skipped Option				
		...		Skipped Option				
4	1	HON	HMVT-2448G-FX	Motivate Table Trapezoid 24Dx48W 2mm Edge Fixed Base	\$824.00	\$824.00	\$379.04	\$379.04
		.N		No Grommets				
		\$(LICORE)		L1 Core Lam Opts				
		~		Undecided LAMINATE Option				
		~		Undecided EDGE Option				
		.G		Glide				
		~		Undecided PAINT Option				
5	3	HON	HMVR-2484G-FX	Motivate Table Rect 24Dx84W 2mm Edge Fixed Base	\$1,030.00	\$3,090.00	\$473.80	\$1,421.40
		.N		No Grommets				
		\$(LICORE)		L1 Core Lam Opts				
		~		Undecided LAMINATE Option				

Prepared For:

Page 2 of 2
11/15/2016
11:46:22AM

Job:
PO Number: Todd Kessenich
By:
Notes:

Cambridge Community Center

Line #	Qty	Mfg	Part Number	Part Description	List	Ext List	Sell	Ext Sell
6	3	HON	HMSCART	Motivate Cart for Stacking Chairs	\$425.00	\$1,275.00	\$195.50	\$586.50
			~	Undecided EDGE Option				
			.G	Glide				
			...	Skipped Option				
Total List:					\$425.00	\$1,275.00	\$195.50	\$586.50
Total Sell:						\$33,814.00	\$15,554.44	

**Applicable Sales Tax is additional
EBI Terms and Conditions apply**



200 Spring St
Cambridge, WI 53523
Phone 608.423.3712
Web www.ci.cambridge.wi.us

ADMINISTRATION

To: Public Works Committee, Honorable President Struss and Village Board of Trustees
From: Veronica Rudychev, Administrator
Date: November 16, 2016
Subject: Community/Senior Room Painting/Rehab

BACKGROUND

The Village needs to complete the following work in the Community Room due to the mold remediation process:

- Replace baseboards
- Repair drywall
- Repaint the room (two accent walls to accommodate the Village and Library use)
- Finish the floors (all downstairs)

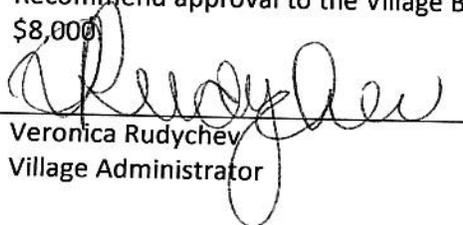
The Village Public Works Department has been busy trying to obtain quotes for the work outlined above. There will also be a need to repaint most of the space downstairs except for the Senior Room and to refinish the entirety of the floors. Staff is looking to focus first and foremost on the Community Room, but will be looking to do the rest of the work later.

FISCAL IMPACT

Based on estimates, this work will not exceed the cost of \$8,000. It should be noted that the Village staff will go with the most competitive quote for the work to be performed and that the funds will be coming from the State Trust Fund Loan the Village Board approved at the November 10th meeting.

RECOMMENDATION

Recommend approval to the Village Board to complete the work outlined above at a price not to exceed \$8,000.


Veronica Rudychev
Village Administrator



200 Spring St
Cambridge, WI 53523
Phone 608.423.3712
Web www.ci.cambridge.wi.us

ADMINISTRATION

To: Public Works Committee, Honorable President Struss and Village Board of Trustees
From: Veronica Rudychev, Administrator
Date: November 16, 2016
Subject: Parking Lot Lights

BACKGROUND

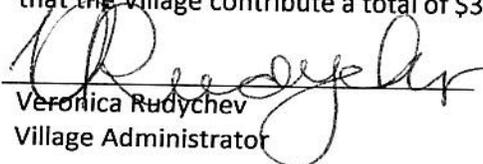
Recently, the lights in the joint Village Hall and Library parking lot stopped working. The library contacted the Ready Electric to do some initial work to get the lights back on. The cost of the initial work was \$345.00. It would appear as though the reason for the failure might have been some damage that was done during the time of the library construction. The electrician proposed a total cost of \$725.00 to supply and install a new underground conduit from the outlet on the back of the library to the southern pole. This would be the permanent way to supply the light poles with the same power that has been supplying them since September 22, 2016. The Village Public Works Department feels this is the best method. The question before the Committee today, is whether the Village should pay for the costs or the library. Village staff feels that the library should pay for the costs to date and the cost for the permanent solution since the issue presented itself after the library building was in place and mostly likely due to the new library building. It would then be up to the library if they wished to pursue legal ramifications from their contractors. Further, this solution would result in the electricity for the light poles being on the library electricity bill, the Village staff feels that the Village should provide ½ the cost for the lights. Based on the analysis of the of the daily cost for the lights, the Village would contribute approximately \$301.00 on a yearly basis to the library for the lights.

