



Public Notice of the Village of Cambridge, pursuant to Section 19.84, Wisconsin Statutes, is hereby given to the public and to the news media, that the following meeting will be held:

VILLAGE BOARD OF TRUSTEES

DATE: TUESDAY, FEBRUARY 24, 2026

TIME: 6:30 PM

LOCATION: AMUNDSON COMMUNITY CENTER
200 SPRING ST.
CAMBRIDGE, WI 53523

1. CALL TO ORDER

2. ROLL CALL

3. PROOF OF POSTING

4. PUBLIC COMMENT (LIMIT OF 3 MINUTES PER PERSON)

5. CONSENT AGENDA

- a. Approval of Village Board Minutes for February 10, 2026.

6. APPROVAL OF BILLS

7. COMMITTEE REPORTS

- a. Plan Commission
- b. Cable Commission
- c. Public Works Committee
- d. Water & Sewer Committee
- e. Personnel Committee
- f. Update on Joint Policing

8. VILLAGE ADMINISTRATOR'S REPORT

9. UNFINISHED BUSINESS – ACTION REQUIRED

- a. Discussion and Possible Action on updated Employee Handbook.

10. NEW BUSINESS – ACTION REQUIRED

- a. Discussion and Possible Action on Cambridge Arts Council 2026 plans.
 - 1) Action on 2026 sculpture placement.
 - 2) Action on 2026 portables placements.
 - 3) Action on permits for 2026 Fire Fest.
 - 4) Action on permits for 2026 Concerts in the Park.
- b. Discussion and Possible Action on recommendation by the Plan Commission to approve a Conditional Use Permit to all ground/street-level residential at 111 Spring St. as amended.

- c. Discussion and Possible Action on recommendation by the Plan Commission to adopt a text amendment to add commercial condos as a conditional use in the Mixed Use Business Zoning district (Section 17.28.070).
- d. Discussion and Possible Action on creation of an ad hoc Selection Subcommittee for the Clerk-Treasurer position.

11. FUTURE AGENDA ITEMS

- a. Discussion and Possible Action to direct Village Engineer and Staff to go out for bids on the US 12/18 Pedestrian Crossing Project.

12. PUBLIC COMMENT (LIMIT OF 3 MINUTES PER PERSON)

13. CLOSED SESSION

The Village Board will convene into Closed Session pursuant to **Wis. Stat. §19.85(1)(e)** for deliberating or negotiating 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: ***negotiations related to Water and Sewer Charges for Marc's Garage, 206 Commerce Ave.*** and pursuant to **Wis. Stat. §19.85(1)(c)** to consider employment, promotion, compensation, or performance evaluation data of public employees over which the governmental body has jurisdiction or exercises responsibility: ***employee compensation.***

14. RECONVENE TO OPEN SESSION

15. POSSIBLE ACTION TAKEN ON CLOSED SESSION ITEMS

16. NEXT MEETING DATES

- a. Fire and EMS Committee – Thursday, February 26, 2026, at 6:30 p.m.
- b. Economic Development Committee – Monday, March 9, 2026, at 5:00 p.m.
- c. Village Board – Tuesday, March 10, 2026, at 6:30 p.m.
- d. Plan Commission – Monday, March 16, 2026, at 6:30 p.m.
- e. Water & Sewer Committee – Tuesday, March 17, 2026, at 6:30 p.m.

17. ADJOURNMENT

Posted: February 20, 2026

The Village of Cambridge Board permits a period of public comment to receive information from members of the public pursuant to Wis. Stat. § 19.84(2). The Wisconsin Attorney General has advised that a governmental body should refrain from Board discussion on an item until specific notice of the subject matter and any proposed action has been provided. (Wisconsin Department of Justice, *Wisconsin Open Meetings Law: A Compliance Guide* (2009).)

NOTE:

Individuals who need special accommodations are encouraged to call (608) 423-3712 at least 24 hours before the meeting. A quorum of the Village Board may be present to gather information related to their duties as Village Trustees; however, no official business will be conducted, and no action will be taken by the Board at this meeting. For more detailed information about agenda items, please contact (608)-423-3712.



MINUTES

VILLAGE BOARD OF TRUSTEES
AMUNDSON COMMUNITY CENTER
200 SPRING ST., CAMBRIDGE, WI 53523
TUESDAY, FEBRUARY 10, 6:30 PM

1. **CALL TO ORDER:** President Hollenbeck called the meeting to order at 6:30 p.m.
2. **ROLL CALL:** Members Present – President Hollenbeck, Trustee Blackwood, Trustee Jacobson, Trustee Kreklau, Trustee Schulz, and Trustee Trendel.

Members Absent – None

Others Present – Roy Marsden, Director of Public Works Cody Garcia, and Administrator Kris Breunig.
3. **PROOF OF POSTING:** Confirmed - upper and lower levels of the Amundson Center, Cambridge Post Office, Badger Bank, Bank First, and the Village website.
4. **PUBLIC COMMENT (LIMIT OF 3 MINUTES PER PERSON):** None
5. **APPROVAL OF CONSENT AGENDA:**
 - a. Approval of Village Board Minutes for January 27, 2026, and December 16, 2025

Trustee Blackwood moved to approve the Consent Agenda. Second by Trustee Trendel. Motion carried by voice vote.
6. **APPROVAL OF BILLS:**

Administrator Breunig answered a variety of questions from Trustees regarding the three check runs being considered.

Motion by Trustee Jacobson to approve bills totaling \$322,640.50. Second by Trustee Kreklau. Motion carried on a roll call vote.

Yes – President Hollenbeck, Trustee Blackwood, Trustee Jacobson, Trustee Kreklau, Trustee Schulz, and Trustee Trendel.

No – None
7. **COMMITTEE REPORTS:**
 - a. Fire and EMS Commission

Trustee Blackwood reported that collective bargaining negotiations will occur on Tuesday, February 17, and that should be the final piece of information for the budget. The next meeting of the Commission is on Thursday, February 26.
 - b. Economic Development Committee

Trustee Kreklau reported that the first item discussed at the last meeting was the Water Street Bridge reconstruction. The Committee was happy to hear that the work on the bridge is not going to impact Fire Fest. The Committee also reviewed its duties under the Village Ordinances and found that it has broad ability to meet as needed and meet with other committees as needed. Discussion then turned to ways the Committee could work with the Plan Commission. The Committee wants to put together a list of development priorities and have the Plan Commission to do the same thing to meet together and get on the same page. The next meeting, the Committee will review the 2011 Economic Development Plan.
 - c. Plan Commission

President Hollenbeck reported that the Plan Commission meeting for Monday, February 9, was moved to Monday, February 16, due to notice requirements for two Public Hearings to be held then.

d. Personnel Committee

Trustee Blackwood reported that the Committee had met to work on the Employee Handbook. Those items discussed by the Committee will be brought up in the Employee Handbook discussion under Unfinished Business.

8. VILLAGE ADMINISTRATOR'S REPORT:

Administrator Breunig reported that Karl Frantz with PAA finished his work with the Village two weeks ago this Thursday and Brian Wilson with PAA is currently focused on election work. He reported that he has implemented a Wall of Wins in the Village office that is where we can show savings created by employees. Taxes paid directly to the Village are complete. Any other Property Tax payments must be made directly to the respective County Treasurer's office. The Village should be getting a Tax Settlement check from Dane County next week while the Village will be distributing checks based upon Jefferson County collections to the appropriate taxing entities.

9. UNFINISHED BUSINESS – ACTION REQUIRED:

a. Discussion and Possible Action on updated Employee Handbook.

Trustee Blackwood began the discussion explaining that the Village's attorney had made some recommendations for changes to specific sections of the handbook as presented in the attached document provided in the Agenda Packets.

Trustee Trendel then explained the changes recommended by the attorney. The first change recommended was for the Village to refer to the Fair Labor Standards Act (FLSA) and make certain that the difference between exempt vs. non-exempt employees is clearly explained. This resulted in initial changes being made regarding flex time for exempt employees and overtime and compensatory time for non-exempt employees. Changes were also made to increase vacation time to align with what other municipalities are offering as this can work as a recruitment and retention strategy.

Based upon the direction of the Village Board, the payout of unused vacation time was removed from the handbook. However, the Personnel Committee has proposed adding the ability for an employee to rollover up to 40 hours of unused vacation at the end of the calendar year, but it must be used within the first quarter of the following calendar year or it will be lost.

A long discussion regarding the accumulation and payout of unused sick leave followed. This matter will continue to be discussed by the Personnel Committee.

Trustee Kreklau made a motion to approve the first three changes of four proposed by the Personnel Committee. Second was made by Trustee Schulz. Motion carried by voice vote.

10. NEW BUSINESS – ACTION REQUIRED:

a. Discussion and Possible Action on Cambridge Arts Council 2026 plans.

This matter will be brought back on the February 24 meeting agenda for the Village Board.

b. Discussion and Approval of Resolution No. 2026-01 Approving Election Inspectors for the 2026-2027 Term.

Motion to approve Resolution No. 2026-01 – Approving Election Inspectors for the 2026-2027 Term was made by Trustee Blackwood. Second was made by Trustee Kreklau. Motion carried by voice vote.

c. Discussion and Possible Action to direct Village Engineer and Staff to go out for bids on the US 12/18 Pedestrian Crossing Project.

As it is not yet clear how this project will be funded, the Village Board declined to take any action on this until the funding source is known. This item will be moved to a future agenda.

11. FUTURE AGENDA ITEMS:

a. Update on Joint Policing with Village of Deerfield.

12. PUBLIC COMMENT (LIMIT OF 3 MINUTES PER PERSON): None.

13. CLOSED SESSION:

The Village Board will convene into Closed Session pursuant to Wis. Stat. §19.85(1)(e) for deliberating or

negotiating 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: Consideration of changes in Village banking and investment of public funds.

