

**CAMBRIDGE VILLAGE BOARD – AGENDA**  
**Amundson Community Center, 200 Spring St. - Senior Room**  
**Tuesday, December 9, 2014, 6:30 p.m.**

To Consider The Following:

- 1. Call To Order/Roll Call**
- 2. Pledge Of Allegiance**
- 3. Proof Of Posting**
- 4. Public Appearances:**
  - a. Cambridge Tree Project 2014 Update, Jay Weiss
- 5. Approval Of Consent Agenda**
  - a. Approval Of Village Board Minutes: November 25, 2014
- 6. Reports**
  - a. President's Report
  - b. Library Board, December 5, 2014
  - c. Plan Commission Of December 8, 2014
  - d. Joint Police Committee, December 9, 2014 And November Police Report
  - e. Economic Development Job Summit, December 5, 2014
  - f. Administrator/Treasurer's Report
- 7. Bills**
- 8. New Business**
  - a. Resolution 2014-24: Conditional Use Permit Application Submitted By Cambridge Lions Club For A Clubhouse Located At 136 Lagoon Drive
  - b. Resolution 2014-25: Cable TV Wages
  - c. 2015 Cambridge Foundation Requests
  - d. 2015 Committee Appointments
  - e. Resolution 2014-26: Authorizing The Closure Of Certain Village Bank Accounts For The Purpose Of Streamlining Accounting Procedures
- 9. Correspondence:**
  - a. Rob Warren Letter Re: Economic Development Position
  - b. USPS Network Rationalization Of Mail Processing Operations
  - c. Cambridge Activities Program 2015 Sponsorship Opportunities
- 10. Meeting Announcements:** Water, Sewer And Stormwater Committee December 16 (Cancelled); Plan Commission January 12, 2015; Village Board January 13, 2015
- 11. Questions, Referrals To Staff Or Future Agenda Items**
  - a. 2015 Priorities
- 12. Adjournment**

NOTE: Following the Village Board Meeting some, or all, members of the Village Board will gather at the Keystone Grill to host a Resident Listening Session. No action will be taken on any items discussed until noticed on an agenda for a subsequent regular Village Board meeting. A Listening Session report will be given at the next Village Board meeting.

- 1) Persons needing special accommodations should call 423-3712 at least 24 hours prior to the meeting.
- 2) More specific information about agenda items may be obtained by calling 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](http://www.ci.cambridge.wi.us).

Lisa Moen, Village Clerk  
Posted December 4, 2014

**CAMBRIDGE VILLAGE BOARD -- MINUTES**  
**Amundson Community Center, 200 Spring St. - Senior Room**  
**Tuesday, November 25, 2014, 6:30 p.m.**

**PUBLIC HEARING**

1. CALL TO ORDER AND ROLL CALL – President Struss called the public hearing to order at 6:32 p.m. Trustees present: Cunningham, Hollenbeck, Waller, Fahley, Christianson and Struss. Absent: Kumbier. Others present: Pauline Nurmi, Videographer Gary Zibell and Administrator/Treasurer Hansen.
2. PROOF OF POSTING – Hansen said the agenda was posted at the Amundson Community Center, Cambridge State Bank, Post Office, Cambridge News Office and Village website.
3. PUBLIC HEARING – 2015 Budget – (1) Pauline Nurmi asked if spending 27% of the levy on principal and interest was high or low relative to other communities. Hansen replied that he didn't have figures to compare, but would research the question. He said the measure is one indicator of financial health for the Village. Struss said the Village was limited in that it had to keep general obligation debt below 5% of total equalized value. (2) Struss read into the record an email from Carol and Joe Sapienza stating that it would be very disruptive to the positive work Linda Begley-Korth has done for the Village to reduce hours for the Economic Development Director position from full-time to half-time. The full letter is attached.
4. ADJOURNMENT OF PUBLIC HEARING – Motion: Moved by Christianson, seconded by Cunningham to adjourn the public hearing at 6:42 p.m. Motion carried.

**REGULARLY SCHEDULED MEETING**

1. CALL TO ORDER AND ROLL CALL – President Struss called the meeting to order at 6:42 p.m. Trustees present: Cunningham, Hollenbeck, Waller, Fahley, Christianson and Struss. Absent: Kumbier. Others present: Pauline Nurmi, Videographer Gary Zibell and Administrator/Treasurer Hansen.
2. PLEDGE OF ALLEGIANCE – Noted.
3. PROOF OF POSTING – Hansen said the agenda was posted at the Amundson Community Center, Cambridge State Bank, Post Office, Cambridge News Office and Village website.
4. PUBLIC APPEARANCES – Pauline Nurmi asked about the expense incurred for site clearing for the At Home Again Inc. assisted living project. Struss commented that the equipment rate charges were too high. Hansen said that remaining Village obligations to complete on the site were to remove remaining debris, and seed Lot #2 prior to June of 2015.
5. APPROVAL OF CONSENT AGENDA. Motion: Moved by Cunningham, seconded by Fahley to approve the consent agenda as presented. Voice vote: Motion carried with Struss noted as abstaining. Note: Following the vote Christianson noted that bills were paid by a voice vote. That portion of the consent agenda was taken up again under item 7 below.
  - a. Bills Dated October 22 Through November 11
  - b. Resolution 2014-18 Authorizing The Change In The Maturity Date Of A \$373,000 Promissory Note With Cambridge State Bank From December 1, 2014 To April 1, 2015
  - c. Temporary Class B License For Cambridge Arts Council, Pop Up Gallery, December 5-7, 2014; Speakeasy Spectacular Gala Event, February 28, 2015
6. PRESIDENT, COMMITTEE AND STAFF REPORTS
  - a. President's Report.
    - i. CamRock Trail Extension – update – Struss said the majority of the trail work was

completed; flashing lights would be installed when available; City of Madison was selling selling poles at cost to the Village; that total project cost was \$4,000 over budget with \$2,000 picked up by Dane County and an anonymous donor contributing the difference. He said a ribbon cutting would be in the Spring. Cunningham thanked the donor.

- ii. Safe Routes To School Initiative – Struss said the School District was interested in grant funding; that progress was being made with recent improvements at Main Street and Pleasant; that the District was interested in sidewalks for Bluejay Way which is in the Town of Oakland. He said Hansen was to assemble a working group on the topic to put a plan together. Struss said police participation and citizen participation would be welcomed.
  - b. Water and Sewer Committee. Struss reviewed the committee meeting minutes.
  - c. Administrator/Treasurer’s Report – Hansen reviewed a submitted written report. Struss said the R.G. Huston hourly rates were high and that the site was cleared to the specification of the developer.
7. **BILLS** – Motion: Moved by Christianson, seconded by Cunningham to approve the bills in the amount of \$15,926.92 and to approve the bills as presented but not acted upon at the November 11, 2014 meeting. Roll call vote: Ayes: Hollenbeck, Cunningham, Waller, Fahley, Christianson and Struss. Noes: none with Kumbier absent. Motion carried.

## 8. NEW BUSINESS

- a. Resolution 2014-22: Adopting The 2015 Village Budget – Discussion: Hansen reviewed a budget narrative document. Struss led a discussion on how to generate additional revenue dollars to fund a greater amount of compensation for the Economic Development Director position. Cunningham spoke of the positive contribution Linda Begley-Korth had made. She said in the third year of position, it was important to not cut the hours. Hollenbeck proposed cutting her Trustee compensation, expenses for holiday decoration, and main street maintenance expenses to free up tax levy dollars to increase the hours for economic development. Hansen estimated that \$28,000 additional would be needed to fund the position as a full-time position. He noted that currently \$15,000 in program expenses are budgeted for in Fund 250. Struss said dollars from a future grant could cover employee compensation. Hansen said an allowable levy limit increase of 0% meant dollars from some other village operation was needed to increase employee compensation. He said compensation on a project basis, a hourly basis and a salary basis had been discussed. Hollenbeck asked if the Chamber of Commerce could contribute to towards employee compensation. Waller suggested funding the position for six months as a full-time hourly position. Fahley asked why the matter had not come before the Personnel Committee. Struss said the matter had come to his attention only recently. Motion: Moved by Waller, seconded by Fahley to amend the resolution such that the Economic Development Director position is funded from January 1 to June 30 as a full-time hourly rate position. Voice vote: Motion carried.

Further Discussion: Waller said the Library Board would pass a budget in early December. Struss said he didn’t like zeroing out the capital projects for 2015. Hansen said multiple capital improvements occurred in 2014. Waller said he didn’t like the budget, but lay-offs were avoided. Employees were thanked for dedication even in the face of a modified health insurance benefits package and now wage increases. Motion: Moved by Hollenbeck, seconded by Waller to approve Resolution #2014-22 as amended. Roll call vote: Ayes: Hollenbeck, Cunningham, Waller, Fahley, Christianson and Struss. Noes: none with Kumbier absent. Motion carried.

