

VILLAGE OF COTTAGE GROVE
MEETING

NOTICE OF PUBLIC

VILLAGE BOARD OF TRUSTEES

Monday, February 3, 2020 6:30 p.m. Village Municipal
Offices

221 E. Cottage Grove

Rd

1. Call To Order
2. Determination Of Quorum And That The Agenda Was Properly Posted
3. Pledge Of Allegiance
4. PUBLIC APPEARANCES-Public's Opportunity To Speak About Any Subject That Is Not A Specific Agenda Item
5. Discuss And Consider The Minutes Of The Regular Village Board Meeting On January 20, 2020.

Documents:

[1-20-20 VB MINUTES.PDF](#)

6. Unfinished Business
 - a. Discuss and Consider A Request from Doundrins Distilling for Conditional Use Permit for An Outdoor Seating Area at Their Facility Located At 300 Progress Drive (This item was tabled at the Village Board of Trustee meeting on January 20, 2020.)
<!--[if !supportLineBreakNewLine]-->
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Documents:

[CG_VAR_PC-VB_DOUNDRINS-CUP_2020-01-20.PDF](#)
[CG_DOUNDRINSDISTILL-CUP_2019-12-20.PDF](#)
[SURVEY.PDF](#)
[DOUNDRINS SOUND.PDF](#)
[BAND_VENUE CONTRACT.PDF](#)
[CH219_NOISEORD.PDF](#)
[APPPFORM_CUP_DOUNDRINS_2019-12-18-SIGNED.PDF](#)
[OUTDOOR DESCRIPTION.PDF](#)
[LAYOUT WITH BATHROOMS2-MODEL.PDF](#)
[WRITTEN JUSTIFICATION.PDF](#)
[OWNER APPROVAL_EMAIL.PDF](#)

7. New Business
 - a. Discuss and consider Operator License application for Tommy Johnson, Abigail Back and Michelle Gavinski for licensing year July 2019-June 2020.
 - b. Annual report of Building Permits.

Documents:

[OPERATOR LICENSE- T. JOHNSON.PDF](#)
[OPERATOR LICENSE- A. BACK.PDF](#)
[OPERATOR LICENSE- M. GAVINSKI.PDF](#)
[2019 ANNUAL BUILDING PERMIT REPORT.PDF](#)

8. Reports From Village Boards, Commissions & Committees

8.I. Parks, Recreation & Forestry Committee

- a. Discuss and consider suspending ordinance 230-2 stating "Pets, including animals of any species, shall not be permitted in Village parks, except animals used to aid individuals with disabilities or as otherwise recommended by the Park and Recreation Committee and approved by the Village Board" for July 1st, 2020 from 12:00pm – 4:00pm at Northlawn Park to allow Dane County Library Services in conjunction with the Bookmobile, to contract with Zoozort to present the "Zoozort Live Animal Show".
- b. Discuss and consider suspending ordinance 109-28 to allow for sound amplification and alcohol to be consumed in Dublin Park for Music in the Grove.
- c. Discuss and consider allowing Monona Grove School District to use Dublin Park as a short-term evacuation location.

Documents:

[ZOOZORT AGENDA SUBMITTAL 2020.PDF](#)
[ZOOZORT BACKGROUND INFO.PDF](#)
[MUSIC IN THE GROVE MEMO.PDF](#)
[SOUND AMPLIFICATION PERMIT FORM - MIG.PDF](#)
[MG EVACUATION SITE - DUBLIN.PDF](#)
[DUBLIN EVACUATION SITE.PDF](#)

8.II. Public Works & Properties Committee

- a. Discuss and consider allowing Monona Grove School District to use Village Hall as a short-term evacuation site.

Documents:

[MEMO ON MG MOU 2.3.2020.PDF](#)
[MOU REGARDING SHORT-TERM EMERGENCY EVACUATION SITE - VILLAGE HALL \(002\).PDF](#)

8.III. Peer Court Steering Committee

Documents:

[1-21-20 PEER COURT PACKET.PDF](#)

8.IV. Natvig Landfill Monitoring Review Committee

Documents:

[1-27-20 LANDFILL PACKET.PDF](#)

8.V. Joint Fire Department Committee

Documents:

[1-27-20 JT FIRE PACKET.PDF](#)

8.VI. Law Enforcement Committee

- a. Discuss and consider 2020 COPS grant application and applying for one position

Documents:

[1-28-20 LEC PACKET.PDF](#)
[COPS GRANT APP 2020.PDF](#)
[COPS FACT SHEET.PDF](#)

8.VII. Ordinance Review Committee

Documents:

[1-29-20 ORDINANCE REVIEW COMMITTEE PACKET.PDF](#)

9. Reports From Village Officers

a. John Williams

- i. Discuss and consider nomination of Cara Musick to the Ordinance Review Committee.

- ii. Discuss and consider nomination of Catie Malcheski, Jenny Rogers, Nicholas Hess as citizen members and Heidi Murphy and John Williams as board members to the Ad-Hoc Sustainability Committee.

b. Attorney Larry Konopacki

- i. Legal briefings/status updates

10. Communications And Miscellaneous Business

- a. Consider approval of vouchers
b. Correspondence
c. Upcoming community events
d. Future agenda items

Documents:

[BILLS LIST 2-3-20.PDF](#)

11. Closed Session:

The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85 (1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. This closed session is to discuss the Emergency Government Director position.

12. Reconvene Into Open Session And Possible Consideration Of Closed Session Items

- a. Discuss and consider appointment of Emergency Government Director.

13. Adjournment

This agenda has been prepared by Staff and approved by the Village President as Chair of the Village Board for use at the meeting as listed above. Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call [608-839-4704](tel:608-839-4704) at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies 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.

Upcoming Meetings

Public Works 2/4/20 @ 6:00 pm @ MSB

Library Planning Committee 2/5/20 @ 6:30 pm @ MSB

CDA 2/10/20 @ 5:30 pm @ Village Hall

Utility Commission 2/12/20 @ 5:00 pm @ MSB

Plan Commission 2/12/20 @ 6:30 pm @ Village Hall

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, January 20, 2020**

MINUTES

1. Call to order

Village President John Williams called the Village Board of Trustees to order at 6:30 pm.

2. Determination of quorum and that the agenda was properly posted.

It was determined that there was a quorum of members present and that the agenda was properly posted. Village Board members present were: John Williams, Troy Allen, Jeff Lennberg, Heidi Murphy, Melissa Ratcliff, Jon Russell, Sarah Valencia. Staff present were Village Administrator Matt Giese, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Public Works Director JJ Larson, Parks, Recreation and Forestry Director Sean Brusegar, Village Treasurer Deb Winter, Police Chief Dan Layber, Village Engineer Kevin Lord and Village Attorney Leighton Boushea.

3. Pledge of Allegiance.

4. PUBLIC APPEARANCES – *Public's opportunity to speak about any subject that is not a specific agenda item.* Nicholas Hess-200 E Parkview St was present to express concerns about the lack of renewable energy plans in the Village. He also sent an email with ideas that the Village could look into and would like to be part of the planning.

5. Discuss and Consider the Minutes of The Regular Village Board Meeting on January 6, 2020.

Motion by Murphy to approve the minutes from January 6, 2020, seconded by Lennberg. **Motion** carried with a voice vote of 6-0-1 with Allen abstaining.

6. Presentations to The Board

a. Presentation by Cindy Kelm-Nelson Re: 2020 Hot2Trot (Information item no action needed).

Cindy Kelm-Nelson was present to discuss the 2020 Hot2 Trot run to benefit the Cottage Grove Fire Department. The race routes will be the same as last year and they will be meeting with the Police Department and EMS to discuss later in the year. The goal is to have 600 people in the race this year, last year they had 578.

b. Presentation of Civilian Gallantry Award to Jude Wolf.

Chief Layber presented Jude Wolf an award for his brave act on December 14, 2019 assisting an officer.

7. New Business

a. Discuss and consider Operator License application for Jessica Evans for licensing year July 2019-June 2020.

Motion by Valencia to approve the Operator License for Jessica Evans, seconded by Russell. **Motion** carried with a voice vote of 7-0-0.

8. Reports from Village Boards, Commissions & Committees

8.I. Public Works & Properties Committee

Williams reported they discussed the following items, need for a cross walk on Cottage Grove Road by the post office, the pilot road salt project, MOU for MG School District to use Village Hall for emergency evacuation site if needed, Engineer Intern for the summer, and potential leaf collection and compost drop off site changes.

8.II. Plan Commission

a. Discuss and Consider A Request from Greywolf For Approval of a General Development Plan for A Hotel, Located at Parcel #0711-041-2120-1 In the Commerce Park.

Todd Rizzo was present to give a brief overview of the Hotel project. Murphy asked about the parking in the area and if employee parking would be in the back of BB Jacks, which Todd Rizzo indicated that they have not worked out all the details just yet but anticipate the up-front parking would be for guests. Murphy also asked if there would be a crosswalk on Landmark Dr, which that is something that could be looked at by Public Works. Russell asked if the Fire Department has looked at the plan and provided any comments. Ruth indicated that Greywolf did check the turning radius for equipment and that has all checked out. Ruth indicated that this is the first steps in the project and there will be more approvals that will be coming at future meetings. **Motion** by Valencia to approve the General Development Plan for a hotel, located at Parcel #0711-041-2120-1 in Commerce Park with conditions in staff reports, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and Consider A Request from Doundrins Distilling for Conditional Use Permit for An Outdoor Seating Area at Their Facility Located At 300 Progress Drive.

Ruth explained they are looking to do an outdoor space, enclosed bar, new bathrooms and stage. Ratcliff questioned if the stage will have a roof over it, which it was indicated that they did not have that level of detail on the plan. Valencia questioned how often they plan to have outdoor entertainment, which the applicant was not present to answer the questions. Jeff Stadtmueller-401 Clearbrooke Ter was present to express his concern with the noise aspect of the request. He is asking the board to give some consideration in more detail and consider what an appropriate level of sound would be. Jeff Stadtmueller also emailed his concerns to the board and will be on file. Beth Rodwell-416 Bonnie Rd was present to express her concerns with the volume and frequency of live entertainment at the facility. **Motion** by Lennberg to table until the next meeting, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

c. Discuss and Consider A Request from The Monona Grove School District for A Site Plan Amendment for An Approximately 1,500 Sq. Ft. Addition to The Glacial Drumlin Middle School Cafeteria, Located At 801 Damascus Trail.

Maclain Schramm and Jerrud Rossing from MG School District were present to give a brief overview of the addition at Glacial Drumlin Middle School Cafeteria. The addition will be approximately 2,400 sq. ft. to accommodate 2 serving lines and various seating areas. There will also be safety glazing on the glass on the front of the addition. Murphy asked if the project will be done over the summer, which it was indicated that it would. Lennberg asked if this is enough space to meet the needs, which Jerrud Rossing indicated that it would be as 5th grade would be moving to the new school. Russell asked about the timing of lunch, Jerrud Rossing indicated that they are working on the changes and have looked at sending more classed at the same time. **Motion** by Valencia to approve the site plan amendment for approximately 2,400 sq. ft. addition to the Glacial Drumlin Middle School Cafeteria located at 801 Damascus Trail, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

d. Discuss and Consider A Request from Village of Cottage Grove Park & Rec Dept. For Approval of a Site Plan Amendment for Bakken Park to Permit Installation of a New Shelter and Splash Pad.

Dan Schmidt, from MSA was present to give a brief overview of new shelter and splash pad at Bakken Park. The bids are out and are due February 12th. **Motion** by Murphy to approve the site plan amendment for Bakken Park to permit installation of a new shelter and splash pad, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

e. Discuss and Consider A Proposed Amendment of The Village of Cottage Grove Zoning Ordinance to Create A New Single-Family Residential Zoning District with Minimum Lot Size Of 7,500 Sq. Ft.

Ruth explained that the change was a recommendation from the Plan Commission during the update of the Comprehensive Plan made last year. This would allow for smaller lot size in a district and would allow for more options of home size and affordability. Murphy asked if parkland dedication is tied to number of units so they would have more coming into the parks fund, which it was indicated that it is tied to units. **Motion** by Ratcliff to approve the amendment of the Village of Cottage Grove Zoning Ordinance to create a new single-family residential zoning district with minimum lot size of 7,500 sq. ft., seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

8.III. Community Development Authority

Lennberg reported they discussed the conference Ruth attended, and they worked on marketing the community and identified that expanding the commercial tax base would be the focus. They will continue to work through the process at the next meetings to come up with an action plan. Giese indicated that the process may lead to a budget request in 2021.

8.IV. Library Planning Committee

a. Discuss and consider posting on the Village Website and Village Facebook page regarding addresses of Free Little Libraries in our community.

Ratcliff reported that they discussed the Free Little Libraries and would like to locate them in the community and would like to post this information on Facebook and the Village website to get this information on a map. **Motion** by Murphy to direct staff to post on the Village Facebook page and Village Website, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

Ratcliff also reported they had a presentation by Michelle Roach with promote local regarding outreach and they will help with surveying the communities, they will be touring Madison Central Library in March. Cindy Kelm-Nelson-233 Forreton Drive registered in support of posting on Village website and Facebook page to locate the Free Little Libraries in the Village.

8.V. Ad Hoc Architectural Review Committee

Williams reported that they approve the hotel plan with suggestions on some the landscaping and building materials.

8.VI. Parks, Recreation & Forestry Committee

Murphy reported they discussed Music in the Grove and they will be working on 5th Addition to Westlawn master plan for the parks.

8.VII. Deer-Grove EMS Commission

Allen reported that calls were down from last year, they approved the billing rates, they approved an agreement with MTW for Medicaid payments of interfacility transfers, they will continue working on collaborative response agreement with Marshall EMS, and they completed the performance review of the Chief.

9. Reports from Village Officers

a. Attorney Lee Boushea

i. Legal briefings/status updates

Attorney Boushea reported that when he started with the village the population was around 700 today it is 6,661 and he has worked with three administrators and numerous board members and thanks the board for the work they have done. He also thanked the quality staff and has loved the job. He also reported that all the candidates for Village Attorney are good.

10. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Winter indicated that there was a mistake on the bills list for Bluestem Forestry Consulting, the voucher should be for the amount of \$4,648.75 and not \$12,000. **Motion** by Allen to approve the Village portion of the vouchers in the corrected amount of \$213,119.03, seconded by Murphy. The check sequence goes from check #46586 to check #46654. **Motion** carried with a voice vote of 7-0-0.

b. Correspondence-Giese thanked Attorney Boushea for the dedicated service and is personally grateful for the guidance he has provided. There will be an open house on Wednesday for Attorney Boushea from 11:00 am to 1:00 pm at the Municipal Services Building.

c. Upcoming community events- The Lions will be having a Breakfast on February 1st at Flynn Hall, donations will be accepted and the proceeds will go toward scholarships.

d. Future agenda items- Stainability Committee, Emergency Management Director

11. **Closed Session: The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85 (1)(e) 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. This closed session is to conduct Village Attorney interviews.** **Motion** by Williams to enter into closed session at 7:50 p.m., seconded by Ratcliff. **Motion** carried with a roll call vote of Allen AYE, Lennberg AYE, Williams AYE, Murphy AYE, Ratcliff AYE, Russell AYE, Valencia AYE.

12. **Reconvene into open session and possible consideration of closed session items.**

Motion by Allen to reconvene into open session at 10:14 p.m., seconded by Lennberg. **Motion** carried with a roll call vote of Allen AYE, Lennberg AYE, Williams AYE, Murphy AYE, Ratcliff AYE, Russell AYE, Valencia AYE.

Motion by Allen to retain Stafford Rosenbaum as Village Attorney, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

13. **Adjournment**

Motion by Allen to adjourn at 10:15 p.m., seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Clerk
Village of Cottage Grove
Approved:

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.



VILLAGE ACTION REPORT

PROJECT: Doundrins Distilling Conditional Use Permit

APPLICANT: Abby Abramovich – Doundrins Distilling

PROJECT LOCATION: 300 Progress Drive

REPORT DATE: January 13, 2020

PROJECT DESCRIPTION: The current request is for another Conditional Use Permit to allow the applicant to operate an outdoor component to the tasting room. The property currently includes a fenced area comprising approximately 11,000 sq. ft. with a gravel surface that was previously used to store vehicles. The applicants plan to add restrooms and a bar along the existing building with a new 12' x 24' stage on the north side of the fenced area. The stage will have a permanent power source and is intended primarily for live music. The small bar and restrooms will be enclosed and air conditioned.

PLAN COMMISSION MEETING: January 8, 2020

STAFF REPORT PROVIDED BY: X Planner, Engineer, Public Works

MOTION: by Schulze (1st), Jushchyshyn (2nd)

The Conditional Use Permit was APPROVED WITH CONDITIONS, with the conditions as follows:

1. Amplified sound outdoors will be subject to an amplified noise permit from the Village.
2. Prior to painting the new parking lines, provide a plan to the Village to verify the final number of spaces provided and to ensure the layout meets the zoning ordinance.
3. The project will require a minor land disturbance permit from the Village Engineer.

VOTE: 5 Aye, 0 Nay, 0 Abstain

APPLICANT COMMENTS:

- (Abby & Nick Abramovich – Doundrins Distilling) – provided an overview of the proposed outdoor space.

PLAN COMMISSION COMMENTS:

- (Ratcliff) – do they need a noise permit for every outdoor event? Ruth replied and Kalata confirmed they could have one permit approval that covers a season or regular event schedule.
- (Schulze) – asked for an estimate of capacity. Based on state code for outdoor space with no fixed seating.

PUBLIC HEARING COMMENTS:

- None

STAFF COMMENTS:

- See planning staff report.

VILLAGE BOARD MEETING: January 20, 2020

STAFF REPORT PROVIDED BY: X Planner, Engineer, Public Works

MOTION: by Lennberg (1st), Ratcliff (2nd)

The Conditional Use Permit was TABLED, until the first meeting in February.

VOTE: 7 Aye, 0 Nay, 0 Abstain

APPLICANT COMMENTS:

- None

VILLAGE BOARD COMMENTS:

- (Lennberg) – bring applicants back to next meeting to address concerns.

PUBLIC COMMENTS:

- (Jeffrey Stadtmueller – 401 Clearbrooke Terrace) – read about permit request in the Herald newspaper. He believes the distillery is a good fit for the business park, and he is ok with the conditional use permit for the indoor tasting room. He is not convinced that the proposed exterior space is truly “incidental” to the distillery as described in the zoning ordinance. He believes the proposed outdoor space and stage are rather large. Would like the permit to be more specific regarding hours, noise level, etc.
- (Beth Rodwell – 416 Bonnie Road) – can hear music from Fireman’s Festival at her house. That is one weekend per year. Concerned that the distillery’s proposal does not describe hours, frequency, length of season, etc. Does not think the orientation of the stage will make a difference regarding noise.

STAFF COMMENTS:

- See planning staff report.



PLANNING STAFF REPORT

MEMO DATE: December 20, 2019

MTG. DATE: **JANUARY 8, 2020**

TO: Village of Cottage Grove Plan Commission

CC: Village of Cottage Grove Board of Trustees
Matt Giese – Village Administrator
Lisa Kalata – Village Clerk
Lee Boushea – Village Attorney
Michael Maloney – Village Engineer

FROM: [Erin Ruth, AICP – Village Planning Director](#)

RE: **Doundrins Distilling Conditional Use Permit – Outdoor Space**

BACKGROUND

Property Owner: Hogan Properties, LLC

Location: 300 Progress Drive

Area: approx. 11,000 sq. ft. outdoor space

Agent: Abby Abramovich – Doundrins Distilling

Existing Zoning: Planned Industrial

Proposed Zoning: Planned Industrial

Future Land Use Plan: Planned Industrial

OVERVIEW

Doundrins Distilling is a new manufacturer of alcoholic beverages located at 300 Progress Drive in the Cottage Grove Business Park that opened in 2019. The distillery is leasing space within the building. In addition to the distillery, they operate a tasting room within the space. A conditional use permit was granted earlier in 2019 for the tasting room due to its size relative to the manufacturing area. The applicant also holds a liquor license allowing them to serve beer in the tasting room.



The current request is for another Conditional Use Permit to allow the applicant to operate an outdoor component to the tasting room. The property currently includes a fenced area comprising approximately 11,000 sq. ft. with a gravel surface that was previously used to store vehicles. The applicants plan to add restrooms and a bar along the existing building with a new 12' x 24' stage on the north side of the fenced area. The stage will have a permanent power source and is intended primarily for live music. The small bar and restrooms will be enclosed and air conditioned.

Much of the area will be planted with turf. Gravel will remain along the southern fence line for use by food trucks that may be invited to events. There will be a playground in the southwest corner and a propane fueled fire pit in the northwest corner.

LOCATION MAP





COMPREHENSIVE PLAN CONSISTENCY

The proposed distillery and tasting room uses are consistent with the Planned Industrial designation in the Comprehensive Plan.

ZONING ORDINANCE CONSISTENCY

The proposed outdoor space is considered an 'accessory outdoor commercial entertainment' land use, which is permitted in the PI, Planned Industrial district as a conditional accessory use.

'Accessory outdoor commercial entertainment' land uses, as defined by 325-49(H)(25), include those that are "partially or wholly outside of an enclosed building, and are incidental to the principal activity conducted on the subject property." Examples listed in the ordinance include outdoor dining for more than 20 patrons and bars located outdoors. Three of the four regulations listed in the ordinance for this land use pertain to limitations when the project is adjacent to a residentially zoned property. The subject property is not adjacent to a residentially zoned property, so those regulations are not applicable to this project.

The fourth regulation states "any amplified noise requires a sound amplification permit." Such a permit shall be obtained prior to any outdoor musical or other amplified events being held.

The proposed project complies with the regulations for the Planned Industrial district per 325-41(A).

CONDITIONAL USE PERMIT CRITERIA

325-111(D)(2) of the zoning ordinance requires a proposed conditional use to be compliant with standards (a) to (f) of that section. In the opinion of staff, the proposed use is compliant with those standards as outlined below.

- a) *The proposed conditional use (the use in general, independent of its location) is in harmony with the purposes, goals, objectives, policies, and standards of the Village of Cottage Grove's Comprehensive Master Plan, this chapter and any other plan, program, or ordinance adopted or under consideration pursuant to official notice by the Village.*

The proposed use represents the expansion of a local business and it provides social space and an entertainment option for local residents while also serving as a destination for non-residents.

- b) *The proposed conditional use (in its specific location) is in harmony with the purposes, goals, objectives, policies, and standards of the Village of Cottage Grove's Comprehensive Master Plan, this chapter and any other plan, program, or ordinance adopted or under consideration pursuant to official notice by the Village.*



The proposed use is accessory to the manufacturing use which is clearly consistent with the planned industrial land use as described by the comprehensive plan.

- c) *The proposed conditional use, in its proposed location and as depicted on the required site plan, does not result in substantial or undue adverse impacts on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights of way, or other matters affecting the public health, safety, or general welfare either as they now exist or as they may in the future be developed as a result of implementation of the provisions of this chapter, the Comprehensive Master Plan, or any other plan, program, map or ordinance adopted or under consideration pursuant to official notice by the Village or other government agency having jurisdiction to guide development.*

While there is always some danger of disruptive activities in and around a business providing alcohol, the site is fenced in and well contained. The area around the property is entirely industrial which further minimizes any impacts, and the hours of operation (evenings) are not in conflict with surrounding businesses which generally operate during the day.

Outdoor music will be subject to an amplified noise permit.

- d) *The proposed conditional use maintains the desired consistency of land uses, land use intensities and land use impacts as related to the environs of the subject property.*

The proposed use does not affect intensity or other impacts.

- e) *The proposed conditional use is located in an area that will be adequately served by, and will not impose and undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.*

The full range of urban services are available at the subject property and to the existing building, and the proposed use will not add an undue burden to any public utility or service.

- f) *The potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use, after taking into consideration the applicant's proposal and any requirements recommended by the applicant to ameliorate such impacts.*

The proposed use is not anticipated to create adverse impacts on the Village or neighboring properties, while the potential public benefits are several, including:

1. Many breweries, wineries, and distilleries have become tourist destinations in recent years. The distillery is the first such business in the Village. The proposed outdoor space will only enhance their ability to draw tourists.
2. The proposed space has potential to act as a social gathering place for residents while providing new entertainment options.



STAFF RECOMMENDATIONS

Staff recommends that the requested Conditional Use Permit be **APPROVED WITH CONDITIONS**, with the conditions as follows:

1. Amplified sound outdoors will be subject to an amplified noise permit from the Village.
2. Prior to painting the new parking lines, provide a plan to the Village to verify the final number of spaces provided and to ensure the layout meets the zoning ordinance.
3. The project will require a minor land disturbance permit from the Village Engineer.

Support Information about Doundrins Cocktail Garden

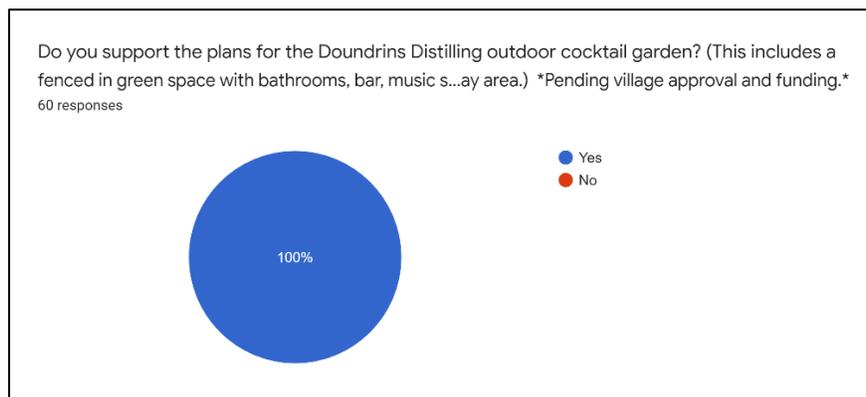
All,

We understand that the intent of the Village Board is to make decisions about various topics with the citizen's wishes in mind. With that intent, we opened up a public form online where individuals could express support or lack of support for our cocktail garden plans.

*Note, information about the specific plans were given on the form and a layout drawing provided. There was information stated about the intent for live music and a music stage in addition to it being drawn on the layout drawing. We also asked a yes or no question to everyone of whether they supported the plans or not. In that question we also allowed an "other" response in the event some people supported the general plan but not a specific part. In addition, we asked for addresses if people were comfortable providing them and gave people an open paragraph spot to provide feedback to us if they wanted. Below are the results of that survey which opened on 1/28/2020 around 3PM and was compiled at 1/31/20 at 11:00AM.

Summary of questionnaire:

- 60 individuals filled it out
- 60/60 individuals replied "Yes" to the question:



- 53/60 participants were citizens of Cottage Grove. This questionnaire was targeted and focused on the community we have our business in as this will affect locals the most, so we are not surprised that less people from outside of town filled it out.
- We have mapped the addresses of those who supported our endeavor. Images of those maps are shown on the next page. The **black marker** is our facility. We have shown an overview map of supporters throughout the entire Cottage Grove community and zoomed in on the most affected areas in our immediate surrounding neighborhoods.

Support Information about Doundrins Cocktail Garden

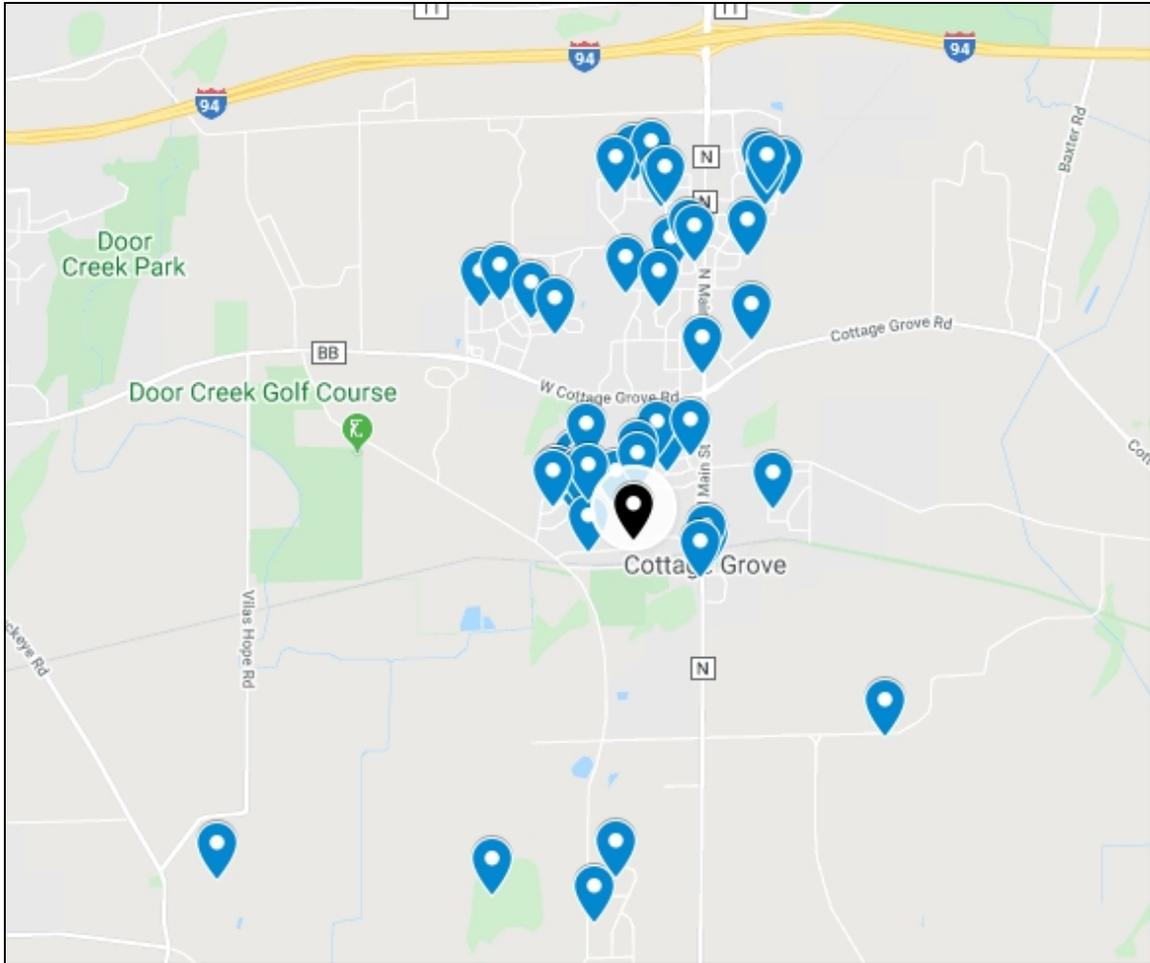


Figure 1. Cottage Grove Overview-Supporters Map



Figure 2. Neighborhoods Most Affected-Supporters Map

Support Information about Doundrins Cocktail Garden

- The final question was a generic question asking for feedback. Below are all of the responses:
 - This would be a great addition to an already great place!
 - You can have music and not have it CRAZY loud....we don't need a firemen's festival level every weekend. I also wouldn't want my kids around music that loud! But, music you can listen to and still talk and chat with people around you? Awesome.
 - Cottage Grove is desperate for some fun. We've loved having you so close to our home would love to see you grow.
 - Love that you picked cottage grove to put your business. Hopefully you can get a permanent food truck.
 - My wife and I love doundrins distilling and would visit their facilities even more than we already do if they had an outdoor area.
 - It would be great to have a family friendly cocktail garden. A place for adults and families to mingle and grow as a community. It would be nice to have these options in our community and support the town We live in. Let our families spend their fun in our community and keep it local.
 - This would be an amazing addition to Doundrins & the community!
 - Would love to see an outdoor social gathering place in CG and the owners of Doundrins seem to be running a responsible business. I support this and believe it would bring others in to Cottage Grove.
 - Our backyard is extremely close to the Distillery. We are very support of the plan.
 - I think it will be a great additional to the distillery and to the options for Cottage Grove
 - Super excited for this!
 - Love this new venue in CG. Happy to support this addition.
 - This would be a unique addition to our community!
 - We have gotten to know the owners by being patrons, and they are awesome, responsible people. We look forward to continuing to support their business.
 - We need a great outdoor place in the grove and this would be it!
 - I live right down the road from them and am super excited for this! The owners are all outstanding family people that wants to respect the family atmosphere of the community. I have met them and have so much respect for their passion. They are exactly the type of business we need in CG!
 - I don't expect this to be any louder than the local sports team events. If we can hear it, it will be free background music. I also know the owners and know they will do a great job. I've watched their business grow from the beginning. Their method of sourcing their goods proves their respectful intentions and family values.
 - These would be an awesome addition to the community.
 - Doundrins is such a cool and unique space, run by people who are truly investing in community. Abby, ryan and nick have our full support in bringing even more unique growth to cottage grove!! Thank you doundrins for setting up shop here.
 - This business is a great add to the community
 - I think it would be an awesome addition to the Cottage Grove Community!!
 - Your location is perfect for an outdoor patio area.
 - A nice group of young folks own this new business and should be allows to open their outdoor cocktail garden

Support Information about Doundrins Cocktail Garden

- Doundrins and every one that works there have been a great addition to the community!
- Cottage grove needs something like this!
- Super People and a fun way to get to community together!
- We absolutely need more family friendly outdoor venues. We would love the idea of a dance area as we know many of our dance group friends are always looking for new venues to dance at. We also know a great face painter that would love to help enhance a family night once in a while! Another area that often gets over looked are the teens. Maybe an area for bags and other outdoor games would draw them in as well. Maybe an outdoor teen party space could be well utilized in the community as well! Good luck!