FISCAL IMPACT

The total cost to date is \$345.00. The cost for the permanent solution is \$725.00. The cost for the lights on a calendar year is approximately \$602.00.

RECOMMENDATION

Recommend to the Village Board that the Library pay a total of \$1,070.00 for the electrical work and that the Village contribute a total of \$301.00 for the lighting on a yearly basis to the library.


Veronica Rudychev
Village Administrator

Veronica Rudychev

From: Lisa Moen
Sent: Wednesday, November 16, 2016 4:25 PM
To: Veronica Rudychev
Subject: FW: Amunson building / Library parking lot light issue

From: John Adsit [<mailto:John@readye.com>]
Sent: Friday, November 04, 2016 9:04 AM
To: Lisa Moen; Bill & Patty Strohubusch (bpstrohubusch@gmail.com); dir@cambridgelib.org
Subject: Amunson building / Library parking lot light issue

Dear All,

Talked to Larry Olsen, he asked for the following:

- A) Cost of operation for the (3) lights on the (2) poles in question. Please see attached for clarification of where I got my information.
- (3) 400 watt lights.
 - Actual amp draw with lights on 12 amps
 - Volts 120 volt
 - 1.44KWH for the three lights
 - Utility rate used was .10 cents per KWH. This may need to be amended?
 - For 2016 the total hours of darkness is around 4,284 hours divided by 366 days (Leap year) =11.7 hours per day for average.
 - These lights run from dusk to dawn.
 - $11.7 \text{ hours} \times 1.44\text{KWH} = 16.848 \text{ KWH per day}$
 - $16.848 \times .10 \text{ cents} = \$1.68 \text{ per day for the cost of electricity to run the lights}$
 - \$1.68 average cost per day of operation
- B) Cost to examine a 5' length of underground electrical feed to the pole on the west side of the parking lot.
- Excavate the 5' length, we are only guessing the problem is in this area.
 - If we find the problem, we can install a splice kit and re-feed the pole lights from original feed.
 - There is no guarantee that we will find the problem.

Cost if you choose to do this work is \$600.00 This work may or may not fix the problem????

- C) Cost to refeed the pole lights from the outside outlet on the library
- Supply and install a new underground ½" rigid conduit from the outlet on the back of the library to the southern pole.
 - Connect both pole lights on to this new feed.

Cost if you choose to do this work is \$725.00 (This is the same power that has been feeding the pole lights since September 22, 2016)

- D) Cost of work completed to date by Ready Electric, not included in either of the prices above is \$345.00

Please let me know how to proceed with this work.

Thanks,

John Adsit
Field Manager
Ready Electric Inc
P-920-568-9301
F-920-568-9311
C-920-650-2784
E-john@readye.com

Veronica Rudychev

From: Mary Behling <behlinglaw@frontier.com>
Sent: Tuesday, November 15, 2016 11:03 AM
To: Veronica Rudychev
Cc: Steve Struss
Subject: Lease Agreement with Netwurx, LLC
Attachments: Scan_2016_11_15_10_28_22_264.pdf

Veronica,

Attached is a scan of the latest version of the Lease Agreement with Netwurx, LLC. My remaining comments to the committee and the Board are as follows:

1. Lease Agreement front page. I believe this is satisfactory although I have questioned why the rent will be paid on August 1 when the lease term runs from November 15, 2016. I have asked Dave Roller to comment on that. If it is going to remain August 1, then I would like some clarification language as to what the rent covers – August payment, but rent is for November 15, 2016, to Nov. 14, 2017? In addition, I would point out the proposed deletion of services in the 900 MHz range. Those are being phased out apparently and I assume this is, therefore, then acceptable, but I do not have the technical knowledge to answer that.
2. Exhibit A: As you know, we have worked through several versions of Exhibit A and I am satisfied with this version if the committee is.
3. Exhibit B: This has remained the same from the beginning and it appears satisfactory to me.
4. Exhibit C: This has remained the same from the beginning. You and Steve (and whomever else should be involved) need to verify that the services that are being included are correct and appropriate. They are different than the services from the last contract with Netwurx and I am not able to evaluate if these are correct, although I believe they are.
5. Exhibit D. Again, the Village needs to evaluate the dates offered and the equipment listed. Mr. Roller asked to extend the dates until January 15, 2017, to make the change from the 900 frequency equipment to the newer equipment. Today, he also asked to include the language regarding the “Line of Sight” in paragraph 3. I cannot say whether that is acceptable, but it seems it must be because it’s all they can do.