- b. Draft Ordinance: Changing Wetland Set Back From 75 Feet To 50 Foot. Discussion: Hansen requested that the item be tabled until the next meeting. Motion: Moved by Christianson, seconded by Cunningham to table the item until the December 9<sup>th</sup> meeting. Voice vote: Motion carried.

- c. Resolution 2014-19 Authorizing And Accepting The Issuance Of \$460,000 In General Obligation Debt From The Wisconsin Board Of Commissioners Of Public Lands To Fund Municipal Obligations Associated With The At Home Again Assisted Living Inc. Project. Discussion: Hansen said that Tax Incremental District No. 2 had incurred expenses related to well abandonment and the clearing of site debris. He said the amount of indebtedness was increased from \$360,000 to \$460,000. Discussion: Christianson questioned how the Village found itself in the situation of having to clear the lots. Struss said permission to bury material was granted in the past and that the Building Inspector had agreed. Motion: Moved by Hollenbeck, seconded by Cunningham to approve Resolution 2014-19 as presented noting that the full text as required by the Board of Commissioners of Public Lands has been presented and reviewed. Roll call vote: Ayes: Hollenbeck, Cunningham, Fahley, Christianson and Struss. Noes: Waller with Kumbier absent. Motion carried.
- d. School District Interest In Acquiring Village Parcel At Simonsen Street And USH 18, Update. Discussion: Struss said Hansen would attend a December 3<sup>rd</sup> meeting at the School on the topic. Christianson questioned if parking was advisable so close to the highway. Fahley asked why an existing parking lot could not be expanded. Struss said District plans call for athletic fields to be added and that handicapped accessible parking was needed. Waller stress that the DNR should be fully engaged prior to construction a parking lot. No action taken.
- e. Resolution 2014-20 Canceling The December 23, 2014 Village Board Meeting And Authorizing The Signatures For December Payroll And Bills. Discussion: Christianson and Struss noted that a quorum during the holiday week had been a challenge in years past. Motion: Moved by Christianson, seconded by Cunningham to approve the resolution as presented. Voice vote: Motion carried.
- f. Vacation Carry Over For Clerk, Utility Clerk And Economic Development Coordinator. Discussion: Hansen recommended authorizing a one-time vacation time pay out as outlined in his memo. Motion: Moved by Waller, seconded by Cunningham to authorize the one-time vacation payout for the Utility Clerk, Village Clerk and Economic Development Coordinator as spelled out in the Administrator-Treasurer's communication on the topic. Roll call vote: Ayes: Hollenbeck, Cunningham, Waller, Fahley and Struss. Noes: none with Christianson abstaining and Kumbier absent. Motion carried.
- g. Resolution 2014-21 In Support Of A Cambridge Community Foundation Funding Request In Support Of The Cambridge Community Library Construction Project. Discussion: Hansen said the resolution is before the Board as part of a coordinated effort to advocate for a 2015 donation from the Cambridge Foundation for the library construction project. Struss said he would submit a request. Struss said the Foundation would not object to additional requests noting that a Foundation bathroom project was not being funded in 2015. In reply to a Hollenbeck question, Hansen said a Library Campaign Committee had met and requested the support resolution. Waller noted that a citizen had requested an additional speed board. Struss directed that a December agenda item be added for 2015 Foundation requests. Motion: Moved by Waller, seconded by Cunningham to approve the resolution as presented. Voice vote: Motion carried.
- h. Resolution 2014-23: Termination Of Recorded Permit Agreement For Parcels 0612-121-2110-1 And 0612-121-2220-1. Discussion: Hansen said the Village Attorney and title company representatives had requested action prior to the transfer of title of Lot#1 at the corner of England and Madison Streets from the Village to At Home Again Inc. Motion: Moved by Christianson, seconded by Cunningham to approve the resolution as presented. Voice vote: Motion carried.

## 9. CORRESPONDENCE

- a. Pancreatic Cancer Action Network – Acknowledgement. Noted

b. DNR Sewer Service Area Amendment Approval – The Vineyards At Cambridge. Noted.

10. MEETING ANNOUNCEMENTS – noted as listed on the agenda with the addition of the Library Board

11. QUESTIONS, REFERRALS TO STAFF OR FUTURE AGENDA ITEMS – ## Hansen said he would check to see if dollars remain owed to CARP-C

12. ADJOURNMENT – Motion: Moved by Christianson, seconded by multiple Trustees to adjourn. Voice vote: Motion carried. Approximate time: 8:28 p.m.

Respectfully Submitted,  
Mo Hansen, Village Administrator/Treasurer

## Struss, Steve R - DATCP

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**From:** Carol Sapienza <wivictorian@aol.com>  
**Sent:** Tuesday, November 25, 2014 3:45 PM  
**To:** Struss, Steve R - DATCP  
**Subject:** Village of Cambridge Board Meeting Tonight

Dear Steve:

I was hoping you'd be able to help me express the following to the Village Board as they consider the Economic Development budget. Thank you!

Dear Village of Cambridge Board:

It has come to my attention that a proposal is being put forth to reduce the hours that Linda Begley-Korth, Village Economic Development Coordinator, provides to the Village (from full-time to half time). I feel this would be very disruptive to the positive work she has done over the past years.

1. Linda is a fantastic advocate for Cambridge and a wonderful representative. She goes to many meetings that the volunteer Chamber board may not be able to attend and is always willing to help out in this manner. I was in a meeting with her recently where her presence and calm, respectful and wise demeanor defused a situation where there was a disagreement. I was so impressed and happy she was there to make the winds shift in everyone's favor. She attends many meetings OUTSIDE of her 9-5 job.
2. Linda has brought a new energy to Cambridge (she's known as the town cheerleader, but I'm sure you all know that). She has brought in and worked with the new developments, specifically the winery. This is key to our continued success as a community. She has singlehandedly transformed a bleak outlook into a bright one.
3. Linda has worked hard to bring in grant money, specifically some of the Cambridge Library funds (\$100,000+ I believe) and we are currently working on a grant through the Wisconsin Economic Development Corp which could bring in much needed money to help fund finalizing our marketing/branding efforts, signage, a new Cambridge map for tourists among many other things. She knows the "ins and outs" of these types of opportunities. We need her to continue on in her current capacity with this hard work.
4. Linda has stepped up and into the Village Administrator position when it was left empty. She has worked extremely hard trying to juggle both jobs (Economic Dev Coordinator and Administrator) and did so efficiently and effectively. She was very excited about getting back to what she really loves, Economic Development of Cambridge, when the position was finally filled, but I am extremely disappointed and saddened to hear that she NOW must justify her position after all of this hard and extremely beneficial work.
5. I would suggest it would be a disastrous decision to reduce the hours of someone as passionate, qualified (and I would suggest overqualified) who has been such a valuable asset to Cambridge. We are extremely lucky and Cambridge has been **rewarded** because of Linda's very hard work.
6. We are just starting to overcome the image of a "dying" community and are starting to THRIVE now because of Linda's leadership. Reducing her hours could negatively impact this.
7. Linda's vast knowledge from government, marketing, living in this community for many years, being a business and property owner and being a positive light in a sometimes gloomy climate is a huge asset to us.
8. Linda lives and breathes Cambridge. Her license plate says "Cambridge"! She is a gem that deserves honor and respect.
9. In our opinion, reducing Linda's hours from full to half time would be an egregious and irreconcilable mistake.
10. The forward and quality momentum that Cambridge is now enjoying will be adversely affected if this reduction is put forth.

We appreciate your consideration.

Thank you,

Carol E. Sapienza  
The Victorian of Cambridge, 109 E. Main St.  
Chamber Board Director  
Cambridge Area Chamber of Commerce  
Cell: (847)269-6515

And

Joe Sapienza  
The Victorian of Cambridge owner &  
Cambridge Chamber Board Director

CAMBRIDGE COMMUNITY LIBRARY  
BOARD OF TRUSTEES MONTHLY MEETING  
WEDNESDAY, November 5, 2014  
7:00 P.M.

Present: Trustees Mary Gjermo, Scott Waller, Cora Yenser, Sydney Krieger, Patty Strobusch, Sandi Szafranski, President Dave Wilcox, and Library Director Joan Behm.

**CALL TO ORDER.** The meeting was called to order by President Wilcox at 7:06PM.

**GUESTS:** none

**ADDITIONS TO AGENDA:** Village Issues- Employee Related.

**PUBLIC INPUT.** None

**APPROVAL OF MONTHLY REPORTS**

- Library Board minutes – No changes or corrections.
- Treasurer’s Report – Last month’s bills were \$18,816.47.
- Treasurer’s Report-Building Funds – The total raised for the new library as of 10-03-2014 is \$1,855,567.65.
- Director’s Report – Director Behm presented to the group a sheet with the highlights from the month of meetings attended, etc...Also discussed was the labor cost worksheet and the board’s expectation that it reflect per day hours and cost for the calendar month/no connection to pay periods.
- Statistics – At the end of October yearly checkouts were down 6.30% year over year. A motion to approve the monthly reports was made by Trustee Szafranski seconded by Trustee Strobusch. The motion passed unanimously.