Trustee Trendel made a motion to convene into Closed Session pursuant to Wis. Stat. §19.85(1)(e) for deliberating or negotiating 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: Consideration of changes in Village banking and investment of public funds. Motion carried on a roll call vote

Yes – President Hollenbeck, Trustee Blackwood, Trustee Jacobson, Trustee Kreklau, Trustee Schulz, and Trustee Trendel.

No – None

Village Board convened into Closed Session at 7:57 p.m.

14. RECONVENE TO OPEN SESSION:

Motion made by President Hollenbeck to reconvene into Open Session. Seconded by Trustee Blackwood. Motion carried on a roll call vote.

Yes – President Hollenbeck, Trustee Blackwood, Trustee Jacobson, Trustee Kreklau, Trustee Schulz, and Trustee Trendel.

No – None

Village Board reconvened into Open Session at 8:12 p.m.

15. POSSIBLE ACTION TAKEN ON CLOSED SESSION ITEMS:

- a. Trustee Kreklau made a motion to direct staff to open an interest-bearing account with Bank of Deerfield or LGIP as discussed. Second by Trustee Jacobson. Motion carried on a roll call vote.

Yes – President Hollenbeck, Trustee Blackwood, Trustee Jacobson, Trustee Kreklau, Trustee Schulz, and Trustee Trendel.

No – None

- b. Trustee Kreklau made a motion for signatories on the appropriate account chosen for investments to be Administrator Breunig and President Hollenbeck. Second by Trustee Trendel. Motion carried on a roll call vote.

Yes – President Hollenbeck, Trustee Blackwood, Trustee Jacobson, Trustee Kreklau, Trustee Schulz, and Trustee Trendel.

No – None

- c. Trustee Kreklau made a motion to direct staff to cancel the safety deposit box at Badger Bank. Second by Trustee Blackwood. Motion carried on a roll call vote.

Yes – President Hollenbeck, Trustee Blackwood, Trustee Jacobson, Trustee Kreklau, Trustee Schulz, and Trustee Trendel.

No – None

16. NEXT MEETING DATES:

- a. Plan Commission – Monday, February 16, 2026, at 6:30 p.m.
- b. Cable Commission – Tuesday, February 17, 2026, at 4:00 p.m.
- c. Public Works Committee – Tuesday, February 17, 2026, at 5:30 p.m.
- d. Water & Sewer Committee – Tuesday, February 17, 2026, at 6:30 p.m.
- e. Personnel Committee – Wednesday, February 18, 2026, at 6:30 p.m.
- f. Economic Development Committee – Monday, February 23, 2026, at 5:00 p.m.
- g. Village Board – Tuesday, February 24, 2026, at 6:30 p.m.
- h. Fire and EMS Commission – Thursday, February 26, 2026, at 6:30 p.m. at Fire Station

i. Plan Commission – Monday, March 9, 2026, at 6:30 p.m.

j. Village Board – Tuesday, March 10, 2026, at 6:30 p.m.

k. Water & Sewer Committee – Tuesday, March 17, 2026, at 6:30 p.m.

17. ADJOURNMENT: Trustee Kreklau made a motion to adjourn. Second by Trustee Schulz. Motion carried by voice vote.

Meeting adjourned at 8:29 p.m.

Respectfully submitted by Brian Wilson, Clerk/Treasurer, Village of Cambridge

These minutes are not official until approved by the Village Board of Trustees.

DRAFT



VILLAGE OF CAMBRIDGE – VILLAGE BOARD OF TRUSTEES
BILLS APPROVAL – 02/24/2026

APPROVAL OF BILLS TOTALING \$ 79,790.33

President Hollenbeck

Trustee Schulz

Trustee Trendel

Trustee Kreklau

Trustee Jacobson

Trustee Blackwood

Vacant

Highlights: Current Bills over \$5,000

Board of Commissioners of Public Lands - Debt Service	\$ 51,280.28
GFL Environmental	\$ 9,909.51
Public Administration Associates	\$ 5,700.00
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Check Run Totals:

Bills over \$5000	----->	\$ 66,889.79
Bills under \$5000	----->	\$ 12,900.54
		\$ 79,790.33

Total All Bills For Check Run:

\$ 79,790.33

Payroll Dated 2/19/2026

\$ 22,862.20

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ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 2/24/2026

From Account:

Thru: 2/24/2026

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
2/24/2026 BOARD OF COMMISSIONERS OF PUBLIC LANDS			
LOAN NUMBER 02017095.01 PRINCIPAL			
110-00-58100-000-000		PRINCIPAL LONG TERM DEBT	10,065.24
		LOAN NUMBER 02017095.01 PRINCIPAL 0000022131	
110-00-58100-000-000		PRINCIPAL LONG TERM DEBT	26,843.18
		LOAN NUMBER 02017096.01 PRINCIPAL 0000022131	
110-00-58200-000-000		INTEREST LONG TERM DEBT	4,629.77
		INTEREST LOAN 02017095.01 0000022131	
110-00-58200-000-000		INTEREST LONG TERM DEBT	9,742.09
		INTEREST LOAN 02017096.01 0000022131	
Total			51,280.28 ✓
2/24/2026 C & M HYDRAULIC TOOL SUPPLY INC.			
BEARING HOUSING FOR BROKEN POLE SAW			
100-00-53311-230-000		PUBLIC WORKS - TREE & BRUSH	41.49
		BEARING HOUSING FOR BROKEN POLE SAW 0183950-IN 2/10/2026	
Total			41.49 ✓
2/24/2026 CHARTER COMMUNICATIONS/SPECTRUM			
170805901			
100-00-52100-310-000		POLICE - INTERNET	55.01
		170805901 170805901020726 2/7/2026	
100-00-51420-221-000		ADMIN - TELEPHONE/INTERNET	55.00
		170805901 170805901020726 2/7/2026	
500-00-53700-681-200		TELEPHONE/INTERNET EXPENSE	54.99
		170805901 170805901020726 2/7/2026	
600-00-53700-851-400		TELEPHONE/INTERNET EXPENSE	54.99
		170805901 170805901020726 2/7/2026	
Total			219.99 ✓
2/24/2026 CHARTER COMMUNICATIONS/SPECTRUM			
#170804901			
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	88.46
		#170804901 170804901021426 2/14/2026	
500-00-53700-681-200		TELEPHONE/INTERNET EXPENSE	44.23
		#170804901 170804901021426 2/14/2026	
600-00-53700-851-400		TELEPHONE/INTERNET EXPENSE	44.23
		#170804901 170804901021426 2/14/2026	

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HOMETOWN BANK GENERAL OPERATING

Dated From: 2/24/2026 From Account:

Thru: 2/24/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			176.92 ✓
2/24/2026 DANE COUNTY TREASURER - TAX			
TAX BILL ENVELOPES FOR 2025			
100-00-51420-310-000		ADMIN - OFFICE SUPPLY	35.45
		TAX BILL ENVELOPES FOR 2025	
	47806 2/17/2026		
Total			35.45 ✓
2/24/2026 MC FARLANE, BRYAN			
2/7 - 2/20/2026 CLEAN AMUNDSON BLDG			
100-00-51600-120-000		MUN BLDG - HOURLY WAGES	400.00
		2/7 - 2/20/2026 CLEAN AMUNDSON BLDG	
	2/24/2026		
Total			400.00 ✓
2/24/2026 MC FARLANE, BRYAN			
1/31 - 2/12/2026 LIBRARY CLEANING			
150-00-55110-240-000		LIB BUILDING MAINT & REPAIR	375.00 •
		1/31 - 2/12/2026 LIBRARY CLEANING	
	2/12/2026		
Total			375.00 ✓
2/24/2026 QUILL CORPORATION			
MONTHLY DESK PAD, ADD MACHINE ROLLS			
100-00-51420-310-000		ADMIN - OFFICE SUPPLY	16.11
		MONTHLY DESK PAD, ADD MACHINE ROLLS	
	47445320 1/20/2026		
500-00-53700-640-000		SUPPLIES AND EXPENSES	8.06
		MONTHLY DESK PAD, ADD MACHINE ROLLS	
	47445320 1/20/2026		
600-00-53700-851-000		OFFICE SUPPLIES & EXPENSES	8.06
		MONTHLY DESK PAD, ADD MACHINE ROLLS	
	47445320 1/20/2026		
100-00-51420-310-000		ADMIN - OFFICE SUPPLY	15.46
		HIGHLIGHTERS, RULER, KLEENEX TISSUE	
	47756553 2/11/2026		
500-00-53700-640-000		SUPPLIES AND EXPENSES	7.72
		HIGHLIGHTERS, RULER, KLEENEX TISSUE	
	47756553 2/11/2026		
600-00-53700-851-000		OFFICE SUPPLIES & EXPENSES	7.72
		HIGHLIGHTERS, RULER, KLEENEX TISSUE	
	47756553 2/11/2026		
500-00-53700-640-000		SUPPLIES AND EXPENSES	7.47
		DESKTOP STAPLER	
	47602038 1/30/2026		
600-00-53700-851-000		OFFICE SUPPLIES & EXPENSES	7.46
		DESKTOP STAPLER	
	47602038 1/30/2026		

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Dated From: 2/24/2026

From Account:

Thru: 2/24/2026

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-51420-310-000		ADMIN - OFFICE SUPPLY	22.99
		DESKTOP FILE FOLDER HOLDER 47602038 1/30/2026	
100-00-51420-310-000		ADMIN - OFFICE SUPPLY	6.30
		SIGNATURE FLAGS, PAPERCLIP HOLDER 47602038 1/30/2026	
500-00-53700-640-000		SUPPLIES AND EXPENSES	3.14
		SIGNATURE FLAGS, PAPERCLIP HOLDER 47602038 1/30/2026	
600-00-53700-851-000		OFFICE SUPPLIES & EXPENSES	3.14
		SIGNATURE FLAGS, PAPERCLIP HOLDER 47602038 1/30/2026	
100-00-51100-390-000		LEGISLATIVE - SUPPLY & EXPENSE	10.34
		PAULA H - VILLAGE PRESIDENT PLASTIC SIGN 47628033 2/3/2026	
100-00-51420-310-000		ADMIN - OFFICE SUPPLY	71.38
		ENVELOPES - WINDOW AND REGULAR 47628371 2/3/2026	
500-00-53700-640-000		SUPPLIES AND EXPENSES	35.69
		ENVELOPES - WINDOW AND REGULAR 47628371 2/3/2026	
600-00-53700-851-000		OFFICE SUPPLIES & EXPENSES	35.69
		ENVELOPES - WINDOW AND REGULAR 47628371 2/3/2026	
100-00-51420-310-000		ADMIN - OFFICE SUPPLY	42.26
		SIGN HOLDERS 11X 17 AND 8 1/2 X 11 47632966 2/3/2026	
500-00-53700-640-000		SUPPLIES AND EXPENSES	21.13
		SIGN HOLDERS 11X 17 AND 8 1/2 X 11 47632966 2/3/2026	
600-00-53700-851-000		OFFICE SUPPLIES & EXPENSES	21.13
		SIGN HOLDERS 11X 17 AND 8 1/2 X 11 47632966 2/3/2026	
100-00-51420-310-000		ADMIN - OFFICE SUPPLY	49.38
		8 1/2 X 11 SIGN HOLDERS 47735994 2/10/2026	
		Total	400.63

2/24/2026 REFUEL PANTRY

PUBLIC WORKS FUEL JAN 2026

100-00-53311-370-000		PUBLIC WORKS - FUEL	1,076.08
		PUBLIC WORKS FUEL JAN 2026 2090 1/31/2026	
100-00-52100-370-000		POLICE - SQUAD GAS/OIL	30.00
		POLICE FUEL - JAN 2026 2088 14/31/2026	
		Total	1,106.08

2/24/2026 SUPERIOR STATE ADMINISTRATORS INC

HSCAF-TEA 2026 PLAN ANNUAL FEE

100-00-51420-134-000		ADMIN - FLEX BEN	87.50
		HSCAF-TEA 2026 PLAN ANNUAL FEE GHX4771 12/3/2026	

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HOMETOWN BANK GENERAL OPERATING

Dated From: 2/24/2026

From Account:

Thru: 2/24/2026

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
500-00-53700-408-000		WATER - EMPLOYEE FRINGES	43.75
	HSCAF-TEA 2026	PLAN ANNUAL FEE GHX4771 12/3/2026	
600-00-53700-130-000		SEWER - FRINGES	43.75
	HSCAF-TEA 2026	PLAN ANNUAL FEE GHX4771 12/3/2026	
100-00-53311-134-000		PUBLIC WORKS - FLEX BEN	87.50
	HSCAF-TEA 2026	PLAN ANNUAL FEE GHX4771 12/3/2026	
150-00-55110-134-000		LIB - FLEX BENEFIT	87.50
	HSCAF-TEA 2026	PLAN ANNUAL FEE GHX4771 12/3/2026	
		Total	350.00 ✓

2/24/2026 SUPERIOR STATE ADMINISTRATORS INC

FSA MTHLY FEE (4) DEC 2025

Previous Year Expense

100-00-51420-134-000	ADMIN - FLEX BEN	5.74
	FSA MTHLY FEE (4) DEC 2025 GHX4550 12/1/2025	
100-00-53311-134-000	PUBLIC WORKS - FLEX BEN	5.74
	FSA MTHLY FEE (4) DEC 2025 PWORKS GHX4550 12/1/2025	
150-00-55110-134-000	LIB - FLEX BENEFIT	5.74
	FSA MTHLY FEE (4) DEC 2025 LIB GHX4550 12/1/2025	
500-00-53700-686-000	EMPLOYEE PENSIONS AND BENEFITS	2.89
	FSA MTHLY FEE (4) DEC 2025 - WATER GHX4550 12/1/2025	
600-00-53700-854-000	EMPLOYEE PENSIONS & BENEFITS	2.89
	FSA MTHLY FEE (4) DEC 2025 - SEWER GHX4550 12/1/2025	
100-00-51420-134-000	ADMIN - FLEX BEN	5.74
	FSA MTHLY FEE (4) NOV 2025 GHX4296 11/1/2025	
100-00-53311-134-000	PUBLIC WORKS - FLEX BEN	5.74
	FSA MTHLY FEE (4) NOV 2025 GHX4296 11/1/2025	
150-00-55110-134-000	LIB - FLEX BENEFIT	5.74
	FSA MTHLY FEE (4) NOV 2025 GHX4296 11/1/2025	
500-00-53700-686-000	EMPLOYEE PENSIONS AND BENEFITS	2.89
	FSA MTHLY FEE (4) NOV 2025 GHX4296 11/1/2025	
600-00-53700-854-000	EMPLOYEE PENSIONS & BENEFITS	2.89
	FSA MTHLY FEE (4) NOV 2025 GHX4296 11/1/2025	
100-00-51420-134-000	ADMIN - FLEX BEN	7.19
	FSA MTHLY FEE (4) JUN 2025 GHX3214 6/1/2025	
100-00-53311-134-000	PUBLIC WORKS - FLEX BEN	7.19
	FSA MTHLY FEE (4) JUN 2025 GHX3214 6/1/2025	
150-00-55110-134-000	LIB - FLEX BENEFIT	7.19
	FSA MTHLY FEE (4) JUN 2025 GHX3214 6/1/2025	

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HOMETOWN BANK GENERAL OPERATING

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Dated From: 2/24/2026 From Account:
Thru: 2/24/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
500-00-53700-686-000		EMPLOYEE PENSIONS AND BENEFITS	3.59
	FSA MTHLY FEE (4) JUN 2025	GHX3214 6/1/2025	
600-00-53700-854-000		EMPLOYEE PENSIONS & BENEFITS	3.59
	FSA MTHLY FEE (4) JUN 2025	GHX3214 6/1/2025	
		Total	74.75 ✓
2/24/2026 TERMINIX WIL-KIL AMUNDSON BUILDING PEST CONTROL			
100-00-51600-240-000		MUN BLDG - MAINT & REPAIR	109.46
	AMUNDSON BUILDING PEST CONTROL	916908242 2/6/2026	
		Total	109.46 ✓
2/24/2026 VILLAGE OF DEERFIELD APG - PUBLICATION VOTING ABSENTEE BALLOT			
100-00-51425-000-000		PUBLICATION/HEARING NOTICES	20.55
	APG - PUBLICATION VOTING ABSENTEE BALLOT 3054	2/10/2026	
100-00-52100-370-000		POLICE - SQUAD GAS/OIL	271.41
	POLICE FUEL JAN 2026	3053 2/10/2026	
		Total	291.96 ✓
		Grand Total	54,862.01

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Dated From: 2/24/2026 From Account:
Thru: 2/24/2026 Thru Account:

	Amount
Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	2,629.47
Total Expenditure from Fund # 110 - DEBT SERVICE FUND	51,280.28
Total Expenditure from Fund # 150 - LIBRARY FUND	481.17
Total Expenditure from Fund # 500 - WATER UTILITY	235.55
Total Expenditure from Fund # 600 - SEWER UTILITY	235.54
Total Expenditure from all Funds	54,862.01

KJB

SECOND BILL RUN

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HOMETOWN BANK GENERAL OPERATING

Dated From: 2/24/2026

From Account:

Thru: 2/24/2026

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	2/24/2026	ALLIANT ENERGY/WP&L	
#3712920000	134 WTR TOWER		
500-00-53700-620-000	POWER PURCHASED FOR PUMPING		89.98 ✓
#3712920000	134 WTR TOWER	371292 2/12/2026	
600-00-53700-821-000	POWER PURCHASED FOR PUMPING		202.28 ✓
#0144220000	12 & 18 LIFT STATION	14422 2/12/2026	
600-00-53700-821-000	POWER PURCHASED FOR PUMPING		1,054.74 ✓
#3994420000	300 WATER ST PUMP HOUSE	3994420000 2/12/2026	
500-00-53700-620-000	POWER PURCHASED FOR PUMPING		1,339.81 ✓
#1762800000	SKOGEN RD WELL#3	17628 2/12/2026	
500-00-53700-620-000	POWER PURCHASED FOR PUMPING		1,248.49 ✓
#3967610000	WELL #2	396761 2/12/2026	
Total			3,935.30 ✓

2/24/2026 ALLIANT ENERGY/WP&L

#370181

100-00-51600-220-000	MUN BLDG - UTILITIES		1,315.31 ✓
#370181		2/12/2026	
100-00-53420-000-000	STREET LIGHTS		40.82 ✓
#1611869258		2/12/2026	
100-00-53420-000-000	STREET LIGHTS		42.45 ✓
#252381		2/12/2026	
100-00-53311-220-000	PUBLIC WORKS - UTILITY & PHONE		932.25 ✓
#034153		2/12/2026	
100-00-53420-000-000	STREET LIGHTS		3.64 ✓
#480381		2/12/2025	
100-00-53420-000-000	STREET LIGHTS		23.72 ✓
#543106		2/12/2025	
100-00-55200-220-000	PARK UTILITIES		47.44 ✓
#0335194619		2/12/2025	
100-00-55200-220-000	PARK UTILITIES		31.39 ✓
#6959100000	VETERANS PARK	2/12/2026	
100-00-53420-000-000	STREET LIGHTS		52.94 ✓
#5706050000		2/12/2026	
100-00-53420-000-000	STREET LIGHTS		30.54 ✓
#9239520000	WATER ST SCOTT FARM	2/16/2026	
100-00-53420-000-000	STREET LIGHTS		90.51 ✓
#9380220000		2/12/2026	

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HOMETOWN BANK GENERAL OPERATING

Dated From: 2/24/2026 From Account:

Thru: 2/24/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	28.28 ✓
#5613463308 -	150 LAGOON RD	2/13/2026	
100-00-53420-000-000		STREET LIGHTS	103.78 ✓
#5122342434	HWY 12/18 & 138 TRAFFIC LT	2/13/2026	
	Total		2,743.07
2/24/2026 BUSCH, BETSY			
2026 SPRING PRIMARY			
100-00-51440-120-000		POLL WORKER WAGES	60.00 ✓
2026 SPRING PRIMARY	2/17/2026		
	Total		60.00
2/24/2026 CHARTER COMMUNICATIONS/SPECTRUM			
170806001 ADMIN INTERNET SVC			
100-00-51420-221-000		ADMIN - TELEPHONE/INTERNET	65.50
170806001 ADMIN INTERNET SVC	170806001021426	2/14/2026	
100-00-52100-390-000		POLICE - PHONES & SUPPLIES	65.50
170806001 POLICE INTERNET SVC	170806001021426	2/14/2026	
500-00-53700-681-200		TELEPHONE/INTERNET EXPENSE	32.75
170806001 WATER INTERNET	170806001021426	2/14/2026	
600-00-53700-851-400		TELEPHONE/INTERNET EXPENSE	32.75
170806001 SEWER INTERNET	170806001021426	2/14/2026	
	Total		196.50 ✓
2/24/2026 CHRISTIANSON, SUE			
2026 SPRING PRIMARY 2/17/2026			
100-00-51440-120-000		POLL WORKER WAGES	48.00
2026 SPRING PRIMARY	2/17/2026		
	Total		48.00 ✓
2/24/2026 COMPUTER MAGIC, INC			
PDF-XCHANGE - 1 LICENSE 3 YRS MAINT			
100-00-51420-320-000		ADMIN - SUBSCR/PRINTING	102.70
PDF-XCHANGE - 1 LICENSE 3 YRS MAINT	13739	2/23/2026	
100-00-51420-310-000		ADMIN - OFFICE SUPPLY	234.40
USB-C DOCK - B. WILSON	13739	2/23/2026	
	Total		337.10 ✓
2/24/2026 DANE COUNTY CITIES & VILLAGES ASSOC			
2026 DCCVA DUES			



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Dated From: 2/24/2026

From Account:

Thru: 2/24/2026

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-51100-390-000	2026 DCCVA DUES	LEGISLATIVE - SUPPLY & EXPENSE 11/17/2025	885.00
Total			885.00 ✓
2/24/2026 FRITZ, BARRY 2026 SPRING PRIMARY 2/17/2026			
100-00-51440-120-000	2026 SPRING PRIMARY 2/17/2026	POLL WORKER WAGES 2/24/2026	60.00
Total			60.00 ✓
2/24/2026 GFL ENVIRONMENTAL (LRS) FUEL SURCHARGE			
350-00-53620-390-000	FUEL SURCHARGE	OTHER SUPPLIES & EXPENSE U10000300698 2/20/2026	60.48
350-00-53620-290-000	MAR 26 TRASH COLLECTION SERVICES	TRASH COLLECTION CONTRACTED U10000300698 2/20/2026	5,897.03
350-00-53620-295-000	MAR 26 RECYCLE COLLECTION SERVICES	RECYCLE COLLECT- CONTRACTED U10000300698 2/20/2026	3,952.00
Total			9,909.51 ✓
2/24/2026 GRIMES, HELEN 2026 SPRING PRIMARY 2/17/2026			
100-00-51440-120-000	2026 SPRING PRIMARY 2/17/2026	POLL WORKER WAGES	60.00
Total			60.00 ✓
2/24/2026 HALL, PAT 2026 SPRING PRIMARY 2/17/2026			
100-00-51440-120-000	2026 SPRING PRIMARY 2/17/2026	POLL WORKER WAGES	60.00 ✓
Total			60.00 ✓
2/24/2026 HOLLENBECK PAULA 2026 SPRING PRIMARY 2/17/2026			
100-00-51440-120-000	2026 SPRING PRIMARY 2/17/2026	POLL WORKER WAGES	48.00 ✓
Total			48.00 ✓
2/24/2026 LEONHARD, TERESE 2026 SPRING PRIMARY 2/17/2026			

LRS

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HOMETOWN BANK GENERAL OPERATING

Dated From: 2/24/2026

From Account:

Thru: 2/24/2026

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-51440-120-000	POLL WORKER WAGES		96.00
	2026 SPRING PRIMARY 2/17/2026	2/24/2026	
		Total	96.00
2/24/2026 LESER, JIM			
2026 SPRING PRIMARY 2/17/2026			
100-00-51440-120-000	POLL WORKER WAGES		60.00
	2026 SPRING PRIMARY 2/17/2026		
		Total	60.00
2/24/2026 LOW, JAMES			
2026 SPRING PRIMARY 2/17/2026			
100-00-51440-120-000	POLL WORKER WAGES		60.00
	2026 SPRING PRIMARY 2/17/2026	2/24/2026	
		Total	60.00
2/24/2026 LOW, LINDA			
2026 SPRING PRIMARY 2/17/2026			
100-00-51440-120-000	POLL WORKER WAGES		60.00
	2026 SPRING PRIMARY 2/17/2026	2/24/2026	
		Total	60.00
2/24/2026 LUND, DEAN			
2026 SPRING PRIMARY 2/17/2026			
100-00-51440-120-000	POLL WORKER WAGES		84.00
	2026 SPRING PRIMARY 2/17/2026		
		Total	84.00
2/24/2026 MOFFETT, TOM			
2026 SPRING PRIMARY 2/17/2026			
100-00-51440-120-000	POLL WORKER WAGES		48.00
	2026 SPRING PRIMARY 2/17/2026	2/24/2026	
		Total	48.00
2/24/2026 OATES, LAWRENCE			
2026 SPRING PRIMARY 2/17/2026			
100-00-51440-120-000	POLL WORKER WAGES		60.00
	2026 SPRING PRIMARY 2/17/2026		
		Total	60.00

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HOMETOWN BANK GENERAL OPERATING

Dated From: 2/24/2026

From Account:

Thru: 2/24/2026

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
2/24/2026 PUBLIC ADMINISTRATION ASSOC			
INTERIM CLERK/TREASURER 2/7 - 2/20/2026			
100-00-51520-290-000		CONTRACTED SERVICES	5,700.00
		INTERIM CLERK/TREASURER 2/7 - 2/20/2026 C-26-024	
Total			5,700.00

2/24/2026 QUILL CORPORATION			
WHITE COPY PAPER			
100-00-51420-310-000		ADMIN - OFFICE SUPPLY	19.99
		WHITE COPY PAPER 47658564 2/4/2026	
500-00-53700-640-000		SUPPLIES AND EXPENSES	10.00
		WHITE COPY PAPER 47658564 2/4/2026	
600-00-53700-851-000		OFFICE SUPPLIES & EXPENSES	10.00
		WHITE COPY PAPER 47658564 2/4/2026	
100-00-51600-390-000		MUN BLDG - SUPPLIES	70.59
		TOILET TISSUE FOR RESTROOMS 47658564 2/4/2026	
100-00-51420-310-000		ADMIN - OFFICE SUPPLY	22.99
		RED FILE FOLDERS 47658564 2/04/2026	
500-00-53700-640-000		SUPPLIES AND EXPENSES	11.50
		BLUE FILE FOLDERS 47658564 2/04/2026	
600-00-53700-851-000		OFFICE SUPPLIES & EXPENSES	11.49
		BLUE FILE FOLDERS 47658564 2/04/2026	
150-00-55110-310-000		LIB - OFFICE SUPPLY	22.99
		ORANGE FILE FOLDERS 47658564 2/4/2026	
Total			179.55

2/24/2026 REDINGTON, CARI			
2026 SPRING PRIMARY 2/17/2026			
100-00-51440-120-000		POLL WORKER WAGES	36.00
		2026 SPRING PRIMARY 2/17/2026 2/24/2026	
Total			36.00

2/24/2026 ROWLEY, ROYANNE			
2026 SPRING PRIMARY 2/17/2026			
100-00-51440-120-000		POLL WORKER WAGES	60.00
		2026 SPRING PRIMARY 2/17/2026	
Total			60.00

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HOMETOWN BANK GENERAL OPERATING

Dated From: 2/24/2026 From Account:

Thru: 2/24/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	2/24/2026	TUFTL, GAILE	
	2026 SPRING PRIMARY	2/17/2026	
100-00-51440-120-000		POLL WORKER WAGES	60.00
	2026 SPRING PRIMARY	2/17/2026	
	2/24/2026		
		Total	60.00
	2/24/2026	U'REN, GERI	
	2026 SPRING PRIMARY	2/17/2026	
100-00-51440-120-000		POLL WORKER WAGES	60.00
	2026 SPRING PRIMARY	2/17/2026	
		Total	60.00
	2/24/2026	US CELLULAR	
	W&S METER READING	MODEM	
500-00-53700-681-200		TELEPHONE/INTERNET EXPENSE	20.82
	W&S METER READING	MODEM	
	0788492902	2/10/2026	
		Total	20.82
	2/24/2026	VISA	
	MISC		
920-00-55190-390-000		CABLE TV-SUPPLIES & EXPENSE	1.47
	MISC	1/30/2026	
		Total	1.47
		Grand Total	24,928.32

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Dated From: 2/24/2026 From Account:
Thru: 2/24/2026 Thru Account:

	Amount
Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	10,929.74
Total Expenditure from Fund # 150 - LIBRARY FUND	22.99
Total Expenditure from Fund # 350 - REFUSE & RECYCLING FUND	9,909.51
Total Expenditure from Fund # 500 - WATER UTILITY	2,753.35
Total Expenditure from Fund # 600 - SEWER UTILITY	1,311.26
Total Expenditure from Fund # 920 - CAMBRIDGE/OAKLAND CABLE TV	1.47
Total Expenditure from all Funds	24,928.32





January 11, 2026,

Dear Village Board Members,

First, I want to thank you for your continued consideration of the Cambridge Arts Council for funding. I would also like to acknowledge that I did not understand, until recently, that I needed to invoice the Village to receive the donation offered over the past years. That oversight is entirely my responsibility.