Please let me know if there are additional questions or comments. Otherwise, if the Lease is approved with the changes noted, we can print a finalized version for eventual signature by the Board.

mary

Attorney Mary H. Behling
BEHLING LAW OFFICE
113 E. Main Street
PO Box 15
Cambridge, WI 53523
608-423-3286 (phone)
608-423-4696 (fax)
Reply to: behlinglaw@frontier.com

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EXHIBIT A - STANDARD TERMS AND CONDITIONS

1. Lease. Landlord owns and controls the "Property" and hereby leases to Tenant the use of (and access to) the "Premises" for the "Initial Term" in return for payment of the "Rent." The "Initial Term" shall automatically renew (each renewal a "Renewal Term") on the exact same terms and conditions as applied to the Initial Term unless: (a) either party terminates this lease by providing written notice of its decision not to renew at least 180 days before the end of the Initial (or Renewal) term; or (b) this lease is terminated pursuant to Section 5 below.

2. Use. Tenant may use the Premises for the transmission and reception of radio and telecommunication signals and related activities. Tenant shall have the right, at its expense, to install, erect and maintain on the Premises improvements, personal property and facilities necessary to operate its communications system, including, without limitation, radio transmitting and receiving antennas, microwave dishes, global positioning system antennas, tower and base, equipment shelters and/or cabinets and suitable support systems, and related cables and utility lines (collectively, "Communications Facility"). The Communications Facility shall initially be configured as set forth in the attached Exhibit B. Tenant may modify, supplement, replace, and/or upgrade the original equipment at any time during the term of this Agreement, but shall not expand the equipment or increase the number of antennas except as provided herein. Tenant further may add equipment in order to be in compliance with any current or future federal, state or local mandated application, including, but not limited to, emergency 911 communication services, at no additional cost to Landlord. Tenant shall cause all construction to occur free of mechanics liens and in compliance with all applicable laws and ordinances.

3. Interference. (a) Tenant shall not use the Premises in any way which interferes with the use of the Property by Landlord, or tenants of Landlord, with rights in the Property prior in time to Tenant's (subject to Tenant's rights under this Agreement, including without limitation, non-interference). Where there are existing radio frequency users ("Carriers") on the Property, the Landlord will provide Tenant with a list of all existing Carriers so Tenant may evaluate potential interference. Tenant warrants that its use of the Premises will not interfere with existing Carriers so disclosed by Landlord, as long as the existing Carriers operate and continue to operate within their respective frequencies and in accordance with all applicable laws and regulations; (b) Landlord shall not use, nor shall Landlord permit its tenants, licensees, employees, invitees or agents to use, any portion of the Property in any way which interferes with the operations of Tenant; (c) Such interference shall be deemed a material breach by the interfering party, who shall, upon written notice from the other, be responsible for terminating said interference within seventy-two (72) hours. In the event any such interference does not cease within the aforementioned cure period, the parties acknowledge that continuing interference may cause irreparable injury and, therefore, the injured party shall have the right, in addition to any other rights that it may have at law or in equity, either to bring a court action to enjoin such interference or to terminate this Agreement immediately upon written notice.

4. Access. (a) Landlord shall cooperate with Tenant in obtaining, at Tenant's expense, all licenses and permits or authorizations required for Tenant's use of the Premises from all applicable government and/or regulatory entities ("Governmental Approvals"); (b) Tenant shall have the right to install utilities, at Tenant's expense, and to improve the present utilities on the Property (including, but not limited to, the installation of emergency power generators) reasonably necessary to provide service to the Communications Facility; (c) As partial consideration for Rent paid under this Agreement, Landlord hereby grants Tenant an easement in, under and across the Property for ingress, egress, utilities and access (including access for the purposes described in Section 2) to the Premises adequate to install and maintain utilities, which include, but are not limited to, the installation of power and telephone service cable, and to service the Premises and the Communications Facility at all times during the this Agreement; (d) Tenant and its agents shall have 24-hours-a-day, 7-days-a-week pedestrian and vehicular access to the Premises at all times during the Term of this Agreement for the installation, maintenance and operation of the Communication Facility and any utilities

LEASE AGREEMENT

Village of Cambridge, Netwurx, LLC

Exhibit A – Page 2 of 3

serving the Premises. (e) All access and work will be done in the presence of an employee of the Village of Cambridge. (f) in the event that work needs to be completed after the normal business hours of the Village of Cambridge Water Dept, Tennant will be given an after hours emergency contact numbers to call in order to gain access to the Premises.

