

Village Board

Regular Meeting Notice and Agenda

Village of Cross Plains
2417 Brewery Road, PO Box 97
Cross Plains, WI 53528
(608) 798-3241

Monday, November 23, 2015

7:00 pm

- I. Call to Order, Roll Call, and Pledge of Allegiance
- II. Public Comment – This is an opportunity for anyone to address the Village Board on any issue NOT on the current agenda. *Please observe the time limit of 3 minutes.* While the Village Board encourages input from residents, it may not discuss or act on any issue that is not duly noticed on the agenda.
- III. Consent Agenda – Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration under General Business.
 1. Minutes of regular meeting held October 26, 2015 and special meeting held November 16, 2015.
 2. Total Disbursements from November 3, 2015 through November 18, 2015 in the amount of \$1,095,616.11 broken down as follows:
 - 110 – General Fund: \$114,568.97
 - 120 – Capital Fund: \$307,494.79
 - 130 – Library Fund: \$5,024.21
 - 140 – Parks/Rec Fund: \$11,130.80
 - 150 – Debt Service Fund: \$3,300.00
 - 310 – TID Fund: \$1,269.05
 - 660 – Water Fund: \$181,290.03
 - 670 – Sewer Fund: \$471,538.26
 3. Approval of an Operator’s (Bartender’s) License for Lisa J. Dublin.
 4. Approval of Joseph Studee as Agent for the Alcohol Beverage License for Walgreens located at 2575 Main Street.
 5. Approval of a Honey Bee License for Jeff Demets located at 3072 Niesen St.
 6. Approval of Ordinance #03-2015 creating and dedicating Mill Creek Parkway to the public as recommended by the Plan Commission.
- IV. Report of Village Officers
 1. Village President
 2. Village Administrator/Clerk-Treasurer
 - a. Discussion and action to set December meeting date.
 3. Miscellaneous Trustee Reports

VI. General Business

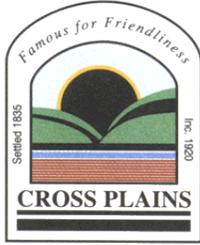
1. Discussion and action regarding Resolution #17-2015 to approve the matching funds for the Dane County BUILD Grant and accepting the proposal from MSA Professional Services as applied for in the grant.
2. **PUBLIC HEARING** for the 2016 Budget.
3. Discussion and action regarding the 2016 Budget as follows:
 - a. Funding request from the Northwest Dane Senior Services.
 - b. Funding request from the Cross Plains Area Chamber of Commerce.
 - c. Resolution #18-2015 setting the 2015 payable 2016 Tax Levy and adopting the 2016 Budget.
4. Discussion regarding the format of the 2015 Performance Evaluation of the Village Administrator/Clerk-Treasurer.

VII. Closed Session

1. The Village Board will meet in Closed Session pursuant to the following:
 - a. 19.85(1)(c) of Wisconsin Statutes to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically regarding pending retirement of a Police Officer.
 - b. 19.85(1)(e) of Wisconsin Statutes to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically regarding the acquisition of property at 2504 Military Road (Buechner Farm) to be annexed and developed as a public/private partnership.
 - c. 19.85(1)(g) of Wisconsin Statutes for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is likely to become involved, specifically regarding an appeal of compensation for property acquired for the Lagoon Street Reconstruction Project.
2. Reconvene into Open Session.
3. Discussion and action regarding pending retirement of a Police Officer.

VIII. Adjournment

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the Village Hall at (608) 798-3241 or matt@cross-plains.wi.us.



Village of Cross Plains
PO Box 97, 2417 Brewery Road
Cross Plains, WI 53528
Phone: (608) 798-3241
Fax: (608) 798-3817

Memorandum

To: Village Board of Trustees
From: Matthew G. Schuenke, Village Administrator/Clerk-Treasurer
Date: November 20, 2015
Re: **Village Board Meeting – November 23, 2015**

III. Consent Agenda

1. Minutes of regular meeting held October 26, 2015 and special meeting held November 16, 2015– For approval.

2. Total Disbursements from November 3, 2015 through November 18, 2015 in the amount of \$1,095,616.11 broken down as follows – For approval.

- 110 – General Fund: \$114,568.97
- 120 – Capital Fund: \$307,494.79
- 130 – Library Fund: \$5,024.21
- 140 – Parks/Rec Fund: \$11,130.80
- 150 – Debt Service Fund: \$3,300.00
- 310 – TID Fund: \$1,269.05
- 660 – Water Fund: \$181,290.03
- 670 – Sewer Fund: \$471,538.26

3. Approval of an Operator’s (Bartender’s) License for Lisa J. Dublin– For approval.

4. Approval of Joseph Studee as Agent for the Alcohol Beverage License for Walgreens located at 2575 Main Street – For approval.

5. Approval of a Honey Bee License for Jeff Demets located at 3072 Niesen St – The Village is in receipt of an application to keep honey bees from the property owner at 3072 Niesen St. Letters were sent notifying property owners within 200 feet of the request, and no responses were received. Presented for approval.

6. Approval of Ordinance #03-2015 creating and dedicating Mill Creek Parkway to the public as recommended by the Plan Commission –Ordinance #03-2015 must be approved for the Village to formerly dedicate Mill Creek Parkway to the public and recognize it as an official street. The plat was prepared according to the right of way legal descriptions and surveys approved by the Village Board on July 22, 2013. The Plan Commission unanimously recommended approval at their November meeting. Presented for approval.

IV. Reports of Village Officers

2. Village Administrator/Clerk-Treasurer

a. Discussion and action to set December meeting date – Currently the December Village Board meeting date falls on December 28th. It is proposed this meeting be moved to Monday, December 14th to avoid any conflicts with the holidays falling immediately before and after the regularly scheduled meeting. No committee meetings are scheduled on this date.

VI. General Business

1. Discussion and action regarding Resolution #17-2015 to approve the matching funds for the Dane County BUILD Grant and accepting the proposal from MSA Professional Services as applied for in the grant – The Village has been approved by Dane County for a grant through their BUILD Program. The grant will provided \$15,000 towards a \$24,000 planning analysis of the Glacier Edge Square Shopping Center. The analysis will focus on alternatives for the reuse of the Village Park located within the shopping center and propose other aesthetic amenities/improvements for private property owners to pursue. The Village’s contribution towards this program is \$9,000. Recommended for approval.

2. PUBLIC HEARING for the 2016 Budget – The Village Board has now held three meetings in which to discuss and review the proposed 2016 Budget in an open forum. The required notice was included in your packets, posted throughout the Village, and published in the newspaper on November 12th. Following the opening and closing of the public hearing, the Village Board may complete its final deliberations on the budget document and then approve.

3. Discussion and action regarding the 2016 Budget as follows:

a. Funding request from the Northwest Dane Senior Services – NWDSS is requesting an additional \$5,000 in Contingency Funds from the Village in 2015 plus and additional \$1 per capita contribution for funding in 2016. Only \$2,650 of contingency funds have been used in 2015 and has a total budget of \$47,250. The request for 2016 will increase the Village’s contribution by \$4,250. A representative from NWDSS will be present to provide further information on their request for additional funding support from the Village.

b. Funding request from the Cross Plains Area Chamber of Commerce – The Village Board had requested the Chamber make a request to keep their funding constant at \$15,000. The discussion centered around returning this funding back to its original 2013 funding of an annual contribution of \$10,000 per year. The request is included in your packet for consideration. A representative from the Chamber will be present to provide information regarding this request.

c. Resolution #18-2015 setting the 2015 payable 2016 Tax Levy and adopting the 2016 Budget – The review for the 2016 Budget has now concluded with the close of the public hearing and addressing the remaining two issues on the meeting agenda. Acceptance of the resolution included within your packet will approve the 2016 Budget as presented with the changes noted during the review process. If approved as currently presented, the tax levy would be set at \$2,333,875 (-0.21%) and the tax rate at \$7.27 per \$1,000 of value. Village Staff recommends approval of the resolution as presented barring any last minute changes or discussions.

4. Discussion regarding the format of the 2015 Performance Evaluation of the Village Administrator/Clerk-Treasurer – Included within your packet is the 2015 Evaluation form for the Village Administrator. It is desired this process be completed in December in line with the board’s last meeting of the year. Likewise, the same will apply for Department Heads and the remainder of full time staff. The board should establish the process and set the parameters for the review in order to complete it within the desired time frame.

VII. Closed Session

1. The Village Board will meet in Closed Session pursuant to the following:

a. 19.85(1)(c) of Wisconsin Statutes to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically regarding pending retirement of a Police Officer.

b. 19.85(1)(e) of Wisconsin Statutes to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically regarding the acquisition of property at 2504 Military Road (Buechner Farm) to be annexed and developed as a public/private partnership.

c. 19.85(1)(g) of Wisconsin Statutes for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is likely to become involved, specifically regarding an appeal of compensation for property acquired for the Lagoon Street Reconstruction Project.

2. Reconvene into Open Session.

3. Discussion and action regarding pending retirement of a Police Officer.

Village Board

Regular Meeting Minutes

Village of Cross Plains
2417 Brewery Road, PO Box 97
Cross Plains, WI 53528
(608) 798-3241

Monday, October 26, 2015

7:00 pm

I. Call to Order, Roll Call, and Pledge of Allegiance

President Andreoni called the special Village Board meeting to order at 7:01 pm.

Present: Trustees William Brosius, Judy Ketelboeter, Jay Lengfeld (arrived at 9:30 pm), Steve Schunk, Lee Sorensen, Clifford Zander, and President Pat Andreoni.

II. Public Comment

1. Michael Pomykalski residing at 3047 Melody Parkway stated his preference against Veridian Homes as developer of the Buechner Property and commented about the brightness of some existing street lights.

III. Consent Agenda – A motion was made by Trustee Brosius, seconded by Trustee Sorensen, and unanimously carried by the Village Board to adopt the consent agendas as follows:

1. Minutes of regular meeting held September 28, 2015 & special meeting October 19, 2015.

2. Total Disbursements from 9/23/2015 through 10/21/2015 in the amount of \$548,378.99 broken down as follows:

- 110 – General Fund: \$76,948.74
- 120 – Capital Fund: \$50,039.37
- 130 – Library Fund: \$7,063.55
- 140 – Parks/Rec Fund: \$7,039.74
- 150 – Debt Service Fund: \$24,035.00
- 310 – TID Fund: \$2,121.00
- 660 – Water Utility Fund: \$110,213.37
- 670 – Sewer Fund: \$270,918.22

3. Approval of an Operator's (Bartender's) License for Ashlea Pardee & Chelsea J. Thompson.

4. Approval of Invoices L39510 and L39511 from Department of Transportation for work related to the reconstruction of Highway 14 (Main Street).

5. Approval of a Streetlight System Service and Maintenance Agreement with Madison Gas and Electric for the Main Street Lighting System.

6. Approval of Resolution #15-2015 to post the speed limit of 15 mph for 2800 block of Military Road adjacent to the Middle School as recommended by the Public Safety Comm.

7. Approval of a Honey Bee License for Paul Pritchard located at 7008 Laufenberg Blvd.

IV. Report of Village Officers

1. Village President

- Stated that Public Facilities Employee Norm Esser was recovering at a local hospital following a medical episode earlier in the day.

2. Village Administrator/Clerk-Treasurer

- Provided an update on the Highway 14 project. Stated that the highway was opened to traffic on October 21st and has an interim completion date of November 8th.

3. Miscellaneous Trustee Reports

- Trustee Brosius reviewed the recent Open House held by the Parks and Recreation Committee. Lots of positive comments were received and will be used going forward as several projects are deliberated.

V. Committee/Commission Recommendations

1. US Highway 14 (Main Street) Streetscape Workgroup

a. Discussion and action regarding the holiday decoration plan – Following discussion, a motion was made by Trustee Ketelboeter, seconded by Trustee Sorensen, and unanimously carried by the Village Board to approve the holiday decoration plan as presented by the Workgroup.

b. Discussion and action regarding the award of a contract for the US Highway 14 (Main Street) Signage Implementation – Following discussion, a motion was made by Trustee Brosius, seconded by Trustee Zander, and unanimously carried by the Village Board to reject all bids for the US Highway 14 (Main Street) Signage Implementation contract due to their exceedance of the budget for the project.

VI. General Business

1. Discussion and action to withdraw from Local Governmental Property Insurance Fund – Following discussion, a motion was made by Trustee Ketelboeter, seconded by Trustee Schunk, and unanimously carried by the Village Board to withdraw from the Local Governmental Property Insurance Fund.

2. Discussion and action to accept the proposal to join the Municipal Property Insurance Company (MPIC) for Property Insurance – Following discussion, a motion was made by Trustee Brosius, seconded by Trustee Sorensen, and unanimously carried by the Village Board to accept the proposal from the Municipal Property Insurance Company (MPIC) for Property Insurance.

3. Discussion and action regarding annual insurance renewal – Following discussion, a motion was made by Trustee Ketelboeter, seconded by Trustee Schunk, and unanimously carried by the Village Board to accept the annual renewal for insurance with the League of Wisconsin Municipalities Mutual Insurance Company.

4. Discussion and continued review of the 2016 Budget including the following sections:

- *Parks/Recreation Fund* – Review complete.
- *Northwest Dane Senior Services* – Request for additional funding to be considered at future meeting.
- *Police Department* – Review complete.
- *Public Facilities* – Review complete.
- *Street Lights* – Review complete.
- *Refuse and Garbage Collection* – Review complete.
- *Library Fund* – Review complete.
- *Review changes to the budget since the last meeting* – The following changes were presented:
 - Revenue – None at this time.
 - Expense
 - Increase – General Buildings and Plant (\$500).
 - Decrease – None at this time.
- *Other budget sections as time allows* – No other budgets were reviewed.
- *Schedule Next Review Dates/Times* – The Village Board will conduct its next budget review of the Capital, Debt Service, Water, and Sewer funds at a special meeting on Monday, November 16th at 7:00 pm. The public hearing on the annual budget is still scheduled for Monday, November 23rd at 7:00 pm.

5. Discussion and action regarding the following policies:

- *Policy #2015-02 – Fund Balance* – Following discussion, a motion was made by Trustee Ketelboeter, seconded by Trustee Schunk, and unanimously carried by the Village Board to approve Policy #2015-02 to set a policy on Fund Balance.
- *Policy #2015-03 – Water/Sewer Billing Notification* – Following discussion, a motion was made by Trustee Ketelboeter, seconded by Trustee Schunk, and unanimously carried by the Village Board to approve Policy #2015-03 to set a policy on Water/Sewer Billing Notification.
- *Policy #2015-04 – Utility Tax Roll Process* – Following discussion, a motion was made by Trustee Schunk, seconded by Trustee Sorensen, and unanimously carried by the Village Board to approve Policy #2015-04 to set a policy on Utility Tax Roll Process.

VII. Closed Session

1. A motion was made by Trustee Brosius, seconded by Trustee Ketelboeter, and unanimously carried by the Village Board meet in Closed Session at 9:19 pm pursuant to 19.85(1)(e) of Wisconsin Statutes to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically regarding the acquisition of property at 2504 Military Road (Buechner Farm) to be annexed and developed as a public/private partnership – A roll call vote is required. Yes – Trustees Brosius, Ketelboeter, Schunk, Sorensen, Zander, and President Andreoni. No – None. Motion carried 6 – 0.

A motion was made by Trustee Brosius, seconded by Trustee Zander, and carried unanimously by the Village Board to return to Open Session at 10:03 pm.

VIII. Adjournment

A motion was made by Trustee Ketelboeter, seconded by Trustee Schunk, and unanimously carried by the Village Board to adjourn the meeting at 10:04 pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,

Matthew G. Schuenke
Village Administrator/Clerk-Treasurer

Village Board

Meeting Minutes

Village of Cross Plains

2417 Brewery Road, PO Box 97

Cross Plains, WI 53528

(608) 798-3241

Monday, November 16, 2015

7:00 pm

I. Call to Order, Roll Call, and Pledge of Allegiance

President Andreoni called the special Village Board meeting to order at 7:12 pm.

Present: Trustees William Brosius, Jay Lengfeld, Clifford Zander, and President Pat Andreoni.

Not Present: Trustees Judy Ketelboeter, Steve Schunk, and Lee Sorensen.

II. Committee Discussion

1. Discussion and review of the 2016 Budget including the following sections:

- *Capital Fund* – The following adjustments were made:
 - Carrying over of \$18,000 from 2015 to 2016 within Public Facilities line #120-57300-802 for facility improvements. To be paid for with borrowed money from 2015.
 - Addition of \$45,000 to Parks/Recreation line item #120-57620-805-102 regarding a Dog Park. To be paid for with other funds (i.e. – donations, fundraising, or other similar contribution).
 - Review complete.
- *Debt Service Fund* – Review complete.
- *Water Utility*
 - Carrying over of \$69,000 from 2015 to 2016 within Capital Outlay line item #660-57000-803 for Well #2 backup generator. To be paid for with borrowed money from 2015.
 - Review complete.
- *Sewer Fund* – Review complete.
- *Review changes to the budget since the last meeting* – No changes had been made since the last meeting.
- *Other budget sections as time allows* – No other budgets were reviewed.