After thoughtful discussion with my board, and in light of the Village's current financial position, we do not feel comfortable accepting a monetary donation at this time. We are concerned that doing so could reflect poorly on the Arts Council, and that is something we want to avoid.

Please know that this decision is not because we are financially flush, nor do we want the community to interpret this as a signal that their support is not needed or valued. Free Community Concerts and Midwest Fire Fest continue to rely heavily on community donations, and we are hopeful that those who support our efforts will understand the position we are taking.

We remain deeply grateful for the many ways the Village of Cambridge supports our events. In particular, the Public Works team is an incredible asset—preparing the park, providing signage and cones, being on call during events, and assisting with the relocation of sculptures to their permanent homes. The Village is truly fortunate to have such a dedicated and capable team.

This year's Midwest Fire Fest (Year 9) will take place June 13–14, 2026, in Westside Park. Festival hours are Saturday from 10:00–10:30 and Sunday from 10:00–4:00.

Construction of the featured sculpture by Artist-in-Residence Janina Myronowa will begin July 1, 2026, in Westside Park. Ms. Myronowa is an internationally recognized ceramic artist. A native of Ukraine, she has been based in Poland since 2013 and came to the United States in 2022 on a five-year artist visa. She has held prestigious residencies including McKnight Fellow Resident Artist at Northern Clay Center in Minneapolis, a long-term residency at the Archie Bray Foundation in Helena, Montana, and most recently at The Clay Studio in Philadelphia.

Ms. Myronowa holds two master's degrees in Sculpture and in Ceramics and Design, as well as a PhD in Ceramics. Her international experience includes residencies in Taiwan, South Korea, France, Denmark, Hungary, and now Cambridge.

Her sculptures are characterized by bright colors, precise lines, and playful imagery that convey themes of family, peace, and joy.

We request permanent placement for this sculpture in Mill Park at the Spring Alley end. We will work with Cody with the Village Public Works Department, on the best placement.

I would also like to plant the seed of adding one more sculpture in 2027 located centrally in Mill Park creating a handicap accessible sculpture park, this would allow visitors to make a loop through the alley and up Main Street to see all the sculptures. We hope to finally have the identification plaques completed this winter.

This year, we are excited to share that *Midwest Living* will be featuring Cambridge in its spring edition. This is an outstanding opportunity to highlight our community and the Midwest Fire Fest.

We understand that Officer Chad has retired, which is well deserved. We have not yet met his replacement. We attempted to conduct a walkthrough last year, but scheduling did not align. We will coordinate with the Village to ensure a walkthrough takes place this year.

We will be using the CamRock Trailhead parking area for musicians and accessible (handicap) parking.

We would appreciate regular updates on the Water Street Bridge Project. Last year, having artists located in the greenspace by the Cambridge Tap House worked very well and helped guide patrons downtown. Additionally, the iron pour took place in the parking lot behind the Korth's building. This layout—and the total number of artists we can accept—depends heavily on having an accurate construction timeline. Our artist application deadline is March 15, at which point we must determine how many artists we can accommodate. Without being able to rely on a dry lower park, this information is vital to the success of the event.

There will be no parking on either side of Water Street along the length of Westside Park. Artists will be permitted to unload and then move their vehicles.

We request that Water Street be closed again (except for local traffic and emergency vehicles) from Main Street to the corner of Pleasant Street, with truck traffic stopped at Highland. The closure would run from 6:00 a.m. Saturday, June 13, through 5:00 p.m. Sunday, June 14. A letter will be sent to Gavilon Grain reminding them to notify drivers of

the detour. We will work closely with the Public Works team regarding street closures and will post directional maps and alerts on our social media platforms.

Traffic cones will be used to create a clearly marked pedestrian walkway beginning at the bridge.

We plan to use the elementary and middle school parking lots as overflow parking. These areas are within easy walking distance, and based on past experience, patrons do not utilize shuttles even when provided.

Pleasant Street will be barricaded at both ends—Main Street and Water Street—but will remain open to local traffic and emergency vehicles. At no point will any driveways be blocked.

The street area from Allen Street south to the first driveway (without blocking access) will serve as the designated food truck area. Local traffic from Allen Street will be able to exit north to Main Street.

A door-hanger flyer will be distributed one week prior to the event to notify residents of the festival and associated road and parking limitations. Last year, approximately 60 flyers were distributed. Target streets include Pleasant Street, Water Street up to the school, Allen Street, and Marion Street.

The boundaries of Westside Park will again be clearly posted every 10 yards indicating that alcohol is not permitted beyond those points. This approach has proven very effective, with no issues of alcohol leaving the park in past years. All Fire Fest committee members are educated on these rules and assist with monitoring.

The beer tent will be located within the park near Pleasant and Allen Streets. Wristbands will be issued at the ticket sales booth after ID verification. No alcohol will be served without a wristband.

The stage placement will be in the same general location as previous years, under the trees near the lower pumphouse doors. Final placement will depend on weather conditions and ground saturation.

The sculpture will be built in the same location along the riverbank.

Fencing provided by the festival will be installed by volunteers along the river for the full length of the park one to two weeks prior to the event. This serves both as a safety measure during the festival and as a deterrent to geese, helping reduce goose waste in the park.

Summer Concert Series.

Summer Concerts: Friday's 6:30-8:30

The concerts are scheduled to take place in Veteran's Park again this year. This park is very Handicapped accessible, which is important for these events.

Portable Placement, Historically we had them placed and removed every concert, last year with the Memorial day and the first concert being so close and it being much less expensive have portables placed for the season with weekly clean out seemed like a good idea, also they would be there to be used by the public all summer, taking the pressure off local businesses. They were originally place on Spring Street at Main. Evidently one business complained about the location the board had approved, stating her customers complained about having to park next to smelly portables. Fortunately, Badger Bank allowed us to move them in their parking lot adjacent to the church. While not ideal this location worked out ok for concerts, however the rest of the time they seemed fairly hidden, negating the help to downtown businesses. We would be open to a conversation about best placement.

June 5 Trophy Husbands -- Classic Rock/Pop

June 19 Ruthie and the Ramblin'--Western Swing

July 10 All That Jazz--Big Band

July 24 Krause Family Band—Americana/Roots

August 7 Sorry Mountain Band—Bluegrass

Concessions will be shared among the Cambridge Lions Club, Cambridge Music Boosters, and the Boy Scouts at no cost to these organizations, allowing them to further support their respective missions within the community.

We have also invited Sweet Scoops, as well as Ennay Pop-Up Dry Bar, which offers alcohol-free mocktails on select dates.

Charlie Hoffmann, our insurance agent, will provide all required certificates of insurance for the events, including liquor liability coverage for Midwest Fire Fest, general event insurance, and insurance coverage for the stage.

That is our planning overview for 2026 at this time. Our fundraising Gala will be held on February 28 from 5:00–8:00 p.m. at Cambridge Winery, and we would like to extend an invitation to each of you to attend. Tickets can be purchased at www.cambridgewiarts.org.

If you have any questions feel free to email me at Lauriestruss@gmail.com 608 513-0479



2026 Notes for VOC Public Works

Concert Dates:

June 5
June 19
July 10
July 24
August 7

We will need a detour sign at the corner of North Street & Elm
2 Road closed signs and cones left in westside park to close the section of North Street
between Spring and Park when we place the stage

Midwest Fire Fest June 13/14

Road Closed and some cones at:

Main & Water
Water & Pleasant
Pleasant & Main
Water & Johnson (Detour)
Highland & Water detour ahead road closed ahead

We would request the use of the shops fire extinguishers they can be placed in the lower
pump house.



Enclosures

(1) Application for Temporary Class B Retailer's License
Midwest Fire Fest

(3) Street Use Application
Water Street
Pleasant Street
North Street

(3) Park Reservation Permits
Westside Park
Mill Park
Veteran's Park

(2) Temporary Banner Permits
Spring Pottery Tour
Earth, Wood, and Fire Artists Tour

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ _____

Application Date: 1/12/26
County of DANE

☐ Town ☒ Village ☐ City of Cambridge

The named organization applies for: (check appropriate box(es).)

- ☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning June 13 and ending June 14 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- ☒ Bona fide Club ☐ Church ☐ Lodge/Society
☐ Chamber of Commerce or similar Civic or Trade Organization
☐ Veteran's Organization ☐ Fair Association

(a) Name CAMBRIDGE ARTS COUNCIL / MIDWEST FIRE FEST

(b) Address PO BOX 621 CAMBRIDGE
(Street) ☐ Town ☒ Village ☐ City

(c) Date organized March 2012

(d) If corporation, give date of incorporation MAY 15, 2013

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President LAURIE STRUSS 313 SOUTH STREET CAMBRIDGE

Vice President MARK SKUDLAZEK 10 Tranquil Lane Cambridge

Secretary ANDY WALLMAN 205 E North St Cambridge

Treasurer MATT GENT N4390 Park Rd Cambridge WI

(g) Name and address of manager or person in charge of affair: LAURIE STRUSS

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 300 Water Street

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? Entire Westside Park & food Court.