In summary, we have discussed this expansion with people in our area for months and have received a lot of support from individuals throughout this community, including those that will be most affected who live near us. We have people coming into the distillery every day asking if the cocktail garden is going to happen and when it will get open. We feel this would be a great opportunity to offer something special to the Cottage Grove community where families and friends can spend time outdoors together in a space with actives for all ages, to expand knowledge of our brand awareness and in turn expand our production, and further bring people from outside of the area into Cottage Grove to support ours and other local businesses.

Music/Sound Information about Doundrins Cocktail Garden

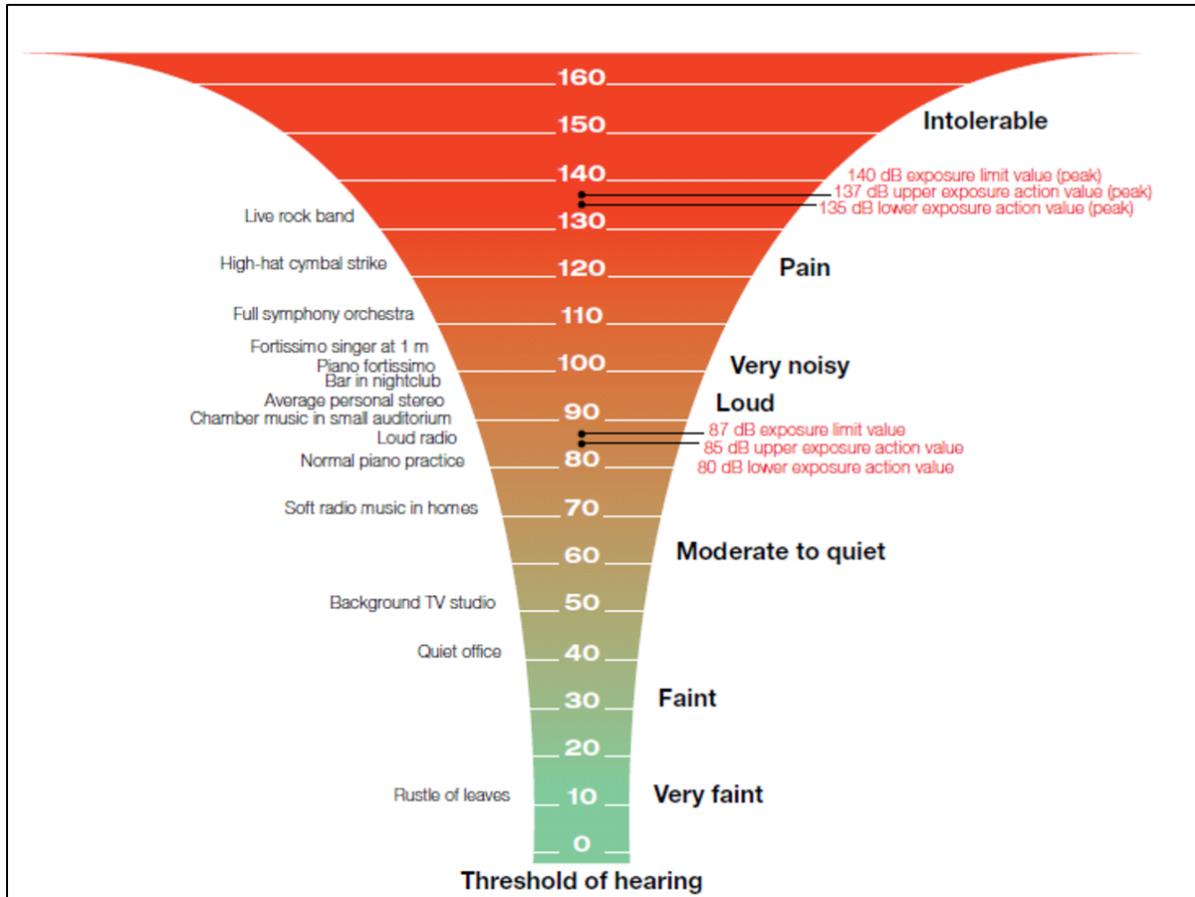
All,

We want to explain our intent and plans for the stage and live music to be held at the Doundrins Cocktail Garden. We want people to be able to enjoy live music in our facility but still be able to speak to and hear each other. The intent is for it to be more of a background than a center stage on a regular basis with a less frequent larger events. Our plans for music are such that the larger events would be reserved for weekends and holidays (ex: 4th of July) to minimize impact on working individuals. Weekends means Friday evening through Sunday afternoons. During weekdays music would be less frequent and intended to be more background, so played at a lower volume.

Below are graphics showing the decibel levels of sound that would be generated from the stage at the Doundrins Distilling outdoor cocktail garden. There are 4 charts. The first is one showing different decibel levels and what events or situations those correlate to. 2 are for Doundrins distilling cocktail garden, and 1 is meant to be a comparison to the fireman's festival. The numbers on this chart are representative of a worst case for volume of the music from the stage. They do not account for the directionality of the sound or any physical barriers between us and the people around us. All of these factors would greatly reduce the volume of the sound that could be heard at any one location. Since each house is slightly different, it does not make sense for us to do a study for each individual person.

Music/Sound Information about Doundrins Cocktail Garden

This first chart establishes a baseline of decibel ratings and associated events. Decibels are a logarithmic measurement of sound intensity. Every 10 decibels (dB) is a doubling of the perceptible volume. Most outdoor live rock band concerts are around 120-130 dB. This is what the Fireman's Festival would likely be at, although we reached out to the city and there are no specific regulations stating limits for that festival. Per the chart below, a typical bar in a nightclub would be around 100 dB. This would be the proposed sound level of our absolute loudest events, which would only be at that level on infrequent occasions. Further details about our plans are stated below. Note, this 20-30 dB rating difference between us and the Fireman's Festival means that the Fireman's Festival would be playing music at least 3 times as loud as our facility, even during the loudest Doundrins events.



Music/Sound Information about Doundrins Cocktail Garden

The next two images represent sound reduction over distance originating from the cocktail garden stage we are proposing. The first image represents the maximum volume we are proposing at our outdoor venue (100 dB). The second represents the minimum volume necessary for the music to be heard over normal conversation (85 dB). In actuality the volume on any given day produced by live music at our facility will be somewhere in the middle of these two levels. We would be targeting a volume throughout the cocktail garden between 65 and 70 decibels. Per the first chart, this is less than or equal to “soft radio music in homes.” This would put the typical volume at the closest houses between 45 to 52 decibels. This is between the volume of a quiet library and moderate rainfall per the first chart. At the maximum, those same houses would be experiencing around 60 decibels at the worst, which is still less than “soft radio music in homes”. According to the USDA the acceptable noise level in residential areas during the daytime is between 55 and 60db.

As stated above, these numbers do not account for any barriers to the sound or directionality which would further reduce perceptible sound at the closest home. Obstacles such as trees and buildings can have as much as a 5 to 10 decibel reduction in the sound level to the nearest houses. The average house walls also have a noise reduction of factor of about 50 decibels.

Music/Sound Information about Doudrins Cocktail Garden

Doudrins Distilling Maximum Stage Volume



Music/Sound Information about Doudrins Cocktail Garden

Doudrins Distilling Music Minimum Volume



To ensure musicians will adhere to the 100 dB limit as proposed, we have created a “BAND PERFORMANCE CONTRACT” that we have attached to your packet. The critical item related to sound is inserted verbatim below:

*9. **Sound Systems Check.** A sound check will be conducted by the Band. The Band will be required to remain under 100 decibels for their entire performance.*

Music/Sound Information about Doundrins Cocktail Garden

The next chart is meant to be a comparison to the Fireman's Festival. If we assume at minimum, it has a volume at the stage of 120 dB, the closest houses to our business would experience a noise level between 75 and 80 decibels during that event (similar to loud radio or piano practice sound levels at minimum). Again, considering every 10 decibels is a doubling of the perceptible volume, this means that the sound level from the Fireman's Festival will be between 4 and 8 times louder at the closest houses to the Doundrins cocktail garden than the sounds coming from the Doundrins cocktail garden's own stage on average, and at least 3 times as loud even during the loudest Doundrins events.

Estimated Fireman's Festival Volume



Music/Sound Information about Doundrins Cocktail Garden

Sources/methodology:

The noise level at each distance in the charts was calculated by the inverse square law. Other sources include the USDA and Minnesota Sustainable Housing initiative.

The circles in the charts are at the distances of 10, 100, 200, 400, 800, 1000, 2000, and 3000 ft. Sound was assuming to initially be measured 10ft from the stage.

https://www.fs.usda.gov/nac/buffers/guidelines/6_aesthetics/4.html

<http://www.mnshi.umn.edu/kb/scale/soundtransmission.html>

https://www.engineeringtoolbox.com/inverse-square-law-d_890.html

BAND PERFORMANCE CONTRACT

This contract (the "Agreement") is made on this day of _____, _____, between Operator (the "Operator") and _____ (the "Band") for the hiring of Band as independent contractors to perform (the "Show") for Operator at _____ (the "Venue"), located at the address Address of Venue.

It is agreed as follows:

1. **Place, date, and time of Show.** The parties agree that the time and place of Show will be Venue, located at the address address of venue, on the day day of Month, year, at 9 pm.
2. **Description of Show.** Show will be a musical performance with musical content decided by Band. Show will last of a minimum of _____ minutes.
3. **Payment.** Compensation for the Show will be _____ dollars, payable by _____ payable by check or cash Payment to be paid at the end of the performance.
4. **Cancellation.** If a cancellation occurs by either party, an alternate date for the performance will be agreed upon within 2 weeks of the cancellation. Alternative performance date should be within 4 months of the original scheduled date.
7. **Food and Drink.** Operator will provide Band with 1 drink per hour performed for free. No food will be provided.
8. **Parking.** Operator will secure sufficient parking for Band's large cargo van within a reasonably convenient distance to Venue for a minimum period of 2 hours prior to the show and lasting until 1 hour after the show.
9. **Sound Systems Check.** A sound check will be conducted by the Band. The Band will be required to remain under 100 decibels for their entire performance.
13. **Severability.** If any portion of Agreement is in conflict with any applicable law, such portion will become inoperative, but all other portions of Agreement will remain in force.
14. **Interpretation.** Agreement will be interpreted according to the laws of Wisconsin.
15. **Riders.** Nothing in Agreement shall prevent any rider from being added to Agreement that is favorable to both parties, as judged by Operator. All riders must be in writing and signed by each party.

The below-signed Band Representative warrants s/he has authority to enforceably sign this agreement for Band in its entirety. The below signed Operator's Representative warrants s/he has authority to bind Operator and Venue (above).

Signature of Band Representative: _____

Band's Representative typed name and title: _____

Band's typed name: _____

Operator's Representative Signature: _____

Operator's Representative typed name and title: _____

Village of Cottage Grove, WI
Friday, January 31, 2020

Chapter 219. Noise

[HISTORY: Adopted by the Village Board of Village of Cottage Grove 7-2-1984 as Secs. 10.06 and 10.25 of the 1984 Code. Amendments noted where applicable.]

GENERAL REFERENCES

Alarm systems — See Ch. **106**.

Animals — See Ch. **116**.

§ 219-1. Loud and unnecessary noise.

[Amended 12-18-1996]

- A. Loud and unnecessary noise prohibited. No person shall use within the Village any equipment for the amplification of sound so as to cause such amplified sound to be transmitted into a public street, alley or public place unless a permit has been granted, which states the time and place of the event, by the Village of Cottage Grove. It shall be unlawful for any person knowingly or wantonly to use or operate, or to cause to be used or operated, any mechanical device, machine, apparatus or instrument for intensification or amplification of the human voice or any sound or noise in any public or private place in such manner that, in the opinion of the enforcing officer, the peace and good order of the neighborhood are disturbed or that persons owning, using or occupying property in the neighborhood are disturbed or annoyed.
- B. Types of loud and unnecessary noises. The following acts are declared to be loud, disturbing and unnecessary noises in violation of this section, but this enumeration shall not be deemed to be exclusive:
- (1) Operation of motor vehicles. The sounding of any horn or signaling device on any motor vehicle or other vehicle on any street or public place in the Village for longer than three seconds in any period of one minute or less, except as a danger warning; the creation of any unreasonably loud or harsh sound by means of accelerating, racing and/or operating a motor engine, by any signaling device and the sounding of any plainly audible device for an unnecessary and unreasonable period of time; the use of any signaling device except one operated by hand or electricity; the use of any horn, whistle or other device operated by engine exhaust and the use of any signaling device when traffic is for any reason held up; and the operation of a motor vehicle to cause the tires to squeal excessively.
 - (2) Radios, phonographs and similar devices. The using, operating or permitting to be played, used or operated any radio receiving set, musical instrument, phonograph or other machine or device for the producing or reproducing of sound in a loud and

unnecessary manner. The operation of any set, instrument, phonograph, machine or device between the hours of 10:00 p.m. and 7:00 a.m. in a manner as to be plainly audible at the property line of the building, structure or vehicle in which it is located shall be prima facie evidence of a violation of this subsection. This subsection shall not apply to the Cottage Grove Fireman's Festival or other sanctioned events at Fireman's Park.

- (3) Loudspeakers and amplifiers for advertising. Unless otherwise authorized by the Village of Cottage Grove, the using, operating or permitting to be played, used or operated of any radio receiving set, musical instrument, phonograph, loudspeaker, sound amplifier or other machine or device for the producing or reproducing of sound which is cast upon the public streets for the purpose of commercial advertising or attracting attention of the public to any building or structure. Announcements over loudspeakers can only be made by the announcer in person and without the aid of any mechanical device.
- (4) Exhausts. The discharge into the open air of the exhaust of any steam engine, stationary internal combustion engine or motor boat except through a muffler or other device which will effectively prevent loud or explosive noises therefrom.
- (5) Construction or repair of buildings. The erection (including excavation), demolition, alteration or repair of any building, as well as the operation of any pile driver, steam shovel, pneumatic hammer, derrick, steam or electric hoist, or any other similar equipment attended by loud or unusual noise, other than between the hours of 7:00 a.m. and 10:00 p.m.; provided, however, that the Building Inspector shall have authority, upon determining that the loss or inconvenience which would result to any party in interest would be extraordinary and of such nature to warrant special consideration, to grant a permit for a period necessary within which time such work and operation may take place within the hours of 10:00 p.m. to 7:00 a.m.
- (6) Schools, courts, churches and medical offices. The creation of any excessive noise on any street adjacent to any school, institution of learning, church or municipal court while in use, or adjacent to any medical office, which unreasonably interferes with the normal operation of that institution or which disturbs or unduly annoys patients in the medical office, provided that conspicuous signs are displayed in those streets indicating the existence of a school, institution of higher learning, church, municipal court or medical office. No person, while on public or private grounds adjacent to any building, or while within any building, in which a school or any class thereof is in session shall willfully make or assist in the making of any noise or diversion which disturbs or tends to disturb the peace or good order and operation of such school session or class thereof.
- (7) Compression brakes (also known as "jake brakes") prohibited.
[Added 6-7-1999]
 - (a) No person shall use motor vehicle brakes/compression brakes (hereafter "brakes") or operate a motor vehicle using brakes which are in any way activated or operated by the compression of the engine of any such motor vehicle or any unit or part thereof.
 - (b) The prohibition contained in Subsection **B(7)(a)** shall not apply to fire, police, EMS and/or other emergency vehicles.

C. Exceptions. The provisions of this section shall not apply to:

- (1) Any vehicle of the Village while engaged in necessary public business.
- (2) Excavations or repairs of streets or other public construction by or on behalf of the Village, County or state at night when public

welfare and convenience render it impossible to perform such work during the day.

(3) The reasonable use of amplifiers or loudspeakers in the course of public addresses which are noncommercial in nature.

D. Permits for amplifying devices.

- (1) Permit required. The use of loudspeakers or amplifying devices on the streets or in the parks of the Village of Cottage Grove is prohibited unless the party desiring to use such loudspeaker or amplifying device first obtains a permit from the Village of Cottage Grove.
- (2) Grounds or reasons for denial or allowance. The Cottage Grove Law Enforcement Department shall have the authority to revoke such permit when an officer determines such loudspeaker or amplifying device is becoming a nuisance because of the volume, the method in which it is being used or the location in which it is being operated.
- (3) Time restrictions. The Village of Cottage Grove shall not permit the use of a loudspeaker or amplifying device before the hours of 9:00 a.m. or after 10:00 p.m. unless an application for permit is approved by the Village Board. The application shall be reviewed on its merit, and the start and end time(s) shall be determined by the Village Board.
[Amended 8-30-2010 by Ord. No. 11-2009]

§ 219-2. Violations and penalties.

Any person who violates any provisions of this chapter shall be subject to a penalty as provided in Chapter 1, General Provisions, § 1-19 of this Code.

**CONDITIONAL USE PERMIT APPLICATION
VILLAGE OF COTTAGE GROVE**

APPLICANT: DOUNDRINS DISTILLING

APPLICANT ADDRESS: 300 Progress Dr. Units E & F

APPLICANT TELEPHONE: 262-357-4482

APPLICANT EMAIL ADDRESS: abby@doundrinsdistilling.com

Note: Applicant must be owner of the property where conditional use is requested, or signed letter from property owner acknowledging application must be provided.

PROPERTY ADDRESS: 300 Progress Dr. Unit E

ZONING CLASSIFICATION: PI, PLANNED INDUSTRIAL

CONDITIONAL USE REQUESTED: Outdoor tasting room space

Applicant Signature: Abby Carmona **Date:** 12/19/2019

PROVIDE THE FOLLOWING ITEMS:

1. Submittal materials per 325-111(C) of the Zoning Ordinance, as described on the following pages.
2. Fee of \$350.
3. Escrow deposit of \$250 for consultant review. If actual review fees are less, excess will be returned. If actual review fees exceed escrow amount, applicant will be billed for the excess.

Mail or deliver the completed application form, submittal materials, and fees to the Village Hall.

**Village of Cottage Grove
221 E. Cottage Grove Road
Cottage Grove, WI 53527
Telephone: (608) 839-4704
Office Hours: M-F 7:30 a.m. to 4:30 p.m.**

For Office Use Only

Date Received:
Plan Commission meeting date:
Village Board meeting date:

**VILLAGE OF COTTAGE GROVE PROCEDURAL CHECKLIST FOR
CONDITIONAL USE REVIEW AND APPROVAL**

This form should be used by the Applicant as a guide to submitting a complete application for a conditional use and by the Village to process said application. Parts I and II should be used by the Applicant to submit a complete application; Part III should be used by the Village as a guide when processing said application.

I. APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 20 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments. Submittal materials may be submitted as pdf files via email in lieu of printed copies by arrangement with the Village Planning Director.

Submittal Materials per 325-111(C)

Date: _____ by: _____

- (a) A map of the proposed conditional use:
 - Showing all lands for which the conditional use is proposed;
 - Showing all other lands within 400 feet of the boundaries of the subject property;
 - Referenced to a list of the names and addresses of the owners of said lands as the same appear on the current records of the Register of Deeds of Dane County (as provided by the Village of Cottage Grove).
 - Clearly indicating the current zoning of the subject property and its environs, and the jurisdiction(s) which maintains control;
 - Map and all its parts are clearly reproducible with a photocopier;
 - Map size 11" by 17" shall be at a scale which is not less than one inch equals 800 feet;
 - All lot dimensions of the subject property provided;
 - Graphic Scale and north arrow provided.

- (b) A map, such as the Land Use Plan Map, of the generalized location of the subject property in relation to the Village as a whole;

- (c) A written description of the proposed conditional use describing the type of activities, buildings, and structures proposed for the subject property and their general locations;

- (d) A site plan of the subject property as proposed for development. Said Site plan shall conform to any and all the requirements of §325-803. If the proposed conditional use is a group development, a proposed preliminary plat or conceptual plat may be substituted for the required site plan, provided said plat contains all information required on said site plan;

- (e) Written justification for the proposed conditional use:
 - Provide written justification for the proposed conditional use consisting of the reasons why the Applicant believes the proposed conditional use is appropriate, particularly as evidenced by compliance with the standards set forth in §325-802D(2)(a) through (f).

THESE WILL BE ANSWERED BY STAFF - IF YOU HAVE INPUT, PLEASE PROVIDE IT

II. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

1. How is the proposed conditional use (the use in general, independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the Village of Cottage Grove's Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the Village?

2. How is the proposed conditional use, in its specific location, in harmony with the purposes, goals, objectives, policies and standards of the Village of Cottage Grove Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the Village?

3. Does the proposed conditional use, in its proposed location and as depicted on the required site plan (see 6.3(d), above), result in any substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan, or any other plan, program, map ordinance adopted or under consideration pursuant to official notice by the Village or other governmental agency have jurisdiction to guide development?

4. How does the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

5. Is the proposed conditional use located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?

6. Do the potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use (as identified in Subsections 1. – 5.), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts?

Written description of space:

(See attached drawing for reference)

As part of 300 Progress Dr., Unit E, the lease includes a fenced outdoor space totaling ~11,000 sq. ft. directly to the West of the building. This permit is pertaining to remodeling and using that outdoor space for a family-friendly patio / green space for additional patronage and entertainment for Doundrins Distilling.

Background Note: Doundrins Distilling rents both Unit E and Unit F. Production happens in Unit E indoor space, and Unit F is used for a tasting room. Inside Unit F are 2 unisex bathrooms, one of which is ADA.

Entrances/Exits:

The space will be entirely fenced. There will be a door installed going from the Unit F tasting room to the outdoor tasting facility. This will allow patrons and staff to go from indoor to outdoor space easily. There will also be a large gate on the South end of the outdoor fence. This will allow access for vehicles and equipment into the space and may be used for patrons as well.

Security:

The fenced area will be locked at all times when not in use. All building entrances will always be locked when not in use. In addition, the bar and bathroom facilities will be able to be closed up and locked when not in use. The building exterior has permanent flood lights on at night around the perimeter.

Bathrooms:

The intent is to install air-conditioned, permanent bathrooms outside. This will be a fully enclosed building with permanent water supply and electrical. There would be a men's facility and a women's facility, both including ADA access. Shown in the drawing is a men's facility with 4 urinals, 1 stall, and 2 sinks, and a women's facility with 4 stalls and 3 sinks. The ADA stalls in both men's and women's facilities will include a baby changing table. The bathroom building will be locked up when not in use.

Stage:

We will build an outdoor stage with the intent to offer our patrons live music entertainment during regular hours as well as offer the stage as a feature for any customers that might rent the facility out. The drawing shows a 12' x 24' stage. This is our preliminary size estimate based on research on medium-sized band needs. This could change in size. There will be electrical power outlets permanently located at the stage for entertainment to use. The stage will face South so as to ensure ambient noise travels toward a non-residential area.

Outdoor Bar:

Written description of space:

(See attached drawing for reference)

The intent is to install an air-conditioned, permanent service bar outside where patrons can order drinks. This will be a fully enclosed room with permanent water supply and electrical.

Playground Area:

In the Southwest corner of the space is shown a small playground area. This is important to our business to offer a family-friendly environment where parents can bring their children and all members of the family can enjoy themselves.

Food Trucks:

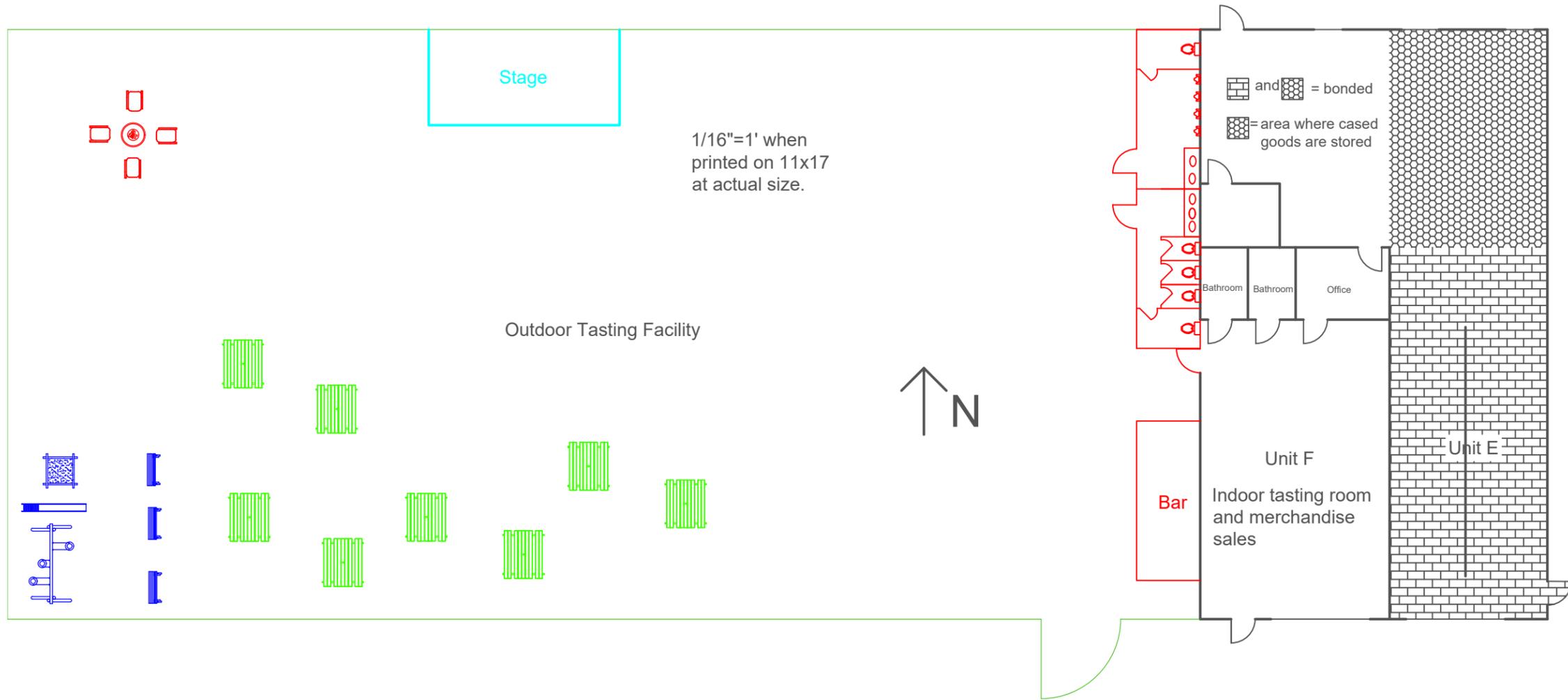
On the South fence we will leave gravel to allow food trucks/carts to drive into the space and serve food to our patrons. The convenience of having the food trucks located inside of the fenced outdoor tasting facility will increase sales for those vendors and help those businesses to grow along with us even more.

Fire Pit:

In the Northwest corner of the space we intend to put a gas fire pit. This would be fueled by an independent propane source, not tied into other gas lines for the building to minimize risks.

General Area:

Throughout the open area, there will be various seating arrangements offered as well as general open spaces for people to bring their own folding chairs to utilize. We intend to keep some green space open for lawn games as well.



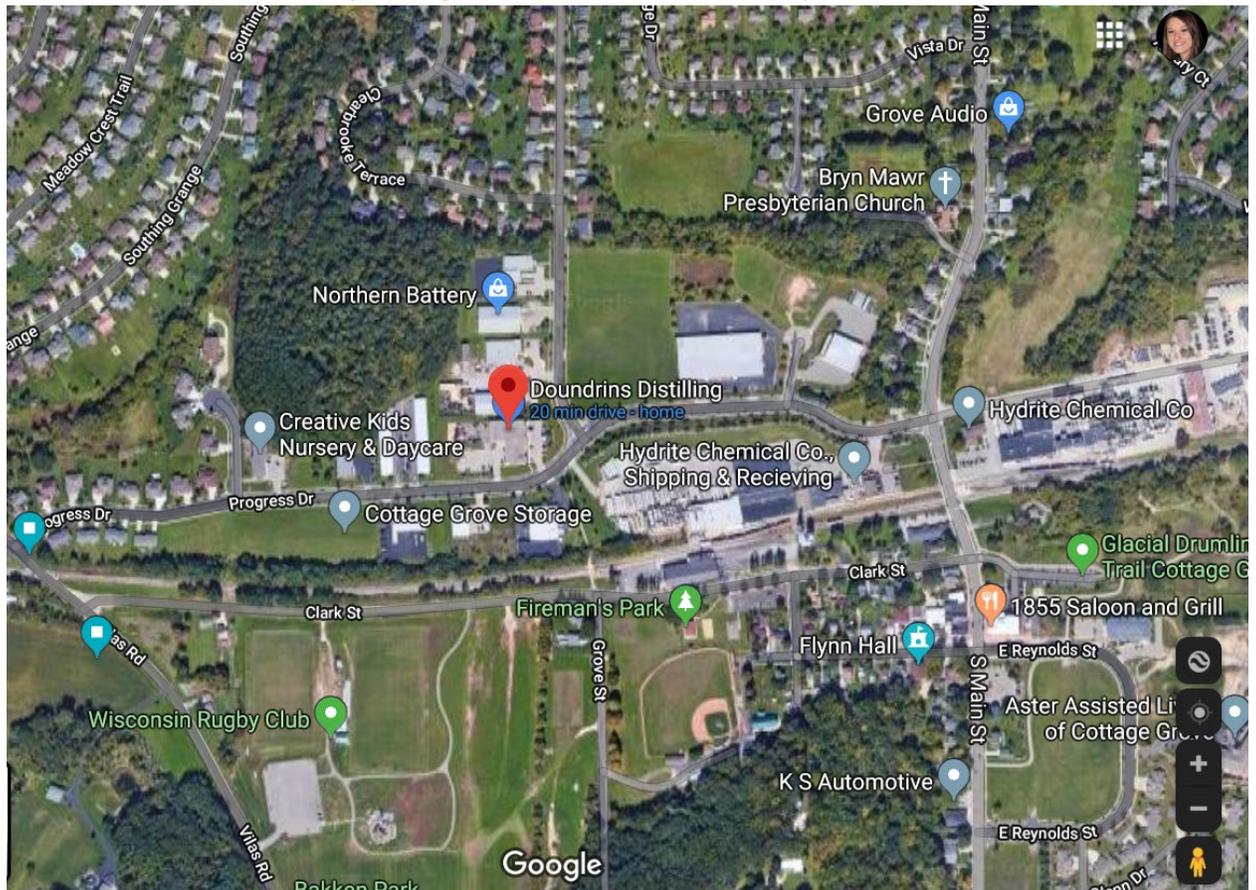
Written Justification (notes):

1. Harmony with objectives of Village...

Our business model has always been to grow and support the businesses and community around us. Having a large outdoor patio / green space where we can hold entertainment events will only bring more people into the community to grow and support other businesses. These patrons will need food, fuel, shopping, and a place to stay when they come to Cottage Grove for our distillery and our outdoor tasting facility events.