IV. Adjournment

A motion was made by Trustee Brosius, seconded by President Andreoni, and unanimously carried by the Committee of the Whole to adjourn at 8:49 pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,

Matthew G. Schuenke
Village Administrator/Clerk-Treasurer

11/04/2015 8:40 AM

Check Register - Full Report - ALL

Page: 1

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/03/2015

From Account:

Thru: 11/04/2015

Thru Account:

Check Nbr	Check Date	Payee	Amount
40177	11/04/2015	Jen Feltz	
Yoga Instructor			
140-00-55300-207-000		SUPPORT SERVICES	80.00
			Total
			80.00
40178	11/04/2015	Colin Kalsbeek	
Flag Football Ref.			
140-00-55200-207-000		SUPPORT SERVICES	84.00
			Total
			84.00
40179	11/04/2015	Jacob Helmuth	
Flag Football Ref.			
140-00-55200-207-000		SUPPORT SERVICES	84.00
			Total
			84.00
40180	11/04/2015	Terri Z. Buechner	
Yoga Instructor			
140-00-55300-207-000		SUPPORT SERVICES	80.00
			Total
			80.00
40181	11/04/2015	Rebecca Printen	
Yoga Instructor			
140-00-55300-207-000		SUPPORT SERVICES	80.00
			Total
			80.00
40182	11/04/2015	Kasey Miller	
Flag Football Ref.			
140-00-55200-207-000		SUPPORT SERVICES	180.00
			Total
			180.00
40183	11/04/2015	Jake Klubertanz	
Flag Football Ref.			
140-00-55200-207-000		SUPPORT SERVICES	60.00
			Total
			60.00

11/04/2015 8:40 AM

Check Register - Full Report - ALL

Page: 2

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/03/2015

From Account:

Thru: 11/04/2015

Thru Account:

Check Nbr	Check Date	Payee	Amount
40184	11/04/2015	Kyle Neuser	
		Flag Football Ref.	
140-00-55200-207-000		SUPPORT SERVICES	84.00
		Total	84.00
40185	11/04/2015	Patrick Meier	
		Flag Football Ref.	
140-00-55200-207-000		SUPPORT SERVICES	120.00
		Total	120.00
40186	11/04/2015	Sam's Club/Synchrony Bank	
		Concessions for Shelter	
140-00-55200-307-000		CONCESSIONS	143.14
		Total	143.14
40187	11/04/2015	MIDWEST TAPE	
		Audio Visual	
130-00-55110-304-104		SUPPLIES - AUDIOVISUAL	39.99
		Invoice #93332998	
130-00-55110-304-104		SUPPLIES - AUDIOVISUAL	29.99
		Invoice #93343955	
		Total	69.98
40188	11/04/2015	CROSS PLAINS OPTIMIST CLUB	
		Membership Dues	
130-00-55110-205-000		MEETINGS	80.00
		Total	80.00
40189	11/04/2015	BAKER & TAYLOR, INC.	
		Books	
130-00-55110-304-101		SUPPLIES - BOOKS	272.06
		Invoice #2031211673	
130-00-55110-304-101		SUPPLIES - BOOKS	413.21
		Invoice #2031250261	
		Total	685.27

11/04/2015 8:40 AM

Check Register - Full Report - ALL

Page: 3

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/03/2015 From Account:

Thru: 11/04/2015 Thru Account:

Check Nbr	Check Date	Payee	Amount
40190	11/04/2015	Junior Library Guild	
Books			
130-00-55110-304-101		SUPPLIES - BOOKS	222.48
Invoice #291764			
		Total	222.48
40191	11/04/2015	DEMCO, INC.	
Supplies, Invoice #5721003			
130-00-55110-304-105		SUPPLIES - GENERAL	281.93
		Total	281.93
40192	11/04/2015	South Central Contracting Inc.	
Supplies			
130-00-55110-304-105		SUPPLIES - GENERAL	130.02
Invoice #15-0333			
130-00-55110-304-102		SUPPLIES - REFERENCE MATERIALS	39.66
Invoice #15-0392			
		Total	169.68
40193	11/04/2015	Rachel Marx	
Little Crafters Refund			
140-00-46725-000-000		RECREATION	30.00
		Total	30.00
40194	11/04/2015	BADGER SPORTING GOODS	
Supplies for Flag Football			
140-00-55300-306-101		PROGRAMS	232.00
Invoice #AAJ004668-AJ02			
		Total	232.00
40195	11/04/2015	Ricoh Americas Corporation	
Copy Machine Lease			
110-00-51600-301-000		EQUIPMENT	238.96
Invoice #20419593			
		Total	238.96
40196	11/04/2015	Office Depot	
Office Supplies			

11/04/2015 8:40 AM

Check Register - Full Report - ALL

Page: 4

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/03/2015

From Account:

Thru: 11/04/2015

Thru Account:

Check Nbr	Check Date	Payee	Amount
110-00-51600-304-000		SUPPLIES	432.74
		Invoice #799724582001	
		Total	432.74
40197	11/04/2015	International City/County Management Assoc. Membership Renewal	
110-00-51410-204-000		DUES & SUBSCRIPTIONS	623.00
		Total	623.00
40198	11/04/2015	Ehler's & Associates 2015 Disclosure Reporting	
150-00-58000-601-000		PRINCIPAL	3,300.00
		Invoice #68912	
		Total	3,300.00
40199	11/04/2015	CHARTER COMMUNICATIONS Internet Service	
110-00-51600-202-000		COMMUNICATION	146.96
		Total	146.96
40200	11/04/2015	CROSS PLAINS-BERRY FIRE DEPT. Assessment, Invoice #2015-9	
110-00-52200-207-000		SUPPORT SERVICES	22,590.23
		Total	22,590.23
40201	11/04/2015	American Express Pool Concessions	
140-00-55420-307-000		CONCESSIONS	434.00
		Total	434.00
40202	11/04/2015	Johnson Inspection LLC Building Inspections	
110-00-52400-207-000		SUPPORT SERVICES	719.35
		Invoice #513	
		Total	719.35

11/04/2015 8:40 AM

Check Register - Full Report - ALL

Page: 5

ALL Checks

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ALL FUNDS

Dated From: 11/03/2015

From Account:

Thru: 11/04/2015

Thru Account:

Check Nbr	Check Date	Payee	Amount
40203	11/04/2015	American Legion Post 245 Flag for Baier Park	
140-00-55200-304-000		SUPPLIES	60.00
		Total	60.00
40204	11/04/2015	CHARTER COMMUNICATIONS Internet Service	
110-00-52100-202-000		COMMUNICATION	144.99
		Total	144.99
40205	11/04/2015	Positive Promotions, Inc. Identity Theft Handbook	
110-00-52100-306-000		PROGRAMS Customer #01387445-00	521.73
		Total	521.73
40206	11/04/2015	CAPITAL COMPUTER Toner Cartridges, Invoice #58898	
110-00-52100-304-000		SUPPLIES	147.00
		Total	147.00
40207	11/04/2015	Nate Glynn Mowing Services	
130-00-55110-301-000		EQUIPMENT	70.00
		Total	70.00
40208	11/04/2015	THE PRINTING PLACE Utility Bills, Invoice #33500	
660-00-51400-921-000		OPERATION - EXPENSE	133.73
670-00-53610-206-000		PRINTING	133.72
		Total	267.45
40209	11/04/2015	US CELLULAR Cellular Phone Service	
110-00-52100-202-000		COMMUNICATION	67.50

11/04/2015 8:40 AM

Check Register - Full Report - ALL

Page: 6

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/03/2015

From Account:

Thru: 11/04/2015

Thru Account:

Check Nbr	Check Date	Payee	Amount
			Total 67.50
40210	11/04/2015	Dan Kubly	
Umpire Services			
140-00-55300-207-000		SUPPORT SERVICES	64.00
			Total 64.00
40211	11/04/2015	CROSS PLAINS WATER-SEWER UTILITY	
Water/Sewer Bills			
110-00-53300-203-000		UTILITIES	591.17
140-00-55200-203-000		UTILITIES	562.54
140-00-55420-203-000		UTILITIES	3,369.27
110-00-51600-203-000		UTILITIES	112.01
110-00-51600-203-000		UTILITIES	159.45
110-00-51600-203-000		UTILITIES	246.12
130-00-51600-203-000		UTILITIES	478.34
110-00-52100-203-000		UTILITIES	67.25
670-00-51600-203-000		UTILITIES	4,583.08
			Total 10,169.23
40212	11/04/2015	Engineering For Kids Of Dane	
Junior Wings,Wheels,& Sails,Design Camp			
140-00-55300-207-000		SUPPORT SERVICES	2,940.00
			Total 2,940.00
40213	11/04/2015	Associated Appraisal Consultants Inc.	
Assessor Services, Invoice #4079			
110-00-51530-207-000		SUPPORT SERVICES	753.64
			Total 753.64

11/04/2015 8:40 AM

Check Register - Full Report - ALL

Page: 7

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/03/2015

From Account:

Thru: 11/04/2015

Thru Account:

Check Nbr	Check Date	Payee	Amount
40214	11/04/2015	DEW SIGNS & ENGRAVING Banner, Invoice #12287	
310-00-51410-207-000		SUPPORT SERVICES	777.80
		Total	777.80
40215	11/04/2015	Matt Ballweg Umpire Services	
140-00-55300-207-000		SUPPORT SERVICES	50.00
		Total	50.00
40216	11/04/2015	Ingram Library Services Books, Invoice #89610695	
130-00-55110-304-101		SUPPLIES - BOOKS	23.46
		Total	23.46
40217	11/04/2015	WORLD OF VARIETY Rec. Supplies, Candy	
140-00-55300-306-101		PROGRAMS Invoice #18306	10.96
110-00-52100-306-000		PROGRAMS Invoice #18302	53.94
		Total	64.90
DEF 23.15	11/04/2015	WISCONSIN DEFERRED COMPENSATION pay 23 contribution	
		Manual Check	
110-00-21349-000-000		WI DEFERRED COMP	375.00
		Total	375.00
FICA 23.15	11/04/2015	ELECTRONIC FEDERAL TAX DEPOSIT pay 23 fica	
		Manual Check	
110-00-21311-000-000		FEDERAL WITHHOLD TAX PAY	3,797.19
110-00-21331-000-000		FICA TAXES PAYABLE	2,973.87
110-00-21331-000-000		FICA TAXES PAYABLE	2,973.87
		Total	9,744.93

11/04/2015 8:40 AM

Check Register - Full Report - ALL

Page: 8

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/03/2015 From Account:

Thru: 11/04/2015 Thru Account:

Check Nbr	Check Date	Payee		Amount
ICMA 23.15	11/04/2015	ICMA Retirement		
pay 23 contribution			Manual Check	
110-00-21349-001-000		ICMA 457K		1,118.56
110-00-51430-173-000		RETIREMENT		29.64
			Total	1,148.20
STATE 23.15	11/04/2015	State Farm		
pay 23 state tax			Manual Check	
110-00-21312-000-000		STATE WITHHOLD TAX PAY		1,723.95
			Total	1,723.95
			Grand Total	60,365.50

11/04/2015

8:40 AM

Check Register - Full Report - ALL

Page: 9

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/03/2015

From Account:

Thru: 11/04/2015

Thru Account:

Amount

Total Expenditure from Fund # 110 - GENERAL FUND	40,608.12
Total Expenditure from Fund # 130 - LIBRARY FUND	2,081.14
Total Expenditure from Fund # 140 - PARKS/RECREATION FUND	8,747.91
Total Expenditure from Fund # 150 - DEBT SERVICE FUND	3,300.00
Total Expenditure from Fund # 310 - TAX INCREMENT DISTRICT	777.80
Total Expenditure from Fund # 660 - WATER	133.73
Total Expenditure from Fund # 670 - SEWER	4,716.80
Total Expenditure from all Funds	60,365.50

11/19/2015 7:48 AM

Check Register - Full Report - ALL

Page: 1

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/09/2015 From Account:

Thru: 11/18/2015 Thru Account:

Check Nbr	Check Date	Payee	Amount
40218	11/09/2015	THE MINNESOTA LIFE INSURANCE December life premium	
		Manual Check	
110-00-21345-000-000		EMPLOYEE ADDITIONAL LIFE	186.42
110-00-21346-000-000		EMPLOYEE SUPPLEMENTAL LIF	70.06
110-00-21347-000-000		EMPLOYEE SPOUSE/DEP.LIFE	17.50
110-00-51430-176-000		LIFE INSURANCE	13.70
110-00-52100-176-000		LIFE INSURANCE	61.07
110-00-53300-176-000		LIFE INSURANCE	52.83
140-00-51430-176-000		LIFE INSURANCE	5.45
130-00-51430-176-000		LIFE INSURANCE	64.46
660-00-51400-926-000		EMPLOYEE BENEFITS	18.53
670-00-53610-176-000		LIFE INSURANCE	26.88
		Total	516.90
40219	11/10/2015	Wisconsin Department. of Transportation Hwy. 14 Project, Invoice #L39511	
		Manual Check	
660-00-57000-805-103		INFRASTRUCTURE - HWY 14	167,496.39
670-00-57410-805-103		INFRASTRUCTURE - HWY 14	251,244.59
		Total	418,740.98
40220	11/10/2015	Wisconsin Department. of Transportation	
		Manual Check	
120-00-57300-805-103		INFRASTRUCTURE - HWY 14	175,589.89
		Total	175,589.89
40221	11/13/2015	REGISTRATION FEE TRUST Vehicle Registration, See Receipt #21545	
		Manual Check	
110-00-26111-000-000		MISCELLANEOUS COLLECTIONS	158.50

11/19/2015 7:48 AM

Check Register - Full Report - ALL

Page: 2

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/09/2015

From Account:

Thru: 11/18/2015

Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			158.50
40231	11/16/2015	Dane County Treasurer1	
		MFL Payment	
		Manual Check	
110-00-41150-000-000		MANAGED FOREST LAND TAXES	0.68
Total			0.68
40232	11/18/2015	MADISON GAS & ELECTRIC	
		Electric Service	
120-00-57300-805-103		INFRASTRUCTURE - HWY 14	500.00
		Construction #21-0578-1-15	
120-00-57300-805-103		INFRASTRUCTURE - HWY 14	586.00
		Construction #21-0577-1-15	
Total			1,086.00
40233	11/18/2015	KWIK TRIP INC.	
		Gas for Vehicles	
140-00-55200-303-000		FUEL	69.71
		Account #3000665	
110-00-53300-303-000		FUEL	666.52
110-00-52100-303-000		FUEL	418.05
660-00-53700-673-000		MAINTENANCE OF MAINS	180.82
670-00-53610-303-000		FUEL	180.82
Total			1,515.92
40234	11/18/2015	VISA	
		Supplies, Postage	
130-00-55110-304-101		SUPPLIES - BOOKS	67.49
130-00-55110-201-000		POSTAGE	55.14
Total			122.63
40235	11/18/2015	VISA	
		Supplies	
130-00-55110-304-101		SUPPLIES - BOOKS	49.35

11/19/2015 7:48 AM

Check Register - Full Report - ALL

Page: 3

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/09/2015

From Account:

Thru: 11/18/2015

Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			49.35
40236	11/18/2015	VISA	
Programs			
130-00-55110-306-000		PROGRAMS	5.98
Total			5.98
40237	11/18/2015	VISA	
Supplies, Confernece Expenses			
140-00-55200-304-000		SUPPLIES	35.77
140-00-55200-205-000		MEETINGS	325.00
Total			360.77
40238	11/18/2015	VISA	
Supplies, Dues, Technology			
110-00-51410-204-000		DUES & SUBSCRIPTIONS	15.57
110-00-51410-205-000		MEETINGS	3.70
110-00-51410-302-000		TECHNOLOGY	51.45
110-00-51410-304-000		SUPPLIES	41.22
Total			111.94
40239	11/18/2015	Immaculate Cleaning, Inc.	
Cleaning Services, Invoice #5290			
110-00-51600-207-000		SUPPORT SERVICES	275.00
Total			275.00
40240	11/18/2015	Vandewalle & Associates, Inc.	
Current Planning, Invoice #201510008			
110-00-56400-207-101		SUPPORT SERVICES - GENERAL	1,012.50
Total			1,012.50
40241	11/18/2015	US CELLULAR	
Cellular Phone Service			

ALL Checks
ALL FUNDS

ACCT

Dated From: 11/09/2015 From Account:
Thru: 11/18/2015 Thru Account:

Check Nbr	Check Date	Payee	Amount
660-00-53700-601-200		OPERATION - EXPENSE	147.85
670-00-51600-202-000		COMMUNICATION	147.85
110-00-53300-202-000		COMMUNICATION	147.84
Total			443.54
<hr/>			
40242	11/18/2015	TOWN & COUNTRY SANITATION Garbage & Recycling Pickup	
110-00-53620-207-001		GARBAGE COLLECTION Account #4176	9,150.00
110-00-53620-207-002		RECYCLING COLLECTION	3,965.00
Total			13,115.00
<hr/>			
40243	11/18/2015	Municipal Property Insurance Company Insurance Policy, Invoice #29614	
110-00-51540-209-000		INSURANCE	15,361.45
660-00-51400-924-000		PROPERTY INSURANCE	3,544.95
670-00-53610-209-000		INSURANCE	4,726.60
Total			23,633.00
<hr/>			
40244	11/18/2015	Baer Insurance Services, LLC Work. Comp., Invoice #59212	
110-00-51540-209-000		INSURANCE	4,588.35
660-00-51400-924-000		PROPERTY INSURANCE	1,058.85
670-00-53610-209-000		INSURANCE	1,411.80
Total			7,059.00
<hr/>			
40245	11/18/2015	BAKER & TAYLOR, INC. Books	
130-00-55110-304-101		SUPPLIES - BOOKS Invoice #2031307900	212.24
Total			212.24

11/19/2015 7:48 AM

Check Register - Full Report - ALL

Page: 5

ALL Checks
ALL FUNDS

ACCT

Dated From: 11/09/2015 From Account:
Thru: 11/18/2015 Thru Account:

Check Nbr	Check Date	Payee	Amount
40246	11/18/2015	TOWN & COUNTRY ENGINEERING, INC. Engineering Fees	
120-00-57300-207-000		SUPPORT SERVICES	140.00
		Invoice #16086	
660-00-57000-207-000		SUPPORT SERVICES	3,957.46
		Invoice #16087	
670-00-57410-207-000		SUPPORT SERVICES	5,936.19
		Invoice #16087	
110-00-56400-207-101		SUPPORT SERVICES - GENERAL	361.05
		Invoice #16088	
670-00-53610-207-000		SUPPORT SERVICES	1,118.75
		Invoice #16089	
310-00-51410-207-000		SUPPORT SERVICES	491.25
		Invoice #16090	
670-00-53610-207-000		SUPPORT SERVICES	448.75
		Invoice #16091	
110-00-56400-207-101		SUPPORT SERVICES - GENERAL	337.30
		Invoice #16092	
		Total	12,790.75
40247	11/18/2015	CNA Surety Bond/Policy Renewal	
110-00-51410-207-000		SUPPORT SERVICES	175.00
		Policy #61248852	
110-00-51200-207-000		SUPPORT SERVICES	170.00
		Policy #61250186	
		Total	345.00
40248	11/18/2015	VISA Conference,Hiring Process	
110-00-52100-305-000		MAINTENANCE	399.00
110-00-52100-205-000		MEETINGS	178.00
110-00-52100-207-000		SUPPORT SERVICES	1,151.57
		Total	1,728.57
40249	11/18/2015	JEFFERSON FIRE & SAFETY, INC. Fire Extinguisher, Invoice#220993	

11/19/2015 7:48 AM

Check Register - Full Report - ALL

Page: 6

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/09/2015

From Account:

Thru: 11/18/2015

Thru Account:

Check Nbr	Check Date	Payee	Amount
110-00-52100-301-000		EQUIPMENT	170.00
		Total	170.00
40250	11/18/2015	US CELLULAR Cellular Phone Service	
110-00-52100-202-000		COMMUNICATION	41.20
		Total	41.20
40251	11/18/2015	Lisa M. Davis Cleaning Services	
110-00-52100-207-000		SUPPORT SERVICES	150.00
		Total	150.00
40252	11/18/2015	K & M Tire - Delphos Tire for Squad	
110-00-52100-305-000		MAINTENANCE Invoice #421164908	151.00
		Total	151.00
40253	11/18/2015	Wisconsin Park & Recreation Association Annual Conference	
140-00-55300-205-000		MEETINGS	325.00
		Total	325.00
40254	11/18/2015	Maintenance Services of Madison, Inc. Janitorial Services, Invoice #1383	
130-00-51600-207-000		SUPPORT SERVICES	649.12
110-00-51600-207-000		SUPPORT SERVICES	216.38
		Total	865.50
40255	11/18/2015	TERRY'S PIGGLY WIGGLY Supplies for Programs, Account #455	
130-00-55110-306-000		PROGRAMS	35.93
		Total	35.93

11/19/2015 7:48 AM

Check Register - Full Report - ALL

Page: 7

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/09/2015 From Account:
Thru: 11/18/2015 Thru Account:

Check Nbr	Check Date	Payee	Amount
40256	11/18/2015	Westphal & Company, Inc. Repair Overhead Lights on Building	
130-00-55110-301-000		EQUIPMENT Invoice #31691	204.00
		Total	204.00
40257	11/18/2015	Cintas Corporation #446 Uniform & Mat Service,Clean Floors	
110-00-53300-178-000		UNIFORM Account #446-01247	357.45
110-00-52100-207-000		SUPPORT SERVICES Account #446-09039	42.14
110-00-51600-207-000		SUPPORT SERVICES Invoice #446-09039	42.84
110-00-51600-207-000		SUPPORT SERVICES Account #446-09733	224.00
		Total	666.43
40258	11/18/2015	MADISON GAS & ELECTRIC Contracted Electric Service Costs	
110-00-53420-207-000		SUPPORT SERVICES Invoice #0149387	350.00
		Total	350.00
40259	11/18/2015	Strang, Patteson, Renning, Lewis & Lacy Legal Fees, Invoice #10040	
110-00-51410-208-000		LEGAL FEES	2,894.00
		Total	2,894.00
40260	11/18/2015	Cross Plains True Value Hardware October Billing	
670-00-57410-805-103		INFRASTRUCTURE - HWY 14 Rental	53.90
110-00-53300-304-101		SUPPLIES - GENERAL Natural Ties	37.18
110-00-53300-304-101		SUPPLIES - GENERAL Natural Ties	19.78
110-00-53300-304-101		SUPPLIES - GENERAL Screw Bit	2.29

ALL Checks
ALL FUNDS

ACCT

Dated From: 11/09/2015 From Account:
Thru: 11/18/2015 Thru Account:

Check Nbr	Check Date	Payee	Amount
110-00-53300-304-101 Cable Tie		SUPPLIES - GENERAL	12.98
110-00-53300-304-101 Outlet		SUPPLIES - GENERAL	7.99
110-00-53300-304-101 NBS,Coupler		SUPPLIES - GENERAL	25.19
110-00-53300-304-101 Rake		SUPPLIES - GENERAL	33.98
140-00-55200-305-000 Drum Liners		MAINTENANCE	21.99
110-00-53300-304-101 Tape Rule		SUPPLIES - GENERAL	21.99
110-00-53300-304-101 PVC Drain		SUPPLIES - GENERAL	11.99
110-00-53300-304-101 Battery		SUPPLIES - GENERAL	14.99
110-00-53300-304-101 Washer		SUPPLIES - GENERAL	8.99
110-00-53300-304-101 Gorilla Tape		SUPPLIES - GENERAL	17.99
110-00-53300-304-101 Paint		SUPPLIES - GENERAL	10.98
110-00-53300-304-101 Armored Plug		SUPPLIES - GENERAL	10.98
110-00-53300-304-101 Battery		SUPPLIES - GENERAL	4.99
110-00-53300-304-101 Chip Brush		SUPPLIES - GENERAL	2.97
110-00-53300-304-101 Primer,PVC Cement		SUPPLIES - GENERAL	8.58
110-00-53300-304-101 Couplier		SUPPLIES - GENERAL	2.29
670-00-57410-805-103 Rental		INFRASTRUCTURE - HWY 14	53.90
110-00-53300-304-101 Blade		SUPPLIES - GENERAL	15.99
670-00-53610-305-000 Plug,Elbow		GENERAL MAINTENANCE	13.78

11/19/2015 7:48 AM

Check Register - Full Report - ALL

Page: 9

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/09/2015 From Account:

Thru: 11/18/2015 Thru Account:

Check Nbr	Check Date	Payee	Amount
110-00-53300-304-101		SUPPLIES - GENERAL Saw Extension,Hole Saw	49.98
Total			465.67
<hr/>			
40261	11/18/2015	Solvang Tree Nursery LLC Sugar Maple Tree, Invoice #806	
140-00-55200-305-000		MAINTENANCE	500.00
Total			500.00
<hr/>			
40262	11/18/2015	MADISON GAS & ELECTRIC Gas & Electric	
110-00-51600-203-000		UTILITIES	393.56
110-00-52100-203-000		UTILITIES	127.09
130-00-51600-203-000		UTILITIES	1,337.36
110-00-51600-203-000		UTILITIES	445.78
110-00-51600-203-000		UTILITIES	179.98
110-00-51600-203-000		UTILITIES	80.57
140-00-55200-203-000		UTILITIES	200.87
140-00-55420-203-000		UTILITIES	318.21
110-00-53300-203-000		UTILITIES	451.19
670-00-51600-203-000		UTILITIES	3,079.14
110-00-53420-207-000		SUPPORT SERVICES	5,566.20
660-00-53700-623-000		POWER FOR PUMPING	2,187.20
Total			14,367.15
<hr/>			
40263	11/18/2015	Wisconsin Dept. of Justice1 Background Checks	
110-00-51410-207-000		SUPPORT SERVICES Account #L1313T	14.00

11/19/2015 7:48 AM

Check Register - Full Report - ALL

Page: 10

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/09/2015

From Account:

Thru: 11/18/2015

Thru Account:

Check Nbr	Check Date	Payee	Amount
			Total 14.00
40264	11/18/2015	MSA Professional Services, Inc. Professional Services	
120-00-57300-207-000		SUPPORT SERVICES Project #R03535015.0, Gateway Design	5,679.50
110-00-56400-207-101		SUPPORT SERVICES - GENERAL Project #R03535017.0, Sundance Analysis	615.00
			Total 6,294.50
40265	11/18/2015	James Peterson Sons, Inc. Sewer Lateral Lowering at 2034 Main St.	
670-00-57410-805-103		INFRASTRUCTURE - HWY 14	13,188.77
			Total 13,188.77
40266	11/18/2015	HELLENBRAND WELDING Repair on Snow Plow	
110-00-53300-305-101		MAINTENANCE - VEHICLE	105.00
			Total 105.00
40267	11/18/2015	WEAVER AUTO PARTS Brake Union, Engine Tune Up	
670-00-53610-305-000		GENERAL MAINTENANCE Account #6-16502	12.13
110-00-53300-305-101		MAINTENANCE - VEHICLE	17.20
110-00-53300-305-102		MAINTENANCE - EQUIPMENT	3.45
			Total 32.78
40268	11/18/2015	JERRY GRAY Reimbursement for LED	
110-00-53300-399-000		MISCELLANEOUS	158.14
			Total 158.14
40269	11/18/2015	Friends of the CCBC Books	
130-00-55110-304-101		SUPPLIES - BOOKS	262.00

11/19/2015 7:48 AM

Check Register - Full Report - ALL

Page: 11

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/09/2015

From Account:

Thru: 11/18/2015

Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			262.00
40270	11/18/2015	Mark Ripp Sewer & Drain Cleaning Sewer Work at 1404 & 1522 Main St.	
670-00-57410-805-103		INFRASTRUCTURE - HWY 14	250.00
670-00-57410-805-103		INFRASTRUCTURE - HWY 14	250.00
Total			500.00
40271	11/18/2015	BOEHNEN, INC. Sewer Laterals	
670-00-57410-805-103		INFRASTRUCTURE - HWY 14	38,062.91
Total			38,062.91
40272	11/18/2015	Northwestern Stone LLC Crushed Stone	
670-00-57410-805-103		INFRASTRUCTURE - HWY 14 Invoice #32557	140.70
120-00-57300-805-101		INFRASTRUCTURE - GENERAL Invoice #711.31	711.31
Total			852.01
40273	11/18/2015	Lincoln Contractors Supply Generator Rental, Invoice #R69249	
670-00-57410-805-103		INFRASTRUCTURE - HWY 14	765.37
Total			765.37
40274	11/18/2015	SAUK PLAINS PLUMBING & PUMPS INC. Sewer Work on Main St.	
670-00-57410-805-103		INFRASTRUCTURE - HWY 14 Invoice #14474	3,211.26
Total			3,211.26
40275	11/18/2015	Trierweiler Construction & Supply Company Remove/Replace Concrete on Main St.	
670-00-57410-805-103		INFRASTRUCTURE - HWY 14 Invoice #54806	9,470.09

11/19/2015 7:48 AM

Check Register - Full Report - ALL

Page: 12

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/09/2015

From Account:

Thru: 11/18/2015

Thru Account:

Check Nbr	Check Date	Payee	Amount
			Total
			9,470.09
<hr/>			
40276	11/18/2015	Goth Plumbing	
Install Partial Sewer Lateral			
670-00-57410-805-103		INFRASTRUCTURE - HWY 14	168.75
670-00-57410-805-103		INFRASTRUCTURE - HWY 14	300.00
			Total
			468.75
<hr/>			
40277	11/18/2015	Van Den Bergh Plubing LLC	
Sewer Replacement			
670-00-57410-805-103		INFRASTRUCTURE - HWY 14	527.50
Invoice #15			
670-00-57410-805-103		INFRASTRUCTURE - HWY 14	305.21
Invoice #19			
670-00-57410-805-103		INFRASTRUCTURE - HWY 14	1,266.77
Invoice #21			
670-00-57410-805-103		INFRASTRUCTURE - HWY 14	717.40
Invoice #24			
670-00-57410-805-103		INFRASTRUCTURE - HWY 14	1,412.10
Invoice #12			
			Total
			4,228.98
<hr/>			
40278	11/18/2015	NIESEN & SON LANDSCAPING	
Landscape Work, Invoice #009549			
670-00-57410-805-103		INFRASTRUCTURE - HWY 14	6,401.50
			Total
			6,401.50
<hr/>			
40279	11/18/2015	DRS LIMITED	
Asphalt Work on Main St.			
670-00-57410-805-103		INFRASTRUCTURE - HWY 14	16,035.00
Invoice #035923			
670-00-57410-805-103		INFRASTRUCTURE - HWY 14	50,025.00
Invoice #035896			
			Total
			66,060.00
<hr/>			
40280	11/18/2015	Scott Construction	
Niesen,Bollenbeck & East St. Work			

11/19/2015 7:48 AM

Check Register - Full Report - ALL

Page: 13

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/09/2015 From Account:

Thru: 11/18/2015 Thru Account:

Check Nbr	Check Date	Payee	Amount
120-00-57300-805-101		INFRASTRUCTURE - GENERAL	98,926.08
		Total	98,926.08
40281	11/18/2015	DANE-IOWA WASTEWATER Sludge Hauling & Testing	
670-00-53610-207-000		SUPPORT SERVICES	49.50
		Invoice #2497	
670-00-53630-207-000		SUPPORT SERVICES	18,115.53
		Invoice #2495	
		Total	18,165.03
40282	11/18/2015	ZARNOTH BRUSH WORKS, INC. Gutter Broom,Broom Refill	
110-00-53300-305-102		MAINTENANCE - EQUIPMENT	691.00
		Invoice #0157496-IN	
		Total	691.00
40283	11/18/2015	Mid-State Equipment Bobcat Skidsteer Loader Trade	
110-00-53300-301-000		EQUIPMENT	3,050.00
		Total	3,050.00
40284	11/18/2015	TERRY'S PIGGLY WIGGLY Supplies, Account #310	
140-00-55300-306-101		PROGRAMS	3.91
140-00-55300-205-000		MEETINGS	15.24
110-00-53300-399-000		MISCELLANEOUS	18.00
140-00-55300-306-101		PROGRAMS	4.58
140-00-55200-307-000		CONCESSIONS	13.33
140-00-55200-307-000		CONCESSIONS	5.37
		Total	60.43
40285	11/18/2015	SUPERIOR CHEMICAL CORPORATION Supreme Skin Creme	

11/19/2015 7:48 AM

Check Register - Full Report - ALL

Page: 14

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/09/2015

From Account:

Thru: 11/18/2015

Thru Account:

Check Nbr	Check Date	Payee	Amount
110-00-53300-399-000		MISCELLANEOUS	79.33
		Invoice #108600	
		Total	79.33
40286	11/18/2015	NORTHLAND DOOR SYSTEMS, INC.	
		Repair Mini Warehouse Doors	
110-00-53300-305-103		MAINTENANCE - INFRASTRUCTURE	325.45
		Invoice #107109	
		Total	325.45
40287	11/18/2015	TAPCO	
		Street Signs, Invoice #I508416	
110-00-53300-301-000		EQUIPMENT	294.43
		Total	294.43
40288	11/18/2015	Agsources Cooperative Services	
		Testing, Invoice #90156693	
670-00-53610-207-000		SUPPORT SERVICES	1,505.50
		Total	1,505.50
40289	11/18/2015	UNITED LABORATORIES	
		Lift-Zyme WWT	
670-00-53610-307-000		SYSTEM MAINTENANCE	2,269.71
		Invoice #INV136656	
		Total	2,269.71
40290	11/18/2015	Crescent Electric Supply Co.	
		UPC, Invoice #S501036969.001	
670-00-53610-305-000		GENERAL MAINTENANCE	115.94
		Total	115.94
40291	11/18/2015	USA Blue Book	
		Test Tubes, Beaker, Adapter, Gloves	
670-00-53610-304-000		SUPPLIES	472.27
		Invoice #781421	
		Total	472.27

11/19/2015 7:48 AM

Check Register - Full Report - ALL

Page: 15

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/09/2015

From Account:

Thru: 11/18/2015

Thru Account:

Check Nbr	Check Date	Payee	Amount
40292	11/18/2015	Kelbe Brothers Equipment Storm Laserometer	
670-00-53610-304-000		SUPPLIES Invoice #P97938	355.00
		Total	355.00
40293	11/18/2015	DIGGERS HOTLINE Locates, Billing ID #65701	
670-00-53610-399-000		MISCELLANEOUS	14.40
		Total	14.40
40294	11/18/2015	STATE LABORATORY OF HYGIENE Sampling	
660-00-53700-642-200		OPERATION - EXPENSE Reference #436661	25.00
		Total	25.00
40295	11/18/2015	Sensus Metering Systems Software Support	
660-00-53700-676-000		MAINTENANCE OF METERS Invoice #ZA16008477	1,838.00
		Total	1,838.00
40296	11/18/2015	Helt Diversified LLC Dumping Fees, Invoice #304634	
110-00-53300-305-103		MAINTENANCE - INFRASTRUCTURE	30.00
		Total	30.00
40297	11/18/2015	SAEMAN LUMBER CO. Supplies, #1511-324479	
110-00-53300-305-102		MAINTENANCE - EQUIPMENT	19.00
110-00-53300-305-102		MAINTENANCE - EQUIPMENT	5.40
110-00-53300-301-000		EQUIPMENT	66.16
		Total	90.56

11/19/2015 7:48 AM

Check Register - Full Report - ALL

Page: 16

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/09/2015 From Account:
Thru: 11/18/2015 Thru Account:

Check Nbr	Check Date	Payee	Amount
40298	11/18/2015	KALSCHEUR IMPLEMENT CO. Oil,Battery,Seal Kit,Switch,Filters	
110-00-53300-305-102		MAINTENANCE - EQUIPMENT Customer #672	252.80
		Total	252.80
40299	11/18/2015	CROSS PLAINS MOTORS, INC. Vehicle Repair Work	
110-00-53300-305-101		MAINTENANCE - VEHICLE Replace Brakes & Rotors in 2008 Dodge	990.50
110-00-53300-305-102		MAINTENANCE - EQUIPMENT Mount Tires on Bobcat	493.00
110-00-52100-305-000		MAINTENANCE Replace Thermostat in 2008 Ford	130.10
110-00-52100-305-000		MAINTENANCE Replace Fuel Cap in 2007 Ford	85.40
110-00-52100-305-000		MAINTENANCE Repair Cooling Sys Problem in 2008 Ford	781.25
		Total	2,480.25
40300	11/18/2015	Truck Country Maintenance,Clamp,Lube Filter	
110-00-53300-305-102		MAINTENANCE - EQUIPMENT Invoice #X201411964:01	368.33
670-00-53610-305-000		GENERAL MAINTENANCE Invoice #X201413207:01	32.78
		Total	401.11
40301	11/18/2015	Middleton Farmers Co-op Diesel Fuel, Customer #170070	
110-00-53300-303-000		FUEL	1,554.78
		Total	1,554.78
40302	11/18/2015	Chris Foss Contractors, Inc. Concrete Work	
670-00-57410-805-103		INFRASTRUCTURE - HWY 14 Invoice #204004	31,343.50
120-00-57300-805-101		INFRASTRUCTURE - GENERAL Invoice #204002	25,362.01

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/09/2015

From Account:

Thru: 11/18/2015

Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			56,705.51
<hr/>			
40303	11/18/2015	FIRST SUPPLY MADISON PVC Topper,Gaskets,Lube.	
670-00-57410-805-103		INFRASTRUCTURE - HWY 14 Invoice #3945979-00	90.78
670-00-57410-805-103		INFRASTRUCTURE - HWY 14 Invoice #3838733-01	140.55
670-00-57410-805-103		INFRASTRUCTURE - HWY 14 Invoice #3838733-00	31.01
670-00-57410-805-103		INFRASTRUCTURE - HWY 14 Invoice #3778794-00	817.89
670-00-57410-805-103		INFRASTRUCTURE - HWY 14 Invoice #3727950-00	419.00
670-00-57410-805-103		INFRASTRUCTURE - HWY 14 Invoice #3838733-02	46.85
670-00-57410-805-103		INFRASTRUCTURE - HWY 14 Invoice #4109263-00	47.84
660-00-53700-673-000		MAINTENANCE OF MAINS Invoice #3650877-00	701.25
Total			2,295.17
<hr/>			
40304	11/18/2015	Andrea Fullerton Reim. for Training & Meeting Expenses	
140-00-55300-205-000		MEETINGS	31.17
Total			31.17
<hr/>			
40305	11/18/2015	Mike Axon Mileage Reimbursement	
140-00-55200-303-000		FUEL	45.54
Total			45.54
<hr/>			
40306	11/18/2015	Jen Feltz Yoga Instructor	
140-00-55300-207-000		SUPPORT SERVICES	80.00
Total			80.00