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Midwest Fire Fest

(b) Dates of event June 13 & 14 2026

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk _____

Date Granted by Council _____

Cambridge Arts Council
(Name of Organization)
Officer Laurie L. Struss
(Signature/date)

Officer _____
(Signature/date)

Date Reported to Council or Board _____

License No. _____

STREET USE PERMIT APPLICATION

Village of Cambridge, Wisconsin

200 Spring Street, P.O. Box 99 53523 (608) 423-3712

APPLICANT NAME Laurie Struss	TELEPHONE 608 513-0479
ADDRESS 313 South Street E	CITY/STATE/ZIP Cambridge WI 53523
ORGANIZATION INFORMATION (IF APPLICABLE)	
ORGANIZATION NAME Cambridge Arts Council	ORGANIZATION ADDRESS P.O. Box 621
PRESIDENT/DIRECTOR NAME Laurie Struss	TELEPHONE 608 513 0479
CONTACT NAME Laurie Struss	TELEPHONE 608 513 0479
DESCRIBE YOUR REQUEST	
PROPOSED USE FOR STREET PERMIT:	
Midwest Fire Fest	
STREET REQUESTED: Water FROM: Main TO: Pleasant (Highland)	
DATE and TIMES REQUESTED June 13-14	NUMBER of PEOPLE EXPECTED 6000
FEE: NONE	
The applicant agrees to abide by Village of Cambridge ordinances. You may be required to furnish a certificate of comprehensive general liability insurance or a performance bond prior to being granted the permit. The Village of Cambridge is not responsible for injuries or damages resulting from the activities for which the permit is granted. The Village President or a law enforcement officer has the authority to revoke a permit or terminate an event in progress if the event organizers fail to comply with any of the regulations in the street use policy or conditions stated in the permit, or if the health, safety and welfare of the public appears to be endangered by activities as a result of the event or the event is in violation of any of the conditions of the permits or ordinances of the Village of Cambridge.	
SIGNATURE Laurie Struss	DATE 1-12-26
OFFICE USE ONLY	
Recommendation from Cambridge Police Department:	☐ I recommend approval of the permit ☐ I recommend refusal of the permit
Reasons if refusal:	
Officer Signature:	Approved by Village Board:
Valid Dates	

STREET USE PERMIT APPLICATION

Village of Cambridge, Wisconsin

200 Spring Street, P.O. Box 99 53523 (608) 423-3712

APPLICANT NAME LAURIE STRUSS	TELEPHONE 608-513-0479
ADDRESS 313 SOUTH ST	CITY/STATE/ZIP CAMBRIDGE WI 53523
ORGANIZATION INFORMATION (IF APPLICABLE)	
ORGANIZATION NAME CAMBRIDGE ARTS COUNCIL	ORGANIZATION ADDRESS PO BOX 621
PRESIDENT/DIRECTOR NAME LAURIE STRUSS	TELEPHONE 608 513 0479
CONTACT NAME LAURIE STRUSS	TELEPHONE 608 513 0479
DESCRIBE YOUR REQUEST	
PROPOSED USE FOR STREET PERMIT:	
Food Court @ Mid West Fire Fest.	
Food court is from Allen to the first driveway	
STREET REQUESTED: Pleasant Street	FROM: Water TO: Main
DATE and TIMES REQUESTED JUNE 12-13-14	NUMBER of PEOPLE EXPECTED 6000
FEE: NONE	
The applicant agrees to abide by Village of Cambridge ordinances. You may be required to furnish a certificate of comprehensive general liability insurance or a performance bond prior to being granted the permit. The Village of Cambridge is not responsible for injuries or damages resulting from the activities for which the permit is granted. The Village President or a law enforcement officer has the authority to revoke a permit or terminate an event in progress if the event organizers fail to comply with any of the regulations in the street use policy or conditions stated in the permit, or if the health, safety and welfare of the public appears to be endangered by activities as a result of the event or the event is in violation of any of the conditions of the permits or ordinances of the Village of Cambridge.	
SIGNATURE 	DATE 11/12/26
OFFICE USE ONLY	
Recommendation from Cambridge Police Department:	☐ I recommend approval of the permit ☐ I recommend refusal of the permit
Reasons if refusal:	
Officer Signature:	Approved by Village Board:
Valid Dates	

STREET USE PERMIT APPLICATION

Village of Cambridge, Wisconsin

200 Spring Street, P.O. Box 99 53523 (608) 423-3712

APPLICANT NAME LAURIE STRUSS	TELEPHONE 608-513-0479
ADDRESS 313 SOUTH STREET	CITY/STATE/ZIP CAMBRIDGE WI 53523
ORGANIZATION INFORMATION (IF APPLICABLE)	
ORGANIZATION NAME CAMBRIDGE ARTS COUNCIL	ORGANIZATION ADDRESS PO BOX 621 Cambridge
PRESIDENT/DIRECTOR NAME LAURIE STRUSS	TELEPHONE 608 513 0479
CONTACT NAME LAURIE STRUSS	TELEPHONE 608 513 - 0479
DESCRIBE YOUR REQUEST	
PROPOSED USE FOR STREET PERMIT:	
Stage Placement for Summer Concerts	
STREET REQUESTED: North street - FROM: Spring TO: Park	
DATE and TIMES REQUESTED 6/5 6/19 7/10 7/24 8/7	NUMBER OF PEOPLE EXPECTED 500-700
FEE: NONE	
<i>The applicant agrees to abide by Village of Cambridge ordinances. You may be required to furnish a certificate of comprehensive general liability insurance or a performance bond prior to being granted the permit. The Village of Cambridge is not responsible for injuries or damages resulting from the activities for which the permit is granted. The Village President or a law enforcement officer has the authority to revoke a permit or terminate an event in progress if the event organizers fail to comply with any of the regulations in the street use policy or conditions stated in the permit, or if the health, safety and welfare of the public appears to be endangered by activities as a result of the event or the event is in violation of any of the conditions of the permits or ordinances of the Village of Cambridge.</i>	
SIGNATURE Laurie L Struss	DATE 11/12/26
OFFICE USE ONLY	
Recommendation from Cambridge Police Department:	☐ I recommend approval of the permit ☐ I recommend refusal of the permit
Reasons if refusal:	
Officer Signature:	Approved by Village Board:
Valid Dates	

PARK RESERVATION PERMIT - APPLICATION FORM

APPLICANT INFORMATION		
APPLICANT NAME LAURIE STRUSS		TELEPHONE 608-513-0479
ADDRESS 3B SOUTH STREET CAMBRIDGE WI 53523		
ORGANIZATION INFORMATION (IF APPLICABLE)		
ORGANIZATION NAME CAMBRIDGE ARTS COUNCIL		TELEPHONE 608-513-0479
ORGANIZATION ADDRESS PO BOX 621 Cambridge WI 53523		CONTACT NAME LAURIE STRUSS
DESCRIBE YOUR REQUEST		
NAME OF PARK (CHECK ONE) ☒ Mill Plaza	☐ Village Veterans Park ☐ Westside Park	☐ Greenvale #1 ☐ Westside Park Shelter
DATES: June 12, 13, 14	TIMES: 9-8	NO. OF PEOPLE EXPECTED: 500
PURPOSE OVER FLOW MIDWEST FIRE FEST		
FEES DUE		
RESERVATION FEE:	\$	
SECURITY DEPOSIT:	\$	
ELECTRICITY:	\$	
TOTAL:	\$	
SPONSOR SIGNATURE <i>Laurie L. Struss</i>		DATE 11/12/26
OFFICE USE ONLY		
Date Considered by Village Board:		☐ Recommended approval ☐ Recommended refusal
Reason if Refused:		
Deposit Paid:	\$	Cash or Check #
Fees Paid	\$	Cash or Check #
Insurance Certificate Received	☐ Yes ☐ No	

Please submit to the Village Clerk at 200 Spring Street. Remember to attach:

- ☐ Separate checks or money orders for reservation fee and security deposit, made payable to Village of Cambridge
- ☐ Certificate of Insurance

PARK RESERVATION PERMIT - APPLICATION FORM

APPLICANT INFORMATION			
APPLICANT NAME LAURIE STRUSS		TELEPHONE 608 513 0479	
ADDRESS 313 SOUTH STREET CAMBRIDGE WI 53523			
ORGANIZATION INFORMATION (IF APPLICABLE)			
ORGANIZATION NAME CAMBRIDGE ARTS COUNCIL		TELEPHONE 608 513 0479	
ORGANIZATION ADDRESS PO BOX 621 Cambridge WI 53523		CONTACT NAME LAURIE STRUSS	
DESCRIBE YOUR REQUEST			
NAME OF PARK (CHECK ONE) ☐ Mill Plaza		☐ Village Veterans Park ☒ Westside Park ☐ Greenvale #1 ☒ Westside Park Shelter	
DATES: June 1 - June 15		TIMES: varried	
PURPOSE: MIDWEST FIRE FEST		NO. OF PEOPLE EXPECTED: 6000	
SCULPTURE BUILD starts June 1st EVENT SET UP 10-11-12 EVENT 6/13/14 CLEAN UP 6/15 Saturday music done by 10:30 pm			
FEES DUE			
RESERVATION FEE:		\$	
SECURITY DEPOSIT:		\$	
ELECTRICITY:		\$	
TOTAL:		\$	
SPONSOR SIGNATURE 		DATE 7/12/24	
OFFICE USE ONLY			
Date Considered by Village Board:		☐ Recommended approval ☐ Recommended refusal	
Reason if Refused:			
Deposit Paid:		Cash or Check #	
Fees Paid		Cash or Check #	
Insurance Certificate Received		☐ Yes ☐ No	

Please submit to the Village Clerk at 200 Spring Street. Remember to attach:

- ☐ Separate checks or money orders for reservation fee and security deposit, made payable to Village of Cambridge
- ☐ Certificate of Insurance

PARK RESERVATION PERMIT - APPLICATION FORM

APPLICANT INFORMATION			
APPLICANT NAME LAURIE STRUSS		TELEPHONE 608-513-0479	
ADDRESS 313 SOUTH STREET CAMBRIDGE WI 53523			
ORGANIZATION INFORMATION (IF APPLICABLE)			
ORGANIZATION NAME CAMBRIDGE ARTS COUNCIL		TELEPHONE 608-513-0479	
ORGANIZATION ADDRESS PO BOX 621 CAMBRIDGE WI 53523		CONTACT NAME LAURIE STRUSS	
DESCRIBE YOUR REQUEST			
NAME OF PARK (CHECK ONE) ☐ Mill Plaza		☒ Village Veterans Park	☐ Greenvale #1
		☐ Westside Park	☐ Westside Park Shelter
DATES: W/ 6/19/10 7/24 8/7		TIMES: concerts 6:30-9:30 set up starts at 4:00 stage in place in morning	NO. OF PEOPLE EXPECTED: 500-700
PURPOSE Free community concerts			
FEES DUE			
RESERVATION FEE:		\$	
SECURITY DEPOSIT:		\$	
ELECTRICITY:		\$	
TOTAL:		\$	
SPONSOR SIGNATURE Laurie L. Struss		DATE 1/12/26	
OFFICE USE ONLY			
Date Considered by Village Board:		☐ Recommended approval ☐ Recommended refusal	
Reason if Refused:			
Deposit Paid:		\$	
Fees Paid		\$	
Insurance Certificate Received		☐ Yes ☐ No	

Please submit to the Village Clerk at 200 Spring Street. Remember to attach:

- ☐ Separate checks or money orders for reservation fee and security deposit, made payable to Village of Cambridge
- ☐ Certificate of Insurance



TEMPORARY BANNER / CIVIC DISPLAY INSTALLATION APPLICATION / PERMIT

Wisconsin Department of Transportation

DT1876 1/2014 (Replaces ET717) s.86.19(2) Wis. Stats.