2. Location in harmony with Village...

The location is in a business park. To the North of us between our outdoor tasting area and the closest residential block is a full block of business park businesses and a large wooded area that occupies 2/3 of the area of that city block. To the East of us is more business park for several blocks. To the West of us is a full block of business park buildings and more of the wooded area before reaching any residential areas. To the South of us are more businesses and the railroad tracks. This location is optimal to minimize sound disturbances to any residential areas. In addition we will have the stage facing South to further minimize impact.



3. Proposed conditional use result in any adverse impact?

See response for number 2 above regarding comments on adverse impact.

In addition, regarding parking: our building has 2 parking lots. The entire parking lot for the South side of the building is for units E & F, both of which we have. We intend to paint lines to

Written Justification (notes):

be able to get a third row of parking in the parking lot as it stands now, with now further expansion required. There will also be the other lot for us to use as overflow parking. In addition, Progress Drive and Bonnie Road have open parking available on both sides of the street.

4. -

5. **Will conditional use be adequately served by facilities in area?**

See discussion above about parking. Trash and recycling services are paid for privately by tenants and owners of the building. Additional electrical and water should be within capacity of existing building utilities. If further expansion is needed for either, that will be performed by applying for appropriate construction permits through the city and working with utility companies as applicable.

6. -



Abby Abramovich <aabramovich.distillery@gmail.com>

layout drawing

Robert Hogan <rhogan422@gmail.com>

Thu, Dec 19, 2019 at 2:16 PM

To: Abby Abramovich <abby@doundrinsdistilling.com>

Hi Abby,

As discuss, we are OK with the proposed plans for the outdoor tasting area with the exception of the fire pit element. We are OK with a fire pit that is fueled by an independent propane source, but this approval is conditional based on approval from our insurance carrier.

Jerry Hogan

[Quoted text hidden]

Sarah Haltaufderheide

From: David Stortz
Sent: Saturday, January 25, 2020 3:59 AM
To: Lisa Kalata
Cc: Sarah Haltaufderheide; Daniel Layber
Subject: FW: Operators License
Attachments: 4105_001.pdf

After reviewing Tommy L Johnson's WORCS, DOT, RMS, and WI Circuit Court Access records, I have not located any issues which would prevent Johnson from obtaining his Operators License and I recommend Johnson for approval of his Village of Cottage Grove Operators License Application.



STATE OF WISCONSIN DEPARTMENT OF JUSTICE

- Request Date: **1/25/2020**
- Report Date: **1/25/2020**

This criminal background check was performed by searching the following data submitted to the Crime Information Bureau

- Name: **JOHNSON, TOMMY L**
 - Date of Birth: **5/2/1991**
 - Alias Names:
-

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VILLAGE OF COTTAGE GROVE OPERATORS LICENSE APPLICATION

New
Renewal

Please complete all required information. This application must be answered completely and accurately before processing. A \$25.00 license/application fee is required and must accompany this application. If you have not previously held an operators license in the Village of Cottage Grove a copy of the Responsible Beverage Servers Certificate must be attached. All applicants are required to provide a copy of their Wisconsin Drivers License or I.D. Card. The annual licensing period is from July 1 through June 30.

Full Name: Tommy L Johnson
First Middle Last

Complete Address: _____
Street Address City/State/Zip Code

Phone Number (h) _____ (w) _____

Drivers License Number _____

Previous Names: _____ Date of Birth: _____

Applicants must specify name, address and phone number of the establishment where they will be employed. Also the name of supervisor if we have any questions.

Name address & phone number of Establishment:
Black Bear Inn
320 W Cottage Grove Rd
Name of Supervisor:
Dominick DeRosa

List all previous addresses within the past 3 years:

Date and Location of Responsible Beverage Server Course
1/2/20 online

You must complete all boxes: Any question answered **YES** must be explained on the back of this page in detail, with any appropriate documentation attached. You may attach additional pages if necessary.

- In the past 5 years, have you been arrested, convicted of or charged with any of the following:

A. Illegal purchase, sale or providing alcoholic beverages.	Yes _____	No <input checked="" type="checkbox"/>
B. Violation of closing hours at a licensed premises.	Yes _____	No <input checked="" type="checkbox"/>
C. Operating a motor vehicle while under the influence of drugs and/or alcohol.	Yes _____	No <input checked="" type="checkbox"/>
D. A violation of an alcohol beverage law, regulation or rule not specified above.	Yes _____	No <input checked="" type="checkbox"/>
E. Disorderly conduct, criminal damage to property or obstructing an officer.	Yes _____	No <input checked="" type="checkbox"/>
- Have you EVER been arrested, convicted of or charged with a Felony? Yes _____ No
- Have you held any type of alcohol beverage license in the last 3 years? If so, list type and location on the back of this page. Yes _____ No
- Do you presently have any overdue or outstanding forfeitures resulting from a violation of any county, state or local ordinance? Yes _____ No
- Have you ever had any alcohol beverage license revoked, suspended or not renewed? Yes _____ No

For Village Clerk's Use Only

Date Received 1/20/20

Fees Received 25.00

Receipt # 1.003244

Provisional # 1920-538

Background Completed _____

Approved or Denied _____

Date Issued _____

License # _____

Legal Review if Denied _____

Certification-Please Read Carefully!

I hereby certify that the information provided on this application is true and correct. I understand that failure to provide all required information shall be grounds for denial of this alcohol beverage license. I further understand that falsification of any information provided may be grounds for denial or revocation of this license. I fully understand all state and local laws and ordinances governing the sale of alcoholic beverages that apply to this application, and agree to abide by those laws.

I hereby authorize the Village of Cottage Grove to perform a criminal background and drivers license check.

Signature [Signature] Date 1/2/2020

Sarah Haltaufderheide

From: David Stortz
Sent: Saturday, January 25, 2020 4:10 AM
To: Sarah Haltaufderheide
Cc: Lisa Kalata; Daniel Layber
Subject: FW: Attached Image - Stop-n-Go
Attachments: 4114_001.pdf

After reviewing Abigail J Back's WORCS, DOT, RMS, and WI Circuit Court Access records, I have not located any issues which would prevent Back from obtaining her Operators License and I recommend Back for approval of her Village of Cottage Grove Operators License Application.



STATE OF WISCONSIN DEPARTMENT OF JUSTICE

- Request Date: **1/25/2020**
- Report Date: **1/25/2020**

This criminal background check was performed by searching the following data submitted to the Crime Information Bureau

- Name: **BACK, ABIGAIL J**
 - Date of Birth: **5/9/2000**
 - Alias Names:
-

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VILLAGE OF COTTAGE GROVE OPERATORS LICENSE APPLICATION

New
Renewal

Please complete all required information. This application must be answered completely and accurately before processing. A \$25.00 license/application fee is required and must accompany this application. If you have not previously held an operators license in the Village of Cottage Grove a copy of the Responsible Beverage Servers Certificate must be attached. All applicants are required to provide a copy of their Wisconsin Drivers License or I.D. Card. The annual licensing period is from July 1 through June 30.

Full Name: Abigail Joe Back
First Middle Last

Applicants must specify name, address and phone number of the establishment where they will be employed. Also the name of supervisor if we have any questions.

Complete Address: [REDACTED]
Street Address City/State/Zip Code

Name address & phone number of Establishment:
STOP N. 910 #232
1100 N. WINDSOR AVE
COTTAGE GROVE WI
Name of Supervisor: 5357
Jan Marie (8339)
3154

Phone Number (h) [REDACTED] (w) [REDACTED]

Date and Location of Responsible Beverage Server Course
01/17/2020
1100 N. WINDSOR AVE
COTTAGE GROVE WI

Drivers License Number [REDACTED]

Previous Names: _____ Date of Birth: [REDACTED]

List all previous addresses within the past 3 years:
[REDACTED]
[REDACTED]

You must complete all boxes: Any question answered **YES** must be explained on the back of this page in detail, with any appropriate documentation attached. You may attach additional pages if necessary.

- In the past 5 years, have you been arrested, convicted of or charged with any of the following:
 - A. Illegal purchase, sale or providing alcoholic beverages. Yes ___ No
 - B. Violation of closing hours at a licensed premises. Yes ___ No
 - C. Operating a motor vehicle while under the influence of drugs and/or alcohol. Yes ___ No
 - D. A violation of an alcohol beverage law, regulation or rule not specified above. Yes ___ No
 - E. Disorderly conduct, criminal damage to property or obstructing an officer. Yes ___ No
- Have you EVER been arrested, convicted of or charged with a Felony? Yes ___ No
- Have you held any type of alcohol beverage license in the last 3 years? If so, list type and location on the back of this page. Yes No ___
- Do you presently have any overdue or outstanding forfeitures resulting from a violation of any county, state or local ordinance? Yes ___ No
- Have you ever had any alcohol beverage license revoked, suspended or not renewed? Yes ___ No

For Village Clerk's Use Only
Date Received 1/21/20
Fees Received \$25.00
Receipt # 4.006580
Provisional # P20514
Background Completed _____
Approved or Denied _____
Date Issued _____
License # _____
Legal Review if Denied _____

Certification-Please Read Carefully!
I hereby certify that the information provided on this application is true and correct. I understand that failure to provide all required information shall be grounds for denial of this alcohol beverage license. I further understand that falsification of any information provided may be grounds for denial or revocation of this license. I fully understand all state and local laws and ordinances governing the sale of alcoholic beverages that apply to this application, and agree to abide by those laws.

I hereby authorize the Village of Cottage Grove to perform a criminal background and drivers license check.
Signature Abigail Back Date 01/20/2020

Lisa Kalata

From: David Stortz
Sent: Wednesday, January 29, 2020 11:13 PM
To: Lisa Kalata
Cc: Daniel Layber
Subject: Doundrins Distilling
Attachments: 4146_001.pdf

After reviewing Michelle D Gavinski's WORCS, DOT, RMS, and WI Circuit Court Access records, I have not located any issues which would prevent Gavinski from obtaining her Operators License and I recommend Gavinski for approval of her Village of Cottage Grove Operators License Application.



STATE OF WISCONSIN DEPARTMENT OF JUSTICE

- Request Date: **1/29/2020**
- Report Date: **1/29/2020**

This criminal background check was performed by searching the following data submitted to the Crime Information Bureau

- Name: **GAVINSKI, MICHELLE D**
- Date of Birth: **3/5/1984**
- Alias Names:

NOTICE TO EMPLOYERS

It may be a violation of state law to discriminate against a job applicant because of an arrest or conviction record. Generally speaking, an employer may refuse to hire an applicant on the basis of a conviction record only if the circumstances of the offense for which the applicant was convicted substantially relate to the circumstances of the particular job. For more information, see [Statute 111.335](#) and the Department of Workforce Development's publication, Arrest and Conviction Records Under the Law.

Before you make a final decision adverse to an applicant based on the following arrest record, in addition to any other opportunity you offer the applicant to explain the following arrest record, please notify the applicant of:

1. His or her right to challenge the accuracy and completeness of any information contained in a arrest record, and
2. The process for submitting a challenge

VILLAGE OF COTTAGE GROVE OPERATORS LICENSE APPLICATION

New

Renewal _____

Please print or type all required information. All questions on this application must be answered completely and accurately before processing. A \$25.00 license/application fee is required and must accompany this application. If you have not previously held an operators license in the Village of Cottage Grove a copy of the Responsible Beverage Servers Certificate must be attached. All applicants are required to provide a copy of their Wisconsin Drivers License or I.D. Card. The annual licensing period is from July 1 through June 30.

Full Name: Michelle Dee Gavinski
First Middle Last

Complete Address: _____
Street Address City/State/Zip Code

Phone Number (h) _____ (w) _____

Drivers License Number _____

Previous Names: _____ Date of Birth _____

All applicants must specify Name, address and phone of the establishment they will employed. Also the name of supervisor if we have any questions.

Name address & phone number of Establishment:

Doundrins Distilling
 300 Progress Dr. STE F
 Cottage Grove, WI 53527
 262-357-4482

Name of Supervisor:
Abby Abramovich

Date and Location of Responsible Beverage Server Course

Date: _____

Location: _____

List all previous addresses within the past 3 years:

Complete all boxes: Any question answered YES must be explained on the back of this page in detail, with any appropriate documentation attached. You may attach additional pages if necessary.

- Have you ever been arrested, convicted of or are you currently charged with any of the following:

A. A Felony	Yes _____	No <input checked="" type="checkbox"/>
B. Illegal purchase, sale or providing alcoholic beverages.	Yes _____	No <input checked="" type="checkbox"/>
C. Violation of closing hours at a licensed premises.	Yes _____	No <input checked="" type="checkbox"/>
D. Operating a motor vehicle while under the influence of drugs and/or alcohol. If yes, give municipality and date.	Yes _____	No <input checked="" type="checkbox"/>
E. A violation of an alcohol beverage law, regulation or rule not specified above.	Yes _____	No <input checked="" type="checkbox"/>
F. Disorderly conduct, criminal damage to property or obstructing an officer.	Yes _____	No <input checked="" type="checkbox"/>
- Have you ever held any type of alcohol beverage license in the last 3 years? If so, list type and location on the back of this page. Yes _____ No
- Do you presently have any overdue or outstanding forfeitures resulting from a violation of any county, state or local ordinance? Yes _____ No
- Have you ever had any alcohol beverage license revoked, suspended or not renewed? Yes _____ No

Certification-Please read carefully!

I hereby certify that the information provided on this application is true and correct. I understand that failure to provide all required information shall be grounds for denial of this alcohol beverage license. I further understand that falsification of any information provided shall be grounds for denial or revocation of this license. I fully understand all state and local laws and ordinances governing the sale of alcoholic beverages that apply to this application, and agree to abide by those laws.

I hereby authorize the Village of Cottage Grove to perform a criminal background and drivers license check.

Signature mgavinski Date 01/20/2020

For Village Clerk's Use Only.

Date Received 1/29/2020

Fees Received _____

Receipt # _____

Background Completed _____

Approved or Denied _____

Date Issued _____

License # _____

Legal Review if Denied _____



VILLAGE OF COTTAGE GROVE

January 29, 2020

Memo: Village Board Members

Re: 2019 Building Permit Values

Below is the breakdown of the improvement value for each category of permits

Miscellaneous Building Permits (Value)	\$1,774,330.62
This is a \$92,593.24 increase from 2018	
Permit fees collected	
Building	\$ 8,595.00 (\$565 increase from 2018)
Electrical	\$ 5,100.00 (\$1,950 increase from 2018)
Plumbing	\$ 3,050.00 (\$850 increase from 2018)
HVAC	\$ 3,550.00 (\$50 increase from 2018)
Total	\$ 20,295.00 (\$2,915 increase from 2018)
New Residential Permits (Value)	\$3,122,569.00
This is a \$4,328,745 decrease from 2018	
Permit fees collected	
Building	\$ 2,897.75 (\$3,893.75 decrease from 2018)
Electrical	\$ 2,747.75 (\$4,043.75 decrease from 2018)
Plumbing	\$ 2,747.75 (\$4,043.75 decrease from 2018)
HVAC	\$ 2,747.75 (\$4,043.75 decrease from 2018)
Erosion	\$ 4,500.00 (\$5,500.00 decrease from 2018)
Total	\$ 15,641.00 (\$21,525.00 decrease from 2018)

Commercial Permits (Value)	\$7,083,260.00
This is a \$24,819,740 decrease from 2018	
Permit fees collected	
Building	\$ 24,967.80 (\$105,823.63 decrease from 2018)
Electrical	\$ 7,020.29 (\$6,998.51 decrease from 2018)
Plumbing	\$ 5,229.89 (\$17,543.21 decrease from 2018)
HVAC	\$ 5,995.29 (\$9,768.22 decrease from 2018)
Erosion	\$ 482.08 (\$2,232.92 decrease from 2018)
Total	\$ 43,695.35 (\$142,366.49 decrease from 2018)

VILLAGE OF COTTAGE GROVE - PERMIT COUNTS**2019**

Month	Misc	Commercial	Residential	Demolition	Other
Jan	10	3	3	0	0
Feb	8	1	0	0	0
March	5	4	0	0	0
April	19	2	2	0	0
May	14	3	0	0	0
June	12	7	1	0	0
July	21	5	0	0	0
Aug	29	3	0	0	0
Sept	17	3	1	0	0
Oct	20	0	0	1	0
Nov	15	6	2	0	0
Dec	11	3	0	0	0

Totals 181 40 9 1 0

Date	Permit #	Builder	Street #	Unit	Street Name	Owner	TID?	Value	Building	Electrical	Plumbing	HVAC	Erosion	Lot #	Description/Subdivision
1/2/2019	M011901	x	331		Southing Grange	Lucas Pechacek		\$ 4,000.00	\$ 65.00	\$ 100.00	\$ 100.00	\$ 50.00			Basement Finish
1/16/2019	M011902	x	1001		Sandpiper Trl	Jennifer Siegel				\$ 100.00					Finish electrical in basement
1/18/2019	M011903	x	508		Progress Dr	Jay & Anna Varhelyi		\$ 30,000.00	\$ 65.00	\$ 100.00	\$ 100.00	\$ 50.00			Finish Basement
1/18/2019	M011904	x	123		Glenn Dr	Linda & Bill Beisenstein		\$ 38,034.00	\$ 65.00	\$ 100.00	\$ 100.00				Kitchen/Bath updates
1/24/2019	M011905	x	203		Maria Ln	Blaire Whench		\$ 9,626.00	\$ 65.00	\$ 100.00	\$ 50.00				Add Bathroom to Basement
1/24/2019	M011906	x	744		Saint James St	Allen Jacobson		\$ 4,148.00							Replace Furnace
1/24/2019	M011907	x	119		Woodview Dr	Marty Fox		\$ 1,350.00			\$ 50.00				Replace water heater
1/29/2019	M011908	x	307		S School St	Katie Adrians						\$ 50.00			Replace Furnace
1/29/2019	M011909	x	913		N Clover Unit A	Eida Pisco		\$ 1,223.00	\$ 65.00						Replace Garage Door
1/29/2019	M011910	x	721		Westlawn Dr	Linda Olson		\$ 1,200.00			\$ 50.00				Softener
2/5/2019	M021911	x	431		W Clover Ln	Minor Residence		\$ 4,000.00				\$ 50.00			Replace Furnace
2/13/2019	M021912	x	109		W Oak St	Justin Sills						\$ 50.00			Install Furnace
2/13/2019	M021913	x	813		Saint John St	Showntu Vang		\$ 4,633.00				\$ 50.00			Replace Furnace
2/15/2019	M021914	x	3002		Pheasant Run	Brian Murphy		\$ 55,000.00	\$ 65.00	\$ 50.00	\$ 50.00	\$ 50.00			Basement Finish
2/15/2019	M021915	x	103		Manley Ln	Ann Peterson		\$ 26,695.00	\$ 85.00						Re-side
2/15/2019	M021916	x	1011		Damascus Trl	Lisa Jondle		\$ 4,000.00	\$ 100.00						Finish room in basement
2/25/2019	M021917	x	458		Bonnie Road	Ryan Moore		\$ 3,550.00				\$ 50.00			Replace Furnace
2/26/2019	M021918	x	304	A	Clover Lane	Tracy Fieweger		\$ 8,000.00	\$ 65.00	\$ 100.00		\$ 50.00			Basement room finish
3/12/2019	M031919	x	300		W Clover Ln, Unit A	Chauncey Hunker		\$ 3,050.00				\$ 50.00			Replace Furnace
3/18/2019	M031920	x	715		Mourning Dove	Ronald Hermsmeier			\$ 130.00	\$ 100.00					Convert screen room to all season room
3/19/2019	M031921	x	228		Yarrow Hill Dr	Molly Piehler		\$ 5,000.00	\$ 130.00						Deck
3/21/2019	M031922	x	151		N Main St	James Duffy		\$ 6,000.00	\$ 35.00						Rubber Roof
3/25/2019	M031923	x	310		Lindsay Way	Joe Czajkowski		\$ 850.00			\$ 50.00				Replace water heater
4/1/2019	M041924	x	416		Coyle Parkway	Gerrick Childs		\$ 9,500.00		\$ 100.00					Install flush mount solar array on roof
4/3/2019	M041925	x	444		Connie	Dennis Meicher		\$ 2,000.00				\$ 50.00			Replace Furnace
4/5/2019	M041926	x	307	B	Parkview	Bob & Megan Wambach		\$ 5,225.00				\$ 100.00			Replace furnace and A/C
4/5/2019	M041927	x	136		W Reynolds	Andrew Loniello		\$ 12,723.67	\$ 35.00						Re-roof
4/10/2019	M041928	x	317		Southing Grange	Kelsey Umland		\$ 7,000.00	\$ 65.00						Egress window in basement
4/10/2019	M041929	x	509		Westlawn Dr #9	Lillian Hermsdorg		\$ 5,665.00				\$ 100.00			Replace furnace and A/C
4/15/2019	M041930	x	906		Stoney Hill Ln	Jim Mayfield			\$ 65.00	\$ 100.00	\$ 100.00	\$ 50.00			Finish Basement
4/15/2019	M041931	x	129		Glenn Dr	Nancy Boll		\$ 20,000.00	\$ 65.00	\$ 100.00	\$ 100.00				Master bath make over
4/17/2019	M041932	x	749		Westlawn Dr	Sue Pearson		\$ 8,525.00			\$ 100.00				Replace bathtub & surround to walk in shower & surround
4/22/2019	M041933	x	307		Bonnie Road	Ted & Jodie Ryan		\$ 28,000.00	\$ 130.00	\$ 100.00					3 season addition
4/23/2019	M041934	x	705		Killian Trail	Justin Nettersheim		\$ 9,000.00	\$ 65.00	\$ 100.00	\$ 100.00	\$ 100.00			Kitchen Remodel
4/23/2019	M041935	x	1111		Chillion	Christopher Carnitz		\$ 10,528.00	\$ 65.00						Replace 9 windows in existing openings
4/24/2019	M041936	x	203		Windham Hill	Margie Allen		\$ 8,895.00				\$ 100.00			Replace Furnace & A/C
4/24/2019	M041937	x	3013		Mourning Dove	Tim Hartung		\$ 1,500.00			\$ 50.00				Bathroom Final Finish
4/24/2019	M041938	x	817		N Parkview	John Fjelstad		\$ 18,995.00	\$ 85.00						Re-side
4/24/2019	M041939	x	1001		Crysta Trl	Lisa Aldridge-Timmerman			\$ 65.00						Deck Repair
4/26/2019	M041940	x	727		Weald Bridge	Danielle Kuhng		\$ 7,695.00				\$ 100.00			Replace Furnace & A/C
4/30/2019	M041941	x	749		Saint James St	William Howard		\$ 1,200.00			\$ 50.00				Softener
4/30/2019	M041942	x	216		Heather Dr	Jamie Weitzel		\$ 10,000.00	\$ 130.00						Replace old deck with smaller new deck
5/3/2019	M051943	x	96		Heather Dr	John Pingry		\$ 9,000.00	\$ 35.00						Reroof
5/6/2019	M051944	x	457		Bonnie Road	Rob & Sheryl Strommen		\$ 5,700.00				\$ 100.00			Replace Furnace & A/C
5/9/2019	M051945	x	456		Bonnie Road	Jordan Archer		\$ 4,000.00	\$ 65.00						Shed
5/9/2019	M051946	x	3015		Mourning Dove	Steph Pohlman		\$ 50,000.00	\$ 130.00	\$ 100.00		\$ 100.00			Screen Porch
5/13/2019	M051947	x	208		Woodview Dr	Carrie Davis		\$ 2,500.00				\$ 50.00			A/C Installation
5/13/2019	M051948	x	304		Tanglewood Ct	Nick Meyer		\$ 7,220.00				\$ 100.00			Replace Furnace & A/C
5/20/2019	M051949	x	109		Coyle Parkway	Jeremy Hall		\$ 15,000.00	\$ 130.00	\$ 100.00					Replace deck with 3 season porch.
5/21/2019	M051950	x	308		Dublin Circle	Michelle Steffens				\$ 100.00					Roof Mounted Power Vent
5/21/2019	M051951	x	233		Forreston Dr	James Nelson		\$ 3,500.00	\$ 65.00						Shed w/ cement slab
5/22/2019	M051952	x	231		School Rd	Steve & Erin Theisen		\$ 3,000.00	\$ 130.00						Replace deck and additional footings
5/22/2019	M051953	x	333		Meadow Crest Trl	Anthony Steinhauer		\$ 22,000.00	\$ 130.00						New 2nd story deck w/3 season porch
5/28/2019	M051954	x	312		Fox Circle	Devon Anders		\$ 6,300.00	\$ 65.00						Replacing deck boards w/railing w/composite
5/30/2019	M051955	x	905		Whispering Way #4	STLWAL Group LLC		\$ 1,900.00				\$ 50.00			Replace A/C
5/30/2019	M051956	x	304		Watercress Ct	Daniel O'Brien		\$ 15,000.00	\$ 65.00						Convert screen porch to 3 season room
6/3/2019	M061957	x	826		N Parkview	Cliffe Lawton		\$ 22,795.00	\$ 65.00						Replace Deck
6/5/2019	M061958	x	203		Coyle Parkway	Carol Walker		\$ 13,199.00	\$ 130.00						Remove/Replace Deck
6/6/2019	M061959	x	900		Stoney Hill Ln	Roger Howerton		\$ 7,548.85	\$ 65.00						Fill Cracks/reinforce interior of foundation
6/11/2019	M061960	x	233		Demtaria Dr	Diedre Valentine		\$ 3,500.00	\$ 65.00						Replace Deck Boards and Railings
6/13/2019	M061961	x	404		Nightingale	Kip Wilson		\$ 5,550.00	\$ 65.00						Replace Windows
6/19/2019	M061962	x	305		Carriage Ave	Anna Phelan						\$ 50.00			Replace hot water heater
6/19/2019	M061963	x	300		E Northlawn Dr	Amy Geib		\$ 4,310.00				\$ 50.00			Replace A/C
6/20/2019	M061964	x	312		School Rd	Joann Cullison		\$ 6,000.00	\$ 65.00						Repair water damage in kitchen and bath
6/20/2019	M061965	x	723		Willow Run St	Jim Leach			\$ 130.00	\$ 100.00					Screen Porch w/electric
6/25/2019	M061966	x	740		St. John St	Katrina Jones		\$ 3,518.00				\$ 50.00			Replacement of A/C
6/25/2019	M061967	x	226		School Rd	Edward & Kristi Kreul		\$ 16,700.00	\$ 150.00						Remove and Replace 8 windows, 2 patio doors & garage door, reside and gutters
6/25/2019	M061968	x	22		Vista Dr	Andrea Bird		\$ 6,293.00	\$ 35.00						Re-roof house & attached garage
7/1/2016	M071969	x	113		W. Oak St	Shilah Conklin		\$ 35,000.00	\$ 65.00	\$ 50.00	\$ 50.00	\$ 50.00			Kitchen/LR/Bedroom/Bath remodel
7/1/2019	M071970	x	208		W Clover #B	Andrew Meier		\$ 8,231.00	\$ 65.00						Replace 8 windows
7/1/2019	M071971	x	409		Clearbrooke Ter.	David Presny & Cynthia Griffiths		\$ 6,500.00	\$ 65.00			\$ 100.00			Finish Bathroom in Basement
7/9/2019	M071972	x	728		Weald Bridge	Steve & Deb Tinker		\$ 1,000.00			\$ 50.00				remove/replace tub with walkin shower
7/9/2019	M071973	x	1201		Chillion St	Chad & Kate Martin		\$ 54,500.00	\$ 130.00	\$ 100.00					4-Season Sunroom