ALL Checks
ALL FUNDS

ACCT

Dated From: 11/09/2015 From Account:
Thru: 11/18/2015 Thru Account:

Check Nbr	Check Date	Payee	Amount
40307	11/18/2015	Rebecca Printen Yoga Instructor	
140-00-55300-207-000		SUPPORT SERVICES	80.00
Total			80.00
40308	11/18/2015	Terri Z. Buechner Yoga Instructor	
140-00-55300-207-000		SUPPORT SERVICES	160.00
Total			160.00
40309	11/18/2015	Grant Manser Flag Football Ref.	
140-00-55200-207-000		SUPPORT SERVICES	141.75
Total			141.75
40310	11/18/2015	Associated Appraisal Consultants Inc. Assessor Services, Invoice #103192	
110-00-51530-207-000		SUPPORT SERVICES	753.64
Total			753.64
DEF 23.15	11/18/2015	WISCONSIN DEFERRED COMPENSATION pay 24 wi deferred comp	
110-00-21349-000-000		WI DEFERRED COMP	375.00
Total			375.00
FICA24.15	11/18/2015	ELECTRONIC FEDERAL TAX DEPOSIT pay 24 fed tax	
110-00-21311-000-000		FEDERAL WITHHOLD TAX PAY	3,839.25
110-00-21331-000-000		FICA TAXES PAYABLE	2,935.15
110-00-21331-000-000		FICA TAXES PAYABLE	2,935.15
Total			9,709.55
STATE 24.15	11/18/2015	STATE OF WI - ELECTRONIC FUND pay 24 state tax	
Total			24.15

11/19/2015

7:48 AM

Check Register - Full Report - ALL

Page: 19

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/09/2015

From Account:

Thru: 11/18/2015

Thru Account:

Check Nbr	Check Date	Payee	Amount
110-00-21312-000-000		STATE WITHHOLD TAX PAY	1,740.13
		Total	1,740.13
		Grand Total	1,035,250.61

11/19/2015

7:48 AM

Check Register - Full Report - ALL

Page: 20

ALL Checks

ACCT

ALL FUNDS

Dated From: 11/09/2015

From Account:

Thru: 11/18/2015

Thru Account:

Amount

Total Expenditure from Fund # 110 - GENERAL FUND	73,960.85
Total Expenditure from Fund # 120 - CAPITAL PROJECT FUND	307,494.79
Total Expenditure from Fund # 130 - LIBRARY FUND	2,943.07
Total Expenditure from Fund # 140 - PARKS/RECREATION FUND	2,382.89
Total Expenditure from Fund # 310 - TAX INCREMENT DISTRICT	491.25
Total Expenditure from Fund # 660 - WATER	181,156.30
Total Expenditure from Fund # 670 - SEWER	466,821.46
Total Expenditure from all Funds	1,035,250.61

Application for an "Operator's" License _____ WI _____
To Serve Fermented Malt Beverages and Intoxicating Liquors _____ Date _____ Year _____

I, the undersigned, do hereby respectfully make application to the local governing body of the Village of Cross Plains, County of Dane, Wisconsin for a License to serve, from the date hereof to June 30, 20____, 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, resolution, ordinances and regulation, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me.

I certify that I am 41 years of age. Date of Birth: ~~_____~~ Kwik Trip #833
Name of Establishment

Answer the following questions fully and completely:

Name: Lisa J. Dublin Is application new or a renewal? New
First MI Last

Address of Applicant: 9757 State Rd 19 Mazomanie, WI 53560 608-212-4579
Street Address City ZIP Code Phone Number

If renewal (within the past 2 years held a Class "A", "Class A", "Class C", Class "B" or "Class B" license or permit or a manager's or operator's license).

Where was the privilege obtained? (Town) Village
City Village

As required by WI Statutes Section 125.17(6), have you completed the alcohol awareness course? yes

If so, where? Kwik Trip Cross Plains

Have you ever had a criminal conviction? If yes, what and where? NO

Have you been convicted of any license law or ordinance regulating Fermented malt beverages or intoxicating liquors? NO

If so, name of court: _____

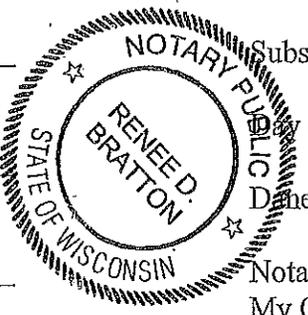
STATE OF WISCONSIN
DANE COUNTY

Lisa J. Dublin, 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 Lisa Dublin
Applicant sign here

X 10/30/15
Date of Application

Date of Board Approval _____



Subscribed and sworn to before me this 30
of October, 2015
Dane County, Wis.

Notary Public: Renee D. Bratton
My Commission Expires: 4/9/17

WISCONSIN

SELLER / SERVER CERTIFICATION

Trainee Name: lisa dublin

Date of Completion: 10/30/2015

School Name: 360training.com, Inc.

Certification # WI-31187



I, _____
certify that the above named person
successfully completed an approved
Learn2Serve Seller/Server course.

COMPLIES WITH WISCONSIN STATUTES 125.04, 125.17, 134.66



Learn2
serve

Corporate Headquarters
13801 Burnet Rd., Suite 100
Austin, Texas 78727
P: 800-442-1149



Cross Plains Police Department

Date: November 02, 2015

To: Village Administrator Matthew Schuenke

Ref: Operator's License Application

On November 02, 2015 I received an Application for an Operator's License from a Lisa J. Dublin. A review of Ms. Dublin's arrest and conviction record was completed in accordance with Village Ordinance 41.09 (b). The results of that review indicate Ms. Dublin has no arrest or convictions in contrast with Village ordinance 41.09(c).

Lisa J. Dublin therefore meets the criteria set forth in Village Ordinance 41.09(c) to receive an operator's license.

Thomas J. Janssen
Chief of Police

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town
 Village of Cross Plains County of Dane
 City

The undersigned duly authorized officer(s)/members/managers of Walgreen Co.
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Walgreens #12603
(trade name)

located at 2575 Main St., Cross Plains, WI 53528

appoints Joseph Studee
(name of appointed agent)

1016 Tilda Trail, Cross Plains, WI 53528
(home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 31

Place of residence last year 1016 Tilda Trail, Cross Plains, WI 53528

For: Walgreen Co.
(name of corporation/organization/limited liability company)

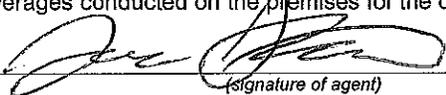
By: 
(signature of Officer/Member/Manager)

And: _____
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Joseph Studee, hereby accept this appointment as agent for the
(print/type agent's name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

 11/17/15 Agent's age
(signature of agent) (date)
1016 Tilda Trail, Cross Plains, WI 53528 Date of birth
(home address of agent)

**APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
(Clerk cannot sign on behalf of Municipal Official)**

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ by _____ Title _____
(date) (signature of proper local official) (town chair, village president, police chief)

Village of Cross Plains

License #: _____

CHICKEN & OTHER FOWL APPLICATION

Any person who keeps chickens in the Village shall obtain an annual license prior to January 1 of each year or within 30 days of first acquiring the chickens. The keeping of chickens is governed by Ordinance 21.11 of the Village Code.

APPLICANT INFORMATION

Applicant Name:	Jeff DeMets			
Address:	3072 Niesen St			
Primary Phone #:	798-1934	Mobile Phone #:	445-0666	Secondary Phone #: 445-0615
Email:	mitem19@gmail.com			

General Limitations

The Village Board finds that the keeping of chickens within the Village of Cross Plains may detract from and may be detrimental to healthful and comfortable life in the Village. The keeping of more than four chickens is declared a public nuisance if the following conditions are not maintained (Village Ordinance 21.11(a)). Please initial next to each duty to signify agreement.

1. No more than 4 chickens may harbored or kept upon any lot within the Village.	JD
2. No roosters shall be permitted.	JD
3. No chickens shall be slaughtered.	JD
4. The chickens shall be provided and will remain within a covered and fenced enclosure at all times.	JD
5. The covered and fenced enclosure area for any chickens shall conform to any and all regulations regarding accessory buildings for the zoning district in which the covered and fenced enclosure is situated.	JD

The applicant is solely responsible for the well-being of the chickens, condition of enclosures, and full compliance with Village Ordinance 21.11. The license is subject to all municipal codes in addition to all rules governing animal control. The applicant agrees to indemnify, defend and hold harmless the Village of Cross Plains and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorney fees arising out of the activities performed as authorized by the license, caused in whole or in part by any acts, negligent or otherwise, or any omission of the applicant, anyone directly or indirectly employed by the applicant or anyone whose acts on behalf of the applicant may be liable, except where caused by the sole negligence or willful misconduct of the Village.



 Applicant Signature

10-22-2015

 Date

For Office Use Only:

Date Received: 10-28-15

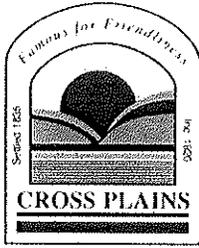
Notifications Mailed: Yes No 10/30/2015

Committee Meeting:

Written Complaints: Yes No

Board Meeting: 11-23-15

Approved Denied



October 30, 2015

Current Resident
3060 Niesen St
Cross Plains, WI 53528

Dear Property Owner;

This letter is to inform you that Jeff Demets plans to keep chickens on the property at 3072 Niesen Street in the Village of Cross Plains subject to compliance with Village Ordinance #21.11.

The Village is required to notice all properties within 200 feet of this address regarding their request for a license to keep chickens. Property Owners within this defined area have 14 days from the date of this letter to submit in writing to the Village Administrator/Clerk-Treasurer their objection of the approval of this application. This application will be considered Village Board for action on November 23rd.

The general limitations can be found on the permit application(s) included with this letter, and the ordinance can be found online at the Village website. Please contact me at (608) 798-3241 x 105 or matt@cross-plains.wi.us with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew G. Schuenke".

Matthew G. Schuenke
Village Administrator/Clerk-Treasurer

3072 Niesen St

P County Highway

Karen Court

Susan Court

Melody Parkway

Bollenbeck Street

Niesen Street

Thinnes Street

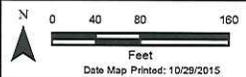
3072 Niesen

LEGEND

Zoning Districts

- A - Agriculture
- BG - General Business
- BOR - Office and Reserach Business
- C - Conservancy
- I - Industrial
- PDD-C - Planned Development Commercial
- PDD-R - Planned Development Residential
- R1 - Single Family Residential
- T-R1 - Single Family Residential - Temp.
- R2 - Two Family Residential
- R2-ZL - Two Family Residential - Zero Lot Line
- RM - Multifamily Residential

- Streets
- Tax Parcels (Static)
- Municipal Boundary
- Lakes
- Rivers



VILLAGE OF CROSS PLAINS

ORDINANCE NO. _____

**AN ORDINANCE CREATING MILL CREEK PARKWAY AND DEDICATING
MILL CREEK PARKWAY TO THE PUBLIC**

The Village Board of the Village of Cross Plains, Dane County, Wisconsin, following Plan Commission recommendation at its regular meeting on November 2, 2015, does hereby ordain as follows:

1. The land attached hereto as Exhibit A is owned by the Village of Cross Plains and is hereby dedicated to the public as a public street.
2. The name of this dedicated public street shall hereinafter be known as Mill Creek Parkway. A map of the current location of Mill Creek Parkway is attached hereto as Exhibit B and incorporated herein by reference.

Dated this 23rd day of November, 2015.

VILLAGE OF CROSS PLAINS:

By: _____
J. Patrick Andreoni, Village President

ATTEST:

By: _____
Matthew G. Schuenke,
Village Clerk/Administrator/Treasurer

Vote:

Yes _____

No _____

Authentication

The signatures of J. Patrick Andreoni and Matthew G. Schuenke, in their capacities indicated, are hereby authenticated this _____day of November, 2015.

Attorney Paul A. Johnson
SBN: 1021492

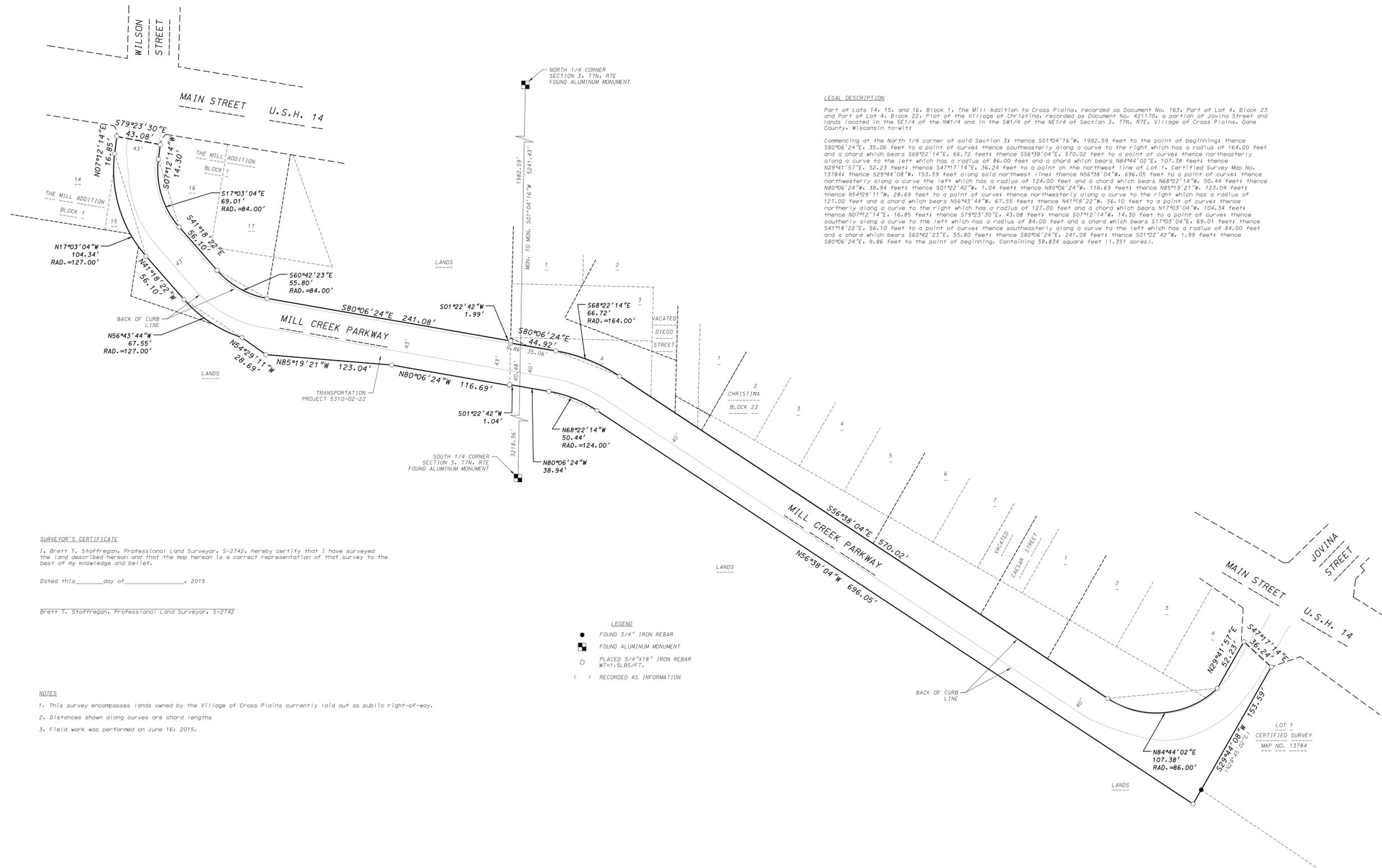
EXHIBIT A

Legal Description

Part of Lots 14, 15 and 16, Block 1, The Mill Addition to Cross Plains, recorded as Document No. 163, Part of Lot 4, Block 23 and Part of Lot 4, Block 22, Plat of the Village of Christina, recorded as Document No. 421170, a portion of Jovina Street and lands located in the SE ¼ of the NW ¼ and in the SW ¼ of the NE ¼ of Section 3, T7N, R7E, Village of Cross Plains, Dane County, Wisconsin to-wit:

Commencing at the North ¼ corner of said Section 3; thence S01°04'16"W, 1982.59 feet to the point of beginning; thence S80°06'24"E, 35.06 feet to a point of curve; thence southeasterly along a curve to the right which has a radius of 164.00 feet and a chord which bears S68°22'14"E, 66.72 feet; thence S56°38'04"E, 570.02 feet to a point of curve; thence northeasterly along a curve to the left which has a radius of 86.00 feet and a chord which bears N84°44'02"E, 107.38 feet; thence N29°41'57"E, 52.23 feet; thence S47°17'14"E, 36.24 feet to a point on the northwest line of Lot 1, Certified Survey Map No. 13784; thence S29°44'08"W, 153.59 feet along said northwest line; thence N56°38'04"W, 696.05 feet to a point of curve; thence northwesterly along a curve the left which has a radius of 124.00 feet and a chord which bears N68°22'14"W, 50.44 feet; thence N80°06'24"W, 38.94 feet; thence S01°22'42"W, 1.04 feet; thence N80°06'24"W, 116.69 feet; thence N85°19'21"W, 123.04 feet; thence N54°29'11"W, 28.69 feet to a point of curve; thence northwesterly along a curve to the right which has a radius of 127.00 feet and a chord which bears N56°43'44"W, 67.55 feet; thence N41°18'22"W, 56.10 feet to a point of curve; thence northerly along a curve to the right which has a radius of 127.00 feet and chord which bears N17°03'04"W, 104.34 feet; thence N07°12'14"E, 16.85 feet; thence S79°23'30"E, 43.08 feet; thence S07°12'14"W, 14.30 feet to a point of curve; thence southerly along a curve to the left which has a radius of 84.00 feet and a chord which bears S17°03'04"E, 69.01 feet; thence S41°18'22"E, 56.10 feet to a point of curve; thence southeasterly along a curve to the left which has a radius of 84.00 feet and a chord which bears S60°42'23"E, 55.80 feet; thence S80°06'24"E, 241.08 feet; thence S01°22'42"W, 1.99 feet; thence S80°06'24"E, 9.86 feet to the point of beginning. Containing 58.834 square feet (1.351 acres).