Submit application in duplicate to the Division of Transportation System Development Regional Office, Wisconsin Department of Transportation (WisDOT). A single application may be made for each associated pair of temporary banners or group of civic displays.

Applicant - If applicant is not a municipality, indicate endorsement below by responsible municipal official.	
Cambridge Arts Council	
Contact Person Name	(Area Code) Telephone Number
Laurie Struss	608-513-0479
Mailing Address, City, State and ZIP Code	Email Address
PO BOX 621 CAMBRIDGE WI 53523	cambridgewiarts@gmail.com
Wording on Banner	
Earth, Wood & Fire Artist tour	
Location(s) Highway Number	At
Hwy 12	Main St
@ the Bridge	Pleasant
Date To Be Erected	Date To Be Removed
September 28, 2020	10-26-2020

The undersigned applicant requests permission to install temporary banner(s) and/or civic displays at the above location(s). It is understood and agreed that the applicant shall comply with the general and specific conditions stated below and/or attached. The undersigned certifies that he/she is authorized to sign this application on behalf of the named applicant.

X Laurie L Struss
(Applicant or Authorized Representative Signature) (Date - m/d/yyyy)

Representative Title
Cambridge Arts Council President

X
(Municipal Endorsement Signature)

Municipal Title

CONDITIONS

1. A banner is defined as a flexible, horizontal sign extending with its rope or cable supports across an entire roadway.
2. The lettering on banners shall be at least 4 inches in height and the minimum clearance to ground on overhead banners shall be 17 feet.
3. The banner shall not be made of rigid material, and shall have no horizontal stiffeners, except that it may be supported on an overpass. Civic displays may be made of ridged material.
4. Banners and civic displays shall not be permitted over Interstate highways, freeways or expressways.
5. Banners and civic displays shall be removed or replaced when legibility is impaired due to wear or fading.
6. Permitted maximum length of time for banner displays is 30 days for events, and 90 days for community promotion.
7. No banner or civic displays shall be installed using state-owned supports.
8. If new supports are installed to support an overhead banner or any civic display, the applicant shall review the proposed installation with the Regional Traffic Engineer.
9. The applicant shall accept full responsibility for any damage claims resulting from any permitted banner or civic displays.
10. Owners of banners or civic displays which do not conform to the stated conditions are subject to penalty as provided in s.86.19(3) Wis. Stats.
11. Notwithstanding the preceding, no banner or civic display shall display commercial advertising or advertise specific commercial products, services or businesses. The inclusion of a brand name within the name of an event, such as "Brand X Bike Race" is permissible on banners.
12. The applicant shall provide certification, by a Professional Engineer, that any banners or civic displays installed on lighting supports shall meet wind loading requirements.
13. Other conditions: ☐ No ☐ Yes ☒ On Reverse ☐ Attached

PERMIT Approved for the Wisconsin Department of Transportation

Permit Number

X

(WisDOT Representative Signature)

(Date - m/d/yyyy)

Print Name and Title



TEMPORARY BANNER / CIVIC DISPLAY INSTALLATION APPLICATION / PERMIT

Wisconsin Department of Transportation

DT1876 1/2014 (Replaces ET717) s.86.19(2) Wis. Stats.

Submit application in duplicate to the Division of Transportation System Development Regional Office, Wisconsin Department of Transportation (WisDOT). A single application may be made for each associated pair of temporary banners or group of civic displays.

Applicant - If applicant is not a municipality, indicate endorsement below by responsible municipal official.	
Cambridge Arts Council	
Contact Person Name LAURIE STRUSS	(Area Code) Telephone Number 608-513-0479
Mailing Address, City, State and ZIP Code P.O. Box 621 Cambridge WI 53523	Email Address cambridgearts@gmail.com
Wording on Banner Clay Collective Spring Pottery Tour	
Location(s) Highway Number Hwy 12 @ the Bridge	At Main St And At Pleasant
Date To Be Erected 4-6-26	Date To Be Removed 5/4/26

The undersigned applicant requests permission to install temporary banner(s) and/or civic displays at the above location(s). It is understood and agreed that the applicant shall comply with the general and specific conditions stated below and/or attached. The undersigned certifies that he/she is authorized to sign this application on behalf of the named applicant.

X Laurie L Struss

(Applicant or Authorized Representative Signature) (Date - m/d/yyyy)

Representative Title

Cambridge Arts Council President

X

(Municipal Endorsement Signature)

Municipal Title

CONDITIONS

1. A banner is defined as a flexible, horizontal sign extending with its rope or cable supports across an entire roadway.
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3. The banner shall not be made of rigid material, and shall have no horizontal stiffeners, except that it may be supported on an overpass. Civic displays may be made of rigid material.
4. Banners and civic displays shall not be permitted over Interstate highways, freeways or expressways.
5. Banners and civic displays shall be removed or replaced when legibility is impaired due to wear or fading.
6. Permitted maximum length of time for banner displays is 30 days for events, and 90 days for community promotion.
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13. Other conditions: ☐ No ☐ Yes ☒ On Reverse ☐ Attached

PERMIT Approved for the Wisconsin Department of Transportation

Permit Number

X

(WisDOT Representative Signature)

(Date - m/d/yyyy)

Print Name and Title

To: Village of Cambridge Plan Commission
From: Steve Tremlett, AICP, Zoning Administrator
Subject: 111 Spring Street Conditional Use Permit
Date: February 11th, 2026

Request

Approval of a Conditional Use Permit (CUP) at 111 Spring Street (Parcel Number 061212161415) to allow for residential use to be located on the ground floor.

Current Zoning

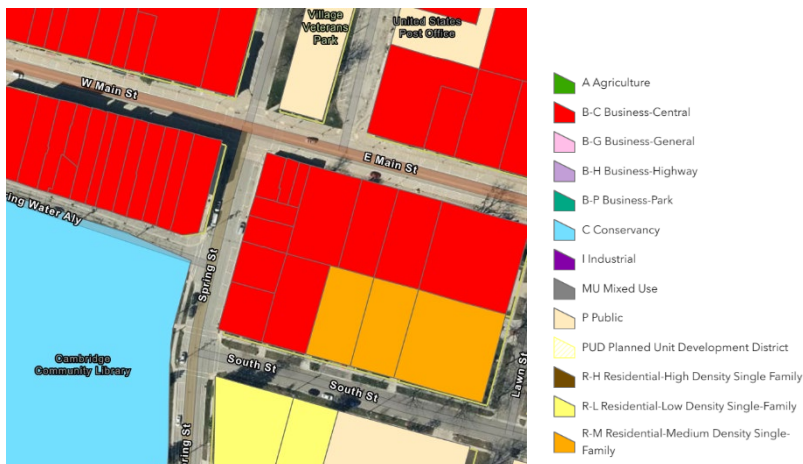


Image of Structure



Background Information

The existing lot is located just off the Main Street downtown corridor and contains a 2-story historical commercial structure. The upper floor is currently used for residential. The lower floor was designed as a commercial store front but has been vacant for some time.

To help attract a tenant, the applicant wishes to alter the ground floor to become a 1 bedroom-1 bathroom apartment roughly 950 feet in size. The applicant notes that there is availability for up to three vehicles in the property's portion of the alleyway just to the right of the structure, which would be shared by the tenants on both floors. There are 17 available parking spaces on the Spring Street 100 Block, with street parking allowed for up to 48 hours at a time and switch-side parking days in the wintertime to allow for snow removal.

Applicable Zoning & Development Code Regulations

Chapter 17.40 - B-C CENTRAL BUSINESS DISTRICT

In late 2025, the Village passed a zoning text amendment adding first-/ground-floor as an conditional use in the B-C District for parcels that do not have frontage on main street. That text amendment allowed this application to be considered for approval with or without conditions.

Chapter 17.68 - CONDITIONAL USES

This section outlines the criteria for CUP review, shown below.

Consistency with the Village's Zoning Code

17.68.070 - Decision Criteria—Conditional uses.

B. Standards. No application for a conditional use shall be recommended for approval by the plan commission, or granted by the village board, unless the commission shall find all of the following conditions are present:

1. **Health and Safety.** That the establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, and safety
 - No specific concerns.
2. **Neighborhood Impacts.** That the uses of existing development within 300 feet of the proposed use and within 500 feet along the same street shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with the use of adjacent land.
 - The property is adjacent to a small financial services office and a social club that currently meets twice per month. The applicant stated there will be off-street parking available on site and shared parking on street nearby for visitors. No foreseen substantial impacts on the adjacent properties.
3. **Consistency with Adopted Village Plans.** The relationship of the proposed use to the objectives of the Village's Comprehensive Plan and other adopted land use related documents.
 - The Comprehensive Plan designates this area as Downtown Mixed Use (DMU). First floor residential areas are restricted along Main Street while it is only discouraged along adjoining side streets. The applicant's prior attempts to lease the space as commercial could be interpreted as having shown a good faith effort to meet the comprehensive plan guidelines.
4. **Necessary Infrastructure.** That adequate utilities, drainage, parking, and other necessary site improvements have been or are being provided.
 - The site will be served by existing municipal roadways and utilities. No additional improvements are anticipated to serve the proposed use.
5. **Traffic Impacts.** That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
 - The existing curb cut/driveway to the right of the building will provide off-street parking for potential tenants.