7/10/2019	M071974	x	Cardinal Heating & AC	220	Heather Dr	Wade Anderson	\$	1,150.00			\$	50.00				Replace water softener	
7/15/2019	M071975	x	Huston Properties	101	E. Reynolds #209	Huston Properties	\$	66,000.00					\$50.00			Replace of Magic Pak, Heat and Cool	
7/16/2019	M071976	x	Kessenich Electric		Matt Pass				\$	50.00						Temp power to job trailer	
7/16/2019	M071977	x	Sears Home Improvement	208	B W Clover Lane	Andrew Meier	\$	9,434.00	\$	65.00						Replace 9 windows	
7/16/2019	M071978	x	Feldco Factory Direct	213	B W Parkview	Mary Packard	\$	10,987.00	\$	65.00						Replace 4 windows, 1 patio	
7/16/2019	M071979	x	Mike Klinger	642	Cresthaven Dr	Jessica Bingham	\$	18,000.00	\$	260.00						Deck and one car garage	
7/16/2019	M071980	x	All Energy Solar	204	Donegal Dr	Michael Eck	\$	6,992.75	\$	150.00						Solar PV system on roof	
7/19/2019	M071981	x	Genesis Exteriors	218	Parador Place	Tou Her	\$	9,830.00	\$	85.00						Re-siding	
7/19/2019	M071982	x	Feldco Factory Direct	1111	Starlight Lane	Kelly Frydenlund	\$	7,990.00	\$	65.00						Replace 9 Windows	
7/22/2019	M071983	x	Delta Remodeling	637	Cresthaven Dr	Robert & Cynthia Leggett	\$	14,010.00	\$	130.00						Demo & Rebuild Deck	
7/22/2019	M071984	x	All Comfort Services	438	Connie St	Rebecca Schneider	\$	8,600.00						\$	100.00	Replace Furnace and A/C	
7/23/2019	M071985	x	Feldco Factory Direct	105	Woodview Dr	Matt Stohr	\$	697.00	\$	65.00						Replace one window in existing opening	
7/23/2019	M071986	x		331	Southing Grange	Lucas Pechacek	\$	8,000.00	\$	130.00	\$	100.00				Screened in porch	
7/26/2019	M071987	x	Wagner Construction	304	E Northlawn Dr	Rachel Sullivan	\$	15,524.35	\$	130.00						Deck	
7/26/2019	M071988	x		3020	Mourning Dove	Leslie & Karl Osman	\$	20,000.00	\$	65.00	\$	100.00	\$	100.00	\$50.00	Finish Basement	
7/30/2019	M071989	x	Nonn's	805	Stoney Hill Ln	Paula Inda	\$	11,000.00	\$	65.00		\$	100.00			Switch to tile shower	
8/1/2019	M081990	x	Action Plumbing	304	Lindsay Way	Warren & Carol Heidrich	\$	600.00			\$	50.00				Add 220V 20amp Circuit for soaking tub	
8/1/2019	M081991	x	D&J Heating & A/C	213	Vintage Ln	Robynn Crockett	\$	3,050.00						\$	50.00	A/C replacement	
8/5/2019	M081992	x	RA Heating & A/C	448	Bonnie Road	Heather Killerlain								\$	50.00	Replace A/C	
8/5/2019	M081993	x	All Comfort Services	205	Weald Bridge	Leo Cross	\$	11,365.00						\$	100.00	Replace furnace and A/C	
8/6/2019	M081994	x	Allen Kitchen & Bath	304	Lindsay Way	Carol Heidrich	\$	6,570.00	\$	65.00	\$	100.00				Bathroom remodel-remove existing fixtures & flooring, drywall, install new & connect plumbing, new tile	
8/6/2019	M081995	x	Sunburn Construction	1313	Landmark Dr	Todd Loushine	\$	11,745.00	\$	150.00						Install PV Solar System	
8/6/2019	M081996	x	Sunburn Construction	107	Farwell	Brian Dunbar	\$	20,880.00	\$	150.00						Install PV Solar System	
8/6/2019	M081997	x	Sunburn Construction	111	E School Rd	Craig Spencer	\$	23,490.00	\$	150.00						Install PV Solar System	
8/6/2019	M081998	x	Cardinal Heating & AC	500	Manley Ln	Hansberry Properties	\$	3,400.00						\$	50.00	Replace A/C	
8/6/2019	M081999	x	Cardinal Heating & AC	723 A	Crawford	Cletus Meinholz	\$	3,418.00						\$	50.00	Replace A/C	
8/6/2019	M0819100	x	Feldco Factory Direct	601	Weald Bridge	Richard Stelpflug	\$	3,314.00	\$	65.00						Replace 1 Door	
8/7/2019	M0819101	x	Jordan Archer by Design	1013	Starlight Lane	Jon Vetter	\$	5,000.00	\$	65.00	\$	100.00	\$	50.00		Bathroom Remodel	
8/8/2019	M0819102	x	Farewell Pools	712	Starlight Lane	Stephen Melde	\$	57,500.00	\$	130.00	\$	100.00				In ground pool	
8/9/2019	M0819103	x	Monona Plumbing	408 W	Oak	Diane Pospyhalla						\$	50.00			Replace water heater	
8/12/2019	M0819104	x	C&E Wurer Construction Inc	500	School Rd	Mark & Kim Nelson	\$	13,786.00	\$	35.00						Reroof	
8/13/2019	M0819105	x	Home Creations Inc.	758 B	Crawford	Dan Baumgarten	\$	1,000.00	\$	65.00						Redo Deck	
8/13/2019	M0819106	x		4201	Vilas Rd	Joshua Hastings	\$	2,500.00	\$	65.00						Deck Repair	
8/13/2019	M0819107	x	RA Heating & A/C	730 B	Crawford	Christopher Owen								\$	50.00	Replace A/C	
8/13/2019	M0819108	x	Hellenbrand, Inc.	308	Forreton Dr	Daria Parish	\$	1,200.00				\$	50.00			Softener	
8/15/2019	M0819109	x	Genesis Exteriors	705	Killian Trail	Justin Netteshein	\$	3,000.00	\$	65.00						Window Replacement	
8/20/2019	M0819110	x	All Comfort Services	340	Southing Grange	Matt Kuhnert	\$	3,735.00						\$	50.00	Replace A/C	
8/20/2019	M0819111	x	Flanders Electric	604	N Main St	John Marik	\$	1,475.00			\$	50.00				Service Upgrade	
8/20/2019	M0819112	x	Westring Construction LLC	1305	Landmark Dr	Linda and Beth Luebke Jones	\$	12,500.00	\$	130.00	\$	100.00				Screen Porch w/roof on existing deck	
8/21/2019	M0819113	x	Genesis Exteriors	303	Molly Lane	Tara Weber	\$	1,800.00	\$	65.00						Patio door replacement	
8/21/2019	M0819114	x	Bill Weber Jr Homes	200	Cory Lane	Bill & Laura Weber	\$	5,000.00	\$	130.00						Replace existing deck	
8/21/2019	M0819115	x	Bill Weber Jr Homes	806	St John	Bill & Laura Weber	\$	5,000.00	\$	130.00						Replace existing deck	
8/26/2019	M0819116	x		205	Donkel Ct	Jan & Kent Olson	\$	12,000.00	\$	130.00	\$	100.00		\$	65.00	*MSA Char Above Ground Pool	
8/27/2019	M0819117	x	Feldco Factory Direct	303	Coyle Parkway	Paul Holtz	\$	5,869.00	\$	65.00						Replace 6 DH windows and 1 PW	
8/27/2019	M0819118	x	Feldco Factory Direct	201	Molly Lane	Chris Ramirez	\$	4,122.00	\$	65.00						Replace 4 windows in existing opening	
8/29/2019	M0919119	x	Sunburn Construction	826 N	Parkview	Cliffe Lawton	\$	11,745.00	\$	150.00						Install PV Solar System	
9/4/2019	M0919120	x	All Comfort Services	402 W	Clover Lane	Kathy Lukasik	\$	5,660.00						\$	100.00	Replace Furnace & A/C	
9/4/2019	M0919121	x	Landmark Htg & Cooling	509	Westlawn Dr #7	Mitchell Johnson	\$	9,300.00						\$	100.00	Replace Furnace & A/C	
9/4/2019	M0919122	x	Feldco Factory Direct	203	Molly Lane	Benjamin Jesser	\$	9,637.00	\$	65.00						Replace 13 windows in existing openings	
9/6/2019	M0919123	x		808	Whispering Way	Lonnice & Tracy Hauge	\$	9,000.00	\$	130.00						New deck	
9/6/2019	M0919124	x	Decksperets	529	Nightingale	Lisa Kish	\$	11,000.00	\$	65.00						Rebuild deck	
9/9/2019	M0919125	x	Hellenbrand, Inc.	1017 N	Parkview	Shawn Steenhagen						\$	50.00			Softener	
9/11/2019	M0919126	x	PSD Building & Design	1006	Damascus Trl	Justin & Stephanie Jackson	\$	45,000.00	\$	130.00	\$	100.00	\$	100.00	\$	50.00	Finish Basement
9/11/2019	M0919127	x		104	Weald Bridge	Roy Kinney	\$	12,000.00	\$	65.00	\$	100.00	\$	100.00		Bath Remodel	
9/13/2019	M0919128	x	Monona Plumbing	1109 N	Parkview	Tim Musick	\$	1,902.00					\$	50.00		Replace Water Heater	
9/16/2019	M0919129	x		447	Ollie St	Gregg Hugill & Lynn Hugill	\$	1,000.00	\$	130.00						Adding 10' deck front of house	
9/17/2019	M0919130	x	Hellenbrand, Inc.	716	St John	Adam Uphart	\$	1,200.00					\$	50.00		Softener	
9/17/2019	M0919131	x	Decksperets	608	Nightingale	Tricia Hoch	\$	10,000.00	\$	130.00						Deck Rebuild	
9/25/2019	M0919132	x	Landmark Htg & Cooling	715	Mourning Dove	Ron Hermsmier	\$	4,275.00					\$	50.00		Replace Furnace	
9/25/2019	M0919133	x	Cardinal Heating & AC	717	Crawford Dr	Cletus & Pricilla Meinholz	\$	2,050.00					\$	50.00		Water Heater	
9/25/2019	M0919134	x	G&K Roofing	504	E Dentaria	Michael Mellom	\$	7,500.00	\$	35.00						New Roof	
9/25/2019	M0919135	x	Daniel Company Bathrooms	19	Weald Bridge	Bill Heintz	\$	20,611.00	\$	65.00	\$	100.00	\$	100.00		Remodel 2 bathrooms	
10/2/2019	M1019136	x	Landmark Htg & Cooling	214	Coyle Parkway	Eric Christianson	\$	4,450.00						\$	50.00	Replace Furnace	
10/4/2019	M1019137	x	Genesis Exteriors	211 W	Oak St	Craig Holler	\$	6,160.00	\$	65.00						Replace Windows	
10/8/2019	M1019138	x	Allen Kitchen & Bath	304	Lindsay Way	Carol Heidrich	\$	8,822.00	\$	65.00	\$	50.00	\$	50.00		Bath Remodel	
10/8/2019	M1019139	x		3014	Red Hawk Trail	Daniel Hoppenjan	\$	10,000.00	\$	130.00	\$	100.00				Screen Porch	
10/8/2019	M1019140	x	Cardinal Heating & AC	300	Farwell Dr	Chris Verhaegne	\$	3,559.00						\$	50.00	Replace A/C	
10/9/2019	M1019141	x	Sims Ext & Remodeling	205	Weald Bridge	Leo Cross	\$	6,050.00	\$	35.00						Re-Roof	
10/9/2019	M1019142	x	Tuff Shed	808	Whispering Way	Tracy Hauge	\$	3,500.00	\$	65.00						Shed	
10/10/2019	M1019143	x	Kegonsa Plumbing	511	Hawthorne Court	Kathy Maurer						\$	100.00			Bathroom Remodel	
10/15/2019	M1019144	x	Sims Exteriors & Remodeling	204	Maria Lane	Jane Weier	\$	12,250.00	\$	35.00						Re-Roof	
10/15/2019	M1019145	x		3013	Mourning Dove	David Zielke	\$	7,000.00	\$	130.00	\$	100.00	\$	100.00		Turn 12x12 deck into 4 season room	
10/16/2019	M1019146	x	Becker Home Improvements	204	Vintage Ln	Greg Newman	\$	4,500.00	\$	65.00						Window Replacement	
10/18/2019	M1019147	x	RA Heating & A/C	208 W	Clover Lane-Unit B	Andrew Meier	\$	2,499.00						\$	50.00	Replace Furnace	

10/18/2019	M1019148	x	Monona Plumbing	724	Willow Run St	Dugney Prazek	\$	1,902.00		\$	50.00						Replace Water Heater		
10/23/2019	M1019149	x	RA Heating & A/C	925	Sunset Dr	Gary Hendrickson	\$	2,964.00			\$	50.00						Replace Furnace	
10/23/2019	M1019150	x	Arrow Exterior Design	203 S	Main St	VP Madison LLC	\$	19,950.00	\$	85.00								Replace wood siding with vinyl	
10/23/2019	M1019151	x		445	Bonnie Road	Tim Vitense	\$	4,500.00	\$	130.00								New Deck	
10/25/2019	M1019152	x	Cardinal Heating & AC	220	Heather Dr	Wade Anderson	\$	2,000.00			\$	50.00						Install Water Heater	
10/25/2019	M1019153	x	Cardinal Heating & AC	320	Meadow Crest Trl	Jessica Spindler	\$	4,777.00			\$	50.00						Replace Furnace	
10/29/2019	M1019154	x	Hellenbrand, Inc.	450	Bonnie Road	Sandy Wiersma	\$	1,200.00			\$	50.00						Softener	
10/29/2019	M1019155	x	Storm Guard Roofing	600	Weald Bridge	Jim Ridder	\$	13,000.00	\$	35.00								Tear off & Re-shingle	
11/4/2019	M1119156	x	Mainstage Lightning & Electric	3017	Red Hawk Trail	John Sinclair	\$	160.00		\$	50.00							Radon Fan Receptacle	
11/4/2019	M1119157	x	Bobby's Concrete	517 E	Dentaria Drive	Jerome Bentz	\$	20,000.00	\$	130.00	\$	100.00	\$	100.00	\$	100.00		Garage and Master Bedroom Addition	
11/5/2019	M1119158	x	Hellenbrand, Inc.	413	Clearbrooke Ter.	Ron Dilley	\$	1,399.00			\$	50.00						Softener	
11/12/2019	M1119159	x	Fundamental Designs	511	Hawthorne Court	Kathy Maurer	\$	25,000.00	\$	65.00	\$	100.00						Bathroom Remodel	
11/12/2019	M1119160	x		96	Heather Dr	John Pingry	\$	11,000.00			\$	50.00	\$	100.00				Bathroom Remodel	
11/12/2019	M1119161	x	Landmark Htg & Cooling	408	Bonnie Road	Steve Rothmann								\$	100.00			Replace Furnace & A/C	
11/12/2019	M1119162	x	Sunburn Construction	500	School Rd	Mark Nelson	\$	39,150.00			\$	150.00						PV Solar System	
11/13/2019	M1119163	x	Feldco Factory Direct	231	Chateau Dr	Jennifer & Matt Ballweg	\$	4,464.00	\$	65.00								Replace windows	
11/13/2019	M1119164	x	1901 Inc	117	Maria Ln	Roberta Bohnsack	\$	2,088.00			\$	50.00						Replace Water Heater	
11/14/2019	M1119165	x	Sims Exteriors & Remodeling	204	Maria Ln	Dave & Jane Weier	\$	22,000.00	\$	65.00	\$	100.00	\$	100.00				Remodel 2 bathrooms	
11/15/2019	M1119166	x	Sims Exteriors & Remodeling	425 N	Main St	Paul Peters	\$	13,700.00	\$	65.00								Replace Windows	
11/15/2019	M1119167	x	SunBurn Construction LLC	105	Farwell Dr	John Radovan	\$	22,186.00			\$	150.00						PV Solar System	
11/19/2019	M1119168	x	G&K Roofing	108	Arbury Ct	Michelle Benedict	\$	10,846.00	\$	35.00								New Roof	
11/22/2019	M1119169	x	Wally's Plumbing	454	Bonnie Road	Nancy Cornwell					\$	50.00						Water Heater	
11/25/2019	M1119170	x		617 E	Oak St	Albino Chipmunk LLC	\$	500.00			\$	50.00						Recessed Lighting in Kitchen	
11/26/2019	M1219171	x	Badger Basement Systems	19	Weald Bridge Rd	Bill Heintz	\$	6,385.00	\$	65.00								Egress Window	
11/26/2019	M1219172	x	Cardinal Heating & AC	905	3 Whispering Way	Carli Stephan	\$	4,148.00						\$	50.00			Replace Furnace	
12/2/2019	M1219173	x	Cardinal Heating & AC	114	Glenn Dr	Andy Cardinal	\$	9,581.00							\$	100.00		Replace Furnace and A/C	
12/2/2019	M1219174	x	Monona Plumbing	206	Megan Ln	Marcy Gudgel	\$	1,952.00							\$	50.00		Replace Water Heater	
12/16/2019	M1219175	x	CR Custom Construction	432	Lori Ln	Alan Mckleson	\$	30,000.00	\$	65.00	\$	50.00	\$	50.00				Kitchen Remodel	
12/18/2019	M1219176	x		210 E	Northlawn Dr	Paul Davis	\$	250.00			\$	50.00						Sump Pump GFI Outlet/Discharge PVL	
12/18/2019	M1219177	x	Sims Ext & Remodeling	307	Tanglewood Ct	Jeff Neustadter	\$	45,000.00	\$	130.00	\$	100.00						3 Season Porch & Door Replacement	
12/18/2019	M1219178	x	Wollin Builders	209	Cory Lane	Paul Vandervelde	\$	47,000.00	\$	130.00	\$	100.00						3 Season Porch Addition	
12/18/2019	M1219179	x	J.F. Lutz Construction	734	Cresthaven Dr	Karen VanBeck	\$	18,000.00	\$	65.00	\$	100.00	\$	100.00	\$	50.00		Lower Level Finish	
12/20/2019	M1219180	x	Cardinal Heating & AC	311	Tanglewood Ct	Jon Melone	\$	1,050.00	\$	50.00								Water Softner	
12/20/2019	M1219181	x	Cardinal Heating & AC	509	4 Westlawn Dr	Deanna Finley	\$	9,399.00								\$100.00		Furnace and A/C	
							Total	\$	1,774,330.62	\$	8,595.00	\$	5,100.00	\$	3,050.00	\$	3,550.00	\$	65.00

<u>Recpt Date</u>	<u>Parcel Number</u>	<u>Permit</u>	<u>Builder</u>	<u>Street #</u>	<u>Street Name</u>	<u>Owner</u>	<u>New</u>	<u>R1</u>	<u>R2</u>	<u>Value</u>	<u>Building</u>	<u>Electrical</u>	<u>Plumbing</u>	<u>HVAC</u>	<u>Erosion</u>	<u>Lot #</u>	<u>Description/Subdivision</u>
1/3/2019	112/0711-053-6699-1	R011901	x Catalyst Custom Construction	3019	Red Hawk Trl	Mike Hessling	Yes			\$ 250,000.00	\$ 314.50	\$ 314.50	\$ 314.50	\$ 314.50	\$ 500.00		359 4th Add to Westlawn
1/17/2019	112/0711-082-0021-1	R011902	x Lunar Homes Development	804	Damascus Trl	Ballweg Properties	Yes			\$ 290,000.00	\$ 257.00	\$ 257.00	\$ 257.00	\$ 257.00	\$ 500.00		2 West Drumlin
1/17/2019	112/0711-082-0087-1	R011903	x Lunar Homes Development	828	Damascus Trl	JSBC Development	Yes			\$ 290,000.00	\$ 257.00	\$ 257.00	\$ 257.00	\$ 257.00	\$ 500.00		8 West Drumlin
4/12/2019	112/0711-094-9170-8	R041904	x Fredenberg Construction	308	N Main St	Chris & Jaime Durheim	Yes			\$ 245,000.00	\$ 187.50	\$ 187.50	\$ 187.50	\$ 187.50	\$ 500.00		
4/24/2019	112/0711-053-6160-1	R041905	x Veridian Homes	3021	Pheasant Run	Veridian Homes	Yes			\$ 496,469.00	\$ 434.00	\$ 434.00	\$ 434.00	\$ 434.00	\$ 500.00		310 4th Add to Westlawn
6/6/2019	112/0711-053-6127-1	R061906	x Flat Fee Home Builders	3024	Pheasant Run	Dan & Molly Swotkowski	Yes			\$ 500,000.00	\$ 421.00	\$ 421.00	\$ 421.00	\$ 421.00	\$ 500.00		307 4th Add to Westlawn
9/13/019	112/0711-082-0076-1	R091907	x Lunar Homes Development	824	Damascus Trl	JSBC Development	Yes			\$ 250,000.00	\$ 253.00	\$ 253.00	\$ 253.00	\$ 253.00	\$ 500.00		7 West Drumlin
11/5/2019	112/0711-082-8010-1	R111908	x Premier Builders	900	Damascus Trl	Dale & Kim Keiner	Yes			\$ 391,100.00	\$ 461.00	\$ 311.00	\$ 311.00	\$ 311.00	\$ 500.00		2 West Drumlin
11/5/2019	112/0711-053-6677-1	R111909	x Flat Fee Home Builders	3020	Red Hawk Trl	Tony Magestro	Yes			\$ 410,000.00	\$ 312.75	\$ 312.75	\$ 312.75	\$ 312.75	\$ 500.00		357 4th Add to Westlawn
Total										\$ 3,122,569.00	\$ 2,897.75	\$ 2,747.75	\$ 2,747.75	\$ 2,747.75	\$ 4,500.00		

Recpt Date	Permit #	Builder	Street #	Street Name	Owner	New	Comm	Ind	Office	TID?	Value	Building	Electrical	Plumbing	HVAC	Erosion	Description/Subdivision	
1/14/2019	C011901	x Newcomb Construction Co	1600	Landmark Dr	Johnson Health Tech	No					\$ 714,000.00	\$ 3,006.00	\$ 447.79	\$ 703.67	\$ 447.79		New Office Space 6,397 sq ft	
1/15/2019	C011902	x Electrical Connections	207	W Cottage Grove Rd	Landmark Services	No					\$ 5,000.00						Wiring car wash pumps	
1/16/2019	C011903	x Forbair Group, Inc.	1609	Landmark Dr	Joe Wagner	No					\$ 252,776.00	\$ 1,012.00	\$ 750.26	\$ 1,178.98	\$ 750.26		Tenant Build Out-BB Jacks	
2/14/2019	C021904	x	300	Progress Dr, Ste E	Doundrins Distilling	No					\$ 1,000.00	\$ 150.00					Storage Closet	
3/1/2019	C031905	x D&J Heating & A/C	243	Bonnie Rd	Red Heller	No					\$ 4,300.00						Install Furnace	
3/18/2019	C031906	x Vogel Bros. Building Co	535	Southing Grange	Steve Frame	No					\$ 20,580.00	\$ 150.00					Remodel	
3/26/2019	C031907	x Electrical Solutions, Inc	535	Southing Grange	James Gang, LLC	No					\$ 3,200.00		\$ 150.00				Remodel	
3/26/2019	C031908	x Newcomb Construction Co	1600	Landmark Dr	Johnson Health Tech	No					\$ 150,000.00	\$ 600.00	\$ 300.00				Remove/Replace Partition Walls	
4/1/2019	C041909	x	612	N Main St	Micahael Davis	No					\$ 25,000.00	\$ 130.00	\$ 100.00	\$ 100.00			Adding Bathroom and finished space	
4/23/2019	C041910	x Newcomb Construction Co	1600	Landmark Dr	Johnson Health Tech	No						\$ 300.00	\$ 300.00				New Bathrooms	
5/6/2019	C051911	x United Electric Inc.	304	Commerce Parkway	Oakstone Recreational	Yes							\$ 1,128.60				Electrical for new bldg.	
5/9/2019	C051912	x Friede & Associates	304	Commerce Parkway	Oakstone Recreational	Yes					\$ 2,500,000.00	\$ 10,000.00		\$ 978.60			Building	
5/17/2019	C051913	x Service Specialists	536	Southing Grange	Clock Tower LLC	No					\$ 8,000.00						Replace Furnace & A/C	
6/13/2019	C061914	x Cardinal Heating & A/C	419	W Cottage Grove Rd	Bank of Sun Prairie	No					\$ 17,800.00						Replace 2 Furnaces and 2 A/C	
6/14/2019	C061915	x Forbair Group, Inc.	1609	Landmark Dr	Joe Wagner	No					\$ 96,491.00	\$ 700.00	\$ 300.00	\$ 175.00			Tenant Build Out-Greywolf Office-Ste 106	
6/14/2019	C061916	x Forbair Group, Inc.	1609	Landmark Dr	Joe Wagner	No					\$ 39,270.00	\$ 284.00	\$ 300.00	\$ 175.00			Tenant Build Out-Soul Song-Ste 104	
6/14/2019	C061917	x Forbair Group, Inc.	1609	Landmark Dr	Joe Wagner	No					\$ 61,217.00	\$ 585.00	\$ 300.00	\$ 175.00			Tenant Build Out-Common Area	
6/20/2019	C061918	x	300	Progress Dr, Ste E	Doundrins Distilling	No						\$ 150.00					Tasting Room Build Out	
6/20/2019	C061919	x Westphal & Co.	300	Progress Dr, Ste E	Doundrins Distilling	No					\$ 2,500.00		\$ 225.00				Install Transformer & Disconnect	
6/21/2019	C061920	x Benjamin Plumbing	300	Progress Dr, Ste E	Doundrins Distilling	No							\$ 150.00				Restroom, bar area repairs & remodel* original permit fee was \$225.00 but Tom talked with Contractor and discussed the work, so the fee was lowered to \$150.00 a refund of \$75.00 was given	
7/5/2019	C071921	x Moyer Electric & Repair	612	N Main St	Micahael Davis	No											Electric Service Upgrade	
7/9/2019	C071922	x	401	W Cottage Grove Rd	Charles Conn	No					\$ 15,000.00	\$ 150.00	\$ 225.00				2 Menu Boards, 1 Pre-sell unit, install new concrete footing, new electrical conduit to menuboards	
7/26/2019	C071923	x Lumby Construction	500	Westlawn Dr	Byron Olson	No					\$ 22,000.00	\$ 150.00					Remove non-load bearing walls- larger work area	
7/29/2019	C071924	x Benjamin Plumbing	101	E Reynolds	Huston Properties	No					\$ 11,000.00						Heater, storage unit	
7/31/2019	C071925	x Dave Jones, Inc.	1609	Landmark Dr	CG Silver Badger, LLC	No					\$ 7,000.00		\$ 150.00	\$ 150.00			Modify existing Fire Protection System	
8/6/2019	C081926	x Nickles Electric	4722	Gaston Circle	Village of Cottage Grove	No					\$ 7,825.00		\$ 150.00				Install owner furnished light fixtures to illuminate north water tower	
8/8/2019	C081927	x Air Temperature Services	1600	Landmark Dr	Johnson Health Tech	No											HVAC	
8/13/2019	C081928	x Lumby Construction	500	Westlawn Dr	Byron Olson	No							\$ 150.00				Electrical work	
8/29/2019	C091929	x Summit Companies	304	Commerce Parkway	Oakstone Recreational	Yes					\$ 4,950.00						Kitchen Suppression System	
9/12/2019	C091930	x Bauer-Raether Bldrs	2582	Coffeytown Rd	Landmark Coop	No						\$ 150.00	\$ 150.00	\$ 150.00			Interior remodel of scale building -300 sq.ft.	
9/23/2019	C091931	x 1848 Construction	205	Commerce Parkway	Madison Window Cleaning	Yes					\$ 1,317,292.00	\$ 5,270.80	\$ 843.64	\$ 843.64	\$ 843.64	\$ 482.08	New Facility-Building	
11/7/2019	C111932	x Specialized Electric	1609	Landmark Dr	BB Jack's	No					\$ 4,000.00		\$ 150.00				Refrigeration Cooler Install	
11/12/2019	C111933	x Specialized Electric	1600	Landmark Dr	Johnson Health Tech	No					\$ 550,000.00		\$ 150.00				Generator Installation	
11/13/2019	C111934	x Hellenbrand	535	Southing Grange	James Gang, LLC	No					\$ 1,059.00		\$ 150.00				Softener Install	
11/18/2019	C111935	x Craig Frank	4681	County N	Craig Frank	Yes						\$ 250.00					Early Start	
11/18/2019	C111936	x	401	W Cottage Grove Rd	McDonalds USA, LLC	No					\$ 300,000.00	\$ 1,200.00	\$ 150.00	\$ 150.00	\$ 150.00		Paint, Signage, ADA updates, New Front Counter	
11/21/2019	C111937	x US Cellular	200	Grove Street	US Cellular	No					\$ 50,000.00	\$ 200.00	\$ 150.00				Modify existing equipment on tower	
12/17/2019	C121938	x American Structures General	375	Progress Dr.	Anthony Regali	Yes					\$ 125,000.00	\$ 200.00					Early Start #5 Excavation, foundation	
12/17/2019	C121939	x American Structures General	375	Progress Dr	Anthony Regali	Yes					\$ 1,250,000.00	\$ 200.00					Early Start #6 Excavation, foundation	
12/18/2019	C121940	x Homburg, Inc.	435	W. Oak, Suite E	Cash Investments, LLC	No					\$ 17,000.00	\$ 130.00	\$ 150.00	\$ 150.00			Remodel Suite	
Total																		
											\$ 7,083,260.00	\$ 24,967.80	\$ 7,020.29	\$ 5,229.89	\$ 5,995.29	\$ 482.08		

<u>Recpt Date</u>	<u>Permit #</u>		<u>Street #</u>	<u>Street Name</u>	<u>Owner</u>	<u>Description/Subdivision</u>	<u>Fee</u>
10/18/2019	D101901	X	2841	Gaston Rd	Homburg Equipment, Inc		\$ 250.00 Removed Wood Garage



Parks, Recreation & Forestry STAFF REPORT

MEMO DATE: January 9, 2020

MTG. DATE: February 3, 2020

TO: Village of Cottage Grove Board of Trustees

CC:

FROM: Sean Brusegar, CPRP Director of Parks, Recreation & Forestry

RE: July 1, 2020 Zoozort Live Animal Show at Northlawn Park

BACKGROUND: See Attachment

OVERVIEW: Suspend ordinance 230-2 stating “Pets, including animals of any species, shall not be permitted in Village parks, except animals used to aid individuals with disabilities or as otherwise recommended by the Park and Recreation Committee and approved by the Village Board” for July 1st, 2020 from 12:00pm – 4:00pm at Northlawn Park to allow Dane County Library Services in conjunction with the Bookmobile, to contract with Zoozort to present the “Zoozort Live Animal Show”.

STAFF RECOMMENDATION: Suspend ordinance 230-2 from 12:00pm – 4:00pm on July 1st at Northlawn Park.

On January 16, the Parks Recreation & Forestry Committee voted 4-0-0 to approve suspending ordinance 230-2 from noon to 4:00pm on July 1, 2020 at Northlawn Park to allow Zoozort live animal show at Northlawn Park.

Zoozort is a wildlife company specializing in entertaining and educational wildlife shows... a hands-on interactive program that features live exotic animals from all around the world.

A licensed animal exhibitor will show 7 animals, for a 45-minute program, teaching the children about the educational program you have chosen. The handler takes out one animal at a time, giving fun & interesting facts about the animal, then bringing it around for everyone to pet. Volunteers are chosen to help with special activities. Children are having so much fun; they don't even realize they are learning.

Some of the animals we could see:

Kookaburra
Bearded Dragons
Caledonian Giant Gecko
Tegu
Python
Hissing Roaches
Spur Thigh Tortoise
African Bull Frog
Giant Marine Toad
Chameleon
Chinchilla
Fennec Fox
Armadillo
Kinkajou
Skunk
Wallaby



Parks, Recreation & Forestry STAFF REPORT

MEMO DATE: January 9, 2020

MTG. DATE: February 3, 2020

TO: Village of Cottage Grove Board of Trustees

CC:

FROM: Sean Brusegar, CPRP - Director of Parks, Recreation & Forestry

RE: Suspending Alcohol in the Parks and Allowing for Sound Amplification for Music In The Grove Events.

BACKGROUND:

To allow alcohol (beer & wine only) at Music In The Grove events. The request would cover the dates of May 28th, June 18th, July 9th, July 23rd, August 6th, August 13th & August 27th. All events would be at Dublin Park. Would be seeking a sound amplification permit for the same dates from 6:00pm – 8:00pm.

STAFF RECOMMENDATION:

Staff recommends suspending Ordinance 109-28 to allow for sound amplification and alcohol to be consumed in Dublin Park on dates and times mentioned previously.

On January 16th, the Parks, Recreation & Forestry Committee voted 4-0-0 to suspend the no alcohol in parks for Music In The Grove event dates of: May 28th at Dublin Park, June 18th at Fireman's Park, July 9th at Dublin Park, July 23rd at Dublin Park, August 6th at Dublin Park, August 13th at Dublin Park and August 27th at Dublin Park.

VILLAGE OF COTTAGE GROVE SOUND AMPLIFICATION PERMIT

PERMIT DATE(S): 5/28/20, 6/18/20, 7/9/20, 7/23/20, 8/6/20, 8/13/20, 8/27/20

NAME OF EVENT: Music In The Grove

I (WE) hereby, make application for a Sound Amplification Permit, subject to the Municipal Code of the Village of Cottage Grove. (If an organization, list the President, Chairperson, Party or Parties responsible for application.) **APPLICANT(S) INFORMATION**

Name: Parks & Recreation Department
Address: 210 Progress Dr Suite 2
Phone: 608-839-8968
Email: _____

Name: _____
Address: _____
Phone: _____
Email: _____

Other individual(s) having authority for the event: _____

OVERSIGHT OF THE EVENT

Person(s) responsible for conducting the proposed use of the permit (Must be 18 years of age):

Name: Same as Above
Address: _____
Phone Number: _____
Email: _____

Name: _____
Address: _____
Phone Number: _____
Email: _____

Starting Time: 6:00pm

Ending Time: 8:00pm

Location at which the sound amplification device(s) will be used: Dublin Park & Fireman's Park

The proposed use, described in detail, for which the sound amplification permit is requested:

Music In The Grove Events

The proceeding information is correct to the best of my knowledge. I have received a copy of the Village of Cottage Grove Noise Ordinance (Section 219-1) and agree to abide by all the regulations and policies set forth for the use of the sound amplification permit. I acknowledge overall supervision of and responsibility for this event. By offering this permit, the Village of Cottage Grove does not accept any responsibilities, expressed or implied for any damage arising out of the use of this permit, and I acknowledge the Village of Cottage Grove has no responsibilities, expressed or implied for any damages arising out of, or connected in any way with the use of this permit.

I further agree to indemnify, save, and hold harmless the Village of Cottage Grove and each and every one of its elected and appointed officials, officers, employees, agents, representatives, successors, heirs, and assigns from and against any and all claims, damages, liability, expenses, costs, judgements, actions, demands, and responsibility of whatsoever kind or nature.

BY: _____
(Signature of Applicant)

DATE: 1/15/20

APPROVED BY: _____

DATE: _____



Parks, Recreation & Forestry STAFF REPORT

MEMO DATE: January 9, 2020

MTG. DATE: February 3, 2020

TO: Village of Cottage Grove Board of Trustees

CC:

FROM: Sean Brusegar, CPRP - Director of Parks, Recreation & Forestry

RE: Dublin Park as a MG School District Evacuation Site

BACKGROUND:

The Monona Grove School District would like to use Dublin park as a short-term evacuation site for students should there be an event that warrants evacuation from the school. The children would be instructed to walk to Dublin Park where busses would deliver them to a site for parents to pick them up.

STAFF RECOMMENDATION:

Allow the Monona Grove School District to use Dublin Park as a short-term evacuation location.

On January 16, the Parks Recreation & Forestry Committee voted 4-0-0 to approve Dublin Park as a short-term evacuation site for the Monona Grove School District.

**MEMORANDUM OF UNDERSTANDING REGARDING USE OF A FACILITY AS A
SHORT-TERM EMERGENCY EVACUATION SITE**

This memorandum of understanding ("Agreement") is entered into 13 day of November, 2019, ("Effective Date") by and between:

PARTIES: Dublin Park
300 Dublin Circle
Cottage Grove, WI 53527

("Owner")

And

Monona Grove School District
5301 Monona Drive
Monona, WI 53716

("District")

(Collectively, "the Parties")

RECITALS:

WHEREAS, The District has a need for a facility to serve as a short-term evacuation site for Glacial Drumlin School ("School") in the event that the School experiences an emergency or crisis requiring the evacuation of students and staff; and

WHEREAS, The Owner has a facility which includes space(s) or area(s) that are appropriate or adequate to serve as a school evacuation site for the School; and

WHEREAS, The Parties desire to reach an understanding that will result in the Owner providing a facility owned by the Owner to the District to serve as an emergency evacuation site for the School.