5. Termination. Without limiting any other remedy at law or equity available to either party, this Agreement may be terminated as follows: (a) by Landlord upon 45 days written notice if Tenant fails to cure a default for payment of amounts due under this Agreement within that 45 day period; (b) by either party upon 45 days written notice if the other party commits a non-monetary default and fails to diligently pursue a cure of such default and in fact cures said default in a reasonable time.

6. Taxes. Tenant shall pay personal property taxes attributable to its personal property and Landlord shall pay all other property taxes.

7. Insurance. Tenant shall provide Commercial General Liability Insurance in an aggregate amount of Two Million and No/100 Dollars (\$2,000,000.00). Tenant may satisfy this requirement by obtaining the appropriate endorsement to any master policy of liability insurance Tenant may maintain or through an umbrella policy. The coverage afforded by Tenant's commercial general liability insurance shall apply to Landlord as an additional insured, but only with respect to Landlord's liability arising out of its interest in the Property.

8. Indemnification. (a) Tenant hereby agrees to indemnify, defend and hold Landlord harmless from and against any and all claims, damages, losses and expenses ("Damages") directly arising out of any claim, action or other proceeding that is based upon (i) Tenant's breach of this Agreement, (ii) the conduct or actions of Tenant within or outside the scope of this Agreement, or (iii) any negligent act or omission or willful misconduct of Tenant; (b) Landlord hereby agrees to indemnify, defend and hold Tenant harmless from and against any and Damages directly arising out of any claim, action or other proceeding that is based upon (i) Landlord's breach of this Agreement, (ii) the conduct or actions of Landlord within or outside the scope of this Agreement, or (iii) any negligent act or omission or willful misconduct of Landlord; (c) Notwithstanding anything to the contrary in this Agreement, Tenant and Landlord each waives any claims that each may have against the other with respect to consequential, incidental or special damages.

Nothing contained within this agreement is intended to be, nor shall it be interpreted to be, a waiver or estoppels of the Landlord or its insurer to rely upon the limitations, defenses and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes 893.80, 895.52, and 345.05. To the extent that indemnification is available and enforceable, Landlord or its insurer shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin law.

9. Miscellaneous: (a) Tenant's quiet enjoyment of the Premises or any part thereof shall not be disturbed as long as Tenant is not in default beyond any applicable grace or cure period; (b) The parties shall be free to assign their rights granted herein and this Agreement shall run with the land, and shall be binding upon and inure to the benefit of the parties, their respective successors, personal representatives and assigns; (c) All portions of the Communications Facility brought onto the Property by Tenant will remain Tenant's personal property and, at Tenant's option, may be removed by Tenant at any time; (d) This Agreement constitutes the entire agreement and understanding of the parties and shall be construed in accordance with the laws of the State of Wisconsin; (e) The parties agree to cooperate with the other in executing any documents necessary to protect its rights or use of the Premise including the recording of a memorandum of lease with the appropriate government body; (f) If any term of this Agreement is found to be void or invalid, such finding shall not affect the remaining terms of this Agreement, which shall continue in full force and effect; (g) The parties agree that if any provisions

LEASE AGREEMENT

Village of Cambridge, Netwurx, LLC

Exhibit A – Page 3 of 3

are deemed not enforceable, they shall be deemed modified to the extent necessary to make them enforceable; (h) Any questions of particular interpretation shall not be interpreted against the draftsman, but rather in accordance with the fair meaning thereof; (i) This Agreement may be executed in any number of counterpart copies, each of which shall be deemed an original, but all of which together shall constitute a single instrument. (j) Netwurx agrees to follow all applicable OSHA safety requirements. (k) No advertising shall be placed on the premises. (l) Netwurx is not permitted to sublet it's mounting space to another entity. (m) Tenant shall remove all of it's equipment within (90) ninety days of termination of this agreement, any equipment not removed in this timeline will become the property of the Village of Cambridge.