EXHIBIT B



LEGAL DESCRIPTION

Part of Lots 14, 15, and 16, Block 1, The Mill Addition to Cross Plains, recorded as Document No. 163; Part of Lot 4, Block 23 and Part of Lot 4, Block 22, Plat of the Village of Christina, recorded as Document No. 421170, a portion of Jovina Street and lands located in the SE1/4 of the NW1/4 and in the SW1/4 of the NE1/4 of Section 3, T7N, R7E, Village of Cross Plains, Dane County, Wisconsin to-wit:

Commencing at the North 1/4 corner of said Section 3; thence S01°04'16"W, 1982.59 feet to the point of beginning; thence S80°06'24"E, 35.06 feet to a point of curve; thence southeasterly along a curve to the right which has a radius of 164.00 feet and a chord which bears S68°22'14"E, 66.72 feet; thence S56°38'04"E, 570.02 feet to a point of curve; thence northeasterly along a curve to the left which has a radius of 86.00 feet and a chord which bears N84°44'02"E, 107.38 feet; thence N29°41'57"E, 52.23 feet; thence S47°17'14"E, 36.24 feet to a point on the northwest line of Lot 1, Certified Survey Map No. 13784; thence S29°44'08"W, 153.59 feet along said northwest line; thence N56°38'04"W, 696.05 feet to a point of curve; thence northeasterly along a curve to the left which has a radius of 124.00 feet and a chord which bears N68°22'14"W, 50.44 feet; thence N80°06'24"W, 38.94 feet; thence S01°22'42"W, 1.04 feet; thence N80°06'24"W, 116.69 feet; thence N85°19'21"W, 123.04 feet; thence N54°29'11"W, 28.69 feet to a point of curve; thence northwesterly along a curve to the right which has a radius of 127.00 feet and a chord which bears N56°43'44"W, 67.55 feet; thence N41°18'22"W, 56.10 feet to a point of curve; thence northerly along a curve to the right which has a radius of 127.00 feet and a chord which bears N17°03'04"W, 104.34 feet; thence N07°12'14"E, 16.85 feet; thence S79°23'30"E, 43.08 feet; thence S07°12'14"W, 14.30 feet to a point of curve; thence S41°18'22"E, 56.10 feet to a point of curve; thence southeasterly along a curve to the left which has a radius of 84.00 feet and a chord which bears S60°42'23"E, 55.80 feet; thence S80°06'24"E, 241.08 feet; thence S01°22'42"W, 1.99 feet; thence S80°06'24"E, 9.86 feet to the point of beginning. Containing 58,834 square feet (1.351 acres).

SURVEYOR'S CERTIFICATE

I, Brett T. Stoffregan, Professional Land Surveyor, S-2742, hereby certify that I have surveyed the land described herein and that the map hereon is a correct representation of that survey to the best of my knowledge and belief.

Dated this _____ day of _____, 2015

Brett T. Stoffregan, Professional Land Surveyor, S-2742

- LEGEND
- FOUND 3/4" IRON REBAR
 - FOUND ALUMINUM MONUMENT
 - PLACED 3/4"x18" IRON REBAR WT=1.9LBS/FT.
 - () RECORDED AS INFORMATION

NOTES

1. This survey encompasses lands owned by the Village of Cross Plains currently laid out as public right-of-way.
2. Distances shown along curves are chord lengths.
3. Field work was performed on June 16, 2015.

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
 7590 Westward Way, Madison, WI 53717
 Phone: 608.893.7590 • Fax: 608.893.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

PLAT OF SURVEY
MILL CREEK PARKWAY
 LOCATED IN THE SE1/4 OF THE NW1/4 AND IN THE SW1/4 OF THE NE1/4 OF SECTION 3, T7N, R7E, VILLAGE OF CROSS PLAINS, DANE COUNTY, WISCONSIN

GRID NORTH WISCONSIN COUNTY COORDINATE SYSTEM
 THE NORTH-SOUTH LINE OF THE SECTION 3, T7N, R7E BEARS S01°04'16"W

SCALE: 1" = 50'

DATE: 08-24-15
 REVISED: _____

FN: 14-02-114
 Sheet Number: 1 of 1



DANE COUNTY

Joe Parisi
County Executive

October 23, 2015

Matt Schuenke, Village Administrator
Village of Cross Plains
2417 Brewery Road
P.O. Box 97
Cross Plains, WI 53515

Dear Matt,

I am pleased to inform you that the Village of Cross Plains has been selected to receive a 2015 BUILD grant in the amount of \$15,000. We are glad to be able to help the Village conduct the Glacier Ridge Square Redevelopment – a very worthwhile project.

The next step will be for the Village to pass a resolution approving the required matching funds: a minimum of \$9,000 (total project cost of \$24,000). In addition, please provide us with a brief outline of the process for project implementation and how the recommendations that result from these projects will be approved and implemented. Send this letter, and a copy of the resolution, no later than November 27, 2015, to our BUILD Program staff. Upon receipt of this information, we will prepare a grant agreement between the Village and the County for the BUILD grant funds.

Congratulations on your successful application! We look forward to hearing about your progress. If you have any questions, please feel free to contact Pamela Andros of my staff at 261-9780, or Andros@countyofdane.com.

Sincerely,

Joe Parisi
County Executive

JP/pa

STATE OF WISCONSIN: DANE COUNTY: VILLAGE OF CROSS PLAINS

A resolution accepting a grant through the Dane County BUILD Program in the amount of \$15,000 to fund planning activities associated with the Glacier's Edge Square Shopping Center Redevelopment

RESOLUTION NO. 17-2015

The Board of Trustees of the Village of Cross Plains adopts the following Resolution:

WHEREAS, the Village of Cross Plains was recently awarded a \$15,000 grant through Dane County Better Urban Infill Development (BUILD) program to fund planning activities associated with the future redevelopment and/or rehabilitation of the Glacier's Edge Square Shopping Center;

WHEREAS, the BUILD program requires that a local match equal to the amount of \$9,000 be provided by the municipality receiving the grant award; and

WHEREAS, in order to finalize the Village's grant application and accept the grant award, the Village must provide additional information, including a resolution of the Village Board approving the planning project, approving local financial match contribution, and authorizing the final application for BUILD grant funding.

NOW, THEREFORE BE IT RESOLVED that:

1. The Village Board approves the proposal for planning activities associated with the future redevelopment and/or rehabilitation of Glaciers Edge Square Shopping Center, described on the attached Exhibit "A";
2. The Village is committed to providing the required local match of \$9,000; and
3. The Village Board authorizes the filing of the final application for BUILD grant funding in the amount of \$15,000.

This resolution shall take effect upon its passage and publication or posting as provided by Law.

Dated this 23rd day of October, 2015.

Village of Cross Plains:

Attest:

By: _____

By: _____

J. Patrick Andreoni
Village President

Matthew G. Schuenke
Village Administrator/Clerk-Treasurer

Glacier's Edge Square Shopping Center Redevelopment Village of Cross Plains

**DANE COUNTY BUILD GRANT LETTER OF APPLICATION
SEPTEMBER 4, 2015**



CONTENTS

3 Cover Letter

4 Project Description

6 Population Impacted

8 Location Map

9 Advancement of BUILD Objectives

10 Work Plan and Time Line

11 Desired Outcomes

12 Relevant Previous Planning

16 Contact & Steering Committee Membership

17 Estimated Project Cost & Match Acknowledgement
Statement

**VILLAGE OF CROSS PLAINS**

2417 Brewery Road, PO Box 97 • Cross Plains, WI 53528 • Phone (608) 798-3241 • Fax (608) 798-3817

August 27, 2015

Pamela Andros, AICP
Dane County Planning and Development
City-County Building, Room 116
210 Martin Luther King Jr, Blvd.
Madison, WI 53703
E-mail: Andros@countyofdane.com

Subject: BUILD Grant Application for Glacier's Edge Square Shopping Center in the Village of Cross Plains, Wisconsin

Dear Ms. Andros,

The Village of Cross Plains is pleased to submit this grant application for funding assistance for redevelopment/infill of the Glacier's Edge Square Shopping Center Project. The estimated fee for this project is \$24,000. The Village is requesting the maximum amount of \$15,000 from Dane County and will provide a local match of \$9,000.

The Glacier's Edge Square Shopping Center is a major mixed-use business and commercial activity node within the Village of Cross Plains. The center is located off US 14/ Main Street and County Road P, is entirely auto-centric and has not been updated since construction in the early 1990's. There is new commercial construction occurring and proposed elsewhere along Main Street. If improvements are not made it is highly unlikely that the development can continue to compete with current and future demands of the market.

The desired outcomes of the planning process are to provide the Village of Cross Plains a road map for improvement and implementation of viable design strategies to ensure that the Glacier's Edge Square Center remains viable into the future. The Glacier's Edge Square Shopping Center Redevelopment Plan will 1) Provide better vehicular, bicycle and pedestrian access and circulation to the development and within it, 2) Re-imagine an underutilized village "park" into a multi-purpose, flexible and desirable community asset or infill development, 3) Improve parking lot design aesthetic to create a sense of arrival and entry, 4) Improve the curb appeal of existing buildings, creating a unique and memorable sense of place that increases property values and consumer activity, 5) Address impacts and provide solutions to the WisDOT 2015 reconstruction of US14 on adjacent lots and 6) Provide the Village with a plan for infill development on underutilized parcels fronting US 14.

Thank you for this opportunity to submit this request.

Sincerely,

J. Patrick Andreoni
Village President

Matthew G. Schuenke
Village Administrator/Clerk-Treasurer

www.cross-plains.wi.us

Glacier's Edge Square Shopping Center Redevelopment

Village of Cross Plains

The following section provides a description of the proposed planning area, including the boundaries, the current conditions of buildings and infrastructure, and the need for revitalization and infill development.

PROJECT DESCRIPTION

The Study Area

Glacier's Edge Square Shopping Center is a major business and commercial activity node within the Village of Cross Plains, Wisconsin in Dane County. The center is located off of US 14/ Main Street and County Road P. The study area is bound by US 14/Main Street, Church Street, and West Brewery Road. "Glacier Edge Square" is the internal access road within the development. The study area consists of a mix of uses including: commercial and second story multi-family residential. The primary businesses include: Piggly Wiggly, Walgreens, World of Variety, Subway, Culver's, Cross Plains Chiropractic, U.S. Cellular, American Family Insurance, Edward Jones and State Bank of Cross Plains.

Additional businesses include: All-American Liquor-Video-Tan, Snap Fitness, Hair Chamber, LA Tolteca Mexican Cuisine, General Tso's Chinese Food, PT Firearms and Accessories, Glacier's Edge Salon & Spa, Styles Unlimited, Maria's Pizza and Marila Veterinary Clinic.

Adjacent Uses

North and northwest of the study area is predominantly single family residences, with the exception of a St. Martin's Lutheran Church located near the intersection of Church Street and W Brewery Road.

East of the study area is a mix of single family residences, Valley Home Cemetery and UW Health Cross Plains Facility.

South of the study area is a Kwik Trip Gas Station located near the Church Street intersection along US 14 Main Street. The Black Earth Creek flows through a wetland area behind the Gas Station beyond the length of the study area as well as the Ice Age State Trail.

Cross Plains has only a modest traditional Main Street downtown area west of the proposed planning area; Glacier's Edge Square is the Village's greatest concentration of retail stores.

CURRENT CONDITIONS

Existing Conditions

The Shopping Center is entirely auto-centric and has not been updated since construction in the early 1990's. Meanwhile, there is new commercial construction occurring and proposed elsewhere along Main Street. If improvements are not made it is highly unlikely that the development can continue to compete with current and future demands of the market.

Buildings: The mixed-use buildings, (identified as 1. thru 4. on the location map) are aging and lack architectural character that would help to maintain viability in today's market.

Parking Lots: The existing parking lots are at varying levels of wear,

and are starting to need resurfacing and/or replacement. There are few parking lot islands and shade trees or landscaping within the development. In addition to the condition of the parking lot, the design is poor and does not provide a comfortable pedestrian environment.

Village Park: The Village owns a piece of property located in the center of the Square that is officially a Village park but is seldom used as such due to its poor location and design. It features some grass, gravel, a few benches and a handful of trees. This “park” is surrounded by parking and drive lanes, offers no shelter or other reason to be there, and is seldom used.

Infrastructure and Access

The Shopping Center is entirely auto-centric with little regard to pedestrian comfort or alternative transportation connections, despite the presence of rental and condo units above the commercial spaces.

Vehicular Access: The Shopping Center can be accessed in three locations. The primary access road is via Glacier’s Edge Square near All-American Liquor. Walgreen’s, State Bank of Cross Plains, The Hair Chamber, Culver’s and Cross Plains Chiropractic Buildings have their own curb cuts off Main Street. The Second access drive is off of W Brewery Road on the south side of Piggly Wiggly and an additional, adjacent, yet separate drive for Walgreens separated by a vegetated median. The final access drive is located off of Church Road just north of the Culver’s parking lot.

The Square can be accessed through Cross Plains Chiropractic, State Bank All American Liquor and Walgreens and Piggly Wiggly parking lots as well. The number, location and proximity of entry drives is an issue to be addressed in the planning process. If consolidated, there is the potential to improve safety and make more land available for other uses.

Pedestrian Access: The Ice Age Trail runs through Cross Plains but does not directly connect to the center. Sidewalks are provided around the entire project area but connect into the development at only two points.

Bicycle Access: There are no designated bike lanes or routes through the Square and the center lacks accessory bicycle infrastructure.

THE NEED FOR REVITALIZATION AND INFILL DEVELOPMENT

The primary focus of the redevelopment plan would be to explore infill alternatives and cosmetic improvements for the mixed-use buildings and Village Park along Glacier’s Edge Square, The All American Liquor and The Hair Chamber parcels. The study would also include evaluating access, circulation (pedestrian, cyclist and vehicular), parking, park and facade improvements.

Objectives:

Evaluate parking at peak times to determine need, use and potential issues and opportunities.

Evaluate the impact of the US14/ Main Street reconstruction project on parcels and parking along Main Street (Walgreens in particular).

Identify improvement strategies for pedestrian access to and within the planning area.

Identify improvement strategies for vehicular access and internal circulation.

Evaluate alternative designs for the parking areas that work with new access configurations while improving pedestrian safety and comfort.

Explore the capacity of this site to host a community farmers market (a current market may lose its site to redevelopment soon).

Explore redevelopment alternatives for the parcels at the main entry to the development (All American Liquor and The Hair Chamber).

Study three redevelopment alternatives for the Village owned parcel. 1) re-image the space as a more inviting park, 2) turn the area into an open marketplace or 3) redevelop with private infill development.

Evaluate alternatives for facade beautification improvements for the original Glacier’s Edge Square commercial buildings.

Evaluate projected tax revenue of any redevelopment scenarios to identify the potential for tax increment finance assistance.

POPULATION IMPACTED

The following section provides a description of the population most directly impacted, including estimated number of persons, ages and household incomes.

Population: (Figures 1 & 2) Cross Plains is a village with a population of 3,538. Figures 1 and 2. provide population trends and projections for the Village and Town of Cross Plains as well as Dane County and Wisconsin for comparison purposes. As a prominent “gateway” site at the east entry to the City, the planning area conveys to residents and visitors an implicit message about the quality and vitality of the Village. Users of the site include not only most residents of the Village and surrounding Town of Cross Plains, but also residents of Mazomanie, Black Earth, and other communities from which many people commute to Madison each workday.

Income: (Figure 3) identifies the income for residents in the village, town and county. The per capita income for residents of the village in 2000 was \$23,894 with a median family income of \$62,500 and a median household of \$56,629.

Age: (Figure 4) Over 27% of the population of the Cross Plains is under the age of 18, while over 32% are between the ages of 35 and 55 years old, 20% is over the age of 55.

Household Counts: (Figure 5) The current number of households within the village is 1,639, projections indicate an additional 157 households will be added by the year 2020 and another 300 by the year 2030.