NOW THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the Parties, the Parties agree as follows:

TERMS AND CONDITIONS:

This Agreement is made for the temporary use of the facility designated below ("Facility") for use by the District as a short-term evacuation site for the School's students and staff in the event of a School evacuation. If the students and staff cannot return to the School following the evacuation, the students and staff will be bused from the Facility to their designated family reunification site to be unified with their families.

1. Facility Name and Address

Dublin Park
300 Dublin Circle
Cottage Grove, WI 53527
608-839-8968

2. Owner's Responsibilities

- a) The Owner has identified the Facility, and the District has determined that the Facility is suitable for use as a short-term evacuation site. The Owner will make the Facility available to the District as an evacuation site. Availability of the Facility will include use by the District, with advance notice, for no more than two evacuation drills conducted by the District on an annual basis (July 1 through June 30).
- b) The Owner will designate a person and one or more alternates to serve as the Owner's contact/representative for the Facility in the event of a School evacuation by the District. The Owner will provide the District with the necessary phone numbers to reach the Owner's contact/representative.
- c) The Owner will provide the District with access to the Facility during the school term in the event of a School evacuation. The Owner will provide the District with keys and/or access codes to exterior and interior doors needed to access the area(s) designated for use by the Owner in the event of an evacuation.
- d) The Owner will provide an orientation of the Facility to designated District staff. The orientation will include how to access the area(s) designated for use by the District in the event of an evacuation, location of lights, restrooms, drinking water, and available tables/chairs.

3. District's Responsibilities

- a) The School principal or designee will serve as the designated representative for the District in the event of an evacuation.
- b) The School principal or designee will be responsible for keys and/or access codes for the Facility issued to the District by the Owner.
- c) The School principal or designee will appoint an evacuation advance team that will be dispatched to the Facility ahead of students and staff. The advance team is responsible for readying the Facility for the arrival of students and staff being evacuated.
- d) The District will make reasonable efforts to give advance notice to the Owner prior to arriving at the Facility in the event of an evacuation.
- e) The District will only utilize area(s) in the Facility that the Owner has designated for use by the District.
- f) The District is responsible for providing appropriate supervision of its students at the Facility during an evacuation.
- g) To the extent permitted by law, the District agrees to indemnify, save and hold free and harmless, the Owner of the Facility, its officers, agents, representatives and employees from and against all claims, demands, loss, liability, cost or expense of any kind or nature whatsoever which the Owner, its officers, agents, representatives or employees or any of them may sustain or incur, or that may be imposed upon any of them, or injury to, or death of, persons or damages to the property arising out of, connected with, or attributable to use of the Facility by the District as an evacuation site. Notwithstanding the foregoing, this hold harmless and indemnification provision does not include claims, demands, loss, liability, cost, or expense of any kind or nature whatsoever arising from the negligent, intentional, or reckless acts of the Owner, its employees, officers, agents, or representatives. Nothing herein is intended or shall

be construed as a waiver of defenses or immunities (including the limitation of Wis. Stat. § 893.80) available under the law which the District is entitled to raise.

- h) The District will add the Owner as an "additional insured" on the District's General Liability Insurance Policy. The District shall provide the Owner with a Certificate of Insurance on an annual basis to verify coverage. The policy shall include personal injury and property damage coverage. Nothing herein is intended or shall be construed as a waiver of defenses or immunities (including the limitation of Wis. Stat. § 893.80) available under the law which the District is entitled to raise.
- i) The District will not pay any operational or administrative fees to the Owner for use of the Facility as an evacuation site.
- j) The District agrees to reimburse the Owner, if requested, for all reasonable direct costs incurred by the Owner when the Facility is utilized by the District as an evacuation site.
- k) In the event of an evacuation, the District shall provide any and all releases of information to the press and media. Requests for interviews or information submitted to the Owner or the Facility shall be directed to the District Administrator of the District. The District will make a reasonable effort to recognize the hospitality of the Owner and the Facility in any press or media releases pertaining to the re-location and sheltering of students and staff.

4. Term

This Agreement shall be in force and effect from the Effective Date through June 30, 2020 ("Initial Period"). The Agreement shall be renewed automatically following the Initial Period for subsequent one-year (July 1 through June 30) terms unless either party provides notice of termination to the other party in writing at least ninety (90) days prior to June 30.

Notice of termination shall be in writing and shall be deemed to have been duly given if delivered or mailed, by courier, by facsimile confirmed by U.S. first class mail, by registered mail, first class postage paid, return receipt requested, or any other delivery service with proof of delivery:

If to the Owner:

Sean Brusegar, Director CG Parks & Rec
Dublin Park
300 Dublin Circle
Cottage Grove, WI 53527

If to the District:

District Administrator
Monona Grove School District
5301 Monona Drive
Monona, WI 53716

5. Entire Agreement, Interpretation, Severability.

This Agreement contains the entire agreement between the Parties and supersedes all prior or contemporaneous agreements, negotiations and undertakings, whether oral or written, between the Parties relating to the subject matter of this Agreement. The language of all parts of this Agreement shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against either of the Parties. Invalidity of any provision of this Agreement shall not affect the validity of any other provisions. Nothing in this Agreement is intended to conflict with current laws or regulations of the United States of America, the State of Wisconsin, or local government. If a term of this Agreement is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this Agreement shall remain in full force and effect.

6. Changes and Modifications; Binding Effect.

No waiver, amendment, release, or modification of this Agreement shall be binding unless evidenced in writing signed by both Parties or an authorized representative of both Parties. This Agreement shall be binding upon, and inure to the benefit of, the Parties and their successors and permitted assigns, but shall not be assignable, by operation of law or otherwise, by either of the Parties without the prior written consent of the other party.

7. Governing Law.

This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Wisconsin.

8. Section Headings.

The headings to the sections of this Agreement are solely for the convenience of the Parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this Agreement.

IN WITNESS WHEREOF, the Parties hereby acknowledge the foregoing as the terms and conditions of their understanding and have executed this Agreement or caused this Agreement to be duly executed by their authorized representative as of the day and year written below, but the Agreement shall take effect on the Effective Date.

Dublin Parl

Monona Grove School District

By: _____

By: _____

Sean Brusegar

Daniel W. Olson, Ed.D, Superintendent

Date: _____

Date: _____



PUBLIC WORKS STAFF REPORT

MEMO DATE:	January 28, 2020
MEETING DATE:	February 3, 2020
TO:	Village Board
FROM:	JJ Larson, Director of Public Works & Utilities
RE:	MOU with MG School; Village Hall as evacuation site

BACKGROUND

The Monona Grove School District sent a draft MOU to Administrator Matt Giese looking to designate Village Hall as a short-term evacuation site for Cottage Grove School. The proposal was on the agenda in January for consideration at the Public Works & Properties Committee.

OVERVIEW

Jerrud Rossing, from the school district, attended the January 7th meeting and answered questions from the Committee about the proposed agreement.

Mr. Rossing indicated that Village Hall is not the only site the district is designating; so not every student and staff member from Cottage Grove School will be evacuating to this location. Also, Mr. Rossing confirmed, that the designation is for short-term evacuation only. Once such an emergency evacuation is called; buses will be immediately dispatched to the short-term sites in order to move students and staff to separately designated longer-term evacuation locations.

COMMITTEE RECOMMENDATION

At the January 7th, 2020 meeting the Public Works & Properties Committee unanimously approved recommending entering into the MOU with MG Schools designating Village Hall as a short-term evacuation site for Cottage Grove School.

**MEMORANDUM OF UNDERSTANDING REGARDING USE OF A FACILITY AS A
SHORT-TERM EMERGENCY EVACUATION SITE**

This memorandum of understanding ("Agreement") is entered into this 13 day of November, 2019, ("Effective Date") by and between:

PARTIES: Village Hall
221 E Cottage Grove
Cottage Grove, WI 53527

("Owner")

And

Monona Grove School District
5301 Monona Drive
Monona, WI 53716

("District")

(Collectively, "the Parties")

RECITALS:

WHEREAS, The District has a need for a facility to serve as a short-term evacuation site for Cottage Grove School ("School") in the event that the School experiences an emergency or crisis requiring the evacuation of students and staff; and

WHEREAS, The Owner has a facility which includes space(s) or area(s) that are appropriate or adequate to serve as a school evacuation site for the School; and

WHEREAS, The Parties desire to reach an understanding that will result in the Owner providing a facility owned by the Owner to the District to serve as an emergency evacuation site for the School.

NOW THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the Parties, the Parties agree as follows:

TERMS AND CONDITIONS:

This Agreement is made for the temporary use of the facility designated below ("Facility") for use by the District as a short-term evacuation site for the School's students and staff in the event of a School evacuation. If the students and staff cannot return to the School following the evacuation, the students and staff will be bused from the Facility to their designated family reunification site to be unified with their families.

1. Facility Name and Address

Village Hall
221 E Cottage Grove
Cottage Grove, WI 53527
608-839-4704

2. Owner's Responsibilities

- a) The Owner has identified the Facility, and the District has determined that the Facility is suitable for use as a short-term evacuation site. The Owner will make the Facility available to the District as an evacuation site. Availability of the Facility will include use by the District, with advance notice, for no more than two evacuation drills conducted by the District on an annual basis (July 1 through June 30).
- b) The Owner will designate a person and one or more alternates to serve as the Owner's contact/representative for the Facility in the event of a School evacuation by the District. The Owner will provide the District with the necessary phone numbers to reach the Owner's contact/representative.
- c) The Owner will provide the District with access to the Facility during the school term in the event of a School evacuation. The Owner will provide the District with keys and/or access codes to exterior and interior doors needed to access the area(s) designated for use by the Owner in the event of an evacuation.
- d) The Owner will provide an orientation of the Facility to designated District staff. The orientation will include how to access the area(s) designated for use by the District in the event of an evacuation, location of lights, restrooms, drinking water, and available tables/chairs.

3. District's Responsibilities

- a) The School principal or designee will serve as the designated representative for the District in the event of an evacuation.
- b) The School principal or designee will be responsible for keys and/or access codes for the Facility issued to the District by the Owner.
- c) The School principal or designee will appoint an evacuation advance team that will be dispatched to the Facility ahead of students and staff. The advance team is responsible for readying the Facility for the arrival of students and staff being evacuated.
- d) The District will make reasonable efforts to give advance notice to the Owner prior to arriving at the Facility in the event of an evacuation.
- e) The District will only utilize area(s) in the Facility that the Owner has designated for use by the District.
- f) The District is responsible for providing appropriate supervision of its students at the Facility during an evacuation.
- g) To the extent permitted by law, the District agrees to indemnify, save and hold free and harmless, the Owner of the Facility, its officers, agents, representatives and employees from and against all claims, demands, loss, liability, cost or expense of any kind or nature whatsoever which the Owner, its officers, agents, representatives or employees or any of them may sustain or incur, or that may be imposed upon any of them, or injury to, or death of, persons or damages to the property arising out of, connected with, or attributable to use of the Facility by the District as an evacuation site. Notwithstanding the foregoing, this hold harmless and indemnification provision does not include claims, demands, loss, liability, cost, or expense of any kind or nature whatsoever arising from the negligent, intentional, or reckless acts of the Owner, its employees, officers, agents, or representatives. Nothing herein is intended or shall

be construed as a waiver of defenses or immunities (including the limitation of Wis. Stat. § 893.80) available under the law which the District is entitled to raise.

- h) The District will add the Owner as an “additional insured” on the District’s General Liability Insurance Policy. The District shall provide the Owner with a Certificate of Insurance on an annual basis to verify coverage. The policy shall include personal injury and property damage coverage. Nothing herein is intended or shall be construed as a waiver of defenses or immunities (including the limitation of Wis. Stat. § 893.80) available under the law which the District is entitled to raise.
- i) The District will not pay any operational or administrative fees to the Owner for use of the Facility as an evacuation site.
- j) The District agrees to reimburse the Owner, if requested, for all reasonable direct costs incurred by the Owner when the Facility is utilized by the District as an evacuation site.
- k) In the event of an evacuation, the District shall provide any and all releases of information to the press and media. Requests for interviews or information submitted to the Owner or the Facility shall be directed to the District Administrator of the District. The District will make a reasonable effort to recognize the hospitality of the Owner and the Facility in any press or media releases pertaining to the re-location and sheltering of students and staff.

4. Term

This Agreement shall be in force and effect from the Effective Date through June 30, 2020 (“Initial Period”). The Agreement shall be renewed automatically following the Initial Period for subsequent one-year (July 1 through June 30) terms unless either party provides notice of termination to the other party in writing at least ninety (90) days prior to June 30.

Notice of termination shall be in writing and shall be deemed to have been duly given if delivered or mailed, by courier, by facsimile confirmed by U.S. first class mail, by registered mail, first class postage paid, return receipt requested, or any other delivery service with proof of delivery:

If to the Owner:

Matt Giese
Village Hall
221 E Cottage Grove Road
Cottage Grove, WI 53527

If to the District:

District Administrator
Monona Grove School District
5301 Monona Drive
Monona, WI 53716

5. Entire Agreement, Interpretation, Severability.

This Agreement contains the entire agreement between the Parties and supersedes all prior or contemporaneous agreements, negotiations and undertakings, whether oral or written, between the Parties relating to the subject matter of this Agreement. The language of all parts of this Agreement shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against either of the Parties. Invalidity of any provision of this Agreement shall not affect the validity of any other provisions. Nothing in this Agreement is intended to conflict with current laws or regulations of the United States of America, the State of Wisconsin, or local government. If a term of this Agreement is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this Agreement shall remain in full force and effect.

6. Changes and Modifications; Binding Effect.

No waiver, amendment, release, or modification of this Agreement shall be binding unless evidenced in writing signed by both Parties or an authorized representative of both Parties. This Agreement shall be binding upon, and inure to the benefit of, the Parties and their successors and permitted assigns, but shall not be assignable, by operation of law or otherwise, by either of the Parties without the prior written consent of the other party.

7. Governing Law.

This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Wisconsin.

8. Section Headings.

The headings to the sections of this Agreement are solely for the convenience of the Parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this Agreement.

IN WITNESS WHEREOF, the Parties hereby acknowledge the foregoing as the terms and conditions of their understanding and have executed this Agreement or caused this Agreement to be duly executed by their authorized representative as of the day and year written below, but the Agreement shall take effect on the Effective Date.

Village Hall

Monona Grove School District

By: _____

By: _____

Matt Giese

Daniel W. Olson, Ed.D, Superintendent

Date: _____

Date: _____

Village of Cottage Grove

Notice of Public Meeting

PEER COURT STEERING COMMITTEE

Tuesday, January 21, 2020 5:15 P.M.

Village Hall
221 E Cottage Grove Rd.

1. **Call to order**
2. **Determination of quorum and that the agenda was properly posted.**
3. **PUBLIC APPEARANCES- Public's opportunity to speak about any subject that is not a specific agenda item.**
4. **Discuss and consider approval of minutes of the November 19, 2019 meeting.**
5. **Report from Briarpatch Youth Services.**
6. **Future agenda items.**
7. **Set next meeting date and time.**
8. **Adjournment.**

Submitted by Kathleen Giese, Chair

This agenda has been prepared by Staff and approved by the Village President as Chair of the Plan Commission for use at the meeting as listed above. Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies 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.

Peer Court Minutes

November 19, 2019

Present: Mark Hepfinger, Katie Giese, Jay Keifer, & Jeff Lennberg

5:15 start

Properly posted

Minutes approved moved by Katie motioned and Mark Hepfinger seconded, approved 3-0

Report from Jay Keifer

Jay Keifer started report discussing what village board decided on traffic cases.

Mark Hepfinger questioned the decision. Lennberg provided the boards position and that no other community covers traffic violations in peer court.

Jeff Lennberg also brought up that cases are taking more time and Jay confirmed due to circle process it does take more time. Jay explained why the circle approach is more effective and popular.

Jeff Lennberg mentioned that the focus can be placed on restorative justice without being bogged down with traffic cases.

Jay Keifer stated that the families, parents & kids like the new approach because it focuses on the family working together.

Jay Keifer also mentioned that Claudia Parkes is getting more involved in her internship.

Jeff Lennberg questioned about the grant that Jay Keifer had mentioned a few meetings ago. This would mean the money from the Village would be less. Jay Keifer stated they are still waiting to see if they get the grant to expand Peer Court. If the grant comes through and more communities start the peer court system, it would be less for the Village because the overall Briar Patch costs would be spread out over more communities. Jay did confirm that Briar Patch would credit the cost to the Village if this happens.

Hepfinger asked when the new traffic violation rule takes place and Jeff Lennberg confirmed it would be January, 2020.

Katie Giese asked Jay Keifer about a shooting threat that came through email at Glacial Drumlín School. Jay mentioned that went straight to Juvenile court and was a more serious offense so it would not go to peer court.

Next meeting Jan 21, 2019 at 5:15pm

Jeff Lennberg motioned to adjourned and Mark Hepfinger seconded.

Adjourned 3-0 at 5:30pm

JOINT COTTAGE GROVE NATVIG LANDFILL MONITORING REVIEW COMMITTEE

**MONDAY, January 27, 2020 – 6:00 PM
Cottage Grove Town Hall
4058 COUNTY ROAD N, COTTAGE GROVE, WI.**

AGENDA

1. Call to Order.
2. Determine quorum and agenda properly posted.
3. Approval of minutes from previous meeting(s).
4. Discuss and consider approval of Landfill monitoring bills.
5. Review current Landfill Testing and Monitoring results.
6. Discussion and possible action regarding latest test results of GP-9 in the landfill.
7. Items for next agenda.
8. Discuss and consider approval of next meeting date.
9. Adjournment.

Submitted by: Steven Anders
Committee Chair

ALL AGENDA ITEMS ARE SUBJECT TO ACTION.

It is possible that members of and a possible 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 other governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

NOTE: If you require an interpreter, materials in alternative formats, or other accommodations to access this service, activity of program, please contact the Town Clerk's office at 839-5021 or Fax 839-4432 at least 24 hours prior to this meeting.



Strand Associates, Inc.
 910 West Wingra Drive
 Madison, WI 53715
 (608) 251-4843

Invoice

Accounts Payable	January 9, 2020
Town of Cottage Grove	Project No: 1047.018
4058 County Highway N	Invoice No: 0156167
Cottage Grove, WI 53527	

Project: 1047.018 2019 Natvig Road Landfill Monitoring

Professional Services: December 1, 2019 through December 31, 2019

Professional Personnel

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>	
ENGINEER				
	1.25	207.78	259.73	
	.50	165.90	82.95	
	2.00	86.40	172.80	
TECHNICIAN				
	.25	117.00	29.25	
	4.00		544.73	
Total Labor				544.73
Total Expenses				44.88
		Total this Invoice		\$589.61

Contract Amount	19,200.00
Total Billings to Date	23,913.74

FOR THE PERIOD OF DECEMBER 2019
INVOICE 0156167
JANUARY 09, 2020

Costs	Name of Project	Contract Amount	Total Billed to Date	Total Amount this Invoice
Town-only	2019 Landfill Monitoring		\$ 4,961.35	\$ 40.15
Town-Village	2019 Landfill Monitoring		18,952.39	\$ 549.46
		TOTALS	\$ 19,200.00	\$ 23,913.74
			\$	\$ 589.61

Invoice Hours Summary
Town of Cottage Grove Project
Project No. : 1-047.018

Month: December 2019: Town-only Costs

Staff	Hours	Task Description
Monitoring of gas vents GV-1, 2, and 3		
Engineer-TMS	0.125	Scheduling/project management; invoice breakdown review
Engineer-LTH	0.05	Data QA/QC
Scientist-JRM	0.00	Gas monitoring; data entry
Technician-JB	0.025	Project management
Clerical	0.000	
Town Only Total Hours:		0.200

Invoice Hours Summary
Town of Cottage Grove Project
Project No. : 1-047.018

Month: December 2019: Town-Village Cost Share

Staff	Hours	Task Description
Monitoring of gas vents GV-1, 2, and 3		
Engineer-TMS	1.125	Scheduling/project management; invoice breakdown review
Engineer-LTH	0.45	Data QA/QC
Scientist-JRM	2.00	Gas monitoring; data entry
Technician-JB	0.225	Project management
Clerical	0.000	
Total Hours:		3.800
<i>Invoiced Hours:</i>		4.00



Strand Associates, Inc.
910 West Wingra Drive
Madison, WI 53715
(608) 251-4843

Invoice

Accounts Payable
Town of Cottage Grove
4058 County Highway N
Cottage Grove, WI 53527

December 9, 2019
Project No: 1047.018
Invoice No: 0155127

Project: 1047.018 2019 Natvig Road Landfill Monitoring

Professional Services: November 1, 2019 through November 30, 2019

Professional Personnel

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>	
ENGINEER				
	2.25	207.78	467.51	
	2.00	86.40	172.80	
	<u>4.25</u>		<u>640.31</u>	
Total Labor				640.31
Total Expenses				24.60
				Total this Invoice
				\$664.91

Contract Amount 19,200.00

Total Billings to Date 23,324.13

Invoice Hours Summary
Town of Cottage Grove Project
Project No. : 1-047.018

Month: November 2019: Town-only Costs

Staff	Hours	Task Description
		Monitoring of gas vents GV-1, 2, and 3
Engineer-TMS	0.675	Scheduling/project management; invoice review; correspondence
Engineer-LTH	0.00	
Scientist-JRM	2.00	Gas monitoring for GP-8 and GP-9
Clerical	0.000	Word processing
Town Only Total Hours:	2.675	

Invoice Hours Summary
Town of Cottage Grove Project
Project No. : 1-047.018

Month: November 2019: Town-Village Cost Share

Staff	Hours	Task Description
		Monitoring of gas vents GV-1, 2, and 3
Engineer-TMS	1.575	Scheduling/project management; invoice review
Scientist-JRM	0.00	Gas monitoring for GP-8 and GP-9
Clerical	0.000	Word processing
Total Hours:	1.575	
Invoiced Hours:	4.250	

TOWN OF COTTAGE GROVE
SUMMARY OF 2019 LANDFILL MONITORING
FOR THE PERIOD OF NOVEMBER 2019
INVOICE 0155127
DECEMBER 09, 2019

Costs	Name of Project	Contract Amount	Total Billed to Date	Total Amount this Invoice
Town-only	2019 Landfill Monitoring		\$ 4,921.20	\$ 315.52
Town-Village	2019 Landfill Monitoring		18,402.93	\$ 349.39
TOTALS		\$ 19,200.00	\$ 23,324.13	\$ 664.91

JOINT COTTAGE GROVE FIRE DEPARTMENT COMMITTEE

**Monday, January 27, 2020 - 6:30 PM
Emergency Services Building 4030 County Rd N
Cottage Grove WI 53527**

AGENDA

1. Call to order, roll call and confirm that the meeting was properly posted.
2. Public's opportunity to speak.
3. Consider approval of minutes of previous meeting.
4. Updates on:
 - A. Phone system upgrade
 - B. Rapid Response Vehicle
 - C. Trims and lamps replacement
 - D. Additional security lighting
 - E. EMS Quarter AC/furnace replacement
 - F. Second floor furnace replacement
 - G. UTV
 - H. Firehouse Subs grant
5. Discuss and consider approval of quote for installation of light fixtures in the bay.
6. Chief's report.
7. Future agenda items.
8. Discuss and consider next date of meeting.
9. Adjournment.

Submitted by: Kris Hampton
Committee Chair

ALL AGENDA ITEMS ARE SUBJECT TO ACTION

Notice: Persons needing special accommodations should call 839-5021 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies 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.

JOINT COTTAGE GROVE FIRE DEPARTMENT COMMITTEE

Monday, November 25, 2019 – 6:30 PM

Emergency Services Building 4030 County Rd N

Cottage Grove, WI 53527

DRAFT - MINUTES

AGENDA

1. Call to order, roll call and confirm that the meeting was properly posted. Meeting called to order by Kris Hampton at 6:30 p.m. Meeting was properly posted in the Town and Village. Members present were Kris Hampton, Steve Anders, Mike Duplayee, Jon Russell, Jeff Lennberg and Melissa Ratcliff. Also present were Fire Chief Nick Archibald, EMS Chief Eric Lang, and Mark Kudrna.
2. Public's opportunity to speak. None.
3. Consider approval of minutes of previous meeting. Motion to approve by Steve Anders, 2nd by Mike Duplayee. Motion carried 6-0-0.
4. Update on phone system upgrade. The Town Board approved to replace the phone system. The contract has been signed and work will start soon on upgrading the phone system.
5. Discuss and consider use of ESOB Repair funds for:
 - A. Replacement of trims and lamps with LEDs (approved on July 22, 2019, at a cost of \$1,976.52) Motion by Mike Duplayee, 2nd by Jon Russell to use the ESOB repair funds to pay for the \$1,976.52 cost to replace trims and lamps with LEDs. Motion carried 6-0-0.
 - B. Additional security lighting (approved on July 22, 2019, at a cost of \$2,764.67) Motion by Melissa Ratcliff and 2nd by Mike Duplayee to use the ESOB repair funds to pay for the \$2,764.67 cost to add additional security lighting. Motion carried 6-0-0.Also, Kris Hampton will look into Focus on Energy grants with any funds reimbursed going back into the ESOB Repair Fund.
6. Discuss and consider quote to replace air conditioner/furnace for EMS quarters. Motion by Mike Duplayee, 2nd by Jeff Lennberg to approve \$7,400 quote by High Tech for replacement of the air conditioner and furnace with funds out of the ESOB repair fund. Motion carried 6-0-0.
Also, Kris Hampton will look into Focus on Energy grants with any funds reimbursed going back into the ESOB Repair Fund.
7. Discuss and consider quote to replace second floor furnace. Motion by Jeff Lennberg, 2nd by Mike Duplayee to approve the duct unit replacement with High Tech totaling \$4,915.00 with funds from the ESOB repair fund. Motion carried 6-0-0.
Also, Kris Hampton will look into Focus on Energy grants with any funds reimbursed going back into the ESOB Repair Fund.

8. Discuss and consider quotes to replace lights in bay. Motion by Mike Duplayee, 2nd by Steve Anders to replace 18 light fixtures in the bay with LED light fixtures at a cost of \$4,445.00 out of the ESOB Repair fund after January 1, 2020, with the installation being done by the VFDI.

Also, Kris Hampton will look into Focus on Energy grants with any funds reimbursed going back into the ESOB Repair Fund.

9. Update on card access system to the Emergency Services Building. Chief Archibald reached out to Convergent on multiple occasions and no one returned his calls. Capital Fire & Protection indicated that the system had an annual update with labor and software that cost \$920 annually which was not required. However, if the unit went longer than 2 years without the software updates/upgrade, then no tech support would be offered. Chief Archibald contacted 2 of Capital Fire & Protection's references, both of which indicated the system worked well and they liked Capital Fire & Protection's service person. The Capital Fire & Protection card access system cost \$16,215 that included 50 cards but no electrical work. This item will be held until September/October, 2020, to be discussed for the 2021 budgets in the Town and the Village.

10. Discuss and consider additional funds for replacement of 1997 Brush Truck with a rapid response vehicle from proceeds from the Town of Pleasant Springs Contract. At the Joint Fire Commission meeting on September 23, 2019, \$100,000 out of the Pleasant Springs funds was approved and the additional \$25,000.00 to be split by the Village and Town. The Village and Town both approved \$12,500 in capital spending. The Rapid Response Vehicle cost \$145,290.00. Motion by Melissa Ratcliff to approve \$20,290.00 to be paid out of the Pleasant Springs Contract proceeds, 2nd by Jon Russell. Motion carried 6-0-0.

Motion by Kris Hampton for the town and village to own the rapid response vehicle 50% town and 50% village. 2nd by Jeff Lennberg. Motion carried 6-0-0.

11. Review agreements and contracts related to the Cottage Grove Fire District.
 - A. 1997 Intermunicipal Agreement to create Cottage Grove Fire District
 - B. 2019 Agreement for Provision of Fire Protection (replaced 1997 agreement)
 - C. 2008 First Amendment to Intermunicipal Agreement to create Cottage Grove Fire District
 - D. 2014 Emergency Services Building Repair Fund Agreement
 - E. 2014 Agreement regarding use of proceeds from Town of Pleasant Springs Contract
 - F. 2019-2023 Contract for Provision of Fire Protection and Rescue Services to the Town of Pleasant Springs.

Agreements were reviewed.

12. Chief's report. Started the year out with 28 members. The membership drive brought in 12 members with the total number of members currently at 39, so it was a successful campaign. There are 7 officers, 10 probationary members, 20 fire fighters, and 2 driver operators. Currently at 247 calls for the year which is a little less/about the same as last year.

Engine 3's controller that controls the pump was not working. The part is not made any longer so the original manufacturer rebuilt the controller and they got it back. But now another part in it is bad. They should have it returned on 11/26/19. Not sure of the cost to rebuild the controller or for the new part to be repaired, however, the quote on the bill noted to not exceed \$600.00.

Chief Archibald applied for a Firehouse Subs grant of \$20,000 for 8 sets of turnout gear that includes coats, pants, boots, helmets, hoods and gloves. We will find out in the first quarter if we received the grant.

Chief Archibald has been directed that any surplus in the budget will go toward turnout gear (with or without the grant).

The VFDI are assembling a UTV to be used for brush fires and medical calls. They received a 50/50 DNR grant and the Association is also paying for some of it. They may be looking to get some of the costs of it out of the Pleasant Springs contract proceeds.

13. Future agenda items. Update on Rapid Response vehicle, Trims and lamps replacement, additional security lighting, AC/furnace replacement, second floor furnace replacement, lights/light fixture replacement in bay, UTV, Firehouse Subs grant.
14. Discuss and consider next date of meeting. Monday, January 27, 2019, at 6:30 p.m.
15. Adjournment. Motion by Mike Duplayee to adjourn. 2nd by Jeff Lennberg at 7:33 p.m. Motion carried 6-0-0.

ESB Property Repair Fund

Beginning Balance	\$ 6,387
2019 Village & Town Contribution To Fund	14,000
LED High Bay Fixtures	(4,445)
Telephone System Installation	(3,718)
Furnace Installation	(4,915)
2020 Village & Town Contribution To Fund	20,000
A/C System Installation	(7,400)
Ending Fund Balance	\$ 19,909

VILLAGE OF COTTAGE GROVE LAW ENFORCEMENT COMMITTEE

NOTICE OF PUBLIC MEETING

**TUESDAY, JANUARY 28, 2020, 5:30 p.m., COTTAGE GROVE POLICE DEPARTMENT
MUNICIPAL BUILDING SUITE 1, 210 PROGRESS DRIVE, COTTAGE GROVE, WI 53527**

AGENDA

1. Call meeting to order
2. Determine quorum present, and meeting properly posted
3. Discuss/consider approval of minutes of previous meeting(s)
4. New Business:
 - a. Discuss and consider 2020 COPS grant application and applying for one position.
5. Chief's Report.
 - a. Police Department Activity Report
 - b. Detective Report
 - c. K9 Report
 - d. SRO Report
6. Future agenda items and next meeting date
7. Adjournment

ALL AGENDA ITEMS ARE SUBJECT TO ACTION

John Williams, Chairperson
Village of Cottage Grove
Law Enforcement Committee

It is possible that members of and a possible quorum of members of other governmental bodies may be in attendance at the above-stated meeting to gather information; no action will be taken by any other governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. If you require an interpreter, materials in alternative formats, or other accommodations to access this service, activity or program, contact the Cottage Grove Village Hall at 839-4704, at least 24 hours prior to this meeting.

VILLAGE OF COTTAGE GROVE LAW ENFORCEMENT COMMITTEE
Municipal Building Suite 1, 210 Progress Drive, Cottage Grove, WI 53527
26 November 2019

Draft - Meeting Minutes

1. Call to Order

The November 26, 2019 regular meeting of the Village of Cottage Grove Law Enforcement was called to order at 5:30 p.m. by Village President John Williams

2. Determination of quorum and that the agenda was properly posted

It was determined that there was a quorum of members present and that the agenda properly posted. Committee members present were: Police Chief Dan Layber, Members Ron Mabie and Kishia Peters, Trustees Jon Russell and Sarah Valencia and Village President John Williams. Also in attendance, was Lieutenant Matthew Wagner.