**VILLAGE Report:** Trustee Waller advised the group the village is currently trying to address a greater than expected yearly debt service cost.

**FRIENDS OF THE LIBRARY (FOL) REPORT:** Director Behm advised the group the craft fair was very successful.

**ACTION AGENDA: OLD BUSINESS**

1. **Library Capital Campaign Committee (LCCC) Update** – Trustee Gjermo advised the board of a meeting on November 17, 2014.
2. **New Library Promotions & Marketing Update.** None
3. **Library Building Ad Hoc Committee update** – Cost over run issue will be clarified within the month as the cost for the piers is established. Trustee Strobusch is also asking for clarification from the contractor and architect on past billing items.
4. **Planning to Plan List-** Director Behm provided an updated list of issue to work on before the opening of the new library.
5. **Draft Budget 2015 and Budget 2014:** The board looked over work sheets provided to them from the Village Treasurer/Clerk Mo Hanson. This included expected income, and expected costs. The board will review and discuss at the December meeting.
6. **Job Descriptions Children’s/YA, Dir. And Pages:** Director Behm plans to have all completed and reviewed by the board, and this issue put to rest, in December of 2014.
7. **Dane County Library System, Jefferson County Library Council Report, South Central Library System, KOHA:** All groups having meetings in November, more to come on this.

**NEW BUSINESS –**

1. **Insurance Changes:** Director Behm spoke of the increases for health insurance for all village employees for 2015. For example, she advised the group her portion of health insurance costs will rise \$1,231.88 a year, or \$110.99 more a month for her when compared to 2014. She would like the board to keep this in mind when deliberating on the 2015 budget.
2. **Cambridge Foundation Grant Letter-** General discussion on this topic was to perhaps ask for financial help buying computers for new library.
3. **Evaluations-** Director Behm has started employee evaluations.
4. **Holiday Schedule-** Director Behm advised the group the library will be closed Thanksgiving, December 24-25, and January 1, 2015.
5. **Donations and Memorials-** \$815 on donations for the previous month.
6. **Any other library business that can be lawfully brought forth before the Library Board –** Need to clarify the payout of vacation for library staff to be consistent with the rest village staff. No more carry forward of vacation so that yearly budgets will have accurate numbers.

**INPUT FOR NEXT MEETING AND SET DATE:** December 3rd, 2014, 7 PM. Closed session on this meeting date is requested.

A motion to adjourn made by Trustee Szafranski and seconded by Trustee Yenser. The motion passed unanimously. Meeting adjourned 8:52 PM

Respectfully submitted by Trustee Waller  
Library Board Secretary

# Cambridge/Deerfield Monthly Police Report

## Nov-14

-	<u>Cambridge</u>	<u>Deerfield</u>
<u>Type of Incident</u>	<u>QTY:</u>	<u>QTY:</u>
911 Disconnect	4	5
Accident - No Injuries	2	3
Accident - Hit and Run	1	
Alarm		1
Animal - Stray		3
Arrested Person	1	1
Assist Citizen	4	6
Assist EMS	8	7
Assist Other Agency		3
Attempt to Locate		1
Burglary	1	
Check Area	3	2
Check Person	2	3
Civil Dispute	1	
Damage To Property		1
Death Investigation		1
Disturbance		2
Domestic	1	2
Found Property		1
Information Report	1	2
Juvenile Disturbance	2	1
Landlord/Tenant Dispute		1
Legal Paper Served	1	
Overdose		1
Parking	1	2
Preserve the Peace	4	2
Robbery	1	
Safety Hazard	1	
Special Event	1	1
Suspicious Activity	3	2
Theft	1	1
Theft - GDO	2	
Threats		5
Traffic Incident	1	
Violate Court Order	1	
<b>Total Calls for Service:</b>	<b>48</b>	<b>60</b>

### Shifts Worked

Number of Shifts Worked: 45  
 Number of Days Worked: 30

**Time Distribution**

<b><u>Village of:</u></b>	<b><u>% of Time</u></b>
Cambridge	46%
Deerfield	54%

<b><u>Citations Issued:</u></b>	<b><u>Traffic</u></b>	<b><u>Non-Traffic</u></b>	<b><u>Parking</u></b>	<b><u>Criminal</u></b>
Cambridge	8	1	0	
Deerfield	3	3	13	

**Other Activity:**

## **Summit Challenge**

As you probably well know, thanks to the monumental efforts of our determined and gracious community members, our new library is being constructed; an aging in place senior living complex will open next summer; the Vineyards of Cambridge residential development already has 4 lots reserved; Cambridge Winery is opening a tasting room in Madison to preview the wines it will grow and produce here; the long awaited bike trail connecting CamRock Trail to the Glacial Drumlin is almost complete; and our retail community is reenergized and continuing to grow.

This is all great news that leads us to our next challenge – making Cambridge not only a destination to live and play, but also, to work. Finding the right industrial neighbors – neighbors who will embrace our quality of life – who will require an educated, talented workforce – who will complement, support and hopefully, even lead us to greater self-reliance and sustainability.

Finding the perfect mix and the perfect partner is a daunting task and I am hoping you might be able to help. This Summit is a brainstorming session – I'm providing some maps, demographics, trends, etc. You are sharing your experiences, ideas and visions. Hopefully we can identify an industry, a type of research campus, a make-it space, an existing company looking to shake things up or a start up wanting to grow its future with us.

Thanks so much for accepting this challenge. Let's go to work!

Linda

# GROWING JOBS

Cambridge Job Summit

*Friday, December 5, 2014*

## **Participants:**

**Terry Sivesind** has been involved in the creation of Madison area startup companies since joining Promega in 1985. He has co-founded a series of biotech companies, including PanVera, Mirus, Collectar, Metabologics and Renovar. Sivesind also was a co-founder of MERLIN Mentors and Wisconsin Investment Partners, the state's first angel investor group. Currently he spends time on local projects in support of the entrepreneurial community. He also assists UW–Madison professors and students who are exploring opportunities to create their own new companies.

**Joe Pleshek** is the President and CEO of Terso Solutions. Since joining Terso in 2007 he has overseen rapid growth for the company providing overall strategic direction and financial management for the business as well as managing day-to-day operations. He has worked closely with Terso's clients in the Healthcare and Life Science markets to drive business value through Terso's RFID enabled inventory management solutions. Prior to joining Terso, Joe held several sales, marketing and general management positions at Appleton Papers. Most recently he managed an acquisition for Appleton that was based in the United Kingdom. During this time, Joe led the company's development of a RFID tag converting line which provided a new business revenue stream for the company. Joe also worked at 3M Corporation where he expanded his new business development skills by introducing several new product and service offerings.

**Frank Peregrine** is the founder of Cambridge Winery, the VP - Business Development at Enghouse Networks and serial entrepreneur. He was also a principal in Enghouse Networks, an Enghouse Systems Company; CustomCall Data Systems, Inc.; Lake States Communications; and Telecom\*USA.

**Christian Krueger** is a principal with Complete Phyto Chemical Solutions. As **Chief Executive Officer and** Director of Operations for the Reed Research Group's Basic and Translational Research Program at the University of Wisconsin-Madison. Mr. Krueger is one of the early pioneers in development of MALDI-TOF mass spectrometry techniques to characterize the structural heterogeneity of proanthocyanidins, pigmented-proanthocyanidins and oligomeric hydrolyzable tannins in fruits, beverages and nutritional supplements. He is currently applying multivariate statistics methods to MALDI-TOF mass spectra for authenticity evaluation and standardization of botanical products and raw materials. Mr. Krueger has over 15 years' experience in management and administration of Federal and Industry sponsored research grants, service contracts, and Foundation accounts.

**Jess D. Reed** is also a principal with Complete Phyto Chemical Solutions. As **Chief Scientific Officer and** Professor of Animal Nutrition at the University of Wisconsin-Madison. Dr. Reed's early research while at the International Livestock Center for Africa focused on potentially toxic and anti-nutritional phytochemicals in tropical forage legumes. Highlights of Dr. Reed's research include studies on the interactions between proanthocyanidins, protein and fiber in

forages in relationship to methods of estimating nutritional value. Dr. Reed's research interests now focus on the chemistry of phytochemicals in relationship to effects on human health and nutrition. Dr. Reed's team is pursuing the relationship between phytochemical structure and biological activity using models of atherosclerosis and mucosal immunity.