6. Conformance with other Village ordinances.

- a. That the conditional use shall, except for yard requirements, conform to all applicable regulations of the district in which it is located.
 - This is allowing the use of the structure, so no change to the building. The recommended conditions outlined below will restrict alterations to the windows, so there is no issue with zoning code with no alterations to the building.
- b. That the proposed use does not violate flood plain regulations governing the site.
 - NA - No change to the building.
- c. That adequate measures have been or will be taken to prevent and control water pollution, including sedimentation, erosion and runoff.
 - NA - No change to the building.

7. Other factors. Other factors pertinent to the proposed use, site conditions, or surrounding area considerations that the Commission feels are necessary for review in order to make an informed and just decision.

- Changes to the ground-floor historic commercial frontage and windows can impact the retail frontage that exists in downtown “main” streets; however, this ground floor has been vacant for some time. Plus, this section of the downtown is less commercial focused.
- Conditions on visual alterations to the commercial storefront and otherwise appearance of the building should be established in this approval to preserve the downtown feel and enjoyment of those visiting Cambridge’s historic downtown.

Recommendation

The Plan Commission may impose reasonable conditions on a Conditional Use Permit to ensure the proposed use is consistent with the intent of the B-C Central Business District. The following outlines potential categories of conditions that may be considered as part of the Commission’s review.

1. The building’s street-facing storefront appearance, including base panels, display windows, trim, and primary entrance, shall be maintained and preserved. Any exterior alterations must preserve original historic features, including cornices and moldings of the full facade. General maintenance is allowed, but no change in sizing of windows (both storefront and transoms) is allowed.
2. Window coverings (blinds and curtains) are allowed in the front windows, but walls or partitions are not allowed within three feet of the inside of the window to maintain the historic storefront window appearance.
3. No personal storage or junk beyond recycling and trash carts shall be stored along the sides of the building visible from the street.
4. The ground floor unit will only provide one bedroom to meet off-street parking needs of tenants on both floors of the building.
5. The use of the ground floor unit for residential may be allowed for three (3) years from issuance of this permit. Another permit may be issued if it’s confirmed the use remains appropriate in this location within the downtown district.

Village of Cambridge
Certified Survey Map Application
Due 10 days prior to Plan Commission Meeting

Application Date: 12/11/2025
Property Owner:
Name: EDE Real Estate LLC
Jen O'Branovich / Courtney Sargent
Address: ~~1000 Massachusetts Ave~~ 111 Spring St.
Cambridge WI 53523

Agenda Date Requested: _____
Owner's Agent:
Name: Jen O'Branovich
Address: W9535 US Hwy 12
Cambridge WI 53523

Phone Number: Jen 920-946-4142
Courtney Phone
Fax Number: 608-469-3265

Phone Number: 920-946-4142
Fax Number: _____

Tax Key Number: 0612-121-6141-5

Location: _____

Zoning: _____ Proposed: _____ Subdivision: _____ # Lots: _____ Proposed: _____
PUD For: _____ Special Use For: _____ Land Use: _____
Variation: _____ Land Use Plan: _____ Proposed: _____
Site Gross Area: _____ # of Units Total: _____ 1Br__ 2Br__ 3Br__ 4Br__

Action Requested (check all that apply):

- ☐ Site Plan and Architectural Review / Plan of Operations
- ☒ Conditional Use Permit
- ☐ Rezone
- ☐ Land Use Amendment
- ☐ Preliminary Plat
- ☐ Final Plat
- ☐ Certified Survey Map
- ☐ Project Concept Review
- ☐ Conceptual Land Division
- ☐ Joint Conditional Use & Rezoning
- ☐ Joint Rezoning & Certified Survey Map

Describe in detail the proposal: See attachment

Reasons for Allowance of Conditional Use - 111 Spring St. Cambridge WI

1. Location Off Main Street

- The unit in question is not located directly on Main Street, where the commercial district is intended to remain most active. Allowing residential use in this lower-level property will not interfere with the primary goal of preserving Main Street for commerce, retail, and business activity.

2. Support for Mixed-Use and Revitalization

- Converting underutilized commercial spaces into residential units can encourage more consistent use of the property, reduce vacancies, and add vibrancy to the surrounding area. A residential presence can also support nearby businesses by increasing foot traffic during non-business hours.

3. Minimal Impact on Commercial Viability

- Because the property is lower-level and not on Main Street, the likelihood that it will attract or sustain a long-term commercial tenant is lower. Re-purposing it for residential use makes practical sense and ensures the space does not remain idle.

4. Consistency with Community Needs

- The addition of residential units aligns with broader community goals of supporting housing availability and offering diverse living options. This use would complement the existing commercial zoning without undermining the intent of the district.

5. Compatible with Surrounding Uses

- The requested residential use is compatible with the existing environment, as it will not significantly increase traffic, noise, or parking strain beyond what a commercial use might generate.

6. Conditionally Approvable Status

- By granting the use under conditional approval, the municipality retains oversight. Conditions can be applied to ensure the residential use integrates appropriately, such as compliance with building codes, parking requirements, and maintaining exterior compatibility with the commercial character of the area.

To: Village of Cambridge Plan Commission

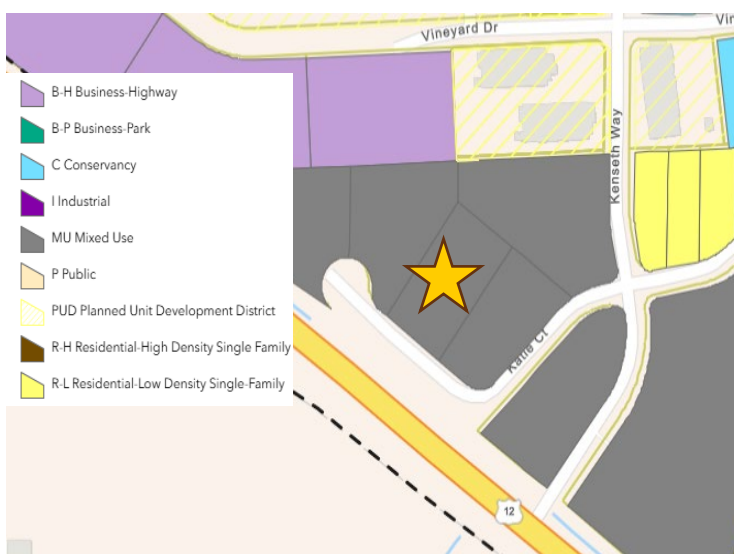
From: Steve Tremlett, AICP, Zoning Administrator

Subject: MB District - Text Amendment (Commercial Condos as a conditional use)

Date: February 12th, 2026

Overview of Request

The Village has received an application from **Kjell Kaashagen** requesting a text amendment to the zoning ordinance to allow commercial condos as a Conditional Use in the Mixed Business zoning district. This amendment intends to allow a new style of development that attracts small businesses to the Village while still allowing conditions to be imposed to help minimize potential nuisances. Attached are the submitted materials to date



The developer introduced his intent for commercial condos at the January 26th Plan Commission meeting.

Tonight's consideration is limited solely to adding Commercial Condos as a Conditional Use within the Mixed Business District and does not approve the applicant's development concept or imply support for any specific project. Approval of this text amendment would enable the applicant to apply for a Conditional Use Permit in the future.

Request Background

The request arises from the applicant's interest in pursuing a development concept to construct two commercial condo buildings at 708 Katie Court (Parcel # 061201320141). During preliminary discussions, it was determined that the current Village Ordinance lacks a use category in any zoning district that would permit this style of development. Mixed Business, the parcel's zoning district, currently allows the following uses:

MEMO

February 12th, 2026

Permitted By Right (17.28.060):

- *General office.*

Conditional Use Permit (17.28.070):

- *Retail sales and service uses under 30,000 square feet GLA*
- *Restaurants, with or without drive-through*
- *Offices and clinics, including veterinary clinics (subject to setback standards)*
- *Lodging (hotels and motels)*

Commercial condos are privately owned units within a business-focused building, offering an alternative to leasing by allowing businesses to build equity in their office, retail, or warehouse with HOA rules and fees, and shared responsibilities for common maintenance, providing affordability and control. Commercial condos can provide space for a range of commercial uses, such as home services (e.g., cleaning), consumer tradesman (e.g., flooring, electrician), professional services, office space, and storage.

Staff's Considerations

This use is becoming more prevalent in communities as a low-cost option to run a small business. Having flexible uses makes this a difficult permitted-by-right option, but a conditional use would allow a case-by-case review of such use based on the intended businesses that may fill the space and potential impacts on surrounding uses/properties.

As reminder, the Village amended its conditional use section of the code to review the following aspects of a development with opportunities to deny if these criteria are not met, or approve with or without conditions to resolve any notable based on substantial evidence.

Decision Criteria

1. Health and Safety. That the establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, and safety.

2. Neighborhood Impacts. That the uses of existing development within 300 feet of the proposed use and within 500 feet along the same street shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with the use of adjacent land.

3. Consistency with Adopted Village Plans. The relationship of the proposed use to the objectives of the Village's Comprehensive Plan and other adopted land use related documents.

4. Necessary Infrastructure. That adequate utilities, drainage, parking, and other necessary site improvements have been or are being provided.

MEMO

February 12th, 2026

5. Traffic Impacts. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

6. Conformance with other Village ordinances.

7. Other factors. Other factors pertinent to the proposed use, site conditions, or surrounding area considerations that the Commission feels are necessary for review in order to make an informed and just decision.

Potential Action

Recommend to Village Board the text amendment to allow Commercial Condos as a Conditional Uses in the Mixed Use Business District (Section 17.28.070).