3. Discuss and consider the approval of the previous meeting minutes

Motion by Mabie to approve minutes from 22 October 2019 meeting seconded by Peters. Motion carried with a voice vote of 5-0-0.

4. New Business

- a. Discuss and consider donation to the food pantry in lieu of paying \$25 for Village parking ticket for the holiday season: Chief Layber shared the idea of providing those issued a parking ticket over the holiday season of providing a donation to our local food pantry, five food items, instead of paying the ticket. There is minimal impact on the revenue side and this has been successful in other communities. The committee members were supportive and discussed the period of the holiday season to run this effort. Motion by Mabie to approve a donation to the food pantry in lieu of paying the \$25 for Village parking ticket for a period of December 3, 2019 until January 31, 2020 and second by Russell. Motion passed carried with a voice vote of 5-0-0.

5. Chief's Report

- a. Police Department Activity Report: Chief Layber highlighted a few items in the report, but noted nothing really pressing from the data reports. The budget is in good shape.
- b. Detective Report: Chief Layber walked through the report.
- c. K9 Report: Chief Layber relayed the activities of our K9 unit in the Village and mutual aid outside the Village.

d. SRO Report: Chief Layber shared a few highlights from SRO's report.

6. Future agenda items and next meeting date:

- Usual agenda items as well as purchasing 2 AEDs and surveillance equipment.
- Next meeting scheduled for 17th December at 5:30 p.m.

7. Adjournment

Motion to adjure 5:49 p.m. by Russell and second by Peters and carried voice vote 5-0-0.

MINUTES - Submitted by
John Williams

Village of Cottage Grove Law Enforcement Committee meeting held on 26Nov2019

These minutes represent the general subject matter discussed in this meeting, but do not reflect a verbatim documentation of the subjects and conversations that took place.



Fact Sheet

www.cops.usdoj.gov

2020 COPS Hiring Program

Strengthening Community Policing by Hiring Officers

The FY 2020 COPS Hiring Program (CHP) is designed to advance public safety through community policing by addressing the full-time sworn officer needs of state, local, and tribal law enforcement agencies nationwide. CHP provides funds directly to law enforcement agencies to hire new or rehire existing career law enforcement officers and to increase their community policing capacity and crime-prevention efforts.

The FY 2020 CHP award program is an open solicitation. All local, state, and tribal law enforcement agencies that have primary law enforcement authority are eligible to apply. All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

WHEN: Deadline for grant application is March 11, 2020 at 7:59 p.m. EDT.
Start EARLY. This is more than a one-day process.

WHERE: 1. Register at www.grants.gov.
2. Complete the application at www.cops.usdoj.gov. Click the "Account Access" tab.

HOW: Online only. No hard copies sent by U.S. Mail or electronic copies sent via email.

Supporting Local Law Enforcement

More than 25 years after its establishment by the Violent Crime Control and Law Enforcement Act of 1994, the COPS Office continues to support the efforts of law enforcement agencies across the country to develop creative and innovative ways to meet long-standing challenges in their communities. To date, the COPS Office has funded the addition of more than 130,000 officers to more than 13,000 state, local, and tribal law enforcement agencies.

COPS Office hiring programs like CHP assist law enforcement agencies in advancing public safety by enhancing their community policing efforts. In a changing economic climate, these programs help state, local, and tribal law enforcement agencies maintain sufficient sworn personnel levels to keep their communities safe.

Funding Provisions

FY 2020 CHP awards will provide up to 75 percent of the approved entry-level salaries and fringe benefits of full-time officers for a 36-month award period, with a minimum 25 percent local cash match requirement and a maximum federal share of \$125,000 per officer position. FY 2020 CHP awards may be used on or after the official award start date to (1) hire new officers (including filling existing officer

vacancies that are no longer funded in an agency's budget); (2) rehire officers already laid off (at the time of application) as a result of state, local, or Bureau of Indian Affairs (BIA) budget reductions unrelated to the receipt of award funding; or (3) rehire officers scheduled to be laid off (at the time of application) on a specific future date as a result of state, local, or BIA budget reductions unrelated to the receipt of award funding. CHP applicants may request funding in one or more of these three hiring categories.

In FY 2020, agencies may request the number of officer positions necessary to support their proposed community policing strategy. Please keep in mind that there is a minimum 25 percent local cash match and a 12-month retention period for each officer position funded. The COPS Office will fund as many positions as possible for successful applicants; however, the number of officer positions requested by an agency may be reduced based on the availability of funding and other programmatic considerations.

The COPS Office may grant a waiver of some or all of an applicant's local match requirement. During the application review process, waiver requests will be evaluated based on a demonstration of severe fiscal distress.

The COPS Office statutory nonsupplanting requirement mandates that CHP funds must be used to supplement (increase) state, local, or BIA funds that would have been dedicated toward sworn officer positions if federal funding had not been awarded. CHP award funds must not be used to supplant (replace) local funds that agencies otherwise would have devoted to sworn officer hiring. The hiring or rehiring of officers under CHP must be in addition to, and not in lieu of, officers who otherwise would have been hired or rehired with state, local, or BIA funds.

At the conclusion of the 36 months of federal funding, recipients must retain all sworn officer positions awarded under the CHP award for a minimum of 12 months.

Retained CHP-funded positions should be added to the recipient's law enforcement budget with state or local funds, to increase the number of locally-funded sworn officer positions that would have existed in the absence of the award. Applicants are required to affirm in their CHP award application that their agency plans to retain any additional officer positions funded following the expiration of the award and identify their planned sources of retention funding.

Highlights of FY 2020 CHP

The COPS Office supports the attorney general's priority goals of reducing violent crime, protecting critical infrastructure and information/intelligence systems through homeland security, and deploying school resource officers to protect elementary or secondary schools through school-based policing. Applicants that choose Violent Crime, Homeland and Border Security, or School-Based Policing as a targeted community policing problem area in their 2020 CHP application will receive additional consideration for funding. Please note: If awarded CHP funding, recipients that chose any of these specific community policing problem areas will not be allowed to change the problem area post-award.

Under FY 2020 CHP, new-hire officer positions are not required to be military veterans. However, because the COPS Office supports the attorney general's priority to hire military veterans whenever possible, applicants who commit to hiring or rehiring at least one military veteran under CHP will receive additional consideration for FY 2020 CHP funding. These military veterans may be in any of the three hiring categories described under "Funding Provisions," not just new hires.

Additional consideration will be provided to applicants that partner with federal law enforcement to address illegal immigration and to agencies that have experienced an unanticipated catastrophic event. All agencies that report that they have experienced a catastrophic event will be required to submit an attachment documenting the event

or incident as part of their application. Additional consideration will also be provided to agencies in states with certain anti-human trafficking laws that treat minors engaged in commercial sex as victims (referred to as “safe harbor” laws) or permit individuals to vacate arrest or prosecution records for nonviolent offenses as a result of being trafficked. Additional consideration will also be provided to agencies from rural areas and agencies that have not previously received COPS Office grant funding.

Applicants who wish to request officer positions in order to deploy school resource officers (SRO) must choose the School-Based Policing through School Resource Officers community policing problem area in their 2020 CHP application. Note that applicants requesting officer positions in order to deploy SROs must deploy all their requested officer positions as SROs. CHP recipients who use CHP funding to deploy SROs will also be required to submit a memorandum of understanding (MOU) between the law enforcement agency and the school partners. In addition, all applicants who select School-Based Policing as their focus area and subsequently receive FY 2020 CHP funding for SRO’s will be required to send each awarded SRO position to a regionally based training, sponsored and subsidized by the COPS Office.

Additional information about this training requirement will be provided to recipients at the time of award or shortly thereafter.

How to Apply

Applicants are first required to register via www.grants.gov and complete an SF-424. Once the SF-424 has been submitted, applicants will receive an email with instructions on completing the second part of the CHP application through the COPS Office Online Application System.

To complete the CHP application, please go to the COPS Office website at www.cops.usdoj.gov and click on the “Account Access” tab in the upper right-hand corner.

Enter your username and password and select “COPS Hiring Program” from the menu of services. Hard copies or electronic copies sent via email will not be accepted.

Complete application packages for the FY 2020 CHP solicitation are due by March 11, 2020, at 7:59 p.m. EDT. Before submitting your application, please review the *2020 COPS Hiring Program (CHP) Application Guide*. Hard copies or electronic copies sent via email or U.S. Mail will not be accepted.

Contact the COPS Office

For more information about COPS Office programs and resources, please call the COPS Office Response Center at 800-421-6770 or visit the COPS Office website at www.cops.usdoj.gov.

CALLS FOR SERVICE SUMMARY

2020 Village	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
TOTAL												
NUMBER OF DAYS PER MONTH	31	28	31	30	31	30	31	31	30	31	30	31
CALLS PER DAY												
CALLS PER SHIFT												
2019 Village	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
TOTAL	1300	1110	1190	1069	1026	1189	1022	1029	883	955	888	879
NUMBER OF DAYS PER MONTH	31	28	31	30	31	30	31	31	30	31	30	31
CALLS PER DAY	41.9	39.6	38.4	35.6	33.1	39.6	33	33.2	29.4	30.8	29.6	28.3
CALLS PER SHIFT	14	13.2	12.8	11.9	11	13.2	11	11.1	9.8	10.3	9.9	9.4
2018 Village	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
TOTAL	1429	1370	1178	1074	959	1105	1137	1205	1185	1198	1043	1105
NUMBER OF DAYS PER MONTH	31	28	31	30	31	30	31	31	30	31	30	31
CALLS PER DAY	46	48.9	38	35.8	30.9	36.8	36.7	38.9	39.5	38.7	35	35.7
CALLS PER SHIFT	15.3	16.3	12.7	11.9	10.3	12.3	12.2	13	13.2	12.9	11.7	11.9
2017 Village	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
TOTAL	986	873	1029	717	812	825	738	682	804	794	723	845
NUMBER OF DAYS PER MONTH	31	28	31	30	31	30	31	31	30	31	30	31
CALLS PER DAY	31.81	31.18	33.19	23.9	26.2	27.5	23.8	22	26.8	25.6	24.1	27.3
CALLS PER SHIFT	10.6	10.4	11.1	8	8.7	9.1	7.9	7.3	9	8.5	8	9.1
2016 Village	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
TOTAL	911	977	1033	1034	806	867	839	1206	911	907	748	961
NUMBER OF DAYS PER MONTH	31	29	31	30	31	30	31	31	30	31	30	31
CALLS PER DAY	29.39	33.69	33.32	34.47	26.00	28.90	27.06	38.90	30.37	29.26	24.93	31.00
CALLS PER SHIFT	9.8	11.2	11.1	11.5	8.7	9.6	9.0	13.0	10.1	9.8	8.3	10.3
2015 Village	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
TOTAL	760	597	580	584	803	796	776	1098	1002	921	925	1005
NUMBER OF DAYS PER MONTH	31	28	31	30	31	30	31	31	30	31	30	31
CALLS PER DAY	24.52	21.32	18.71	19.47	25.90	26.53	25.03	35.42	33.40	29.71	30.83	32.42
CALLS PER SHIFT	8.2	7.1	6.2	6.5	8.6	8.8	8.3	11.8	11.1	9.9	10.3	10.8
2014 Town & Village	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
TOTAL	581	509	569	585	760	694	693	709	654	613	684	547
NUMBER OF DAYS PER MONTH	31	28	31	30	31	30	31	31	30	31	30	31
CALLS PER DAY	18.74	18.18	18.35	19.50	24.52	23.13	22.35	22.87	21.80	19.77	22.80	17.65
CALLS PER SHIFT	6.2	6.1	6.1	6.5	8.2	7.7	7.5	7.6	7.3	6.6	7.6	5.9



Incident Activity Report

Cottage Grove
Police Department
Official Case Report
Do Not Re-Release

Print Date/Time: 01/21/2020 08:21
 Login ID: cgcms
 Layer: All
 Areas: All

From Date: 12/01/2019 00:01
 To Date: 12/31/2019 23:59

Village of Cottage Grove Police Department
 ORI Number: WI0131900
 Incident Type: All

Hour	SUNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY		TOTAL	
	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%
24	6	0.7	8	0.9	7	0.8	4	0.5	8	0.9	7	0.8	6	0.7	46	5.2
1	2	0.2	17	1.9	7	0.8	4	0.5	3	0.3	2	0.2	1	0.1	36	4.1
2	5	0.6	9	1.0	5	0.6	2	0.2	1	0.1	1	0.1	2	0.2	25	2.8
3	2	0.2	4	0.5	2	0.2	0	0.0	1	0.1	7	0.8	2	0.2	18	2.0
4	4	0.5	6	0.7	2	0.2	2	0.2	0	0.0	3	0.3	1	0.1	18	2.0
5	2	0.2	2	0.2	6	0.7	1	0.1	3	0.3	2	0.2	1	0.1	17	1.9
6	2	0.2	3	0.3	3	0.3	2	0.2	4	0.5	0	0.0	2	0.2	16	1.8
7	2	0.2	10	1.1	3	0.3	1	0.1	7	0.8	4	0.5	6	0.7	33	3.8
8	3	0.3	2	0.2	9	1.0	7	0.8	1	0.1	2	0.2	4	0.5	28	3.2
9	6	0.7	5	0.6	6	0.7	5	0.6	5	0.6	7	0.8	7	0.8	41	4.7
10	7	0.8	0	0.0	3	0.3	6	0.7	5	0.6	10	1.1	8	0.9	39	4.4
11	11	1.3	3	0.3	4	0.5	4	0.5	5	0.6	4	0.5	3	0.3	34	3.9
12	7	0.8	3	0.3	2	0.2	2	0.2	3	0.3	4	0.5	3	0.3	24	2.7
13	5	0.6	3	0.3	2	0.2	1	0.1	4	0.5	4	0.5	6	0.7	25	2.8
14	7	0.8	1	0.1	10	1.1	4	0.5	8	0.9	4	0.5	3	0.3	37	4.2
15	9	1.0	8	0.9	10	1.1	8	0.9	10	1.1	8	0.9	10	1.1	63	7.2
16	2	0.2	9	1.0	15	1.7	6	0.7	7	0.8	9	1.0	13	1.5	61	6.9
17	8	0.9	6	0.7	11	1.3	7	0.8	3	0.3	10	1.1	6	0.7	51	5.8
18	6	0.7	4	0.5	14	1.6	3	0.3	6	0.7	11	1.3	10	1.1	54	6.1
19	11	1.3	5	0.6	9	1.0	1	0.1	6	0.7	10	1.1	7	0.8	49	5.6
20	7	0.8	4	0.5	7	0.8	4	0.5	5	0.6	6	0.7	3	0.3	36	4.1
21	3	0.3	4	0.5	0	0.0	2	0.2	5	0.6	5	0.6	3	0.3	22	2.5
22	6	0.7	6	0.7	7	0.8	5	0.6	7	0.8	10	1.1	10	1.1	51	5.8
23	6	0.7	11	1.3	5	0.6	7	0.8	10	1.1	6	0.7	10	1.1	55	6.3
Totals:	129	14.7	133	15.1	149	17.0	88	10.0	117	13.3	136	15.5	127	14.5	879	100.00



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Cottage Grove
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Village of Cottage Grove Police Department
ORI Number: WI0131900
Incident Type: All

Incident Type	January		February		March		April		May		June		July		August		September		October		November		December		Yearly Totals
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
911 Abandoned	1	3.8	2	7.7	6	23.1	2	7.7	2	7.7	1	3.8	1	3.8	1	3.8	5	19.2	0	0.0	1	3.8	4	15.4	26
911 Call Playing	1	16.7	0	0.0	1	16.7	2	33.3	0	0.0	0	0.0	1	16.7	0	0.0	0	0.0	0	0.0	1	16.7	0	0.0	6
911 Call Question	2	22.2	0	0.0	1	11.1	2	22.2	1	11.1	1	11.1	0	0.0	1	11.1	0	0.0	0	0.0	1	11.1	0	0.0	9
911 Call Silent	4	7.1	3	5.4	3	5.4	6	10.7	1	1.8	5	8.9	5	8.9	6	10.7	6	10.7	7	12.5	4	7.1	6	10.7	56
911 Call	8	6.9	8	6.9	10	8.6	9	7.8	8	6.9	14	12.1	16	13.8	10	8.6	11	9.5	7	6.0	7	6.0	8	6.9	116
911 Disconnect	4	10.3	6	15.4	1	2.6	6	15.4	4	10.3	3	7.7	1	2.6	3	7.7	3	7.7	3	7.7	1	2.6	4	10.3	39
911 Misdial Call	0	0.0	2	16.7	1	8.3	0	0.0	0	0.0	0	0.0	0	0.0	3	25.0	0	0.0	1	8.3	2	16.7	3	25.0	12
Accident Hit and	4	30.8	2	15.4	0	0.0	1	7.7	1	7.7	1	7.7	0	0.0	1	7.7	1	7.7	2	15.4	0	0.0	0	0.0	13
Accident Mv/Deer	1	25.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	25.0	0	0.0	0	0.0	1	25.0	1	25.0	4
Accident Private	0	0.0	0	0.0	2	20.0	1	10.0	1	10.0	0	0.0	2	20.0	1	10.0	0	0.0	1	10.0	1	10.0	1	10.0	10
Accident Property	5	9.1	4	7.3	7	12.7	4	7.3	6	10.9	2	3.6	5	9.1	4	7.3	4	7.3	4	7.3	6	10.9	4	7.3	55
Accident Unknown	0	0.0	0	0.0	0	0.0	0	0.0	2	33.3	0	0.0	2	33.3	0	0.0	2	33.3	0	0.0	0	0.0	0	0.0	6
Accident w/Injuries	0	0.0	1	12.5	2	25.0	1	12.5	0	0.0	1	12.5	0	0.0	1	12.5	1	12.5	0	0.0	1	12.5	0	0.0	8
Adult Arrested	0	0.0	0	0.0	1	11.1	2	22.2	1	11.1	1	11.1	1	11.1	1	11.1	1	11.1	0	0.0	1	11.1	0	0.0	9
Alarm	13	14.3	6	6.6	5	5.5	7	7.7	14	15.4	9	9.9	7	7.7	9	9.9	3	3.3	10	11.0	5	5.5	3	3.3	91
Animal Assist	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Animal At Large	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	1
Animal Bite	2	40.0	1	20.0	0	0.0	0	0.0	1	20.0	0	0.0	0	0.0	1	20.0	0	0.0	0	0.0	0	0.0	0	0.0	5
Animal	0	0.0	0	0.0	2	22.2	0	0.0	1	11.1	0	0.0	3	33.3	1	11.1	2	22.2	0	0.0	0	0.0	0	0.0	9
Animal Found	0	0.0	0	0.0	2	33.3	1	16.7	0	0.0	0	0.0	1	16.7	1	16.7	0	0.0	1	16.7	0	0.0	0	0.0	6
Animal In Vehicle	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Animal Lost	1	7.7	2	15.4	0	0.0	0	0.0	0	0.0	1	7.7	4	30.8	0	0.0	1	7.7	2	15.4	1	7.7	1	7.7	13
Animal Stray	5	15.6	1	3.1	7	21.9	2	6.3	1	3.1	2	6.3	1	3.1	3	9.4	0	0.0	4	12.5	3	9.4	3	9.4	32
Animal Welfare	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	1
Animal Wildlife	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Annoying/Obscene	1	16.7	0	0.0	0	0.0	1	16.7	0	0.0	1	16.7	0	0.0	0	0.0	1	16.7	1	16.7	0	0.0	1	16.7	6



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	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
Assist Citizen	44	9.8	21	4.7	47	10.5	30	6.7	42	9.4	50	11.2	29	6.5	30	6.7	42	9.4	50	11.2	27	6.0	35	7.8	447
Assist Citizen	2	13.3	2	13.3	1	6.7	4	26.7	0	0.0	0	0.0	3	20.0	0	0.0	0	0.0	1	6.7	1	6.7	1	6.7	15
Assist	0	0.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	50.0	0	0.0	0	0.0	2
Assist Community	7	4.7	1	0.7	1	0.7	19	12.8	18	12.1	21	14.1	24	16.1	16	10.7	9	6.0	9	6.0	10	6.7	14	9.4	149
Assist Court	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Assist Dane	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Assist EMS/Fire	28	7.1	42	10.6	34	8.6	24	6.1	28	7.1	32	8.1	35	8.9	32	8.1	36	9.1	35	8.9	27	6.8	42	10.6	395
Assist K9	3	7.5	1	2.5	2	5.0	4	10.0	3	7.5	6	15.0	1	2.5	1	2.5	4	10.0	5	12.5	5	12.5	5	12.5	40
Assist Police	16	6.4	14	5.6	20	8.0	20	8.0	25	10.0	16	6.4	23	9.2	24	9.6	24	9.6	25	10.0	22	8.8	22	8.8	251
Assist Wisc State	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	33.3	0	0.0	0	0.0	0	0.0	1	33.3	1	33.3	0	0.0	3
ATL Person	3	11.5	0	0.0	2	7.7	1	3.8	4	15.4	2	7.7	1	3.8	1	3.8	1	3.8	6	23.1	4	15.4	1	3.8	26
Attempted Suicide	0	0.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	50.0	2
Battery	0	0.0	0	0.0	0	0.0	0	0.0	2	18.2	1	9.1	1	9.1	1	9.1	3	27.3	1	9.1	1	9.1	1	9.1	11
Burglary Non-	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	3	100.0	0	0.0	0	0.0	0	0.0	0	0.0	3
Burglary	1	9.1	0	0.0	0	0.0	2	18.2	1	9.1	1	9.1	0	0.0	0	0.0	2	18.2	1	9.1	1	9.1	2	18.2	11
Check Person	10	4.9	15	7.4	13	6.4	20	9.9	21	10.3	29	14.3	20	9.9	13	6.4	15	7.4	17	8.4	18	8.9	12	5.9	203
Check Property	422	11.0	378	9.9	443	11.6	333	8.7	293	7.6	352	9.2	262	6.8	266	6.9	248	6.5	289	7.5	289	7.5	260	6.8	3835
Check Property	1	14.3	1	14.3	2	28.6	1	14.3	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2	28.6	0	0.0	7
Check Property	43	23.2	38	20.5	27	14.6	7	3.8	0	0.0	2	1.1	0	0.0	11	5.9	13	7.0	30	16.2	8	4.3	6	3.2	185
Child Abuse	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Civil Dispute	0	0.0	2	22.2	2	22.2	1	11.1	1	11.1	0	0.0	1	11.1	0	0.0	0	0.0	0	0.0	0	0.0	2	22.2	9
Conveyance	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Conveyance	0	0.0	0	0.0	2	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Damage to	5	16.1	1	3.2	0	0.0	4	12.9	2	6.5	2	6.5	4	12.9	3	9.7	2	6.5	4	12.9	3	9.7	1	3.2	31
Death	0	0.0	1	8.3	4	33.3	1	8.3	0	0.0	0	0.0	0	0.0	2	16.7	0	0.0	0	0.0	2	16.7	2	16.7	12
Disorderly	0	0.0	0	0.0	0	0.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	50.0	0	0.0	2



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	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
Disturbance	8	11.9	6	9.0	4	6.0	6	9.0	9	13.4	9	13.4	2	3.0	3	4.5	5	7.5	5	7.5	5	7.5	5	7.5	67
Disturbance	1	20.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	20.0	1	20.0	0	0.0	2	40.0	0	0.0	0	0.0	5
Domestic	5	13.2	1	2.6	2	5.3	2	5.3	7	18.4	2	5.3	4	10.5	2	5.3	1	2.6	3	7.9	2	5.3	7	18.4	38
Drug	6	15.8	3	7.9	2	5.3	7	18.4	2	5.3	1	2.6	5	13.2	1	2.6	2	5.3	4	10.5	3	7.9	2	5.3	38
Fight Call	0	0.0	0	0.0	0	0.0	0	0.0	1	25.0	0	0.0	2	50.0	0	0.0	1	25.0	0	0.0	0	0.0	0	0.0	4
Fire Investigation	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Follow-Up	26	17.7	2	1.4	8	5.4	22	15.0	13	8.8	6	4.1	4	2.7	12	8.2	19	12.9	17	11.6	6	4.1	12	8.2	147
Foot Patrol	15	8.9	20	11.9	18	10.7	22	13.1	13	7.7	15	8.9	16	9.5	11	6.5	11	6.5	10	6.0	11	6.5	6	3.6	168
Found Person	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	1
Fraud	6	13.6	5	11.4	3	6.8	4	9.1	3	6.8	3	6.8	3	6.8	5	11.4	4	9.1	3	6.8	3	6.8	2	4.5	44
Fraud/Identity	0	0.0	1	50.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Information	13	10.9	9	7.6	11	9.2	12	10.1	12	10.1	10	8.4	8	6.7	5	4.2	10	8.4	11	9.2	12	10.1	6	5.0	119
Intoxicated Person	0	0.0	0	0.0	0	0.0	1	14.3	0	0.0	1	14.3	0	0.0	1	14.3	1	14.3	2	28.6	0	0.0	1	14.3	7
Juvenile Arrest	5	71.4	0	0.0	0	0.0	2	28.6	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	7
Juvenile Complaint	0	0.0	1	3.2	3	9.7	3	9.7	3	9.7	5	16.1	2	6.5	1	3.2	3	9.7	7	22.6	3	9.7	0	0.0	31
Landlord Tenant	1	25.0	0	0.0	0	0.0	3	75.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	4
Liquor Law	0	0.0	1	10.0	4	40.0	1	10.0	1	10.0	2	20.0	0	0.0	0	0.0	0	0.0	0	0.0	1	10.0	0	0.0	10
Liquor Law/Bar	3	1.4	2	1.0	7	3.4	10	4.8	84	40.4	71	34.1	9	4.3	6	2.9	6	2.9	7	3.4	1	0.5	2	1.0	208
Medical Examiner	0	0.0	0	0.0	2	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2	50.0	0	0.0	4
Missing Adult	3	42.9	0	0.0	0	0.0	0	0.0	1	14.3	0	0.0	0	0.0	2	28.6	0	0.0	0	0.0	0	0.0	1	14.3	7
Missing	1	5.6	1	5.6	1	5.6	2	11.1	2	11.1	1	5.6	3	16.7	0	0.0	3	16.7	3	16.7	0	0.0	1	5.6	18
Neighbor Trouble	3	25.0	1	8.3	1	8.3	0	0.0	2	16.7	0	0.0	1	8.3	0	0.0	1	8.3	0	0.0	2	16.7	1	8.3	12
Noise Complaint	0	0.0	2	5.6	1	2.8	1	2.8	4	11.1	6	16.7	6	16.7	6	16.7	6	16.7	1	2.8	2	5.6	1	2.8	36
NOTE	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	1
OMVWI	4	12.9	0	0.0	6	19.4	3	9.7	1	3.2	1	3.2	1	3.2	2	6.5	4	12.9	2	6.5	4	12.9	3	9.7	31
On Duty Training	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	1



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Parking Complaint	142	29.2	127	26.1	25	5.1	11	2.3	7	1.4	22	4.5	13	2.7	23	4.7	7	1.4	10	2.1	37	7.6	63	12.9	487
Parking Street	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Phone	29	11.8	21	8.6	22	9.0	17	6.9	31	12.7	17	6.9	18	7.3	19	7.8	22	9.0	17	6.9	17	6.9	15	6.1	245
PNB/AED	1	20.0	1	20.0	0	0.0	0	0.0	0	0.0	0	0.0	2	40.0	0	0.0	0	0.0	0	0.0	1	20.0	0	0.0	5
Preserve the	4	23.5	2	11.8	2	11.8	3	17.6	0	0.0	2	11.8	1	5.9	1	5.9	0	0.0	2	11.8	0	0.0	0	0.0	17
Problem Solving	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	33.3	0	0.0	0	0.0	1	33.3	1	33.3	0	0.0	0	0.0	3
Problem Solving	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	20.0	1	20.0	1	20.0	0	0.0	0	0.0	2	40.0	0	0.0	5
Property Found	3	7.3	0	0.0	1	2.4	4	9.8	3	7.3	3	7.3	5	12.2	2	4.9	7	17.1	3	7.3	3	7.3	7	17.1	41
Property Lost	1	9.1	0	0.0	0	0.0	0	0.0	4	36.4	2	18.2	2	18.2	1	9.1	1	9.1	0	0.0	0	0.0	0	0.0	11
Prowler	0	0.0	0	0.0	2	66.7	0	0.0	0	0.0	0	0.0	0	0.0	1	33.3	0	0.0	0	0.0	0	0.0	0	0.0	3
Recovered/Stolen	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	50.0	0	0.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Repo	2	16.7	0	0.0	0	0.0	1	8.3	1	8.3	2	16.7	0	0.0	1	8.3	0	0.0	3	25.0	2	16.7	0	0.0	12
Road Rage	0	0.0	1	16.7	0	0.0	0	0.0	2	33.3	1	16.7	0	0.0	0	0.0	1	16.7	0	0.0	0	0.0	1	16.7	6
Robbery Strong	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Safety Hazard	15	12.3	16	13.1	11	9.0	13	10.7	9	7.4	10	8.2	12	9.8	4	3.3	4	3.3	11	9.0	11	9.0	6	4.9	122
Serving Legal	1	20.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	20.0	2	40.0	0	0.0	1	20.0	5
Sex Offense	0	0.0	1	16.7	0	0.0	0	0.0	2	33.3	0	0.0	0	0.0	0	0.0	1	16.7	1	16.7	1	16.7	0	0.0	6
Sexual Assault of	0	0.0	0	0.0	1	50.0	0	0.0	0	0.0	0	0.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Silent Case	1	50.0	0	0.0	0	0.0	0	0.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Solicitors	0	0.0	0	0.0	0	0.0	9	29.0	11	35.5	0	0.0	9	29.0	0	0.0	2	6.5	0	0.0	0	0.0	0	0.0	31
Special Event	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2	40.0	2	40.0	0	0.0	1	20.0	5
ST- Directed	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
ST-Assist Citizen	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
ST-Assist Citizen	2	5.9	3	8.8	3	8.8	0	0.0	7	20.6	0	0.0	0	0.0	0	0.0	7	20.6	7	20.6	1	2.9	4	11.8	34
Stalking Complaint	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	1
Stolen Auto	0	0.0	0	0.0	0	0.0	1	16.7	1	16.7	2	33.3	0	0.0	1	16.7	1	16.7	0	0.0	0	0.0	0	0.0	6



Incident Breakdown By Month Report

Cottage Grove
Police Department
Official Case Report
Do Not Re-Release

Print Date/Time: 01/21/2020 08:22
Login ID: cgcms
Year: 2019

Village of Cottage Grove Police Department
ORI Number: WI0131900
Incident Type: All