Figure 1: Population Trends and Projections

	Village of Cross Plains	Town of Cross Plains	Dane County	Wisconsin
1980	2,156	1,003	323,545	4,705,642
1990	2,362	1,206	367,085	4,891,769
2000	3,084	1,419	426,526	5,363,675
2010	3,538	1,557	488,073	5,686,986
2015	4,158	1,648	523,800	5,783,015
2020	4,534	1,742	558,977	6,005,080
2025	4,901	1,832	592,888	6,203,850
2030	5,249	1,915	624,454	6,375,910

Source: 2010 Census; Wisconsin Dept. of Administration

Figure 2: Population Trends and Projections (Village and Town of Cross Plains)

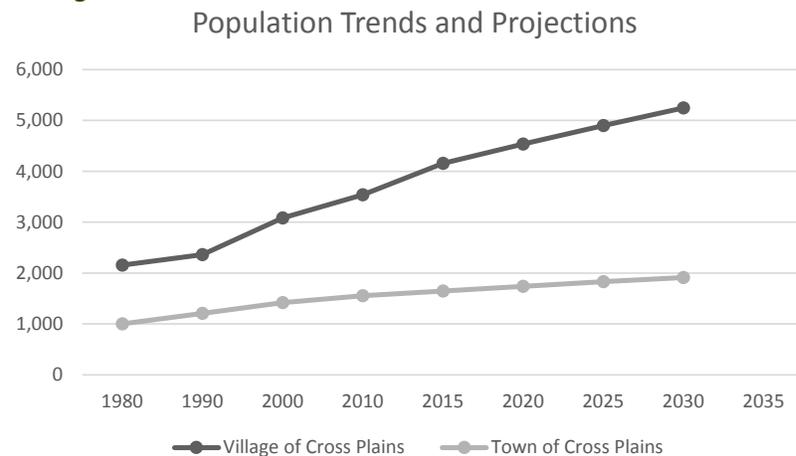


Figure 3: Income

		2010	Avg. 2009-2013
Village of Cross Plains	Per Capita	\$23,894	\$30,385
	Median Family	\$62,500	\$84,688
	Median Household	\$56,629	\$65,571
	Below Poverty	2.3%	3.3%
Town	Per Capita	\$30,163	\$50,665
	Median Family	\$74,327	\$106,641
	Median Household	\$66,055	\$97,344
	Below Poverty	1.5%	1.2%
County	Per Capita	\$24,985	\$33,712
	Median Family	\$62,964	\$83,509
	Median Household	\$49,223	\$61,721
	Below Poverty	7.6%	12.9%

Figure 4 : Age and Sex

	Village of Cross Plains		Town of Cross Plains		Dane County	
	Number	Percent	Number	Percent	Number	Percent
Male	1762	49.8%	786	52.2%	241,411	49.5%
Female	1776	50.2%	721	47.8%	246,662	50.5%
Under 10	544	15.4%	152	10.1%	60,114	12.3%
10-19 years	495	14.0%	213	14.1%	61,742	12.7%
20-34 years	642	18.1%	167	11.1%	126,105	25.8%
35-54 years	1139	32.2%	504	33.4%	133,593	27.4%
55-64 years	391	11.1%	244	16.2%	56,375	11.6%
65-74 years	173	4.9%	142	9.4%	26,559	5.4%
75-84 years	109	3.1%	69	4.6%	15,811	3.2%
85 & Over	45	1.3%	16	1.1%	7,774	1.6%
18 & Under	969	27.4%	334	22.2%	366,217	75.0%
65 & Over	327	9.2%	227	15.1%	50,144	10.3%
Totals	3,538	100%	1,507	100%	488,073	100%

Source: 2010 Census Data

Figure 5 : Household Counts

	Village of Cross Plains		Town of Cross Plains		Dane County		Wisconsin	
	Number	Persons Per*	Number	Persons Per*	Number	Persons Per*	Number	Persons Per*
1980	n/a	n/a	n/a	n/a	120,601	2.70	1,652,261	2.85
1990	n/a	n/a	n/a	n/a	142,786	2.60	2,055,774	2.38
2000	1,199	2.56	513	2.77	173,484	2.50	2,084,544	2.57
2010	1,386	2.55	581	2.59	203,750	2.50	2,279,768	2.49
2015	1,639	2.54	639	2.58	210,573	2.49	2,329,913	2.48
2020	1,796	2.52	679	2.56	225,844	2.48	2,431,538	2.47
2025	1,951	2.51	718	2.55	240,748	2.46	2,524,646	2.46
2030	2,100	2.50	754	2.54	254,840	2.45	2,607,704	2.45

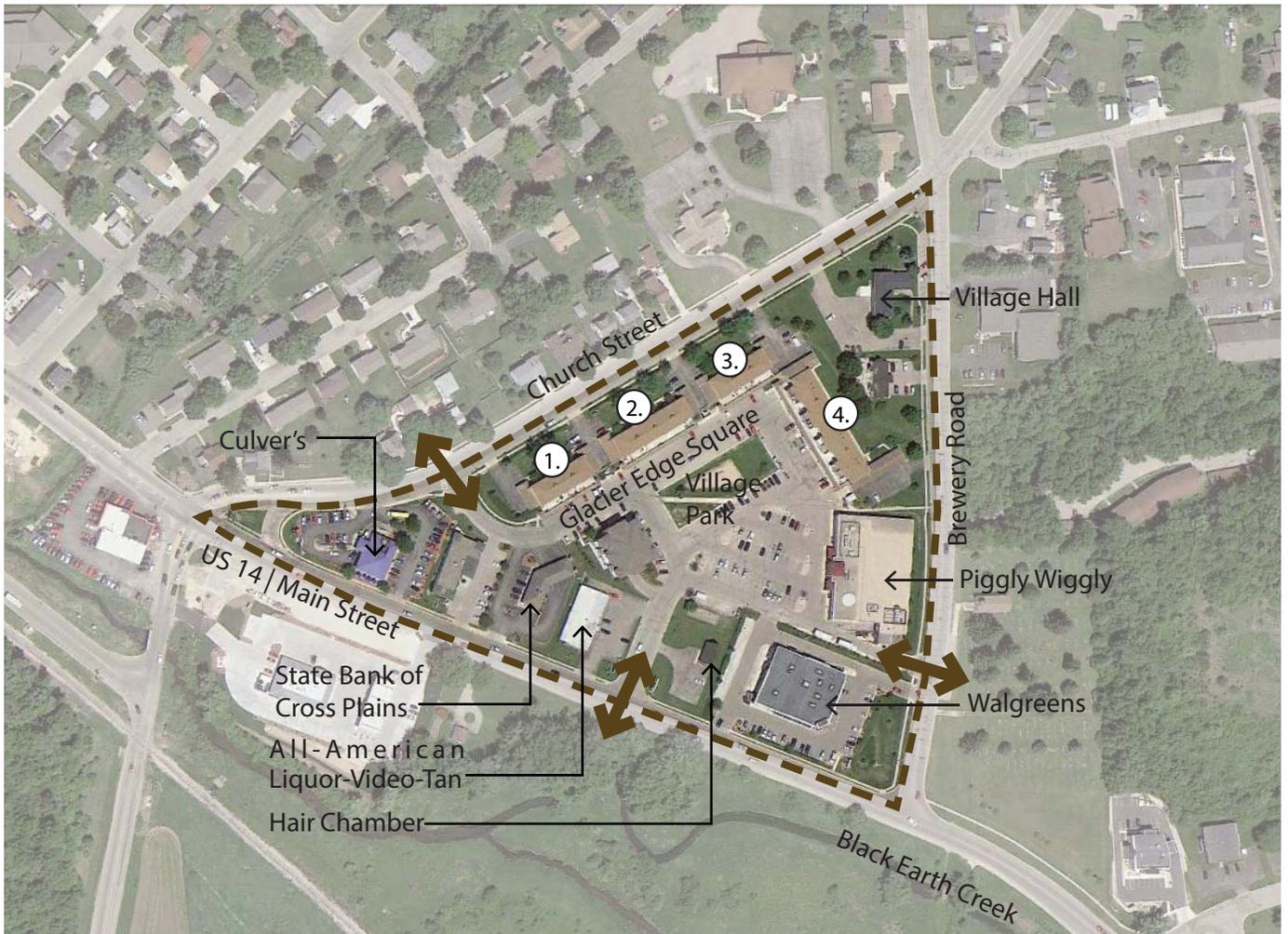
* Forecasted Years (2015-2035) assumes a 1% decline per decade (past decline ranged from 1.0-4%, excluding State figures)

Source: Census Bureau



GLACIER'S EDGE SQUARE SHOPPING CENTER

LOCATION MAP



BUILD OBJECTIVES

The following section provides a description of how the project will advance the BUILD program objectives.

WHY GLACIER'S EDGE SQUARE SHOPPING CENTER REDEVELOPMENT PLAN MEETS BUILD OBJECTIVES

Objective: Make better use of existing infrastructure.

Though some of the internal circulation will likely be reconfigured, this project aims to spur infill development without the need for new streets or sewer or water extensions.

Objective: Locate community services, jobs and shopping in close proximity.

By reinvigorating this site, the Village can maintain and grow services, jobs and shopping within walking distance of many residents, while preventing growth in other locations not as closely integrated with the Village.

Objective: Stabilize and enhance existing neighborhoods, downtowns and other business districts.

By enhancing the commercial and public spaces in this planning area, the village has the opportunity to also enhance the value and stability of the various residential units in and near the planning area.

Objective: Produce housing and jobs for low to moderate-income people

The range of businesses in the shopping center provide a range of unskilled to some skilled job opportunities to low and moderate income people. These jobs span the spectrum from fast food and restaurateurs, grocery store workers, bank and Insurance brokers to hair stylists.

Objective: Improve the lives of those of low to moderate income living in the community.

Development in the center provides a variety of retail sales and services available to a range of income levels. The potential use of the site for a farmers market as the potential to provide low to moderate income residents with access to locally grown vegetables and produce.

The condo units within Glacier Edge Square, which will be protected and enhanced by the improvement of adjacent spaces, function as affordable owner-occupied housing in the Village.

Objective: Avoid converting productive farmland on urban fringes and in rural areas.

By promoting reinvestment in this site the Village can forestall growth on greenfield sites.

Objective: Provide viable options to auto trips by supporting walking, biking and transit.

As previously discussed this development is auto-centric with attempts to create a pedestrian and cyclist friendly environment that was not fully executed. A redesign will incorporate better walking and bicycling alternatives, especially to the neighborhoods directly adjacent.

Objective: Clean up environmentally contaminated sites.

While there is no known contamination on site, we plan to evaluate alternatives to pervious surfaces and increase vegetative cover to help improve not only aesthetics but stormwater management and the urban heat island effect within the parking lot.

WORK PLAN AND TIMELINE

The following section provides a description of the project work plan and time line. This schedule includes approximate meeting schedule for local BUILD Steering Committee:

Project Schedule	2016						
	NOV. - FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST
Glacier's Edge Square Redevelopment Plan -Village of Cross Plains -							
Contract preparation, approval, execution							
Project negotiations							
PHASE 1: Data Collection, Inventory & Analysis							
Site Visits							
Data Collection and Mapping							
Business and Property Inventories							
Site Inventory/Analysis/Existing Conditions/Issues and Opportunities							
Parking Occupancy Study							
PHASE 2: Conceptual Site Plans							
Develop three conceptual site plans for redevelopment including projected tax revenues							
Develop two conceptual alternatives for façade improvements							
Revised selected design alternatives							
Develop Final Plan and Deliverables							
PHASE 3: Meetings							
Steering Committee Kick-Off		1					
Public Informational Meeting			2				
Preliminary Design Review (Steering Committee)				3			
Public Informational Meeting					4		
Final Design Review (Steering Committee)						5	
Village Board Adoption							6
<i>Assumes a Project Start Date of March 1st, 2016</i>							
Meeting Groups				Document Production			
Steering Committee Meeting (3 Total)							

DESIRED OUTCOMES

The desired outcomes of the planning process are to provide the Village of Cross Plains a road map for improvement and implementation of viable design strategies to ensure that the Glacier's Edge Square Shopping Center remains viable into the future.

The Glacier's Edge Square Shopping Center Redevelopment Plan will:

Provide better vehicular, bicycle and pedestrian access and circulation to the development and within it.

Re-imagine an underutilized village park into a multi-purpose, flexible and desirable community asset.

Improve parking lot design aesthetic to create a sense of arrival and entry.

Improve the curb appeal of existing buildings, creating a unique and

memorable sense of place that increases property values.

Address impacts and provide solutions to the WisDOT 2015 reconstruction of US14 on Walgreen's parking lot.

Provide the Village with a plan for infill development on underutilized properties.

RELEVANT PREVIOUS PLANNING

WisDot 2015 USH 14 Reconstruction

US 14 Streetscape and Signage Plan, 2015

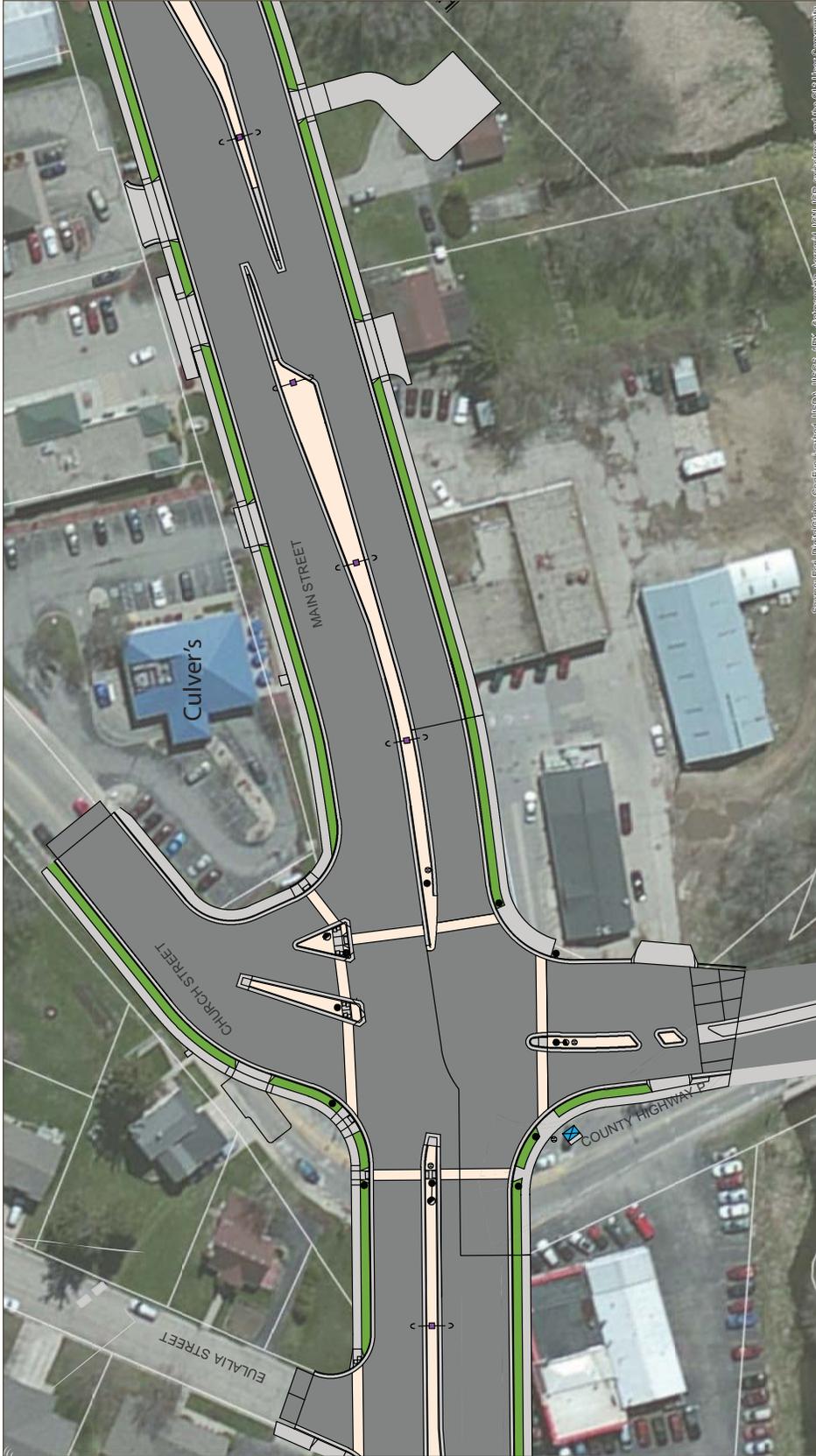
Cross Plains Comprehensive Plan, 2012

Cross Plains TID #3 Project Plan, 2008

Cross Plains Strategic Plan, 2007

Cross plains Downtown Revitalization Plan, 2005

US 14 | MAIN STREET RECONSTRUCTION



Source: Esri, DigitalGlobe, GeoEye, Earthstar (USA), Airphoto, DigitalGlobe, Swire, USDA, AeroGRID, IGN, SDA, Context, Bing, Baidu, and the City User Community

US 14 | MAIN STREET RECONSTRUCTION



Source: Esri, DigitalGlobe, GeoEye, USDA, USGS, AeroGRID, IGN, IGP, aerial photography, and the GIS User Community

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PRIMARY CONTACT

Matt Schuenke, Zoning
Administrator

Phone: 608-798-3241 x105

Fax: 608-798-3317

matt@cross-plains.wi.us

**STEERING COMMITTEE
MEMBERSHIP**

Steering Committee membership will be determined prior to final grant approval by Dane County. Membership is likely to include a mix of current Planning Commission members, Glacier's Edge Square property owners, members of the Chamber of Commerce, Village Staff and elected officials.

It is the duty of all members of the steering committee to attend steering committee meetings and provide valuable stakeholder insights into redevelopment alternatives to guide decision making about the Glacier's Edge Square redevelopment.

ESTIMATED PROJECT COST

The following section provides an estimation of project planning services.

The estimated fee for this work is \$24,000 and includes the following:

Phase 1: Data Collection, Inventory and Analysis

Task 1: Site Visit

Task 2: Data Collection and Mapping

Task 3: Business and Property Inventories

Task 4: Site Inventory and Analysis/ Existing Conditions/Issues and Opportunities

Task 5: Parking Occupancy Study

Phase 2: Conceptual Site Plans

Task 1: Develop three conceptual alternatives for redevelopment of the Village Park Area including adjacent pedestrian and vehicular infrastructure

Task 2: Develop two conceptual alternatives for facade improvements

Task 3: Develop two conceptual alternatives for All-American Liquor-Video-Tan/ Hair Chamber properties, including access and lot reconfigurations

Task 4: Develop Final Plan and deliverables

Phase 3: Meetings

Included in the cost are the following meetings and stakeholder engagements:

Meeting 1: Steering Committee Kick-Off Meeting

Meeting 2: Public Information Meeting Kick-Off

Meeting 3: Preliminary Design Review, Steering Committee

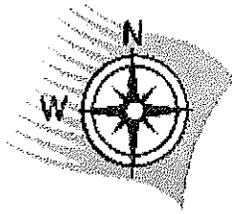
Meeting 4: Public Information Meeting

Meeting 5: Final Design Review, Steering Committee

Meeting 6: Village Board Adoption

MATCH ACKNOWLEDGEMENT STATEMENT

The Village of Cross Plains acknowledges that a minimum local funding match is required (25% of total project costs for planning, 50% project costs for predevelopment). The Village of Cross Plains understands that in order to receive final approval for funding resolution adopted by the local government body is required to provide evidence of local match commitment.



Northwest Dane Senior Services, Inc.

1837 Bourbon Road, Cross Plains, WI 53528

608-798-NWDS (6937)

Fax 608-798-3350 Website www.nwdss.org

October 27, 2015

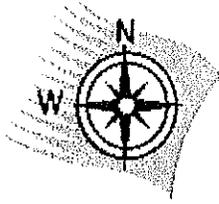
Dear Municipality Leaders,

Thank you for the opportunity to update you on NWDSS. Now more than ever, your annual support is essential to our success in continuing to serve older adults throughout northwest Dane county.

Enclosed please find the 2016 funding agreement.

Sincerely,

Paulette Glunn
Executive Director



Northwest Dane Senior Services, Inc.

1837 Bourbon Road, Cross Plains, WI 53528

608-798-NWDS (6937)

Fax 608-798-3350 Website www.nwdss.org

November 17, 2015

Matthew G. Schuenke
Village Administrator/Clerk-Treasurer
Village of Cross Plains
2417 Brewery Road (PO Box 97), Cross Plains, WI 53528
Phone (608) 798-3241 – Fax (608) 798-3817

Dear Matt,

Thank you for meeting with us on November 10, 2015 to discuss the financial situation of NWDSS. The purpose of this letter is a request to the Village Board of Cross Plains for consideration of \$5000 in 2015 and an increase from \$4 to \$5 per capita on our 2016 municipal contribution.