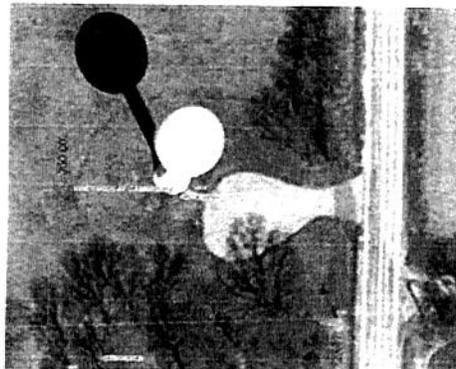


Description of Premises - EXHIBIT B

The premises will be the water tower located on WI 134 near where it intersects with Lagoon Rd in the Village of Cambridge WI. Access to the electrical panel in the base of the water tower will also be considered part of the premises as it is where the power for Netwurx's equipment is distributed from. This is located on the piece of property referenced below.

Parcel Number - 11/0612-012-6650-1

Parcel Details		
Municipality Name	VILLAGE OF CAMBRIDGE	
State Municipality Code	111	
Township & Range	Section	Quarter/Quarter & Quarter
T06NR12E	01	SE of the NW
Plat Name	VINEYARDS AT CAMBRIDGE	
Block/Building		
Lot/Unit	2	
Restrictive Covenants	Show Restrictions for this Plat, CSM, or Quarter	
Parcel Description	THE VINEYARDS AT CAMBRIDGE OUTLOT 2 This property description is for tax purposes. It may be abbreviated. For the complete legal description please refer to the deed.	
Current Owner	CAMBRIDGE, VILLAGE OF	
Primary Address	No parcel address available.	
Billing Address	PO BOX 99 CAMBRIDGE WI 53523	



Nertwurx LLC. 55 E Sumner Dr Hartford WI 530227 800-638-9879



NETWURX

NetwurX, LLC. City of Cambridge WI
 35 E Sumner Dr 200 Spring Street
 Hartford WI 53027 PO Box 99
 800-638-9879 Cambridge WI 53523-0099
 dave@netwurx.net

Quote NO: 160315.01
 DATE: March 15, 2016

REP	JOB	PAYMENT TERMS	Service Term
Dave Roller	Service Location 140 Lagoon Rd Cambridge WI	Before Installation Begins	10 year

Non Reoccurring Charges			
QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
0	basic install	\$350.00	\$0.00
0			\$0.00
SubTotal of (NRC) Non Reoccurring Charges			\$0.00
AFTER DISCOUNT of		100.00%	\$0.00
		taxes	\$0.00
		TOTAL NRC	\$0.00

Monthly Reoccurring Charges			
QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
0	Starter Business (Leaacv-3x1* Silver-6x2 Gold-10x5)	\$69.95	\$0.00
2	Universal Business (Leaacv-5x2* Silver-10x5 Gold-15x10)	\$119.95	\$239.90
0	Professional Business (Legacy-7x3* Silver-15x10 Gold-20x15)	\$199.95	\$0.00
	[Service is expected to be delivered from a tower that has at least a SILVER service level]		\$0.00
			\$0.00
2	TPP (Total Protection Plan)	\$7.95	\$15.90
Subtotal of (MRC) MONTHLY Reoccurring Charges			\$255.80
AFTER DISCOUNT of		100.00%	\$0.00
		taxes	\$0.00
		TOTAL MRC	\$0.00

This is a quotation on the goods named above, subject to the conditions noted below:

30day warranty. Maintenance and upkeep are the purchaser's responsibility. Service Level Agreements (SLAs) are available at additional cost upon request.

*Details about the plans listed above can be found at <http://www.netwurx.net/>

To accept this quotation, sign here and return: _____



More Miscellaneous Conditions - EXHIBIT D

- 1. Service offered to landlord in exhibit C to be served to 140 Lagoon Rd Cambridge WI**
- 2. Netwurx shall decommission any equipment that is operating in the 900mhz frequency from the water tower by January 15th, 2017.**
- 3. Netwurx will keep services offered to the village that are not included in Exhibit C operational until January 15th, 2017. Services offered to the village in Exhibit C will be available to the Village as soon as Netwurx is able to, via its new equipment or January 15th, 2017, whichever comes first, and where Line of Sight from service location to top of water tank exists.**
- 4. Netwurx will be allowed to continue to use and upgrade its equipment enclosure and cable paths inside the water tank.**
- 5. Netwurx will be allowed to collocate 4 sector antennas on its existing mounts located on top of the tank**
- 6. Netwurx will be allowed to locate 4 parabolic dish antennas on its existing mounts located on top of the tank**