Incident Type	January		February		March		April		May		June		July		August		September		October		November		December		Yearly Totals
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
Stolen Bicycle	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	33.3	0	0.0	0	0.0	1	33.3	1	33.3	0	0.0	0	0.0	3
Suspicious Person	3	5.9	2	3.9	6	11.8	3	5.9	0	0.0	10	19.6	6	11.8	2	3.9	2	3.9	2	3.9	6	11.8	9	17.6	51
Suspicious Vehicle	5	3.3	14	9.3	12	7.9	13	8.6	10	6.6	25	16.6	22	14.6	6	4.0	9	6.0	17	11.3	8	5.3	10	6.6	151
Test 911 Call	0	0.0	1	25.0	0	0.0	1	25.0	1	25.0	1	25.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	4
Theft	5	11.6	1	2.3	1	2.3	6	14.0	4	9.3	5	11.6	3	7.0	3	7.0	2	4.7	3	7.0	5	11.6	5	11.6	43
Theft from Auto	0	0.0	0	0.0	6	40.0	0	0.0	0	0.0	4	26.7	0	0.0	0	0.0	2	13.3	0	0.0	0	0.0	3	20.0	15
Theft Gas Drive	0	0.0	0	0.0	0	0.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	50.0	0	0.0	0	0.0	2
Theft Retail	2	9.5	1	4.8	2	9.5	4	19.0	2	9.5	0	0.0	5	23.8	2	9.5	0	0.0	1	4.8	2	9.5	0	0.0	21
Threats Complaint	2	6.1	3	9.1	4	12.1	3	9.1	1	3.0	3	9.1	8	24.2	1	3.0	3	9.1	3	9.1	0	0.0	2	6.1	33
Traffic Arrest	128	10.5	100	8.2	81	6.6	114	9.3	78	6.4	128	10.5	148	12.1	165	13.5	66	5.4	76	6.2	61	5.0	78	6.4	1223
Traffic	14	9.5	14	9.5	19	12.9	23	15.6	15	10.2	5	3.4	15	10.2	16	10.9	6	4.1	8	5.4	7	4.8	5	3.4	147
Traffic Incident	1	14.3	0	0.0	1	14.3	0	0.0	2	28.6	0	0.0	0	0.0	0	0.0	1	14.3	0	0.0	1	14.3	1	14.3	7
Traffic Stop	197	7.7	188	7.3	263	10.3	218	8.5	187	7.3	246	9.6	225	8.8	263	10.3	211	8.2	186	7.3	205	8.0	169	6.6	2558
Traffic/Citizen	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Traffic/Speedboar	0	0.0	0	0.0	1	50.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Trespass	0	0.0	1	10.0	0	0.0	0	0.0	1	10.0	1	10.0	1	10.0	4	40.0	1	10.0	1	10.0	0	0.0	0	0.0	10
Unknown	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Violation of Court	0	0.0	0	0.0	1	10.0	0	0.0	1	10.0	1	10.0	1	10.0	2	20.0	1	10.0	1	10.0	1	10.0	1	10.0	10
Weapons Offense	0	0.0	0	0.0	0	0.0	1	14.3	1	14.3	2	28.6	1	14.3	0	0.0	0	0.0	1	14.3	1	14.3	0	0.0	7
Weapons Offense	0	0.0	0	0.0	0	0.0	1	25.0	0	0.0	1	25.0	0	0.0	0	0.0	1	25.0	0	0.0	0	0.0	1	25.0	4
Total:	1300	10.4	1110	8.9	1190	9.5	1069	8.5	1026	8.2	1189	9.5	1022	8.1	1029	8.2	883	7.0	956	7.6	888	7.1	879	7.0	12541

**COTTAGE GROVE 2019 DEPARTMENT BUDGET
MONTHLY EXPENDITURES**

	<u>Expenditure</u>	<u>Remaining</u>	<u>Invoice</u>	<u>Description</u>	<u>Month</u>	
100-52100-210 PROFESSIONAL SERVICES						
	Budgeted Amount	\$ 19,000.00				
Herald Independent	\$ 368.00	\$ 18,632.00	03/19/2019	Village Guide Printing	Mar	
Boushea Segall & Kliminski	\$ 160.00	\$ 18,472.00	04/16/2019	-	Apr	
Boushea Segall & Kliminski	\$ 160.00	\$ 18,312.00	05/21/2019	-	May	
Boushea Segall & Kliminski	\$ 80.00	\$ 18,232.00	09/03/2019	-	Sep	
Boushea Segall & Kliminski	\$ (160.00)	\$ 18,392.00	Credit	-	Nov	
Boushea Segall & Kliminski	\$ (160.00)	\$ 18,552.00	Credit	-	Nov	
Hometown News	\$ 279.00	\$ 18,273.00	10/08/2019	-	Oct	
Family Service Madison	\$ 952.00	\$ 17,921.00	12/17/2019	-	Dec	Okay

	<u>Expenditure</u>	<u>Remaining</u>	<u>Invoice</u>	<u>Description</u>	<u>Month</u>	
100-52100-214 DATA PROCESSING						
	Budgeted Amount	\$ 40,000.00				
Leads Online	\$ 1,758.00	\$ 38,242.00	2018-10016	Investigation Package	Jan	
Computer Magic	\$ 857.75	\$ 37,384.25	1/8/2019	Computer Magic Fees	Jan	
Deer Creek Technologies	\$ 297.00	\$ 37,087.25	2019-312	Annual Software Subscription	Jan	
WI DOJ	\$ 318.00	\$ 36,769.25	455TIME-5863	Time System Access Charge	Jan	
US Cellular	\$ 203.02	\$ 36,566.23	289713352	Modem Account	Jan	
Computer Magic	\$ 72.50	\$ 36,493.73	1/16/2019	Computer Magic Fees	Jan	
US Cellular	\$ 221.02	\$ 36,272.71	294879492	Modem Account	Feb	
Computer Magic	\$ 832.75	\$ 35,439.96	2/5/2019	Computer Magic Fees	Feb	
US Cellular	\$ 212.03	\$ 35,227.93	299933808	Modem Account	Mar	
Computer Magic	\$ 109.20	\$ 35,118.73	3/5/2019	Computer Magic Fees	Mar	
Computer Magic	\$ 837.00	\$ 34,281.73	3/5/2019	Computer Magic Fees	Mar	
Computer Magic	\$ 849.50	\$ 33,432.23	4/16/2019	Computer Magic Fees	Apr	
US Cellular	\$ 221.02	\$ 33,211.21	305185422	Modem Account	Apr	
WI DOJ	\$ 318.00	\$ 32,893.21	455TIME-6537	Time System Access Charge	Apr	
Atlas	\$ 540.00	\$ 32,353.21	INV301310	ScheduleAnywhere	Apr	
Protection Technologies	\$ 960.00	\$ 31,393.21	21042	Yearly Fee	Apr	
Computer Magic	\$ 15.00	\$ 31,378.21	5/7/2019	Computer Magic Fees	May	
Computer Magic	\$ 852.50	\$ 30,525.71	5/7/2019	Computer Magic Fees	May	
US Cellular	\$ 212.02	\$ 30,313.69	310339036	Modem Account	May	
Computer Magic	\$ 852.50	\$ 29,461.19	6/18/2019	Computer Magic Fees	Jun	
US Cellular	\$ 212.12	\$ 29,249.07	315523211	Modem Account	Jun	
Computer Magic	\$ 865.00	\$ 28,384.07	7/16/2019	Computer Magic Fees	Jul	
WI DOJ	\$ 318.00	\$ 28,066.07	455TIME-6968	Time System Access Charge	Jul	
US Cellular	\$ 207.10	\$ 27,858.97	320661224	Modem Account	Jul	
City of Madison	\$ 7,416.71	\$ 20,442.26	23554	LERMS Maint.	Jul	
Computer Magic	\$ 865.00	\$ 19,577.26	8/6/2019	Computer Magic Fees	Aug	
US Cellular	\$ 205.06	\$ 19,372.20	325892810	Modem Account	Aug	
Dane County	\$ 25.00	\$ 19,347.20	35951	Spillman Access	Aug	
Computer Magic	\$ 865.00	\$ 18,482.20	9/3/2019	Computer Magic Fees	Sep	
US Cellular	\$ 205.06	\$ 18,277.14	331089465	Modem Account	Sep	
Computer Magic	\$ 865.00	\$ 17,412.14	10/8/2019	Computer Magic Fees	Oct	
Baycom	\$ 3,906.00	\$ 13,506.14	10/22/2019	Radios	Oct	
WI DOJ	\$ 318.00	\$ 13,188.14	455TIME-7392	Time System Access Charge	Oct	
US Cellular	\$ 205.06	\$ 12,983.08	336409277	Modem Account	Oct	
Computer Magic	\$ 844.50	\$ 12,138.58	11/5/2019	Computer Magic Fees	Nov	
Protection Technologies	\$ 342.50	\$ 11,796.08	21328	Chief PC	Nov	
US Cellular	\$ 214.06	\$ 11,582.02	341693327	Modem Account	Nov	
Computer Magic	\$ 936.94	\$ 10,645.08	12/17/2019	Computer Magic Fees	Dec	Okay
US Cellular	\$ 214.59	\$ 10,430.49	347067754	Modem Account	Dec	
City of Madison	\$ 10,213.37	\$ 217.12	26704	LERMS Maint.	Dec	

	<u>Expenditure</u>	<u>Remaining</u>	<u>Invoice</u>	<u>Description</u>	<u>Month</u>	
100-52100-225 TELEPHONE						
	Budgeted Amount	\$ 4,300.00				
Frontier	\$ 67.50	\$ 4,232.50	01/01/19	Emergency Line/Fax Machine	Jan	
US Cellular	\$ 354.49	\$ 3,878.01	291130198	Cell Phone	Jan	
Frontier	\$ 67.37	\$ 3,810.64	02/01/19	Emergency Line/Fax Machine	Feb	
US Cellular	\$ 352.54	\$ 3,458.10	296170852	Cell Phone	Feb	
Frontier	\$ 68.77	\$ 3,389.33	03/01/19	Emergency Line/Fax Machine	Mar	
US Cellular	\$ 349.58	\$ 3,039.75	301324062	Cell Phone	Mar	
Frontier	\$ 68.81	\$ 2,970.94	04/01/19	Emergency Line/Fax Machine	Apr	
US Cellular	\$ 407.58	\$ 2,563.36	306540971	Cell Phone	Apr	
Frontier	\$ 68.59	\$ 2,494.77	05/01/19	Emergency Line/Fax Machine	May	
US Cellular	\$ 401.83	\$ 2,092.94	311703824	Cell Phone	May	
Frontier	\$ 68.94	\$ 2,024.00	06/01/19	Emergency Line/Fax Machine	Jun	
US Cellular	\$ 401.37	\$ 1,622.63	316936944	Cell Phone	Jun	
Frontier	\$ 71.08	\$ 1,551.55	07/01/19	Emergency Line/Fax Machine	Jul	
US Cellular	\$ 394.78	\$ 1,156.77	322093652	Cell Phone	Jul	
Frontier	\$ 71.20	\$ 1,085.57	08/01/19	Emergency Line/Fax Machine	Aug	
US Cellular	\$ 396.70	\$ 688.87	327221720	Cell Phone	Aug	
Frontier	\$ 71.44	\$ 617.43	09/01/19	Emergency Line/Fax Machine	Sep	
US Cellular	\$ 398.52	\$ 218.91	332496020	Cell Phone	Sep	
Frontier	\$ 71.75	\$ 147.16	10/01/2019	Emergency Line/Fax Machine	Oct	
US Cellular	\$ 404.55	\$ (257.39)	337828438	Cell Phone	Oct	
Frontier	\$ 71.87	\$ (329.26)	11/01/2019	Emergency Line/Fax Machine	Nov	
US Cellular	\$ 394.75	\$ (724.01)	343178700	Cell Phone	Nov	
Frontier	\$ 71.37	\$ (795.38)	12/01/2019	Emergency Line/Fax Machine	Dec	Okay
US Cellular	\$ 400.44	\$ (1,195.82)	348513999	Cell Phone	Dec	

100-52100-240 REPAIR/MAIN EQUIP

Showing extra charge of \$71.10 that is not ours

Budgeted Amount		\$ 2,000.00				
General Communications	\$ 50.00	\$ 1,950.00	265579	Squad Programming	Feb	
O'Reilly	\$ 53.97	\$ 1,896.03	MC	Squad Antifreeze	Mar	
Kwik Trip	\$ 240.00	\$ 1,656.03	MC	Car Washes	May	
O'Reilly	\$ 9.99	\$ 1,646.04	MC	Windshild Wiper	Jun	
Balco	\$ 90.00	\$ 1,556.04	4459	Printer Mount	Jul	
Baycom	\$ 392.00	\$ 1,164.04	21446	Printer Mount	Jul	
City of Madison	\$ 54.81	\$ 1,109.23	24029	Misc.	Aug	
O'Reilly	\$ 4.26	\$ 1,104.97	11/2/2019	K9 Squad Lightbulb	Nov	
Zimbrick	\$ 86.48	\$ 1,018.49	MC	Lamp	Oct	Okay
Kwik Trip	\$ 330.00	\$ 688.49	MC	Car Washes	Dec	

100-52100-310 OFFICE SUPPLIES

Budgeted Amount		\$ 4,000.00				
Complete Office	\$ 28.34	\$ 3,971.66	MC	Supplies	Jan	
Complete Office	\$ 254.00	\$ 3,717.66	MC	Supplies	Jan	
Complete Office	\$ 134.12	\$ 3,583.54	MC	Supplies	Jan	
Amazon	\$ 47.06	\$ 3,536.48	MC	Supplies	Jan	
Amazon	\$ 60.98	\$ 3,475.50	MC	Supplies	Jan	
Staples	\$ 28.21	\$ 3,447.29	MC	Supplies	Jan	
Amazon	\$ 68.76	\$ 3,378.53	MC	Supplies	Feb	
Staples	\$ 55.66	\$ 3,322.87	MC	Supplies	Feb	
Complete Office	\$ 93.62	\$ 3,229.25	MC	Supplies	Feb	
Complete Office	\$ 112.16	\$ 3,117.09	MC	Supplies	Mar	
Complete Office	\$ 200.78	\$ 2,916.31	MC	Supplies	Apr	
Amazon	\$ 43.61	\$ 2,872.70	MC	Supplies	Apr	
Amazon	\$ 41.03	\$ 2,831.67	MC	Supplies	May	
Amazon	\$ 100.15	\$ 2,731.52	MC	Supplies	May	
Amazon	\$ 28.69	\$ 2,702.83	MC	Supplies	May	
Complete Office	\$ 321.35	\$ 2,381.48	MC	Supplies	May	
Complete Office	\$ 226.10	\$ 2,155.38	MC	Supplies	May	
Complete Office	\$ 189.00	\$ 1,966.38	MC	Supplies	May	
Complete Office	\$ 290.42	\$ 1,675.96	MC	Supplies	Jun	
Amazon	\$ 42.54	\$ 1,633.42	MC	Supplies	Jul	
Staples	\$ 39.46	\$ 1,593.96	MC	Supplies	Jul	
Amazon	\$ 60.55	\$ 1,533.41	MC	Supplies	Aug	
Amazon	\$ 72.18	\$ 1,461.23	MC	Supplies	Aug	
Complete Office	\$ 450.51	\$ 1,010.72	MC	Supplies	Aug	
Staples	\$ 209.91	\$ 800.81	MC	Supplies	Sep	
Complete Office	\$ 103.68	\$ 697.13	MC	Supplies	Oct	
Amazon	\$ 27.45	\$ 669.68	MC	Supplies	Oct	
Complete Office	\$ 55.04	\$ 614.64	MC	Supplies	Nov	
Amazon	\$ 50.10	\$ 564.54	MC	Supplies	Nov	
Complete Office	\$ 6.54	\$ 558.00	MC	Supplies	Nov	Okay
Amazon	\$ 118.16	\$ 439.84	MC	Supplies	Dec	
Amazon	\$ 27.54	\$ 412.30	MC	Supplies	Dec	
Complete Office	\$ 108.21	\$ 304.09	MC	Supplies	Dec	
Complete Office	\$ 535.94	\$ (231.85)	MC	Supplies	Dec	
Staples	\$ 32.63	\$ (264.48)	MC	Supplies	Dec	
Ace Hardware	\$ 14.75	\$ (279.23)	MC	Supplies	Dec	

100-52100-311 POSTAGE

Budgeted Amount		\$ 600.00				
UPS	\$ 25.54	\$ 574.46	MC	Shipping	Apr	
USPS	\$ 134.00	\$ 440.46	MC	Stamps	Apr	
CG Post Office	\$ 11.80	\$ 428.66	MC	Shipping	Oct	
Dollar General	\$ 1.42	\$ 427.24	MC	Box	Oct	
USPS	\$ 332.25	\$ 94.99	MC	Envelopes	Oct	Okay
UPS	\$ 94.73	\$ 0.26	MC	O'Dell Gun Ship	Dec	

100-52100-320 PUBLICATIONS/DUES

Budgeted Amount		\$ 1,500.00				
Chamber of Commerce	\$ 100.00	\$ 1,400.00	12/31/2018	Chamber Dues	Dec	
WILEAG	\$ 650.00	\$ 750.00	12/8/2018	WILEAG Membership	Dec	
IACP	\$ 190.00	\$ 560.00	42922	IACP Membership	Dec	
WCPA	\$ 80.00	\$ 480.00	1493	Wagner Membership	Dec	
MOCIC	\$ 150.00	\$ 330.00	93132-1415	Department Dues	Dec	
WI CPA	\$ 80.00	\$ 250.00	MC	Stortz Membership	Dec	
WI CPA	\$ 130.00	\$ 120.00	MC	Chief Membership	Dec	
DCCPA	\$ 80.00	\$ 40.00	2019-CGPD	Chief/Lt Dues	Jan	
IACP	\$ 190.00	\$ (150.00)	MC	Wagner Membership	Oct	Okay
WI CPA	\$ 80.00	\$ (230.00)	MC	Stortz Membership	Dec	

100-52100-330 TRAINING

Budgeted Amount		\$ 10,500.00				
Fox Valley Technical College	\$ 225.00	\$ 10,275.00	12/17/2018	Wagner	Dec	
Hampton	\$ 246.00	\$ 10,029.00	MC	Wagner	Jan	
Asian Garden Buffet	\$ 12.34	\$ 10,016.66	MC	Wagner	Jan	
Fox Valley Technical College	\$ 6.14	\$ 10,010.52	MC	Wagner	Jan	
Buffalo Wild Wings	\$ 16.79	\$ 9,993.73	MC	Wagner	Jan	
Subway	\$ 9.94	\$ 9,983.79	MC	Wagner	Jan	
Chipotle Mexican Grill	\$ 13.76	\$ 9,970.03	MC	Wagner	Jan	
WI CPA	\$ 35.00	\$ 9,935.03	MC	Helgeland	Jan	
The American Club	\$ 82.00	\$ 9,853.03	MC	Anderson	Jan	
Culver's	\$ 20.12	\$ 9,832.91	MC	Helgeland/Cornstock	Jan	
Ty's Place	\$ 7.32	\$ 9,825.59	MC	Koratko	Jan	

WI CPA	\$	150.00	\$	9,675.59	MC	Layber	Jan	
WI CPA	\$	150.00	\$	9,525.59	MC	Wagner	Jan	
PayPal	\$	275.00	\$	9,250.59	MC	Anderson	Jan	
Kalahari	\$	91.00	\$	9,159.59	MC	Layber	Jan	
Glock Professional, Inc.	\$	250.00	\$	8,909.59	100121597	OBrien	Feb	
Glock Professional, Inc.	\$	250.00	\$	8,659.59	100121859	Koratko	Feb	
WI Traffic Safety Officer's Assoc.	\$	195.00	\$	8,464.59	2/25/2019	Comstock	Feb	
Best Western	\$	190.85	\$	8,273.74	MC	Helgeland	Feb	
Green Lake Conference Center	\$	291.50	\$	7,982.24	MC	Anderson	Feb	
Green Lake Conference Center	\$	430.50	\$	7,551.74	MC	Anderson	Feb	
Ground Round Oshkosh	\$	11.02	\$	7,540.72	MC	Helgeland	Feb	
Kalahari	\$	200.00	\$	7,340.72	MC	Wagner	Feb	
Kalahari	\$	182.00	\$	7,158.72	MC	Layber	Feb	
Caribou	\$	13.55	\$	7,145.17	MC	Comstock	Feb	
Tundra Lodge Resort	\$	123.00	\$	7,022.17	MC	Comstock	Feb	
Caribou	\$	14.38	\$	7,007.79	MC	Comstock	Feb	
Eventbrite	\$	125.00	\$	6,882.79	MC	Helgeland	Mar	
McDonalds	\$	5.25	\$	6,877.54	MC	Anderson	Mar	
Blue Door Coffee Co	\$	15.95	\$	6,861.59	MC	Koratko	Mar	
City of Madison	\$	450.00	\$	6,411.59	21866	Department	Apr	
Blue Door Coffee Co	\$	12.59	\$	6,399.00	MC	Koratko	Apr	
Pizza Ranch	\$	12.44	\$	6,386.56	MC	Anderson	Apr	
Cucina	\$	18.99	\$	6,367.57	MC	Anderson	Apr	
WI CPA	\$	150.00	\$	6,217.57	MC	Stortz	Apr	
The American Inn	\$	164.00	\$	6,053.57	MC	Anderson	Apr	
PayPath	\$	235.00	\$	5,818.57	MC	Helgeland	Apr	
PayPath	\$	6.70	\$	5,811.87	MC	Helgeland	Apr	
MATC	\$	95.00	\$	5,716.87	48778	Carter	Jun	
MATC	\$	95.00	\$	5,621.87	5730492	Wagner	Jun	
MATC	\$	150.00	\$	5,471.87	48862	Wagner	Jun	
Chief	\$	150.08	\$	5,321.79	5/21/2019	Layber	May	
Reimbursement	\$	13.29	\$	5,308.50	7/16/2019	Koratko	Jul	
Credit Card	\$	20.43	\$	5,288.07	7/2/2019	Department	Jul	Okay
FVTC	\$	(169.00)	\$	5,457.07	MC	Helgeland	May	
Columbus Family Restaurant	\$	19.47	\$	5,437.60	MC	Wagner	May	
Subway	\$	10.79	\$	5,426.81	MC	Wagner	May	
Columbus Family Restaurant	\$	14.26	\$	5,412.55	MC	Wagner	May	
Columbus Family Restaurant	\$	33.01	\$	5,379.54	MC	Department	May	
LETOA	\$	25.00	\$	5,354.54	MC	Wagner	May	
Culver's	\$	9.59	\$	5,344.95	MC	Anderson	May	
Columbus Family Restaurant	\$	44.00	\$	5,300.95	MC	Department	May	
King Pin Lanes	\$	12.34	\$	5,288.61	MC	Koratko	May	
Culver's	\$	9.06	\$	5,279.55	MC	Anderson	May	
Culver's	\$	11.91	\$	5,267.64	MC	Wagner	May	
Fox Valley Technical College	\$	(66.00)	\$	5,333.64	MC Credit	Helgeland	Jun	
Hyatt Regency Green Bay	\$	18.83	\$	5,314.81	MC	Helgeland	Jun	
Los Banditos	\$	10.28	\$	5,304.53	MC	Helgeland	Jun	
Hagemeister Park	\$	19.92	\$	5,284.61	MC	Helgeland	Jun	
El Presidente Mexican Cantina	\$	10.43	\$	5,274.18	MC	Helgeland	Jun	
Columbus Family Restaurant	\$	13.42	\$	5,260.76	MC	Wagner	Jun	
Columbus Family Restaurant	\$	12.58	\$	5,248.18	MC	Wagner	Jun	
Columbus Family Restaurant	\$	13.63	\$	5,234.55	MC	Wagner	Jun	
Columbus Family Restaurant	\$	13.85	\$	5,220.70	MC	Wagner	Jun	
TraCS	\$	40.00	\$	5,180.70	326032	Stortz	Jul	
Fussy Feebies Diner	\$	16.65	\$	5,164.05	MC	Koratko	Aug	
Restaurant	\$	34.63	\$	5,129.42	MC	Anderson	Aug	
Quality Inn & Suites	\$	255.00	\$	4,874.42	MC	Layber	Aug	
Blue Door Coffee Co	\$	13.29	\$	4,861.13	MC	Koratko	Sep	
Ty's Place	\$	11.54	\$	4,849.59	MC	Koratko	Oct	
Fussy Feebies Diner	\$	13.50	\$	4,836.09	MC	Koratko	Oct	
Fussy Feebies Diner	\$	13.50	\$	4,822.59	MC	Koratko	Oct	
Blue Door Coffee Co	\$	14.62	\$	4,807.97	MC	Koratko	Oct	
Taco Bell	\$	7.13	\$	4,800.84	MC	Koratko	Oct	
General Mitchell Airport	\$	18.00	\$	4,782.84	MC	Layber	Oct	
Holiday Inn	\$	82.00	\$	4,700.84	MC	Stortz	Oct	
Amtrak	\$	50.00	\$	4,650.84	MC	Layber	Oct	
IACP Registration	\$	500.00	\$	4,150.84	MC	Layber	Oct	
Uber	\$	17.32	\$	4,133.52	MC	Layber	Oct	
Uber	\$	12.08	\$	4,121.44	MC	Layber	Oct	
Uber	\$	14.93	\$	4,106.51	MC	Layber	Oct	
Hyatt Regency	\$	608.08	\$	3,498.43	MC	Layber	Oct	
Kalahari	\$	91.00	\$	3,407.43	MC	Stortz	Oct	
Kalahari	\$	91.00	\$	3,316.43	MC	Wagner	Oct	
WI IAAI Chapter 25	\$	150.00	\$	3,166.43	MC	OBrien	Nov	
WI CPA	\$	200.00	\$	2,966.43	MC	Wagner	Nov	
WI CPA	\$	200.00	\$	2,766.43	MC	Stortz	Nov	
Tricia's Country Corners	\$	13.95	\$	2,752.48	MC	Wagner	Dec	
Tricia's Country Corners	\$	17.00	\$	2,735.48	MC	Wagner	Dec	
LECC	\$	95.00	\$	2,640.48	MC	Helgeland	Dec	
City of Madison	\$	440.00	\$	2,200.48	26792	Department	Jan	

100-52100-340 OPERATING SUPPLIES

Budgeted Amount		\$	21,000.00				
GFC Leasing Co	\$	167.09	\$	20,832.91	1/8/2019	Copier Lease	Jan
Total Water	\$	42.98	\$	20,789.93	1/8/2019	Department Water	Jan
PayPro	\$	51.02	\$	20,738.91	1/17/2019	Payroll	Jan
Pellitteri	\$	37.23	\$	20,701.68	278643; 2/19/2019	Confidential Shredding	Jan

Unity Point Health	\$	35.65	\$	20,666.03	#19-20929	Blood Draw	Jan
Sirchie	\$	41.10	\$	20,624.93	MC	Evidence	Jan
Deerfield Pistol Center	\$	360.00	\$	20,264.93	MC	Ammo	Jan
Deerfield Pistol Center	\$	699.42	\$	19,565.51	MC	Ammo	Jan
Ace Hardware	\$	31.96	\$	19,533.55	Account	Rifle Battery	Jan
GFC Leasing Co	\$	167.09	\$	19,366.46	2/5/2019	Copier Lease	Feb
Total Water	\$	125.42	\$	19,241.04	2/5/2019	Department Water	Feb
Deerfield Pistol Center	\$	739.62	\$	18,501.42	MC	Ammo	Feb
Deerfield Pistol Center	\$	3.90	\$	18,497.52	MC	Dept Rifle	Feb
Axon	\$	128.00	\$	18,369.52	MC	Tasers	Feb
Amazon	\$	14.98	\$	18,354.54	MC	Charging Cords	Feb
Dollar General	\$	3.43	\$	18,351.11	MC	Cotton Swabs	Feb
PayPro	\$	59.29	\$	18,291.82	3/8/2019	Payroll	Mar
PayPro	\$	153.92	\$	18,137.90	3/8/2019	Payroll	Mar
PayPro	\$	55.48	\$	18,082.42	3/8/2019	Payroll	Mar
Total Water	\$	77.58	\$	18,004.84	3/5/2019	Department Water	Mar
GFC Leasing Co	\$	167.09	\$	17,837.75	3/5/2019	Copier Lease	Mar
Pellitteri	\$	111.70	\$	17,726.05	3/19/2019	Confidential Shredding	Mar
Baycom	\$	215.00	\$	17,511.05	19446	Squad Paper	Mar
WI Cartridge Corp	\$	580.00	\$	16,931.05	2659	Dept Ammo	Mar
Deer Grove EMS	\$	351.25	\$	16,579.80	201904	AED Batteries	Mar
Menards	\$	13.11	\$	16,566.69	MC	Tint O Motor Battery	Mar
Amazon	\$	119.72	\$	16,446.97	MC	Prime Membership-Chief	Mar
Total Water	\$	90.82	\$	16,356.15	4/16/2019	Department Water	Apr
GFC Leasing Co	\$	167.09	\$	16,189.06	4/16/2019	Copier Lease	Apr
PayPro	\$	123.50	\$	16,065.56	4/17/2019	Payroll	Apr
PayPro	\$	55.47	\$	16,010.09	4/17/2019	Payroll	Apr
PayPro	\$	123.15	\$	15,886.94	4/18/2019	Payroll	Apr
Northern Battery	\$	175.94	\$	15,711.00	1775931	Speed Battery	Apr
Pellitteri	\$	37.23	\$	15,673.77	432925; 5/7/2019	Confidential Shredding	Apr
eTrailer	\$	116.81	\$	15,556.96	MC	Bike/Squad Hitch	Apr
Adobe	\$	23.88	\$	15,533.08	MC	Adobe Yearly	Apr
Amazon	\$	30.58	\$	15,502.50	MC	USB GPS Receiver	Apr
Home Depot	\$	42.89	\$	15,459.61	MC	Plastic Sheeting - Evidence	Apr
Home Depot	\$	22.12	\$	15,437.49	MC	Heavy Duty Tarp	Apr
Uline	\$	87.69	\$	15,349.80	MC	Nitrile Gloves	Apr
Sirchie	\$	14.35	\$	15,335.45	MC	Evidence	Apr
Sirchie	\$	89.76	\$	15,245.69	MC	Evidence	Apr
Ace Hardware	\$	19.18	\$	15,226.51	MC	AA Batteries	Apr
PayPro	\$	61.35	\$	15,165.16	5/22/2019	Payroll	May
GFC Leasing Co	\$	167.09	\$	14,998.07	5/7/2019	Copier Lease	May
Total Water	\$	90.82	\$	14,907.25	5/7/2019	Department Water	May
Marshall Police Dept	\$	285.00	\$	14,622.25	5/7/2019	Tow	May
Power DMS	\$	1,150.00	\$	13,472.25	27301	Online Accreditation	May
Red Tail Wraps	\$	75.00	\$	13,397.25	2944	Bicycle Wrap	May
Galls	\$	35.85	\$	13,361.40	MC	Commendation Bar	May
Jefferson Fire & Safety	\$	57.50	\$	13,303.90	MC	Fire Extinguishers	May
Total Water	\$	125.42	\$	13,178.48	6/18/2019	Department Water	Jun
Gordon Flesch Co	\$	6.16	\$	13,172.32	6/4/2019	Copier Lease	Jun
GFC Leasing Co	\$	167.09	\$	13,005.23	6/18/2019	Copier Lease	Jun
PayPro	\$	147.95	\$	12,857.28	6/25/2019	Payroll	Jun
PayPro	\$	60.90	\$	12,796.38	6/25/2019	Payroll	Jun
Engraving & Trophy Specialists, Inc	\$	8.50	\$	12,787.88	59181	Award Engraving	Jun
PayPro	\$	139.72	\$	12,648.16	7/12/2019	Payroll	Jun
PayPro	\$	59.42	\$	12,588.74	7/17/2019	Payroll	Jun
DSCO	\$	180.00	\$	12,408.74	6/20/2019	Parking Ramp Permit	Jun
Axon	\$	135.04	\$	12,273.70	MC	Holsters	Jun
Hyatt Regency Green Bay	\$	284.13	\$	11,989.57	MC	Helgeland	Jun
The Independent Bankers Bank	\$	25.00	\$	11,964.57	MC	New Credit Card Shipping Fee	Jun
Amazon	\$	24.99	\$	11,939.58	MC	PC Audio Adapter	Jun
Hyatt Regency Green Bay	\$	25.50	\$	11,914.08	MC	Helgeland Parking	Jun
The Independent Bankers Bank	\$	40.10	\$	11,873.98	MC	Interest	Jun
Gordon Flesch Co	\$	13.65	\$	11,860.33	7/2/2019	Copier Lease	Jul
Total Water	\$	65.34	\$	11,794.99	7/2/2019	Department Water	Jul
GFC Leasing Co	\$	167.09	\$	11,627.90	7/16/2019	Copier Lease	Jul
PayPro	\$	130.41	\$	11,497.49	7/18/2019	Payroll	Jul
PayPro	\$	54.69	\$	11,442.80	7/19/2019	Payroll	Jul
Pellitteri	\$	37.79	\$	11,405.01	638252; 5/21/2019	Confidential Shredding	Jul
Tactical Solutions	\$	389.00	\$	11,016.01	7359	Radar Certification	Jul
Pellitteri	\$	37.23	\$	10,978.78	638252; 8/20/2019	Confidential Shredding	Jul
WI CPA	\$	150.00	\$	10,828.78	MC	Layber	Jul
The Independent Bankers Bank	\$	(7.04)	\$	10,835.82	MC	Refund	Jul
The Independent Bankers Bank	\$	(40.10)	\$	10,875.92	MC	Interest Refund	Jul
Sirchie	\$	51.35	\$	10,824.57	MC	Evidence	Jul
Total Water	\$	80.38	\$	10,744.19	8/6/2019	Department Water	Aug
GFC Leasing Co	\$	167.09	\$	10,577.10	8/6/2019	Copier Lease	Aug
Dane County	\$	25.99	\$	10,551.11	35984	Printing Services	Aug
Dane County	\$	150.00	\$	10,401.11	35999	Comstock	Aug
On-Time Tees	\$	90.50	\$	10,310.61	8/20/2019	T-Shirts Village	Aug
Amazon	\$	13.07	\$	10,297.54	MC	Amazon Prime	Aug
Double It Towing	\$	180.00	\$	10,117.54	80738	Case #19-305882	Aug
GFC Leasing Co	\$	167.09	\$	9,950.45	9/3/2019	Copier Lease	Sep
Gordon Flesch Co	\$	10.45	\$	9,940.00	9/3/2019	Copier Lease	Sep
Total Water	\$	73.56	\$	9,866.44	9/3/2019	Department Water	Sep
PayPro	\$	58.26	\$	9,808.18	9/23/2019	Payroll	Sep
Foremost Promotions	\$	27.00	\$	9,781.18	483068	Kid Handouts	Sep
Foremost Promotions	\$	860.74	\$	8,920.44	484073	Kid Handouts	Sep