With the added expense of purchasing a larger building in Cross Plains this year, we used up our reserve funds and increased our annual budget from 2014 by 20%. Historically, we have received approximately \$142,000 in revenue from both Dane County and 8 of the 9 municipalities served and relied on donations and fundraising efforts to provide the rest. In an effort to meet our increased budget targets, we launched a capital campaign in Nov. 2014 and created a revenue generating Adult Day Program which opened in mid May. However, we overestimated the amount we would receive from our fundraising campaign, including grants and our ability to grow the adult day program resulting in a shortfall of approximately \$45,000.

As we discussed, NWDSS staff and its Board of Directors have been proactive in evaluating and correcting our 2015 budget discrepancies and have created a plan for preventing this from occurring in 2016 by partnering with local business experts and other municipal leaders to increase revenue and create a realistic budget for 2016. I look forward to working with Mike Axon to look at operating costs and programming opportunities to see if we can most effectively service the Village of Cross Plains residents going forward.

I have included a projected 2016 budget, quarterly cash flow/expense grid and anticipated growth of our adult day program. Please feel free to contact me with any questions or concerns.

Thank you in advance for this consideration.

Sincerely,

Paulette Glurn
Executive Director

Primarily serving northwest Dane County including Berry, Black Earth, Cross Plains, Mazomanie, Roxbury and Vermont.

2016 Revenue

2016 Income Source	Amount
DC Contract- CM	\$42,038.00
DC Contract- MA CM	\$4,214.00
DC Contract- Nut	\$51,084.00
Adult Day Program	\$93,800.00
SHC	\$3,000.00
Rent	\$9,000.00
Municipalities	\$53,328.00
Interest	\$5.00
Program Fees	\$500.00
Grants	\$28,500.00
Donations	\$28,500.00
Fundraising	\$50,800.00
total	\$364,769.00

Expenses 2016

Personnel Expenses			236,701.08
Operating Expenses			
Work Comp			2500
Business Insurance			2660
Directors & Officers Insur			436
Payroll/HR Fees			6900
Audit			6000
Program Food			37000
Fundraising Costs			12,500
Postage			2000
Phone/Internet			3660
Recognitiom			500
Training			300
Copier Lease			3300
Repairs/Maint			600
Program Supplies			1400
Programs			250
Office Supplies			500
Mileage			2400
Dues/Licenses			600
Mortgage/Utilities			31387
Total:			351,594.08

Projected 2016 Budget

Northwest Dane Senior Services

NWDSS Quarterly Cash Flow/Expense

	First Quarter January-March		Second April-June		Third July-September		Fourth October-December	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense
Dane County	24,334		24,334		24,334		24,334	
Adult Day Prog.	18,900		24,500		25,200		25,200	
SHC	750		750		750		750	
Municipalities	53,328		0.00		0.00		0.00	
Program fees/interest	127		126		127		126	
Rent	2250		2250		2250		2250	
Grants	7125		7125		7125		7125	
Fundraising	5125		13,875		16,625		15,175	
Donations	7125		7125		7125		7125	
Total	119,064	87,898.50	80,084	87,898.50	83,536	87,898.50	82,085	87,898.50

Total Income: \$364,769.00

Total Expenses: \$351,594.00

Difference: \$13,175.00 (available dollars for loan repayment annually)

Adult Day Program Growth Projections

Month	Average clients/day	Weekly Income	Total Clients served	Monthly
October 2015	2	\$700/week	7	4500 (actual)
November	3	1050	9	4200
December	3.5	1225	11	4900
January 2016	4	1400	13	5600
February	4.5	1575	15	6300
March	5	1750	17	7000
April	5.5	1925	19	7700
May	6	2100	21	8400
June	6	2100	21	8400
July	6	2100	21	8400
August	6	2100	21	8400
September	6	2100	21	8400
October	6	2100	21	8400
November	6	2100	21	8400
December	6	2100	21	8400
Total 2016				\$93,800.00



November 18, 2015

Cross Plains Village Board
2417 Brewery Road
Cross Plains, Wisconsin 53528

The Board of the Cross Plains Area Chamber of Commerce would like to formally request \$15,000 financial support annually from the Village of Cross Plains. In order to best accomplish our work, we request this support be added as an ongoing line item on the Village budget. The mission of the Chamber is promoting a strong economy and high quality of life for our Chamber members and the Cross Plains area communities. We work hard throughout the year bringing businesses and organizations together, supporting the community. We work to build awareness of the Cross Plains Area and all we have to offer.

As stated in our request in 2013, the Chamber does much work to support the community as a whole. Some of the work we do for the community includes:

- We market and promote our community to residents and businesses in our area and beyond.
- The Memorial Day Chicken BBQ brings out over 1,000 people to celebrate our community and kick off summer.
- We provide support, marketing and promotion of community events such as the Street Party, Hill and Valley Antique Auto and Americana Show, Trout Days and Beer Parade.
- We work to promote and build statewide and regional relationships including partnerships with the Department of Tourism, Wisconsin Chamber of Commerce, Dane County Economic & Workforce Development, MadRep, Workforce Development of South Central Wisconsin, and Black Earth and Mazomanie regional trail and tourism development, and more.
- We are working to brand our Village as a destination, highlighting our hiking, fishing, & biking. Work toward this branding will be accomplished via our 2016 Community Brochure, Driftless Area educational opportunities, and our mixed media marketing and advertising campaign.
- We provide support and prepare businesses for construction projects.
- We plan to reconvene the Business Development Committee (BDC) promoting new businesses and assist existing businesses in their growth. We have some young new energetic team members that are excited to get this rolling.
- We field calls and emails with questions of all types about the community.
- We communicate and promote Village information.

The Chamber struggles each year to meet our goals with very limited financial support. As we continue to grow, work toward our mission, and build awareness of our community in the state and region, our workload increases. Ongoing financial support would help us to accomplish more. You'll find attached our 2014 & current 2015 budgets. The Chamber is on a fiscal calendar that ends March 31. This year the Chamber spent almost \$4,000 on construction support. We have over \$1,000 in planned expenses to support construction yet this year. We have started a multimedia advertising and marketing campaign that we plan continue in upcoming years to build awareness of Cross Plains, working to build our economy. The investment for this campaign will be dependent on the Village support. If we run two fifteen second radio ads per month and insert a flyer in local papers each quarter, the investment would be \$10,000. We also have only \$10,000 in our reserves and almost half of our income is based on weather dependent events. We need to work to improve both of these precarious situations. We would like to request the Village support our work by providing approximately one fourth of our budgeted expense in the amount of \$15,000 annually.

Cross Plains is on the brink of some fantastic things. The creek, trails, natural resources and proximity to Middleton and Madison are things we need to capitalize on. We need to continue working on our place in the economic development arena. We need to continue to work hard to get Cross Plains on the radar of developers, on the map, and in the game. We look forward to doing more for our community and businesses, building awareness of our wonderful Village and all we have to offer.

Thank you for your time and consideration,

Sincerely,

Board of Directors
Cross Plains Area Chamber of Commerce



CROSS PLAINS VILLAGE & CHAMBER OF COMMERCE PARTNERSHIP

The mission of the Chamber is promoting a strong economy and high quality of life for our Chamber members and the Cross Plains area communities!

WHAT WE DO

Four Key Issue Areas: Communication, Business Development, Community Support, Networking

- Create Networking Opportunities
- Create Business Development and Marketing Opportunities
 - Community Support and Donations
 - Communication of Business & Community Information
- Maintain & Add Value to Chamber Website—Go To Resource for Everything in our Community (Average 50 hits daily)
 - Member Referrals and Community Resource
 - Member & Community Promotions & Marketing
 - Partner in Reconstruction projects
 - Business Ceremonies and Training Opportunities

2016 OPPORTUNITIES

- ⇒ Continued Work on All Items Above
- ⇒ Multi Media Advertising to Build Awareness of Cross Plains
 - ⇒ Membership Directory & Community Guide
 - ⇒ Reconvening of Business Development Committee
 - ⇒ Partner & Support of Streetscape Sponsorship Program
- ⇒ Exploration of Annual Event like Beer Parade, Taste of Cross Plains, and Street Fair

ITEMS OF CONSIDERATION

- * Ongoing annual support of \$15,000
- * \$5,000 reduction = 10% of our annual budget
- * \$10,000 multi media advertising campaign investment annually for very minimal exposure—Gateway to driftless education, branding CP, highlighting hiking, biking and fishing
 - * Opportunity for regional tourism with Black Earth & Mazomanie working with Vanderwalle
 - * \$15,000 support in previous years attributed to operating expense
- * Businesses are struggling after construction, many have used their reserve funds. This is not a time we can increase dues. Our event revenues are down because of our member struggles.
- * It would take approximately 23 new members to offset a \$5,000 reduction in Village support. We don't have that many businesses in the Village that aren't members.
- * The Chamber Ambassadors and Board members are actively recruiting and engaging new members to build our organization.

CHAMBER MEMBERSHIP SURVEY SAYS:

Top reasons for membership: Working together to improve the business climate and access to community & business info

Expectations of the Chamber: Marketing, Networking, work with business community to develop & pursue common goals

Focus for the Chamber: Construction preparedness, marketing & promoting the area, develop a strong economy, and inform & educate members

Top Events: Memorial Day BBQ, Business Fair and Annual Meeting



CROSS PLAINS AREA CHAMBER OF COMMERCE PROMOTING THE COMMUNITY

By the Numbers

Your Chamber Team is proud to serve you and the Cross Plains Area Community in so many ways.

112 Chamber Members

Over 400 Likes on Facebook

400+

1954

20,000

Website Visits Per Year

Business Men's Association was Formed in 1954

Facebook Weekly Post Reach

2009

1000+

Over 1,000 people attend
the Memorial Day
Chicken BBQ

30

30 Events Proudly Promoted by Chamber this Year

2008

Business Association
Transitioned to
Chamber of Commerce

1780

Annual Attendees to
Chamber Events

Average Chamber Dues

\$225

Chamber Average Emails Per Year

7800

163

Items Listed on
Travelwisconsin.com

15

Press Releases
sent this year

52

Mass Emails, Newsletters & Eblasts sent this year

5,000

Membership Directory
& Community Guides
Shared

12,000

Advertising
Inserts



Radio Advertising on 94.9 reaches
Thousands of people in 33 counties across
South Central Wisconsin

Cross Plains Area Chamber of Commerce
 Financial Summary/Budget
 11/5/2015

	YTD	2015 Budget	Variation	YTD	2014 Budget	Variation
<u>INCOME:</u>						
Dues	\$ 24,415.00	\$ 23,000.00	\$ 1,415.00	\$ 20,730.00	\$ 22,000.00	\$ (1,270.00)
Memorial Day Chicken BBQ	\$ 5,593.59	\$ 6,500.00	\$ (906.41)	\$ 6,462.43	\$ 6,500.00	\$ (37.57)
World's Fair	\$ (43.00)	\$ 2,000.00	\$ (2,043.00)	\$ 2,209.50	\$ 2,500.00	\$ (290.50)
Interest Income			\$ -	\$ -	\$ 75.00	\$ (75.00)
Golf Outing	\$ 6,935.06	\$ 8,000.00	\$ (1,064.94)	\$ 7,790.84	\$ 7,500.00	\$ 290.84
Business Expo		\$ 4,000.00	\$ (4,000.00)	\$ 3,867.24	\$ 4,000.00	\$ (132.76)
Annual Banquet/Dinner	\$ 972.69	\$ -	\$ 972.69	\$ (79.21)	\$ 1,000.00	\$ (1,079.21)
Taste of CP			\$ -	\$ 971.48	\$ 700.00	\$ 271.48
After Hours/Lunch & Learn	\$ (228.92)					
Transfer from CD			\$ -	\$ -		\$ -
Brochure			\$ -	\$ -		\$ -
Village Support	\$ 15,000.00	\$ 14,875.00	\$ 125.00	\$ 14,875.00	\$ 15,000.00	\$ (125.00)
Kwik Trip Donation for Main St			\$ -	\$ 500.00		
Construction reserve from '14	\$ 3,330.00	\$ 3,330.00				
Total Revenue:	\$ 55,974.42	\$ 61,705.00	\$ (5,730.58)	\$ 57,327.28	\$ 59,275.00	\$ (1,947.72)
			\$ -			
<u>EXPENSES:</u>						
ED/Taxes/UC	\$ 24,849.34	\$ 48,000.00	\$ (23,150.66)	\$ 46,523.09	\$ 46,000.00	\$ 523.09
Postage	\$ 67.60	\$ 200.00	\$ (132.40)	\$ 284.60	\$ 200.00	\$ 84.60
Meetings	\$ 228.61	\$ 300.00	\$ (71.39)	\$ 275.85	\$ 100.00	\$ 175.85
Website/internet/phone	\$ 1,657.50	\$ 3,000.00	\$ (1,342.50)	\$ 2,049.43	\$ 2,375.00	\$ (325.57)
Office / Supplies/ Printing	\$ 480.16	\$ 300.00	\$ 180.16	\$ 819.15	\$ 250.00	\$ 569.15
Promo/Ads/Memorials	\$ 1,583.97	\$ 1,000.00	\$ 583.97	\$ 827.92	\$ 1,000.00	\$ (172.08)
Scholarship	\$ 500.00	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ -
Donations	\$ 12.64	\$ 200.00	\$ (187.36)	\$ 1,009.72	\$ 200.00	\$ 809.72
World's Fair Seed \$	\$ 500.00	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ -
Liability/WC Insurance	\$ 2,126.00	\$ 2,925.00	\$ (799.00)	\$ 1,336.00	\$ 1,400.00	\$ (64.00)
Misc.		\$ 500.00	\$ (500.00)	\$ 52.00	\$ 500.00	\$ (448.00)
Wisconsin Executive Membership/co	\$ 592.15	\$ 800.00	\$ (207.85)	\$ 659.00	\$ 800.00	\$ (141.00)

Office Set up			\$	-	\$	2,915.87	\$	2,000.00	\$	915.87		
Construction/Reserve Funds	\$	3,685.97	\$	3,330.00	\$	355.97	\$	119.85	\$	3,450.00	\$	(3,330.15)
Construction rollover to '15					\$	3,330.00			\$	3,330.00		
Easter Egg Hunt	\$	150.00	\$	150.00	\$	-	\$	-	\$	-	\$	-
Total Expenses:	\$	36,433.94	\$	61,705.00	\$	(25,271.06)	\$	61,202.48	\$	59,275.00	\$	1,927.48
					\$	-						
					\$	-						
Net Income:	\$	19,540.48	\$	-	\$	19,540.48	\$	(3,875.20)	\$	-	\$	(3,875.20)

VILLAGE OF CROSS PLAINS

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Village Board will hold a Public Hearing on the proposed 2016 Budget at the Village Hall, 2417 Brewery Road, Cross Plains, WI 53528 on Monday, November 23, 2015 at 7 pm. All interested parties are invited to attend and comment on the budget. The Budget is available for viewing at the Village Hall from 7:30 am to 4:00 pm, Monday through Friday or on the Village website at www.crossplains.wi.us.

Detailed below are the summaries of revenues, expenses, and fund balances of all Village funds as is required for reporting purposes by Wisconsin State Statute 65.90.

SUMMARY OF GENERAL, LIBRARY, PARKS/REC, & DEBT FUND REVENUES

	2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
General Property Taxes	2,248,304	2,338,831	0	2,338,831	2,329,125	-0.41%
Special Assessments	1,724	2,000	0	1,500	1,000	-50.00%
Intergovernmental Revenues	393,967	401,875	132,118	399,674	482,750	20.12%
Licenses and Permits	89,626	81,000	40,815	80,450	82,250	1.54%
Fines, Forfeits, & Penalties	23,380	37,250	19,221	35,500	35,500	-4.70%
Public Charges for Services	198,823	219,250	116,323	218,300	221,000	0.80%
Intergovern Charges for Serv.	62,307	60,000	0	60,000	35,000	-41.67%
Miscellaneous Revenues	67,005	53,750	44,314	57,051	57,500	6.98%
Other Financing Sources	87,381	184,500	3,611	190,781	257,125	39.36%
TOTAL REVENUES	3,172,519	3,378,456	356,401	3,382,087	3,501,250	3.63%

SUMMARY OF GENERAL, LIBRARY, PARKS/REC, & DEBT FUND EXPENDITURES

	2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
General Government	435,626	417,535	187,283	379,963	419,000	0.35%
Public Safety	632,085	646,010	309,237	600,631	667,500	3.33%
Public Facilities	621,096	623,250	314,690	613,310	623,250	0.00%
Library	340,919	351,140	172,133	350,604	368,250	4.87%
Parks, Recreation, Swimming	302,071	391,015	142,869	399,176	388,250	-0.71%
Community Development	37,879	35,000	2,633	20,000	35,000	0.00%
Debt Service	765,053	874,506	804,324	874,506	1,000,000	14.35%
Other Financing Uses	20,000	40,000	0	40,000	0	0.00%
TOTAL EXPENDITURES	3,154,729	3,378,456	1,933,168	3,278,190	3,501,250	3.63%

General Fund

	2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
Fund Balance - Begin *	438,064	-----	-----	455,327	559,224	
Fund Balance - End *	455,327	-----	-----	559,224	534,224	

* Includes General and Debt Service

	2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
Property Tax Rates	\$6.90	\$ 7.10			\$ 7.26	2.20%

	12/31/2012	12/31/2013	12/31/2014	Difference vs. 2013	% Change vs. 2013
OUTSTANDING DEBT ** - as of					
Governmental Activities	6,843,044	6,578,972	9,157,400	2,578,428	39.19%
Business Type Activities	5,864,259	5,459,924	4,368,565	-1,091,359	-19.99%
Total Outstanding Debt	12,707,303	12,038,896	13,525,965	1,487,069	12.35%

** Including interest expense

SUMMARY OF OTHER VILLAGE FUNDS

<i>Capital Fund</i>	2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
Total Revenue	2,373,228	1,618,550	799,084	2,094,835	477,750	-70.48%
Total Expense	1,740,601	1,618,550	420,364	1,859,239	477,750	-70.48%
Fund Balance - Begin	-484,474	-----	-----	95,592	331,188	
Fund Balance - End	95,592	-----	-----	331,188	171,188	

<i>TID</i>	2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
Total Revenue	3,143,438	3,444,500	257,700	1,284,396	401,000	-88.36%
Total Expense	2,882,983	3,444,500	384,014	1,411,641	486,000	-85.89%
Fund Balance - Begin	65,055	-----	-----	307,342	180,097	
Fund Balance - End	307,342	-----	-----	180,097	95,097	

<i>Water Utility</i>	2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
Total Revenue	361,384	2,885,500	176,650	1,941,322	577,250	-79.99%
Total Expense	450,425	2,885,500	436,976	1,898,265	577,250	-79.99%
Fund Balance - Begin	546,887	-----	-----	552,352	595,409	
Fund Balance - End	552,352	-----	-----	595,409	595,409	

<i>Sewer Utility</i>	2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
Total Revenue	1,193,831	5,097,000	540,812	3,567,832	1,388,500	-72.76%
Total Expense	1,068,221	5,097,000	1,223,986	3,527,708	1,388,500	-72.76%
Fund Balance - Begin	1,521,360	-----	-----	1,607,979	1,648,103	
Fund Balance - End	1,607,979	-----	-----	1,648,103	1,648,103	

<i>Library Fund</i>	2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget
Fund Balance - Begin	178,608	-----	-----	174,025	172,025
Fund Balance - End	174,025	-----	-----	172,025	170,025

Dated this 12th day of November, 2015.