**Genevieve Borich**, Director of the Jefferson County Economic Development Consortium has a doctorate in urban and regional planning from the University of Illinois. She previously worked as the executive director of the Rockford Region Economic Development District. In 2011, she founded SnapSense, a company that helps communities' measure and track data to be more effective. Previously, she also worked as the Rockford Area Economic Development Council's Director of Research, and as the director for a downtown revitalization nonprofit organization in Ottumwa, Iowa, as well as in various capacities as a community planner.

**Gary Funk** was former President of the Community Foundation of the Ozarks, also served as special assistant to the president for strategic initiatives at Knox College; was the founder of Common Good Resource Development; and the Executive Director of the Madison Audubon Society.

**Dan Carey** is currently the Vice President of Commercial Loans at the Cambridge State Bank. He has been actively involved in Cambridge Economic Development Efforts since joining the Staff.

**Dave Phillips**, Office of Economics and Workforce Development for Dane County was a member of the Dane County Community Development Block Grant Commission and has helped promote area events such as the Ironman Race as a Board Member of the Wisconsin Sports Development Corporation. He has a strong background in designing economic development plans and was most recently in charge of economic development for the Stoughton Chamber of Commerce. Phillips has also served as the President of Downtown Madison, Inc. and is the former Chair of the City of Madison Economic Development Commission.

**Margaret Sullivan**, is currently the Principal Consultant for the Library Resource Group LLC. She also serves on the Cambridge School District Board of Trustees and was the Director of Merchandising and Marketing for Highsmith Inc for almost 30 years. She is also the author of Library Spaces for 21<sup>st</sup> Century Learners.

**Michael Rumpf** has been practicing law in Cambridge for over 30 years. His law office represents individuals, municipalities, businesses and financial institutions including real estate transactions and real estate development, estate planning, probate, trusts, wills, and income taxes. He also serves as Cambridge Foundation. President, Cambridge State Bank Board of Directors, Fort HealthCare Board of Directors (2010 to present) and the Oakland-Cambridge Presbyterian Cemetery Board (1996 to present).

**Steve Struss**, Cambridge Village President has been and is continuing to be a driving force in building a strong Economic Development Program for Cambridge.

**TO:** Cambridge Village Board  
**FR:** Mo Hansen, Administrator/Treasurer  
**DT:** December 8, 2014  
**RE:** Administrator/Treasurer Village Board Report

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**\*\*\* NEW \*\*\***

**1. PROPERTY TAX MILRATE FIGURES**

Jefferson County -- \$23.165985 per \$1,000 of assessed value of property.  
Dane County -- \_\_\_\_\_ per \$1,000 of assessed value. (waiting on information from Dane Co.)

**2. FUND 250 AND FUNDING A FULL-TIME POSITION FOR 2015**

Roughly \$28,000 in net new revenue and/or expenditure reduction needs to be identified in order to fund this position for 12 months at \$25 per hour. Several scenarios are being reviewed.

**3. TID #4 UPDATE (At Home Again Assisted Living Project):** The Village received \$12,000 from At Home Again Inc. on 12/5/2014 for a sanitary sewer hook-up charge and \$2,189 for a plumbing permit. The project is on schedule. Marty O'Connor said the company has opened a downtown storefront to serve as an office during the construction. The Village needs a plan for meeting the remaining obligations it has per the terms of the Development Agreement. Remaining Village obligations for Lot #2 include removal of remaining piled debris and seeding Lot #2 which remains as owned by the Village.

**4. LIBRARY CONSTRUCTION:** The Library Capital Campaign Committee met 12/8/2014. A coordinated campaign to raise dollars is underway involving small donor and large donor requests. The Village has formally requested payment of \$250,000 in awarded grant dollars from the Wisconsin Economic Development Corporation for this project. To date, this sum is not in-hand.

**5. WHERE ARE THE TREASURER'S REPORTS?????** Beginning in January, the second meeting of each month a Treasurer's Report covering the preceding month will be presented. For now the focus is on year-end and generating an audited 2014 report.

**\*\*\* UPDATE ON PRIOR TOPICS \*\*\***

**1. 2015 BUDGET AND FUNDS 500, 600 and 800 (Water, Sewer and Stormwater):** A 2015 budget for the Water, Sewer and Stormwater Committee will be prepared in consultation with Dan Dudley and the Auditor. This budget is to be before the Committee at its ~~December~~ January meeting.

**3. DEBT ANALYSIS:** I am working with Greg Johnson from Ehler's & Associates to arrive at a refunding strategy for Village Board consideration in February or March.

**4. TRANSPORTATION SAFETY BIKE/PED CONNECTIVITY ISSUES:** The Village President is looking to appoint a working group to generate a set of transportation/safety related goals and objectives in coordination with the School District and others. The School District Finance Committee is interested in moving promptly on flashing beacons near the school.

**5. SIMONSEN STREET LOT CONSIDERATION:** I met with the School District Finance Committee and staff on 12/3/2014. I floated the ideas of transferring ownership of the lot in exchange for a recurring fee in lieu of taxes comparable to the amount of property tax paid to the Village if owned by a private entity. The idea was received well enough that Bernie Nikolay was directed to take an initial look at details related to a parking lot concept. Rezoning would be required prior to the space becoming a parking lot. I am recommending that the Village Board

consider passing a resolution of intent on the matter so that the public and all parties know where the Village stands on this topic, in advance of School District dollars being spent on concept planning.

6. AMUNDSON COMMUNITY CENTER SPACE USE: I have had initial communication with the municipal Court Clerk and Municipal Judge regarding future space use on the upper level of the Amundson Community Center.

7. ADMINISTRATIVE PROCESS IMPROVEMENT: Additional focus and the dedication of time and resources are required to build upon current administrative processes and to improvement those processes.

8. 2014 AUDIT AND RECURRING TREASURER'S REPORTS: Many hours will be spent preparing for the 2014 audit. Beginning in January of 2015 regular recurring Treasurer's Reports will be submitted for review and approval.

9. PRIORITIES LOOKING FORWARD: All departments have been asked to forward their 2015 priorities for your review. Administratively it boils down to:

- a. 2014 budget year close-out
- b. Arriving at strategies to fund future capital needs and future recurring operations.
- c. Improving administrative processes to provide municipal services at a lower cost.

**RESOLUTION #2014-24**

**CONDITIONAL USE PERMIT APPLICATION SUBMITTED BY CAMBRIDGE LIONS CLUB FOR A CLUBHOUSE LOCATED AT 136 LAGOON DRIVE**

WHEREAS, the Village of Cambridge Plan Commission at its December 8, 2014 meeting recommended to the Village Board: \_\_\_\_\_.

BE IT RESOLVED by the Village of Cambridge, Dane and Jefferson Counties, Wisconsin, that in accordance with the Plan Commission recommendation it hereby: [approves] [denies] or [approves contingent upon...] the conditional use permit as submitted.

The applicant has \_\_\_ days to comply with any and all contingencies.

This resolution was duly considered and adopted by the Village Board pursuant to a vote of \_\_\_ for and \_\_\_ against on this \_\_\_ day of December 2014.

VILLAGE OF CAMBRIDGE

By: \_\_\_\_\_  
Steven R. Struss, Village President

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

Attest: \_\_\_\_\_  
Lisa Moen, Village Clerk

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

Dec 8.

### Conditional Use Permit Application

To the Village of Cambridge Plan Commission:

The undersigned owner of the property described below petitions you to approve the following request for a conditional use permit.

PROPERTY LOCATION	
Street Address	136 Lagoon Road
Legal Description	NW ¼ SW1/4 W Koshkonong Cr 0597766
Tax Parcel #	111-0613-0632-000
Current Zoning (circle one):	BG BP MU BH BC LDR MDR HDR I A C P PUD

CONTACT INFORMATION		
	OWNER	OWNER'S AGENT
Name	Village of Cambridge	Mo Hansen, Village Administrator
Address		
Phone		

DESCRIBE YOUR REQUEST
1. Current Use of the Property:
2. Proposed Use of the Property: Lions clubhouse/banquet hall, meetings, rental hall

#### SUBMIT THE FOLLOWING WITH YOUR PERMIT APPLICATION (AS APPLICABLE)

A list of all property owners with 100 feet of lot line:

Name	Address

- Proposed signage and dimensions (see separate application form)
- Plan of Operations Form (attached)
- Site plan (show existing & proposed buildings, lot lines, set backs, parking, easements, utilities, floodplains etc.)
- Grading, drainage, erosion control plan
- Building materials and plans
- Landscaping plan
- Lighting plan (location, type, size and number of proposed lights)
- \$350 Fee (made payable to Village of Cambridge)

#### CERTIFICATION

I (We) hereby certify that all of the above statements and attachments submitted with this application are true and correct to the best of my knowledge and belief.

OWNER/AGENT  


DATE: 10/21/14

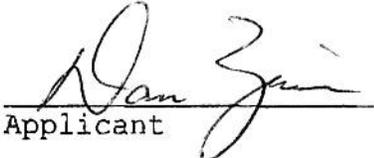
<b>CONTACT INFORMATION &amp; REFERENCE</b>	
Return to:	Village of Cambridge 200 Spring Street, PO Box 99 Cambridge WI 53523
Telephone	608-423-3712
FAX	608-423-3916

## **PROCEDURES**

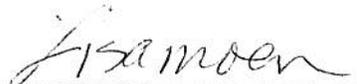
1. Meet with the Zoning Administrator before applying. Office hours are Mondays 12:00 p.m. – 2:00 p.m..
2. Complete this application. Return application materials and fee to Village Hall at least 20 days before Plan Commission Meeting.
3. Plan Commission does a preliminary review of application and assigns a hearing date.
4. Plan Commission holds a hearing on the application. Any interested persons may speak in favor or against the proposed conditional use.
5. After the hearing, the Plan Commission reviews then recommends approval, approval with conditions, or denial of the application. Plan Commission meets the second Monday of every month at 6:30 p.m.
6. The Village Board reviews the Plan Commission's recommendation and approves, approves with conditions, or denies. Village Board meets the second and fourth Tuesday of the month at 6:30 p.m.

**Cost Recovery Agreement**

I/We do hereby understand and agree that as an applicant or petitioner of the Village of Cambridge, I/we will be responsible for all normal fees payable by an applicant or petitioner (e.g. application fees.) I/We further understand and agree to be responsible for any additional or consequential costs to the Village of Cambridge as a result of my/our application or petition (i.e. engineering, legal or other professional services.) All fees and costs shall be paid within thirty (30) days of invoice and must be paid prior to the final approval of the project. If payment is not made, said fees and costs may be assessed against the real property as a special charge.

  
Applicant ON BEHALF OF  
CAMB. LINKS CLUB

\_\_\_\_\_  
Applicant

  
\_\_\_\_\_  
Village Clerk

# RESOLUTION #2014-25

## CABLE TV WAGES

WHEREAS, the Cable Television Advisory Commission may have challenges producing a quorum for a year-end meeting as specified in the Cambridge Code of Ordinances due to vacancies, and;

WHEREAS, Gary Zibell, the Cable Television Public Access Station Director has requested an increase in pay for one part-time employee from \$10 per hour to \$13.50 per hour in order to retain an experienced member of his team; and

WHEREAS, Chapter 2.76.030(H) of the Cambridge Code of Ordinances states that the Commission is to receive and disburse any and all moneys including any franchise fees in accordance with the agreement and ordinances pertaining thereto;

BE IT RESOLVED by the Village of Cambridge, Dane and Jefferson Counties, Wisconsin, that it -- in the absence of timely Cable Television Advisory Commission action -- hereby goes on record in support of a \$13.50 per hour rate of pay for current part-time Public Access Station employee Isaiah Fisher paid out of cable TV franchise fees provided by Village of Cambridge and Town of Oakland cable television subscribers and directs the Clerk to forward this resolution to the Town of Oakland Board for prompt consideration. It further resolves that upon notice of similar affirmative action by the Town of Oakland Board, the Clerk is further directed to implement the pay rate change.

This resolution was duly considered and adopted by the Village Board. A vote of \_\_\_ for and \_\_\_ against occurred on this \_\_\_ day of December 2014.

### VILLAGE OF CAMBRIDGE

By: \_\_\_\_\_  
Steven R. Struss, Village President

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

Attest: \_\_\_\_\_  
Lisa Moen, Village Clerk

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

## Chapter 2.76 - CABLE TELEVISION ADVISORY COMMISSION

### Sections:

#### 2.76.010 - Purpose.

The village of Cambridge and the town of Oakland have determined cable television service to be desirable since access to television service for local programming would be beneficial to the general public. The village and the town have also determined it to be in the best interests of the residents of each municipality to provide uniform regulation of cable television services to reduce costs and duplication of efforts for each municipality.

*(Prior code § 2-4-4(a))*

#### 2.76.020 - Composition—Terms—Organization.

- A. Composition. The cable television advisory commission shall consist of six members, three to be appointed by the village and three to be appointed by the town. Commissioners shall serve three-year terms and such terms shall be staggered so that one commissioner from the village and one commissioner from the town shall be appointed each year.
- B. Quorum. A quorum shall consist of a simple majority.
- C. Vacancies. A vacancy on the commission shall exist when a commissioner's term expires, he or she resigns or ceases to reside within the boundaries of the municipality from which appointed, or when a commissioner is removed upon reasonable cause by action of the municipality appointing such commissioner. All vacancies shall be filled within sixty (60) days of the occurrence of such vacancy by the municipality from which such commissioner's term has become vacant. Any commissioner so appointed shall serve the unexpired term of the commissioner he or she has replaced.
- D. Organization. On or before November 1st, the commission shall hold its organizational meeting and shall select a chairperson to serve at the pleasure of the commission. All meetings shall be conducted in accordance with Robert's Rules of Order, Newly Revised.

*(Prior code § 2-4-4(b)—(e))*

#### 2.76.030 - Powers and duties.

In addition to any other powers and duties such commission may have by law, the regulatory commission shall:

- A. Set reasonable rules for the conduct of its meetings.
- B. Advise the village and town on matters which might constitute grounds for revocation of any franchise pursuant to the terms of any cable television ordinance.
- C. Act as mediator to resolve any disagreements between any subscriber and franchisee; the decision of the commission will not be binding on either the subscriber or franchisee, but shall be advisory only. The commission shall from time to time report to the village and town as to the nature of any mediation proceedings and the recommendation the commission made to resolve any dispute.
- D.

Advise the village and the town as to rates, service problems and any and all other matters relative to the relationship between the franchisee and subscriber.

- E. Conduct public hearings at the request of the village and the town relative to service and any and all other matters relative to the cable television franchise as from time to time requested by the village and town. At the conclusion of any such public hearing the commission shall, in writing, report to the village and town as to those matters raised at the hearing and shall, if requested by the village and town, make recommendations.
- F. If requested by the village and town, review and audit records of the franchisee required to be kept pursuant to any cable television ordinance.
- G. Not less than annually, make a written report to the village and town including an account of franchise fees received and disbursed by it, summarizing the nature of and resolution of any complaint received by it by subscribers relative to the cost and operation of any franchisee, and report any and all other matters as requested by the village and town.
- H. Receive and disburse any and all moneys, including any franchise fees in accordance with the agreement and ordinances pertaining thereto.
- I. Create a joint program board.

*(Prior code § 2-4-4(f))*

#### **2.76.040 - Compensation.**

Commissioners shall receive such compensation as is determined by the village and the town. If the village and the town provide for different compensation amounts, the amounts shall be averaged and such average shall be the compensation. Compensation and expenses shall be derived from franchise fees. The village and town will assume no financial obligation for cable television operations.

*(Prior code § 2-4-4(g))*

#### **2.76.050 - Revocation or amendment of chapter.**

- A. This chapter shall remain in full force and effect until the area ceases to be served by a franchisee or the cable television ordinances of the municipalities provide for no regulatory control by the municipality.
- B. Amendments to this chapter shall be in writing. The village and town may grant to the commission more or less powers and duties as the village and town from time to time may agree.

*(Prior code § 2-4-4(h))*

## Lisa Moen

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**From:** Lisa Moen  
**Sent:** Wednesday, December 03, 2014 9:08 AM  
**To:** Steve Struss  
**Cc:** Mo Hansen  
**Subject:** FW: committee list  
**Attachments:** image2014-12-03-091153.pdf

Hi Steve,

Attached is the committee list. Highlighted are positions that need to be filled, which include the following:

- Board of Review (One Village Board Member as an alternate)
- Zoning Board of Appeals – 2 members and 2 alternates. I do have to schedule a meeting – right now I would just have a quorum...if they could all make it.
- Cable: 2 members – Jeff Milsap is a possibility
- Library Steering member

I will also update this sheet with a brief summary of the committees: responsibilities, when they meet, etc.

Lisa

**From:** [scanner@ci.cambridge.wi.us](mailto:scanner@ci.cambridge.wi.us) [mailto:scanner@ci.cambridge.wi.us]

**Sent:** Wednesday, December 03, 2014 9:12 AM

**To:** Lisa Moen

**Subject:**

## RESOLUTION #2014-26

### AUTHORIZING THE CLOSURE OF CERTAIN VILLAGE BANK ACCOUNTS FOR THE PURPOSE OF STREAMLINING ACCOUNTING PROCEDURES

WHEREAS, the Administrator/Treasurer requests the consolidation of thirty long-standing bank accounts into a streamlined and workable number of accounts to meet the accounting needs of the Village and all of its accounting obligations, and;

WHEREAS, the Administrator/Treasurer has presented this night the list thirty accounts under consideration for closure after consulting with the Library Board Treasurer, the Village Auditor and the Deerfield Administrator;

BE IT RESOLVED by the Village of Cambridge, Dane and Jefferson Counties, Wisconsin, that it authorizes the Administrator/Treasurer to close the accounts listed, as he deems necessary, and to transfer funds using generally accepted accounting procedures. It further grants the Administrator/Treasurer discretion in establishing a streamlined number of accounts for the Village under the oversight of the Village President.