Matthew G. Schuenke, Village Administrator/Clerk-Treasurer
Cross Plains, Wisconsin

STATE OF WISCONSIN: DANE COUNTY: VILLAGE OF CROSS PLAINS

A resolution setting the 2015 payable 2016 Tax Levy and Adopting the 2016 Budget.

RESOLUTION NO. 18-2015

The Board of Trustees of the Village of Cross Plains adopts the following Resolution:

WHEREAS, Wisconsin State Statute 65.90 requires an annual budget appropriating monies to finance activities and programs of the Village for the ensuing fiscal year be adopted by the Village Board;

WHEREAS, the Village Board has considered an executive budget for 2016 submitted by the Village Administrator/Clerk-Treasurer in cooperation with Village Staff and in consideration of recommendation by various Boards, Committees, and Commissions;

WHEREAS, the Village Board held a public hearing on the 2016 Budget, as required, on November 23, 2015; and

WHEREAS, the 2016 Budget requires a tax levy to finance in part the appropriations.

NOW, THEREFORE BE IT RESOLVED, by the Village Board for the Village of Cross Plains that:

1. Budgeted revenue estimates and expenditure appropriations for the year 2016 for the Village of Cross Plains are hereby adopted as set forth in the budget document attached hereto as Exhibit A.
2. The property tax levy required to finance the 2016 Budget is \$2,333,875 and the tax rate to be established at \$7.27 per thousand dollars of assessed property value.

This resolution shall take effect upon its passage and publication or posting as provided by Law.

Dated this 23rd day of November, 2015.

Village of Cross Plains:

Attest:

By: _____

By: _____

J. Patrick Andreoni
Village President

Matthew G. Schuenke
Village Administrator/Clerk-Treasurer

2016 Budget Changes Since Distribution - General Fund

Change Date	Change Number	Fund	Name	Type	Page	Dept	Budget	Line Item	Old	New	Rev & (Exp)	New Levy Increase or (Decrease)	Change from Budget	New Rate
10/05/2015	1	110	General	Rev	1	Intergovernmental Revenue	State - Highway Aid	43530-000	180,750	199,500	18,750	(18,750)	-0.81%	(0.06)
10/05/2015	2	110	General	Rev	3	Other Financing Sources	Applied Fund Balance	49300-000	40,000	25,000	(15,000)	(3,750)	-0.16%	(0.01)
10/07/2015	1	130	Library	Rev	1	Intergovernmental Revenue	Library Reimbursement	43720-000	104,250	106,250	2,000	(5,750)	-0.25%	(0.02)
10/26/2015	1	110	General	Exp	10	Insurance and Risk Mgmt	Insurance	51540-209	54,500	57,500	(3,000)	(2,750)	-0.12%	(0.01)
10/19/2015	1	110	General	Exp	11	General Buildings and Plant	Technology	51600-302	0	500	(500)	(2,250)	-0.10%	(0.01)
10/07/2015	2	110	General	Exp	16	Cross Plains-Berry Fire District	Support Services	52200-207	76,250	78,250	(2,000)	(250)	-0.01%	(0.00)
09/30/2015	1	110	General	Exp	17	Cross Plains Area EMS	Support Services	52300-207	44,660	48,500	(3,840)	3,590	0.15%	0.01
11/20/2015	1	140	Parks/Rec	Exp	2	Aging	Dues and Subscriptions	54600-204	14,250	18,500	(4,250)	7,840	0.34%	0.03
											(7,840)	2,333,875	0.34%	7.27

Original Submitted Budget Summary - September 28, 2015

	2015 Budget	2016 Budget	Difference vs. 2015	% Change vs. 2015
TOTAL ASSESSED VALUATION	334,086,100	337,295,200	3,209,100	0.96%
TID INCREMENT ASSESSED VALUATION	4,674,467	16,069,525	11,395,058	243.77%
ASSESSED VALUATION MINUS TID INCREMENT	329,411,633	321,225,675	-8,185,958	-2.49%
MUNICIPAL PROPERTY TAX LEVY	2,338,831	2,326,035	-12,796	-0.55%
MUNICIPAL TAX RATE	7.10	7.24	0.14	1.99%

Amended Budget Summary following Committee Review

	2015 Budget	2016 Budget	Change vs. 2015	% Change vs. 2015
TOTAL ASSESSED VALUATION *	334,086,100	337,034,500	2,948,400	0.88%
TID INCREMENT ASSESSED VALUATION	4,674,467	16,069,525	11,395,058	243.77%
ASSESSED VALUATION MINUS TID INCREMENT	329,411,633	320,964,975	-8,446,658	-2.56%
MUNICIPAL PROPERTY TAX LEVY	2,338,831	2,333,875	-4,956	-0.21%
MUNICIPAL TAX RATE	7.10	7.27	0.17	2.41%

* Final Statement of Assessment released by WisDOR on October 22, 2015 which now adds the final total for Manufacturing values to the value already set by the BOR in June. Staff's estimate in September was higher than actual resulting in a slight increase of \$0.01 to the Municipal Tax Rate.

2016 Budget Changes Since Distribution - Other Funds

Change Date	Change Number	Fund	Name	Type	Page	Dept	Budget	Line Item	Old	New	Rev & (Exp)
11/20/2015	3	120	Capital	Rev	1	Miscellaneous	Donations	48500-000	25,000	70,000	45,000
11/20/2015	2	120	Capital	Rev	1	Other Financing Sources	Fund Balance Applied	49300-000	160,000	178,000	18,000
11/20/2015	2	120	Capital	Exp	6	Public Facilities	Facility	57300-802	0	18,000	(18,000)
11/20/2015	3	120	Capital	Exp	7	Parks/Recreation	Infrastructure	57620-805	50,000	95,000	(45,000)
10/26/2015	1	660	Water	Rev	1	Public Charges for Services	Metered Sales - Res	46450-461.1	235,000	233,250	(1,750)
11/20/2015	4	660	Water	Rev	1	Other Financing Sources	Proceeds from Debt	49200-000	0	69,000	69,000
10/26/2015	1	660	Water	Exp	2	Admin and General Expense	Property Insurance	51400-924	15,000	13,250	1,750
11/20/2015	4	660	Water	Exp	6	Capital Outlay	Equipment	57000-803	15,000	84,000	(69,000)
10/26/2015	1	670	Sewer	Rev	1	Public Charges for Services	Residential	46410-501	1,146,000	1,146,250	250
10/26/2015	1	670	Sewer	Exp	4	Sewage Service	Insurance	53610-209	17,500	17,750	(250)

2016 Budget Changes Since Distribution

Changes made September 30, 2015:

- 1 The District Board for the Cross Plains Area EMS adopted the assessments after the budget was transmitted to the Village Board from Staff. The increase listed is based on the approved assessment for 2015.

Changes made October 5, 2015:

- 1 WisDOT informed municipalities on October 1st of their preliminary State Transportation Aids for 2016 which is projecting to be an increase on what was received for 2015.
- 2 Village Staff is projecting a large surplus for 2015 and suggested initially some of that be applied in 2016 as well to offset additional tax increase. The Highway Aid projection is \$18,500 larger than expected in the Staff Submitted Budget and it is recommended the fund balance applied be adjusted accordingly to allow more money to flow into fund balance from 2015.

Changes made October 7, 2015:

- 1 An increase in funding by Dane County has been approved for 2016 with the new library reimbursement recently set.
- 2 The Fire District's accountant recently notified the Village that there was an error in the cost distribution amongst member communities. They have corrected this error and the revised distribution increased the Village's obligation for next year.

Changes made October 19, 2015:

- 1 Funding was added by the Village Board for Staff to be able to utilize online surveys to develop community input as needed.

Changes made October 26, 2015:

- 1 The estimated costs for insurance were updated to actual following approval of the renewal of general liability and worker's compensation plus the new contract for property insurance.

2016 Budget Changes Since Distribution

Changes made November 20, 2015:

- 1 Northwest Dane Senior Services is requesting an increase in its funding from \$4.00 per capital to \$5.00. The Village's estimated population set by the State as of January 1, 2015 is 3,696. The Village Board is set to consider this request at its November 23, 2015 meeting.
- 2 Carrying over of \$18,000 from 2015 to 2016 within Public Facilities for facility improvements. To be paid for with borrowed money from 2015.
- 3 Addition of \$45,000 to Parks/Recreation regarding a Dog Park. To be paid for with other funds (i.e. - donations, fundraising, or other similar contribution.)
- 4 Carrying over of \$69,000 from 2015 to 2016 within Capital Outlay for Well #2 backup generator. To be paid for with borrowed money from 2015.

VILLAGE OF CROSS PLAINS

Performance Evaluation

EMPLOYEE NAME: Matthew G. Schuenke

DEPARTMENT: Administration

TITLE: Administrator/Clerk-Treasurer

EMPLOYMENT START DATE: 11/06/2011

TIME IN PRESENT POSITION: 4 years

DATE OF REVIEW: 12/14/2015

DATE OF LAST REVIEW: 07/06/2015

EVALUATION PERIOD: 2015

INSTRUCTIONS

1. Review employee's performance for the entire period. Try to refrain from basing judgments on recent or isolated events only. Disregard your general impression of the employee and concentrate on rating one factor at a time.
 2. Consider the employee on the basis of the standards expected to be met for the job the employee is assigned based on the length of time in the job. Rate the employee on how well the requirements of the job are fulfilled.
 3. Keep in mind that the relative importance of the factors will vary according to the position.
 4. Rate the employee in an effort to summarize the employee's performance in each element factor since the last appraisal.
 5. After rating the employee on each factor, enter the appropriate comments to support your rating.
-

PART 1 – General Evaluation

Rate the employee by noting the appropriate rating below on the rating line.

- | | | |
|---|-------------------|---|
| 5 | EXCEPTIONAL | Far exceeds requirements of the job. |
| 4 | ABOVE TARGET | Usually exceeds the job requirements. |
| 3 | ON TARGET | Meets all job requirements. |
| 2 | DEVELOPING | Meets minimum job requirements. |
| 1 | NEEDS IMPROVEMENT | Falls well below requirements of the job. |

<u>Performance Factors</u>	<u>Needs Improvement</u>	<u>Developing</u>	<u>On Target</u>	<u>Above Target</u>	<u>Exceptional</u>
1 Quality of Work	1	2	3	4	5
2 Quantity of Work	1	2	3	4	5
3 Initiative	1	2	3	4	5
4 Productivity	1	2	3	4	5
5 Accepts Direction	1	2	3	4	5
6 Responsible	1	2	3	4	5
7 Attitude	1	2	3	4	5
8 Public Contact	1	2	3	4	5
9 Reliability	1	2	3	4	5
10 Communication	1	2	3	4	5

Total Score: _____ Total Possible: 50 %

Reasoning for Needs Improvement (Required): _____

Reasoning for Exceptional (Required): _____

Additional Comments: _____

PART 2 – Job Description Evaluation

Rate the employee by noting the appropriate rating below on the rating line.

5	EXCEPTIONAL	Far exceeds requirements of the job.
4	ABOVE TARGET	Usually exceeds the job requirements.
3	ON TARGET	Meets all job requirements.
2	DEVELOPING	Meets minimum job requirements.
1	NEEDS IMPROVEMENT	Falls well below requirements of the job.

Job Function	Task/Duty	Rating
<u>Administrator</u>	Village Hall-Department Management	_____
	Personnel Officer	_____
	Legislative Representative	_____
	Study Development	_____
	Monitors Local Government Trends	_____
	Confers with Public/Private Groups	_____
<u>Clerk</u>	Meeting Attendance and Preparation	_____
	Meaningful Access, Conducting Business	_____
	Utility Record Keeping	_____
	Election Administration	_____
	Ordinance/Resolution Management	_____
	Record Keeping	_____
	Licensing Administration	_____
<u>Treasurer</u>	Accounts Receivable/Payable	_____
	Efficient Services and Programs	_____
	Annual Budget Development	_____
	Grant Funding	_____
	Property Tax Distribution/Collection	_____
	Annual Audit	_____
<u>Other</u>	Emergency Management Director	_____
	Zoning Administrator	_____
	Flood Plain Administrator	_____
	Community Development	_____
	Building Inspection	_____
	Total Score:	_____
	Total Possible:	<u>120</u>
		%

Reasoning for Needs Improvement (Required): _____

Reasoning for Exceptional (Required): _____

Additional Comments: _____

PART 3 – Self Assessment

Please complete the following sections as directed. These sections are strongly encouraged for each employee to complete but are optional unless mandated by the Employee’s Supervisor. The successful completion of each section will provide an additional 1 point per item completed for a maximum of 3 points per section added to the Employee’s total score.

Notable Accomplishments

Please highlight your accomplishments during the evaluation period that were a positive outcome for you, the Department, or the Village.

- 1.
- 2.
- 3.

Additional Comments: _____

Challenges Encountered

Please detail challenges encountered during the evaluation period that were either limitations or barriers to the successful completion of your essential job functions.

- 1.
- 2.
- 3.

Additional Comments: _____

Goal Review

Refer to prior list of each goal you had set and indicated whether you feel they were achieved, failed to be reached, or exceeded the goal.

- 1.
- 2.
- 3.

Additional Comments: _____

Goal Setting

List at least three goals and/or objectives to be attained during the next review period. Goals and/or objectives must be realistic and reasonably accomplishable as part of the employee's regular workload.

- 1.
- 2.
- 3.

Additional Comments: _____

Improvement Suggestions

List any comments regarding work place issues that you would suggest to improve your performance related to safety, supervision, training, job description, and/or general work environment.

- 1.
- 2.
- 3.

Employee's Comments

I have reviewed this evaluation. I affirm that all elements/items covered have been fully discussed with me. I've been encouraged to make comments, and I realize that my signature does not imply that I am necessarily in agreement with the evaluation - simply that the elements have been covered/discussed.

I also understand that any comments made by my supervisor or department head on my evaluation, or during any discussions regarding the evaluation, or at any other time, are not a guarantee of continued employment or that any specific personnel activity (i.e. promotion, salary adjustment, etc.) will occur.

Employee's Signature	Date
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Performance Evaluator

	Total Score	Points Possible	Percentage
Part 1		50	%
Part 2		120	%
Part 3		N/A	N/A
Total		170	%

Print Name	Title
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Signature	Date
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COMMENTS:

Notice of Spring Election

Village of Cross Plains

April 5, 2016

NOTICE IS HEREBY GIVEN, that at an election to be held in the Village of Cross Plains, on Tuesday, April 5, 2016, the following offices are to be elected to succeed the present incumbents listed. The term for Village Trustee begins on April 19, 2016. All terms are for two years unless otherwise indicated.

<u>Office</u>	<u>Incumbent</u>
Village Trustee	William Brosius
Village Trustee	Judy Ketelboeter
Village Trustee	Lee Sorensen

NOTICE IS FURTHER GIVEN, that the first day to circulate nomination papers is December 1, 2015, and the final day for filing nomination papers is 5:00 pm, on Tuesday, January 5, 2016 in the office of the Village Clerk located at 2417 Brewery Road, Cross Plains, WI 53528.

NOTICE IS FURTHER GIVEN, that if a primary is necessary, the primary will be held on Tuesday, February 16, 2016.

Dated this 19th day of November, 2015 in the Village of Cross Plains.



Matthew G. Schuenke
Village Administrator/Clerk-Treasurer



DANE COUNTY PLANNING & DEVELOPMENT

Room 116, City-County Building, Madison, Wisconsin 53703
Fax (608) 267-1540

Planning
(608)266-4251, Rm. 116

Records & Support
(608)266-4251, Rm. 116

Zoning
(608)266-4266, Rm. 116

DATE November 6, 2015

TO: All Cities, Towns and Villages in Dane County
Adjacent Town, City, Village and County Clerks
Wisconsin Department of Administration
Capital Area RPC
Madison Public Library

CC: Roger Lane, Zoning Administrator
Todd Violante, Director of Planning and Development
Josh Wescott, Chief of Staff
Cynda Solberg, Supervisor, District 36

RE: Public Hearing: Amending the Dane County Comprehensive Plan by
Incorporating the Town of Cottage Grove Comprehensive Plan.

The Town of Cottage Grove Board of Supervisors has adopted an amendment to the *Town of Cottage Grove Comprehensive Plan* and has requested adoption by Dane County Board of Supervisors as part of the *Dane County Comprehensive Plan*. This has been introduced to the County Board as 2015 Ordinance Amendment 29 by Supervisor Solberg. In order to comply with the requirements of the state comprehensive planning law, Dane County must notify all local government jurisdictions within or adjacent to the county, giving them a 30 day review period prior to the county public hearing.

You can find the full text of the proposed amendment, by searching for "2015 OA-029" at

- <https://dane.legistar.com/Legislation>
- or by following the direct link below:
<https://dane.legistar.com/LegislationDetail.aspx?ID=2511910&GUID=18363878-8BD0-47CF-81D2-9EF7C03C72C8&Options=ID|Text|&Search=2015+OA-029>

The public hearing of the County Zoning and Land Regulation Committee on this item is scheduled for **December 22, 2015**. Please return any comments concerning the plan amendment to the Dane County Department of Planning and Development; Room 116, City-County Building; 210 Martin Luther King Jr. Blvd; Madison, WI 53703 by that date. Please feel free to contact me at (608) 261-9780, or by e-mail at andros@co.dane.wi.us with any questions, or if you would like to receive any of these materials in an alternate format.

Sincerely,

Pamela Andros, AICP
Senior Planner, Dane County Planning and Development