This resolution was duly considered and adopted by the Village Board. A vote of \_\_\_ for and \_\_\_ against occurred on this \_\_\_ day of December 2014.

VILLAGE OF CAMBRIDGE

By: \_\_\_\_\_  
Steven R. Struss, Village President

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

Attest: \_\_\_\_\_  
Lisa Moen, Village Clerk

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

BADGER

**Portfolio 103102 - All Names**

	Relationship	Date of Birth	Phone Number	Tax Identification
+ VILLAGE OF CAMBRIDGE	Portfolio Name		*****	EIN **-*****
+ GRANT'S TREE FUND	Portfolio Name		*****	
+ DEP ACCT	Portfolio Name		*****	
PO BOX 99 CAMBRIDGE WI 53523				
Additional Relationships				

**Demand Deposit Summary**

	Statement Relationship Code	Ledger	Rate	Memo Ledger
+ 105080 - BUSINESS NOW	<i>General Fund</i> [C]	\$1,094,725.64	0.0800%	\$1,094,577.07
+ 127116 - BUSINESS REGULAR	<i>Credit Card Acct.</i>	\$7,577.39	0.0000%	\$7,663.87
+ 131158 - BUSINESS REGULAR	<i>Employee Fkx Acct.</i>	\$798.00	0.0000%	\$798.00
+ 501390 - MONEY MARKET MAX - BUSI	[W] <i>W+S DNR Dep. Acct.</i>	\$120,174.03	0.0800%	\$120,174.03
+ 51855501 - MONEY MARKET MAX - BUSI	<i>Amundson Rentals</i>	\$20,240.68	0.0300%	\$20,240.68
(Viewing 5 of 5)				

**Certificate Summary**

	Statement Relationship Code	Certificate Value	Rate	Maturity Date
+ 9039882 - FIXED RATE		Closed 04/23/2014		
(Viewing 1 of 1)				

**Safe Deposit Box Summary**

	Statement Relationship Code	Annual Rent	Current Due	Box Size
+ 200579 - SDB 10 X 10 CAMB		\$100.00	\$0.00	[14] 10 X 10
+ 210029 - SDB 6 X 10		Closed 09/25/2014		
(Viewing 2 of 2)				

ACCT TYPE	ACCT NO	NICK NAME	RATE	LOAN AMT	PAYOFF AMT	ORIGINAL AMT	REDEMPTION VALUE	AVAILABLE OR CURRENT BALANCE	MATURITY DATE		SIGNER1	SIGNER2	SIGNER3	SIGNER4	FORMER SIGNER1	FORMER SIGNER2	FORMER SIGNER3
									OPEN DATE	DATE							
COD	COD-26281	PARK ACCOUNT 48 MONTH CD	1.15%			\$1,000.00	\$1,971.16	\$1,979.70	11/19/1997	11/19/2017	STEVE STRUSS	LISA MOEN	MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	
COD	COD-52933	CAM/OAK CABLE TV CD	0.65%			\$72,095.63	\$74,899.03	\$75,037.35	1/24/2011	1/24/2015	STEVE STRUSS	LISA MOEN	MO HANSEN	MO HANSEN	NEIL SHIPLEY	LISA MOEN	
COD	COD-53250	SCHOOL SEWER MAIN RESERVE	1.15%				\$34,465.77	\$34,656.86	3/26/2012	3/26/2016	STEVE STRUSS	LISA MOEN	MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	SUE CHRISTIANSON
DDA	DDA-117209	STORMWATER MUNICIPAL BUSINESS NOW CAMBRIDGE									LISA MOEN		MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	SUE CHRISTIANSON
DDA	DDA-100028	WATER & SEWER	0.50%				\$25,447.00				LISA MOEN		MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	SUE CHRISTIANSON
DDA	DDA-111026	CABLE TV REG LIBRARY	0.50%				\$69,540.66				LISA MOEN		MO HANSEN	MO HANSEN	NEIL SHIPLEY		
DDA	DDA-111130	AUTOMATION CAMBRIDGE COMMUNITY LIBRARY	0.50%				\$256,208.46								LISA MOEN		
DDA	DDA-XX4104	LIBRARY BUILDING	0.50%				\$8,043.99				LISA MOEN		PATRICIA STROHBUSCH	MO HANSEN	STEVE STRUSS	LISA MOEN	PATRICIA STROHBUSCH
DDA	DDA-115852	WATER/SEWER BOND RESERVE	0.50%				\$603,288.52				JOAN BEHM		PATRICIA STROHBUSCH	MO HANSEN	STEVE STRUSS	LISA MOEN	JOAN BEHM
DDA	DDA-120299	TAX ACCOUNT	0.50%				\$48,819.63				LISA MOEN		MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	SUE CHRISTIANSON
DDA	DDA-120408	JOINT COURT ACCT	0.50%				\$443,511.93				LISA MOEN		MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	
DDA	DDA-120475	W/S GENERAL SAVINGS	0.50%				\$1,652.39						MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	
DDA	DDA-226350	WATER & SEWER	0.50%				\$102,923.37				LISA MOEN		MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	SUE CHRISTIANSON
SAV	SAV-3651	NEW LIBRARY CAMPAIGN FUND LIBRARY COPPER MACHINE	0.15%				\$277.83				LISA MOEN		MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	SUE CHRISTIANSON
SAV	SAV-5667	HISTORIC PAVEMENT ACCT	0.15%				\$5,016.61				JOAN BEHM		MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	
SAV	SAV-11043	PARK IMPACT FEE	0.15%				\$1,335.69						MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	JOAN BEHM
SAV	SAV-12736	LIBRARY PROGRAMMING TECHNOLOGY FUND	0.15%				\$1,236.64				LISA MOEN		MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	
SAV	SAV-16003	LIBRARY TECHNOLOGY FUND	0.15%				\$3,531.38				JOAN BEHM		MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	JOAN BEHM
SAV	SAV-17047	LIBRARY TECHNOLOGY FUND	0.15%				\$1,474.77				JOAN BEHM		MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	JOAN BEHM
LOAN	LOAN-79983	NONE	1.99%	\$77,000.00	\$24,210.57				3/22/2011	12/22/2015	STEVE STRUSS	LISA MOEN	MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	NORMA DEHAVEN
LOAN	LOAN-81721	NONE	1.95%	\$373,000.00	\$311,250.60				9/14/2012	12/11/2014	STEVE STRUSS	LISA MOEN	MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	STEVE STRUSS
LOAN	LOAN-87081	NONE	1.95%	\$95,000.00	\$40,348.09				12/28/2012	11/28/2015	STEVE STRUSS	LISA MOEN	MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	STEVE STRUSS
LOAN	LOAN-84025	NONE	2.65%	\$140,000.00	\$140,237.02				9/10/2014	9/10/2019	STEVE STRUSS	LISA MOEN	MO HANSEN	MO HANSEN	STEVE STRUSS	LISA MOEN	STEVE STRUSS

## Lisa Moen

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**From:** Rob Warren <r-warren@eservtech.net>  
**Sent:** Thursday, December 04, 2014 10:51 AM  
**To:** Lisa Moen  
**Subject:** Letter to Village Board Regarding Economic Development Position

Dear Village Board Members,

It is my understanding the Village Board is considering changing the scope of the Director of Economic Development's position from a full time position to a part time position. I am grateful for the Village's intent to save money, but with all due respect, I request that the Board rejects reducing the scope of this position.

The Director of Economic Development, Linda Korth, was solely responsible for attracting the Winery, and very instrumental in bringing the "At Home Again" development to the Village. Both of these businesses will bring jobs, added tax revenue and help bolster the economic viability of the community as a whole. It is my opinion that the Director of Economic Development is a good investment for the Village and can continue to bring added developments, jobs and economic stimulus to the Village by leveraging its current successes. I fear reducing the role to a part time position will compromise its success and the Village's opportunity to attract other businesses.

Thank you for your consideration.

Sincerely,

**Rob Warren**  
President  
**e.serv Technical Solutions, Inc.**  
201 W. Water Street  
Cambridge, WI 53523  
608-423-4770 office- 888-543-8022 toll free  
608-423-4772 fax-  
[r-warren@eservtech.net](mailto:r-warren@eservtech.net)

***The Differentiating Factor Between US & Our Competition is US!***

Please visit our web site @:[www.eservtech.net](http://www.eservtech.net)

**Confidentiality Notice:** This communication, including any attachment, may contain information that is privileged, confidential or otherwise exempt from disclosure under the law. It is intended only for the use of the individual or entity to which it is addressed. If you are not the addressee, any review, dissemination, distribution or copying is strictly prohibited. If you received this communication in error, please notify us and delete all copies. Thank you.



November 19, 2014

DEB NEAL  
CAMBRIDGE MUNICIPAL  
PO BOX 99  
CAMBRIDGE, WI 53523-0099

Dear Business Mailer Customer,

On June 30, 2014, the Postal Service announced that we are resuming the Network Rationalization of mail processing operations. Up to 82 facilities will be consolidated beginning January 2015 and concluding before the fall mailing season. On August 1, 2014, the *Federal Register* published the Revised Service Standards for Market-Dominant Mail Products; Notification Implementation Date. The *Federal Register* identifies the implementation date for the revised service standards as January 5, 2015.

We understand that you may have concerns about how these changes will impact you and your business. We are committed to keeping you informed through every stage of this process. As a valued USPS customer, we would like to assure you of the following:

- In the short term, there may be changes to the operating hours (possibility of extending hours) of the Business Mail Entry Unit.
- Should any future changes be required, we will provide our mailers with due notice to prepare for the changes.
- Effective January 5, 2015, there will be Service Standard Changes for First-Class Presort Mail and Periodicals.
  - First-Class Mail (FCM) Presort: Properly prepared and containerized Intra-SCF Presort FCM volume entered at the SCF plant by the 08:00 CET for mixed Intra-SCF and by the 12:00 CET for 5-Digit/Scheme will receive overnight service. Intra-SCF single-piece mail or maximum 6 hour drive time between originating facility and SCF facility will receive 2-Day Service, everything else will receive 3-5 Day Service.
  - End-to-End Periodicals transported with First-Class Mail pieces on surface transportation move to a minimum 3-Day Service standard (equal to the sum of 1 day plus the FCM service standard). There is no change to destination entered Periodicals.

- Mailers are encouraged to align their preparation and entry to the new network. (Note: If you are a FCM and would like to enter mail before 8:00 AM, please contact Linda Cookman at (414) 287-1893 or email [linda.d.cookman@usps.gov](mailto:linda.d.cookman@usps.gov) or Cheryl Dotson at (414) 287-1950 or email [cheryl.m.dotson@usps.gov](mailto:cheryl.m.dotson@usps.gov).)
- For the best service and prices, use the following link for the Labeling List and Mail Direction File Schedules and Grace Periods:  
[https://ribbs.usps.gov/intelligentmail\\_schedule2015/LabelingListandMDFSchedule.cfm](https://ribbs.usps.gov/intelligentmail_schedule2015/LabelingListandMDFSchedule.cfm)
- More information is available at [usps.com/ourfuturenetwork](http://usps.com/ourfuturenetwork)

Please contact your BMEU representatives if you have any questions.

Thank you. We appreciate your business.

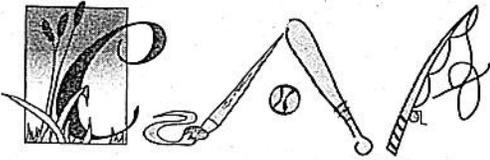
Sincerely,

*Kenneth W. Tillman*

Kenneth W. Tillman  
Manager, Business Mail Entry

KWT/lc

Cambridge



Community Activities Program

2015 Sponsorship Opportunities



Dear Business/Organization,

The Cambridge Community Activities Program is proud to be a part of the Cambridge Community. Whether it is the 2,000 people that participate in our recreation programs, or the 2,800 households that receive our program brochure, we strive to offer the professional programs and services at an affordable price. We offer free or low cost recreational opportunities that include special events such as our Touch-a-Truck Program, the Bike Rodeo, and Breakfast with Santa. These events are great for people of all ages and help strengthen our sense of community. We also continue to offer many low cost youth sports opportunities for the Cambridge community. Our goal is to provide recreational experiences for all Cambridge area families. One way we are able to continue to meet our goal is with your generous help through sponsorships.

In an effort to streamline our sponsorship requests, we have compiled a list of all opportunities available to businesses throughout the year. Sponsors will receive many advertising benefits that are listed in the following packet. Sponsors will benefit from high levels of profile branding through our event promotional materials, presence at community events and opportunities to enhance the positive image of your company through direct involvement in the community. The business community has been very supportive in the past sponsoring CAP activities and events. Our hope is that we can continue to grow the participation and involvement level of the local business community through our programs and combined efforts. We hope you will find a sponsorship level that meets your needs; please contact me if you would like to discuss a unique sponsorship idea.

If you are interested in sponsorship, please mail the completed sponsorship form to Cambridge CAP PO Box 54, Cambridge, WI 53523. Please note there are deadlines for specific activities to be included in the marketing campaign or program brochure. We can accept cash or check for payment.

Thank you in advance for your support of the Cambridge Community Activities Program!

Sincerely,

Bridgette Hermanson  
CAP Executive Director

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P.O. Box 54 Cambridge, WI 53523

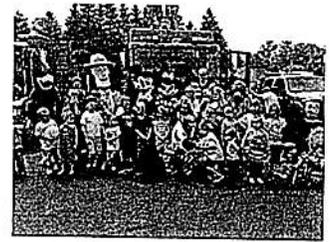
phone: 608.423.8108

fax: 608.423.9869

[www.cambridgecap.net](http://www.cambridgecap.net)



# SPECIAL EVENTS



## TOUCH – A – TRUCK & BIKE RODEO

Annually, this free event is held in May in partnership with the Dane County Sheriff's Department. The event provides children with the opportunity to see the vehicles that fascinate them, up close and hands on. The bike rodeo is designed to be a fun, educational and hands-on way for children and parents to learn about bike safety. A bike rodeo is a great way to introduce bike riders and their parents to important skills necessary to ride safely. Each year we give away six bikes, 75-100 bike helmets, and other bike safety gear because of our generous sponsors.

### GOLD SPONSOR - \$100

Benefits Include:

- Logo recognition on all promotional materials including posters, newsletter articles, CAP brochure and website
- Onsite booth during Touch-A-Truck & Bike Rodeo event to allow for maximum exposure and direct interaction with the community during the event
- Opportunity to distribute merchandise, products or services at onsite booth.

### SILVER SPONSOR - \$50

Benefits Include:

- Smaller logo and recognition on promotional materials for the event

*Sponsor deadline for brochure inclusion: November 7, 2014*

**Do you have a vehicle you'd like to bring for this event?**

*Contact CAP today!*

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## BREAKFAST WITH SANTA

A Cambridge tradition! This fun, family event helps families celebrate the season with Santa, breakfast, crafts, pictures and more. The annual event is presented by the CAP, the Cambridge Fire Department, Dane County Sheriff's Office and the CHS girls' basketball team, and all proceeds will be used to purchase Christmas gifts for underprivileged children in the Cambridge area.



### GOLD SPONSOR - \$100

Benefits Include:

- Logo recognition on all promotional materials including posters, newsletter articles, CAP brochure and website with link to sponsor

### SILVER SPONSOR - \$50

Benefits Include:

- Smaller Logo recognition on all promotional materials including posters, newsletter articles, CAP brochure and website

*Sponsor deadline for brochure inclusion: July 10, 2015*

## **FAMILY HEALTH & WELLNESS EXPO**

The Family Health and Wellness Expo takes place annually in September and is held at West Side Park. As part of the Expo, CAP offers a Fun Run. The run includes a 5k run/walk and a one mile kids run. Many runners (children and adults) participate in this run through the Cam-rock trails, which brings many people to the Expo.



### **GOLD SPONSOR - \$250**

Benefits Include:

- Large sized logo on Fun Run t-shirts
- Logo recognition on all promotional materials including posters, newsletter articles, CAP brochure and website with link to sponsor
- Opportunity to distribute merchandise, products to Fun Run participants
- Booth space at the event
- Yard signs with company logo placed on race course

### **SILVER SPONSOR - \$125**

Benefits Include:

- Small sized logo on Fun Run t-shirts
- Smaller logo recognition on all promotional materials including posters, newsletter articles, CAP brochure and website
- Booth space at the event

*Sponsor deadline for brochure inclusion & promotional materials: July 10, 2015*

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## **DISC GOLF**

The Ripley Park 9-hole recreational-to-intermediate level disc golf course has at least 1,000 visitors come to play during the summer months. There are additional visitors throughout the spring and fall, creating a great opportunity for exposure for your business! All proceeds from the sponsorship program will aid in developing this course into one of the best in our region.

### **ALL SPONSORS RECEIVE:**

A colored 8 x 10 Tee Sign with company logo and information and logo in CAP brochure. The sponsorship is good for one calendar year, with a savings opportunity if you sign up for additional years



LEVEL 1 - \$100 - COVERS 1 SEASON

LEVEL 2 - \$190 - COVERS 2 SEASONS

LEVEL 3 - \$270 - COVERS 3 SEASONS

LEVEL 4 - \$340 - COVERS 4 SEASONS

LEVEL 5 - \$400 - COVERS 5 SEASONS

*Sponsor deadline for brochure inclusion & tee sign: March 1, 2015*

## **RIPLEY PARK - HOLIDAY LIGHTS**

A quaint light display designed to put everyone in the holiday spirit! Drive through the winter scenery in the comfort of your car. Approximately a half mile of lights and displays brighten up Ripley Park during the month of December.

### **ALL SPONSORS RECEIVE:**

- Listing on brochure available at entrance.
- Listing on website at [www.cambridgecap.net](http://www.cambridgecap.net)
- Listing on event Facebook Page
- Listing on event posters

### **BUY THE BULBS - \$15 & UP**

- Sponsor a strand of LED lights.

### **EVENT CONTRIBUTOR - \$50**

- Name on large sign with other contributors.
- Logo inside event brochure & CAP brochure.
- *This one-time amount of \$50 will make you a sponsor for 2 years!*

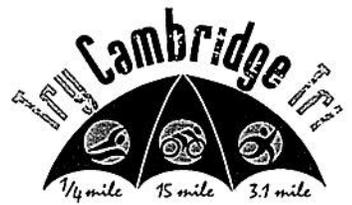
### **DISPLAY CONTRIBUTOR - \$100**

- Logo in CAP brochure & on cover of event brochure.
- Sign in front of display.
- *This one-time amount of \$100 will make you a sponsor for 3 years!*

***Sponsor deadline for brochure inclusion: July 10, 2015; additional marketing materials deadline: October 31, 2015.***



# LAKE RIPLEY RIDE & TRY CAMBRIDGE TRI



The Lake Ripley Ride is an annual event that is held in July. Annually, the ride brings nearly two hundred bikers from around Wisconsin into the Cambridge community. This event benefits the Cambridge CAP, as well as the Juvenile Diabetes Research Foundation.

The Try Cambridge Tri is a sprint distance triathlon benefiting the Cambridge community. The triathlon is held annually in August. The triathlon begins and ends at Ripley Park; however, the routes take our athletes along the shores of Lake Ripley, traveling scenic country roads, and through beautiful downtown Cambridge. We expect that there will be roughly 150-200 Midwestern athletes in attendance. Our goal is to bring people into the Cambridge area so that they will enjoy all we have to offer and patronize local businesses after the event.

## PLATINUM LEVEL MONETARY SPONSOR - \$500

Sponsor **both** of these great events and get a discount on the Gold Level Sponsorship. Includes all of the benefits of a Gold Level Sponsor for both the Lake Ripley Ride and the Tri Cambridge Tri!

## GOLD LEVEL MONETARY SPONSOR - \$300 (RIDE OR TRI)

*(Sponsorship negotiations may be made for those who contribute more than \$300)*

Benefits Include:

- Logo recognition on all promotional materials including posters, newsletter articles, CAP brochure and website with link to sponsor
- Company logo displayed on a yard sign at event
- Large company logo on the back of all t-shirts
- Company promotional material included with swag bag
- Company logo in CAP brochure
- 15% discount on registration for 2 or more employees registered for the event



## SILVER MONETARY LEVEL \$150 (RIDE AND/OR TRI)

Benefits Include:

- Company logo placed on the CAP website sponsorship page
- Smaller logo recognition on all promotional materials including posters, newsletter articles, CAP brochure and website with link to sponsor
- Smaller company logo on the back of all t-shirts
- Company promotional material included with swag bags
- Smaller company logo in CAP brochure



## BRONZE LEVEL - \$75 (RIDE AND/OR TRI)

Benefits Include:

- Name listed on the back of all t-shirts
- Booth space at event

## CONTRIBUTING SPONSOR

This sponsorship type provides a service or product and will receive platinum, gold, or silver monetary level benefits based on value provided. Please contact CAP with specific ideas for sponsorship.

***Sponsor deadline for brochure inclusion: March 1, 2015***

# YOUTH ATHLETICS

## NFL FLAG FOOTBALL

In the fall every year, we offer NFL Flag Football. Over 80 children participate seasonally. Games and practices are held at the Cambridge Elementary School on Monday and Wednesday nights.



**GRADES INCLUDED:** K-5

**WHAT THE PARTICIPANT RECEIVES:** An authentic jersey ordered through the NFL flag program along with a set of flags and a mouth guard. All items are kept by the participant at the end of the season.

**WHAT THE SPONSOR RECEIVES:** Their business name screened on the back of the jerseys of those teams sponsored. Logo posted on the CAP website, business name on team schedules, and a team picture.

**SPONSORSHIP FEE:** \$200 PER TEAM

*Sponsor Deadline Date: August 1, 2015*

## YOUTH BASEBALL/SOFTBALL



**COACH PITCH/ T-BALL- JUNE THROUGH JULY**

**WHAT THE PARTICIPANT RECEIVES:** Aside from the thrill of playing one of the most beloved sports of American past time, players will receive a commemorative T-shirt and the experience of playing like a big leaguer.

**WHAT THE SPONSOR RECEIVES:** Sponsors receive their business name screened on the back of each shirt, along with their logo posted on the CAP website, and business name on team schedules.

**SPONSORSHIP FEES:** \$200 FOR T-BALL OR COACH PITCH PROGRAM

*Sponsors Deadline Date: May 15, 2015*

## **YOUTH BASKETBALL FUNDAMENTALS**

### **GRADES K – 3 COED**

Each player will receive a t-shirt with the sponsor's name on the back of the t-shirt. Coaches will also receive a t-shirt. This is an in-house program with approximately 50-60 participants. Sponsors will also receive recognition on the CAP website.



**SPONSORSHIP FEES: \$250 FOR THE PROGRAM**

*Sponsor Deadline Date: November 15, 2014 or 2015*

## **RECREATIONAL SOCCER**

### **GRADES 4K – 4**

Recreational soccer is an in-house program with roughly 80-100 participants per season. It is offered twice per year, in fall and spring. Each player will receive a t-shirt with the sponsor's name and or business logo on the back. Sponsor will also receive recognition in logo form on the CAP website under "Recreational Soccer". Logo posted on the CAP website, business name on team schedules, and a team picture.



**SPONSORSHIP FEES: \$300 FOR THE PROGRAM/SEASON**

*Sponsor Deadline Date: April 1, 2015 (Spring) & August 15, 2015 (Fall)*



# 2015 SPONSOR REGISTRATION FORM

Make Checks Payable to **Cambridge CAP**

## Sponsor Information

Organization/Company Name	
Contact Person	Title
Phone/Fax/Email	
Authorized Signature	

Program Sponsorship	Sponsorship Fee	Sponsorship	Sponsorship Fee
<b>Touch-a-Truck &amp; Bike Rodeo</b> ( <i>May</i> )		<b>NFL Flag Football</b> ( <i>September</i> )	
Gold Sponsor - \$100		Grades K & 1 team - \$200	
Silver Sponsor - \$50		Grades 2 & 3 team - \$200	
<b>Breakfast with Santa</b> ( <i>December</i> )		Grades 4 & 5 team - \$200	
Gold Sponsor - \$100		<b>Youth Baseball/Softball</b> ( <i>June</i> )	
Silver Sponsor - \$50		Teeball Program - \$200	
<b>Family Health &amp; Wellness Expo</b> ( <i>September</i> )		Coach Pitch Program - \$200	
Gold Sponsor - \$250		<b>Youth Basketball Fundamentals</b> ( <i>December</i> )	
Silver Sponsor - \$125		Grades K - 3 - \$250	
<b>Ripley Park - Holiday Lights</b> ( <i>December</i> )		<b>Recreational Soccer</b> ( <i>April and September</i> )	
Bulb Sponsor - \$15 & up		Season - Fall - \$300	
Event Contributor - \$200		Season - Spring - \$300	
<b>Lake Ripley Ride</b> ( <i>July</i> )		<b>Disc Golf</b> ( <i>Annual</i> )	
Gold Sponsor - \$300		Level 1 - \$100	
Silver Sponsor - \$150		Level 2 - \$190	
Contributing Sponsor		Level 3 - \$270	
<b>Try Cambridge Tri</b> ( <i>August</i> )		Level 4 - \$340	
Gold Sponsor - \$300		Level 5 - \$400	
Silver Sponsor - \$150			
Contributing Sponsor			
<b>Platinum Sponsor for Ride &amp; Tri</b>		<b>Total Cost</b>	<b>\$</b>
Platinum Sponsor \$500			

Total Enclosed \$ \_\_\_\_\_

Return form to **Cambridge CAP, P.O. Box 54. Please email logo to [cap@cambridge.k12.wi.us](mailto:cap@cambridge.k12.wi.us)**