Pellitteri	\$	37.23	\$	8,883.21	740723; 10/22/19	Confidential Shredding	Sep
Amazon	\$	13.07	\$	8,870.14	MC	Amazon Prime	Sep
Deerfield Pistol Center	\$	365.30	\$	8,504.84	46351	Dept Ammo	Sep
Total Water	\$	85.70	\$	8,419.14	10/8/2019	Department Water	Oct
GFC Leasing Co	\$	167.09	\$	8,252.05	10/22/2019	Copier Lease	Oct
PayPro	\$	155.64	\$	8,096.41	10/9/2019	Payroll	Oct
PayPro	\$	59.64	\$	8,036.77	10/11/2019	Payroll	Oct
PayPro	\$	157.18	\$	7,879.59	10/14/2019	Payroll	Oct
PayPro	\$	62.14	\$	7,817.45	10/16/2019	Payroll	Oct
PayPro	\$	131.13	\$	7,686.32	10/17/2019	Payroll	Oct
Pellitteri	\$	37.23	\$	7,649.09	791721; 11/19/19	Confidential Shredding	Oct
Amazon	\$	13.07	\$	7,636.02	MC	Amazon Prime	Oct
Amazon	\$	27.94	\$	7,608.08	MC	Umbrella - Anderson	Oct
Ace Hardware	\$	24.25	\$	7,583.83	MC	Carbon Monoxide Detector	Oct
Total Water	\$	72.06	\$	7,511.77	11/5/2019	Department Water	Nov
GFC Leasing Co	\$	167.09	\$	7,344.68	11/19/2019	Copier Lease	Nov
Adapt Pharma	\$	900.00	\$	6,444.68	23606	Narcan	Nov
Baycom	\$	215.00	\$	6,229.68	23464	Squad Paper	Nov
Deer Grove EMS	\$	154.04	\$	6,075.64	201925	AED Pads	Nov
Allied 100	\$	1,075.00	\$	5,000.64	1523422	AED	Nov
Amazon	\$	13.07	\$	4,987.57	MC	Amazon Prime	Nov
Fleet Farm	\$	105.08	\$	4,882.49	MC	Dept Ammo	Nov
Parking Ramp	\$	2.00	\$	4,880.49	MC	Anderson Parking	Nov
E-First Aid	\$	59.60	\$	4,820.89	MC	Evidence	Nov
Kwik Trip	\$	6.71	\$	4,814.18	MC	Trick or Treat Candy	Nov
Dollar General	\$	34.76	\$	4,779.42	MC	Trick or Treat Candy	Nov
Heart Smart	\$	(1,295.00)	\$	6,074.42	MC	Credit/Return	Nov
PayPro	\$	58.26	\$	6,016.16	12/6/2019	Payroll	Dec
PayPro	\$	127.44	\$	5,888.72	12/6/2019	Payroll	Dec
Gordon Flesch Co	\$	0.31	\$	5,888.41	12/3/2019	Copier Lease	Dec
GFC Leasing Co	\$	167.09	\$	5,721.32	12/17/2019	Copier Lease	Dec
Perfect Type & Print	\$	105.00	\$	5,616.32	33332	Parking Envelopes	Dec
Deer Grove EMS	\$	252.99	\$	5,363.33	201931	Trauma Bag	Dec
Pellitteri	\$	37.23	\$	5,326.10	911180;	Confidential Shredding	Dec
Sirchie	\$	102.81	\$	5,223.29	MC	Evidence	Dec
Amazon	\$	13.07	\$	5,210.22	MC	Amazon Prime	Dec
Sirchie	\$	141.56	\$	5,068.66	MC	Evidence	Dec
Amazon	\$	30.86	\$	5,037.80	MC	Phone Chargers	Dec
Swiss Gear	\$	77.80	\$	4,960.00	MC	Detective Misc.	Dec
Amazon	\$	43.57	\$	4,916.43	MC	Parking Ticket Envelopes	Dec
Kwik Trip	\$	5.47	\$	4,910.96	MC	Parking Misc.	Dec
Deerfield Pistol Center	\$	156.90	\$	4,754.06	MC	Dept. Holster	Dec
Axon Enterprise	\$	1,265.00	\$	3,489.06	1633261	Tasers	Dec

100-52100-342 UNIFORMS

	Budgeted Amount	\$	10,000.00				
DXL Destination	\$	105.45	\$	9,894.55	MC	Jeffords	Jan
Cottage Grove Eye Care	\$	245.00	\$	9,649.55	MC	O'Dell	Jan
Rescue Essentials	\$	11.98	\$	9,637.57	MC	Helgeland	Jan
Amazon	\$	7.99	\$	9,629.58	MC	Helgeland	Jan
Deerfield Pistol Center	\$	149.95	\$	9,479.63	MC	Carter	Jan
Skechers	\$	73.85	\$	9,405.78	MC	Anderson	Jan
Baycom	\$	240.00	\$	9,165.78	EQUIPINV_19075	O'Dell	Feb
Baycom	\$	480.00	\$	8,685.78	EQUIPINV_19074	OBrien/Koratko	Feb
CVS Pharmacy	\$	13.69	\$	8,672.09	MC	O'Dell	Feb
Amazon	\$	260.00	\$	8,412.09	MC	Comstock	Feb
Top Pack Defense, LLC	\$	31.49	\$	8,380.60	MC	OBrien	Feb
CVS Pharmacy	\$	25.00	\$	8,355.60	REIMBURSE	Jeffords	Mar
Deerfield Pistol Center	\$	267.45	\$	8,088.15	MC	Jeffords	Mar
Crushin It, LLC	\$	170.00	\$	7,918.15	345	Department	Apr
Top Pack Defense, LLC	\$	2,200.00	\$	5,718.15	2266	O'Dell/Helgeland Vests	Apr
Deerfield Pistol Center	\$	40.62	\$	5,677.53	MC	O'Dell	Apr
Top Pack Defense, LLC	\$	102.58	\$	5,574.95	2275	Department	May
Deerfield Pistol Center	\$	108.85	\$	5,466.10	41582	Matte	May
Target	\$	40.97	\$	5,425.13	MC	Comstock	May
Target	\$	(40.97)	\$	5,466.10	MC	Comstock Credit	May
TJ Maxx & Homegoods	\$	49.96	\$	5,416.14	MC	Comstock	May
The North Face	\$	168.80	\$	5,247.34	MC	Comstock	May
Hanes	\$	41.71	\$	5,205.63	MC	Anderson	May
Top Pack Defense, LLC	\$	60.29	\$	5,145.34	2490	O'Dell	Jun
Top Pack Defense, LLC	\$	(37.45)	\$	5,182.79	2492	Helgeland Credit	Jun
Kohl's	\$	110.00	\$	5,072.79	MC	Comstock	Jun
Kohl's	\$	(110.00)	\$	5,182.79	MC Credit	Comstock	Jun
Top Pack Defense, LLC	\$	28.80	\$	5,153.99	MC	Comstock	Jun
REI Co-op	\$	249.95	\$	4,904.04	MC	Comstock	Jun
JC Penny	\$	35.87	\$	4,868.17	MC	Anderson	Jun
Top Pack Defense, LLC	\$	247.93	\$	4,620.24	MC	Helgeland	Jun
Mad City Outdoor Gear	\$	16.42	\$	4,603.82	MC	Comstock	Jun
Top Pack Defense, LLC	\$	180.87	\$	4,422.95	MC	O'Dell	Jun
Amazon	\$	47.46	\$	4,375.49	MC	Helgeland	Jun
Amazon	\$	52.74	\$	4,322.75	MC	Helgeland	Jun
The Uniform Shoppe	\$	131.85	\$	4,190.90	290317	Carter	Jul
Sunglasses Hut	\$	153.00	\$	4,037.90	MC	Comstock	Jul
Top Pack Defense, LLC	\$	120.58	\$	3,917.32	2662	Matte	Aug
REI Co-op	\$	(249.95)	\$	4,167.27	MC	Comstock	Aug
Top Pack Defense, LLC	\$	31.49	\$	4,135.78	MC	Helgeland	Aug
Oakley	\$	268.81	\$	3,866.97	MC	Wagner	Aug

Blauer	\$	149.99	\$	3,716.98	MC	Carter	Aug
Amazon	\$	18.34	\$	3,698.64	MC	Anderson	Sep
Kohl's	\$	151.04	\$	3,547.60	MC	Anderson	Oct
Blauer	\$	113.38	\$	3,434.22	MC	Anderson	Oct
Blauer	\$	(113.38)	\$	3,547.60	Credit	Anderson	Oct
Under Armour	\$	89.66	\$	3,457.94	MC	Anderson	Oct
Deerfield Pistol Center	\$	75.90	\$	3,382.04	MC	O'Dell	Oct
The Shoe Box	\$	198.34	\$	3,183.70	MC	O'Dell	Oct
Galls	\$	89.66	\$	3,094.04	MC	Carter	Nov
Ace Hardware	\$	24.99	\$	3,069.05	MC	Carter	Nov
Rocky	\$	55.73	\$	3,013.32	MC	Anderson	Nov
Cabela's	\$	263.74	\$	2,749.58	MC	Jeffords	Nov Okay
Deerfield Pistol Center	\$	189.94	\$	2,559.64	49691	Jeffords	Nov
Deerfield Pistol Center	\$	21.95	\$	2,537.69	51780	Anderson	Dec
Cabela's	\$	31.64	\$	2,506.05	MC	Carter	Dec
Cabela's	\$	31.64	\$	2,474.41	MC	Carter	Dec
Kohl's	\$	86.49	\$	2,387.92	MC	Anderson	Dec
Blain's Farm & Fleet	\$	25.31	\$	2,362.61	MC	Wagner	Dec
The North Face	\$	168.80	\$	2,193.81	MC	Arndt	Dec
Macy's	\$	104.38	\$	2,089.43	MC	Arndt	Dec
Target	\$	34.99	\$	2,054.44	MC	Comstock	Dec
Top Pack Defense, LLC	\$	75.59	\$	1,978.85	MC	Comstock	Dec
Cabela's	\$	105.48	\$	1,873.37	MC	Carter	Dec

100-52100-380 VEHICLE REPAIR

Budgeted Amount		\$ 10,000.00				
Meineke	\$	54.19	\$	9,945.81	23199	K9 Squad Jan
Meineke	\$	205.01	\$	9,740.80	23271	Squad 14 Jan
Meineke	\$	35.30	\$	9,705.50	23158	Squad 162 Jan
Kaysner	\$	382.28	\$	9,323.22	602858	Squad 162 Jan
Meineke	\$	35.30	\$	9,287.92	23459	Squad 14 Jan
Meineke	\$	35.30	\$	9,252.62	23468	Squad 161 Jan
Kaysner	\$	206.28	\$	9,046.34	601423	K9 Squad Jan
Meineke	\$	502.37	\$	8,543.97	23674	Squad 162 Feb
Kaysner	\$	149.86	\$	8,394.11	604303	K9 Squad Feb
Kaysner	\$	311.78	\$	8,082.33	595394	Squad 161 Dec
Meineke	\$	340.39	\$	7,741.94	23926	Squad 161 Mar
Meineke	\$	49.99	\$	7,691.95	24025	Squad 18 Mar
Meineke	\$	337.69	\$	7,354.26	24060	Squad 162 Mar
Good Year	\$	166.25	\$	7,188.01	MC	Squad 161 Mar
Registration Fee Trust	\$	4.00	\$	7,184.01	4/2/2019	Apr
Meineke	\$	32.09	\$	7,151.92	24422	Squad 162 Apr
Meineke	\$	35.30	\$	7,116.62	24502	K9 Squad Apr
Meineke	\$	25.34	\$	7,091.28	24588	Squad 18 Apr
Meineke	\$	69.02	\$	7,022.26	24312	Squad 14 Apr
Meineke	\$	35.30	\$	6,986.96	24812	Squad 14 May
Meineke	\$	35.30	\$	6,951.66	24924	Squad 161 May
Good Year	\$	669.80	\$	6,281.86	MC	Squad 18 May
Meineke	\$	93.08	\$	6,188.78	25178	Taurus Jun
Meineke	\$	32.09	\$	6,156.69	25476	Squad 18 Jul
Meineke	\$	479.33	\$	5,677.36	25694	Squad 161 Jul
Meineke	\$	35.30	\$	5,642.06	25854	Squad 162 Jul
Meineke	\$	125.29	\$	5,516.77	25654	K9 Squad Jul
Meineke	\$	48.79	\$	5,467.98	26062	Squad 161 Aug
Meineke	\$	29.99	\$	5,437.99	26138	Squad 14 Aug
Meineke	\$	40.65	\$	5,397.34	26435	Squad 14 Sep
Northern Battery	\$	108.95	\$	5,288.39	1774914	Squad Battery Oct
Meineke	\$	40.65	\$	5,247.74	26848	K9 Squad Sep
Meineke	\$	40.65	\$	5,207.09	27192	Squad 18 Nov
Meineke	\$	44.90	\$	5,162.19	27557	K9 Squad Nov
Kaysner	\$	257.90	\$	4,904.29	627323	Squad 161 Sep
Kaysner	\$	1,174.84	\$	3,729.45	634046	Squad 14 Dec Okay
Meineke	\$	279.96	\$	3,449.49	27848	Squad 18 Dec

100-52100-385 MOTOR FUEL

Budgeted Amount		\$ 13,500.00				
Kwik Trip	\$	30.80	\$	13,469.20	MC	Wagner Jan
Landmark	\$	1,238.77	\$	12,230.43	01/31/2019	January Fuel Jan
Landmark	\$	1,193.57	\$	11,036.86	02/28/2019	February Fuel Feb
BP Food Mart	\$	26.92	\$	11,009.94	MC	Comstock Feb
Landmark	\$	1,400.75	\$	9,609.19	03/31/2019	March Fuel Mar
Landmark	\$	1,708.43	\$	7,900.76	04/30/2019	April Fuel Apr
Landmark	\$	1,479.66	\$	6,421.10	05/31/2019	May Fuel May
Landmark	\$	1,783.05	\$	4,638.05	06/30/2019	June Fuel Jun
Landmark	\$	1,485.76	\$	3,152.29	07/31/2019	July Fuel Jul
Landmark	\$	1,371.51	\$	1,780.78	08/31/2019	August Fuel Aug
Landmark	\$	1,175.14	\$	605.64	09/30/2019	September Fuel Sep
Landmark	\$	1,500.62	\$	(894.98)	10/31/2019	October Fuel Oct
Landmark	\$	996.46	\$	(1,891.44)	11/30/2019	November Fuel Nov Okay
Landmark	\$	1,124.94	\$	(3,016.38)	12/31/2019	December Fuel Dec

Year to Date	Expenditures	Budgeted	Difference	
\$	111,282.16	\$ 136,400.00	\$ 25,117.84	82%

2019 Revenues:

<i>General Fund: Fines & Forfeitures</i>	\$ 25.00	2851	Jan
<i>Parking Violations</i>	\$ 25.00	2852	Jan
	\$ 25.00	2853	Jan
	\$ 25.00	2854	Jan
	\$ 20.00	2855	Jan
	\$ 25.00	2856	Jan
	\$ 50.00	2857	Jan
	\$ 25.00	2858	Jan
	\$ 175.00	2867	Jan
	\$ 65.00	2959	Jan
	\$ 125.00	3015	Jan
	\$ 25.00	3016	Jan
	\$ 725.00	3040	Feb
	\$ 290.00	3046	Feb
	\$ 230.00	3058	Feb
	\$ 275.00	3066	Mar
	\$ 635.00	3087	Mar
	\$ 435.00	3152	Mar
	\$ 95.00	3638	Apr
	\$ 25.00	4030	Apr
	\$ 25.00	2530	May
	\$ 25.00	4188	May
	\$ 25.00	4211	May
	\$ 75.00	4328	Jul
	\$ 25.00	4331	Jul
	\$ 25.00	2861	Aug
	\$ 30.00	2860	Aug
	\$ 25.00	4587	Aug
	\$ 25.00	4612	Sep
	\$ 25.00	2905	Sep
	\$ 25.00	4639	Sep
	\$ 25.00	4711	Oct
	\$ 25.00	4916	Oct
	\$ 25.00	5641	Oct
	\$ 25.00	5786	Nov
	\$ 25.00	5787	Nov
	\$ 100.00	5785	Nov
	\$ 25.00	5809	Dec
	\$ 25.00	5810	Dec
	\$ 25.00	5832	Dec
	\$ 25.00	5834	Dec
	\$ 55.00	4539	Dec
Total:		\$ 4,030.00	

General Fund: Public Charges SVCS

	Total:	\$	-	
Police Dept Fund: Police Training	\$	2,240.00	4462	Oct
	Total:	\$	2,240.00	
Police Dept Fund: Other Earning	\$	30.00	2867	Jan
Gen Gov	\$	8.00	3047	Feb
	\$	45.00	3041	Feb
	\$	5.00	3639	Apr
	\$	5.00	4031	Apr
	\$	15.00	4032	Apr
	\$	15.00	4187	May
	\$	27.00	4186	May
	\$	10.00	4185	May
	\$	5.00	4184	May
	\$	15.00	4183	May
	\$	15.00	4182	May
	\$	15.00	4198	May
	\$	15.00	4197	May
	\$	15.00	4228	Jun
	\$	30.50	4229	Jun
	\$	15.00	4230	Jun
	\$	2.00	4236	Jun
	\$	20.00	4241	Jun
	\$	2.00	4327	Jul
	\$	15.00	4264	Jul
	\$	10.00	4330	Jul
	\$	5.00	2862	Aug
	\$	35.00	4588	Aug
	\$	5.00	4712	Oct
	\$	15.00	5642	Oct
	\$	10.00	5734	Nov
	\$	19.75	5736	Nov
	\$	15.00	5788	Nov
	Total:	\$	439.25	
Police Dept Fund: Police Training	\$	948.51	2960	Jan
Intergov Aid/State	\$	912.43	3051	Feb
	\$	527.22	3070	Mar
	\$	1,014.86	3122	Mar
	\$	1,236.93	3289	Apr
	\$	1,314.17	3644	Apr
	\$	522.93	4070	Apr
	\$	158.29	4240	Jun
	\$	1,238.51	4353	Jul
	\$	217.30	4366	Aug
	\$	4,918.25	4421	Sep

	\$ 2,813.37	4460	Oct
	\$ 219.49	4512	Dec
Total:	\$ 16,042.26		

Police Dept Fund: Patronage Dividend

Total:	\$ -		
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Police Dept Fund: Misc. - Donations

	\$ 200.00	4077	May
Total:			

TOTALS: \$ 22,751.51 \$ 22,751.51

DETECTIVE ANDERSON MONTHLY REPORT

December 2019



CASES WOKRED-

- 19-305882, Child Pornography case
- 18-343047, 1st degree Reckless Homicide, follow up continuing
- Drug Investigation
- 19-388523, Sex offense case, River Falls PD assisting with interview (waiting on info)
- 19-456788, Death Investigation, follow up continuing
- 19-509861, Assist Minneapolis PD with case, along with DCI

OTHER CASES ASSISTED AND OTHER JOBS CONDUCTED BY DETECTIVE

- Numerous background checks for parks and rec
- Assist Deforest PD with case
- Assist Madison PD with search warrant
- Assist Patrol with Burglary
- Background for Village Hall
- Testified in court x 2
- Assist Patrol with Fraud case
- Numerous follow up requests from DA office
- Assist with Walk-In at PD

TRAININGS/MEETINGS:

In-Service

Department Meeting

- ❖ On a daily basis I complete evidence intake which includes checking in evidence through LERMS system, making sure the packaging is correct, and placed in the correct area. Review any Patrol Officers reports that are being sent to the DA office for review, court officer duties which include making sure intake sheets are filled out correct and sent, sign complaints, and also bring up juvenile referrals to the DA Office, and sign petitions when needed. I also review Patrol logs, respond to any emails, deer creek info, and dictate and review reports of my own. I assist front clerical staff with any questions, walk -in's, or issues they may have. Also assist with any computer issues where computer magic is contacted. I burn videos and save into evidence requested by Patrol Officers. I also keep in contact with DA office on cases I am currently working, social network with other Detectives, and submit evidence to the crime lab.

Village of Cottage Grove
POLICE DEPARTMENT



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Daniel Layber
Chief of Police

Cottage Grove Police K9 Monthly Report for November, 2019

- **Calls for Service:**
- ✓ 11/3 -The Cottage Grove Police Dept. along with the assistance of the Wisconsin Department of Criminal Investigations (DCI) requested the K9 Unit for a consent search of a residence. The request came after what appeared to be a drug overdose death investigation. The K9 alerted in four locations within the residence and narcotics were located and collected for evidence. The investigation is ongoing with the CGPD as the lead with assistance from the DCI.
- ✓ 11/4 -The Cottage Grove Police Dept. requested a call in of the K9 Unit from home for a juvenile suspect who pointed a handgun at another juvenile. The suspect was identified, and permission was given by the parent to search her residence for the juvenile suspect. A team of CGPD Officers and the K9 conducted a search of the residence and were unable to locate the suspect. While CGPD Officers were checking other possible locations for the suspect it was reported by the parent that the suspect was believed to be back at the residence. A group of Officers responded back and checked further only to learn the suspect had fled out a back window. A short track was conducted but was lost quickly. The suspect then approached Officers coming from an open field area with hands in the air. The suspect was taken into custody without incident and transported to the Dane County Jail on multiple charges.
- ✓ 11/9 -The Dane County Sheriff's Office requested the K9 Unit in the Township of Windsor. For a track of a suspect with warrants, who fled on foot from a traffic stop of theirs. The K9 tracked to a marsh area behind an apartment complex within a block of the traffic stop location. The marsh area was searched with the K9 as lead along with law enforcement personnel and thermal imaging. The suspect was not located and after some investigating on scene it was learned that the suspect has relatives in the apartment complex and was believed the suspect was let into the building prior to the K9 track.
- ✓ 11/9 -The Dane County Sheriff's Office requested the K9 Unit in the Village of Deerfield. For a track of a suspect from a physical domestic who reportedly left on foot. The K9 track went for approximately three blocks within the Village of Deerfield and ended with the K9 providing a door identification by barking and sitting in front of it. While still on the call the 911 center advised they received a call from the homeowner where the K9 alerted and

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that the suspect was at his residence and is a friend of his. They reported they were not at the residence and were in the City of Madison. The DCSO continued to investigate and the K9 was released from the scene.

- ✓ 11/17 -The Dane County Sheriff's Office requested the K9 Unit in the City of Madison for a suspicious vehicle sniff. The K9 alerted on both the drivers and passenger doors. Located within in a purse was crystal methamphetamine, crack cocaine and heroin. Various types of drug paraphernalia were also located in the vehicle. The driver was arrested on multiple drug charges and taken to the Dane County Jail.
- ✓ 11/19 -The Cottage Grove Police K9 Handler himself utilized the K9 in a vehicle sniff on a traffic stop in the Village. No indications or alerts were given.
- ✓ 11/21 -The McFarland Police Department requested the assistance of the K9 Unit in their village for a suspect who had felony warrants and fled from a vehicle while being stopped on a traffic stop. This was a multi-agency effort, to include McFarland, Monona, DCSO and the CGPD K9 unit. The Monona Police K9 started a track for the felony suspect as they were on scene quickly. Prior to the track it was reported that a gun was located in the empty car. With this information the Cottage Grove K9 was asked to assist due to being an apprehension K9 (Bite dog) as Monona PD's is not. The CGPD K9 Unit followed in a patrol vehicle while the Monona K9 conducted its track for a little over an hour in down pouring rain at near freezing temperatures. It was noticed and rightfully so, that the Monona K9 was beginning to tire and the decision was made to have the CGPD K9 take over the track. The CGPD K9 track went for approximately a half a block longer when the K9 alerted on an unlocked vehicle parked on a residential street. The vehicle was cleared to include the truck area. The K9 then tracked to the front door of a residence in front of the vehicle and gave a door identification alert. Law Enforcement converged on the residence and a perimeter was set up around it. A knock and talk with the homeowner were conducted. The homeowner originally stated that the suspect was not in the residence and then changed her story, that he was hiding in the basement. The suspect was taken into custody without incident. Much credit to Monona K9 (Maya) a female black lab mix for her excellent tracking in the worst conditions. K9 Larz thanks you for an easy finish to, "One in custody."

- **Training:**

No Trainings were attended this month due to scheduling needs.

Prepared by: Officer Koratko



**School Resource Officer
Monthly Report of Activities
November 18, 2019 - December 20, 2019**

Prepared by Officer Jessica Helgeland

Week 10 / November 18th - November 22nd 2019

November 18 -

- I was asked to help with one of our special education students, [REDACTED] (7th) who was refusing to go to his next class and was starting to become physical towards staff. I went to help and he was still being physically aggressive and was ultimately restrained by myself and two other staff members to keep him from kicking and hitting us. We were finally able to get him to come into the office where he sat with the Dean of Students until he was calm.
- [REDACTED] (6th) was kicked out of class due to his behavior. He came up to the office where I told him to have a seat before he was sent back to class.
- I was asked to review the surveillance footage during 8th grade lunch for boys smashing food items with their heads and then not cleaning it up. The boys were identified and were told to clean it up, which they did.

November 19 -

- I was asked to review the surveillance footage during 7th grade recess. There was a fight between [REDACTED] (7th) and [REDACTED] (7th). I showed the video to the Dean of Students and the kids were given a school punishment for their involvement.
- I was asked to go to Ms. Vesperman's art room to get [REDACTED] (5th) out of class. He was not listening to directions and being defiant over a simple request. He willingly came with me where he told me what the issue was. All he had to do was draw a window in a parody drawing and he didn't want to. I told him to just draw the window. He finally drew the window and was allowed to go to his next class. I gave the drawing to Ms. Vesperman for him.

November 20 -

- I was informed that a student had accidentally pressed the fire button in the elevator. I made sure there was no emergency and the alarm company was told to cancel the alarm.
- Project Unify kids came around to the office and handed out thank you cards to staff thanking them for their work!
- I was asked if I could help out with a 5th grade class until the substitute teacher got to the classroom. The kids were super excited to see me and wanted me to be their teacher.
- [REDACTED] (8th) came to me during his free time in art class. He was not feeling well and wanted to come to my office to talk with me.
- [REDACTED] (7th) sat with me during his lunch period due to his behavior. He finally was able to make it to class however, during his last class of the day he needed to be removed due to his behavior. I went to his room to get him and he came with me. On the way to my office, I saw several mini marshmallows by his locker. He said that they fell out of his locker. I told him to clean up his mess and he was given a broom and he swept up the marshmallows!

- [REDACTED] (7th) was in the office several times because he was struggling. I let him have a 10 minute break in my office before sending him back to class. Fifteen minutes later he was back in the office. Mr. Johnson was able to take him to his office.

November 21 -

- I was asked to review video surveillance footage of the 7th grade gym class due to a student being injured. It was found that another student ran across the gym and ran into the other student. It did not appear as if the student did this intentionally and they were fooling around for quite some time.
- I was asked to help the school nurse locate a 7th grade boy who had apparently called his mom from the 7th grade boys bathroom because he saw some blood on the student who was injured in gym class and he wasn't feeling well. We checked the bathroom and he wasn't there and we walked by the classrooms and saw him in class. We did not contact him and we left him sitting in class.
- [REDACTED] (7th) was out of class several times and in the office several times. He refused to stay in class. He was told that he needed to stay in the Community Room with Mr. Peters if he could not handle being in class.
- **2019-481973** - I was contacted during 7th grade lunch recess to come and remove [REDACTED] (7th) from recess. I got him to come with me where I talked with him and he mentioned that there was a fight amongst some 7th graders and he was very angry with the victim in the incident. I learned that there was a physical fight between several male students because of rumors stemming from the injury to a student in gym class earlier in the day. I was able to view the entire incident on the surveillance videos. One student was cited for Disorderly Conduct due to his continuous physical behavior towards the victim. That student along with several other students received school consequences.
- One of the lunchroom supervisors told me that a 5th grade girl had told her that a 7th grader, whom she didn't know, kept stealing her food during lunch. I was able to watch the surveillance videos and observed [REDACTED] (7th) taking food from the students tray quickly while the other student was not looking. I talked with [REDACTED] and she first denied it but I showed her the video and she still was trying to say that she had asked the girl. I told her that she was lying about what really occurred because that is not what the video showed. She changed her story again and was more concerned that the girl "told on me". I told her that if she were to do this behavior again, she would be cited.

November 22 -

- I was asked to remove [REDACTED] (7th) from his class as he was not following the direction from the teacher to go to the office. He came with me and he was placed in the Community Room with Mr. Peters for the rest of that class time.
- [REDACTED] (5th) needed to come to the office from his gym class due to an incident the previous day. I walked into the gym and the kids were playing a game of tag where they had to get from one side of the gym to the other without the "taggers" getting them. Mr. Zwiefel saw

me alone on one end of the gym and included me in the game. Once the kids found out, they tried to tag me!

- I was asked to watch surveillance footage for a reported pushing/shoving match between some 5th grade boys during their recess.
- I was called down to Ms. Gorski's classroom to assist due to [REDACTED] (6th) who was in crisis and destroying her room by throwing everything around. [REDACTED] is one of our special needs kids and when he gets upset he becomes very destructive and can become physically violent. He was alone in the room and confined and was not a danger to himself or anyone else at that time. After quite some time he calmed down and his mother arrived and took him home.
- [REDACTED] (6th) was continually out of class and coming to the office. Mr. Verhage and I had a talk with him about his behavior and he was told to go to class.
- I was informed that [REDACTED] (8th) and [REDACTED] (8th) may have taken a wallet that was left in the gym and taken the contents out of the wallet. I talked with [REDACTED] and he was able to get the items back from [REDACTED] and they were returned to the student.
- Mr. Kamoku and I met with [REDACTED] (7th) parents in regards to the fight during 7th grade recess where he was the victim. Mr. Kamoku spoke with them and I informed them that one of the boys received a citation for Disorderly Conduct.
- I was asked to get [REDACTED] (8th) out of her classroom. She had already been addressed three other times by staff to stop disrupting the class. I went down to the classroom and she was at first refusing to leave the classroom but then after the third time of me telling her to come with me, she listened and came with me to the Community Room where she finished out that class time.

Week 11 / November 25th - November 29th 2019

November 25 -

- I was asked to remove [REDACTED] (7th) from his class as he was not following the direction from the teacher to go to the office. He came with me and the teacher came out into the hallway to pass on some information, [REDACTED] called her a "whore". I yelled at [REDACTED] and informed the Principal of what was said and he was given an out of school suspension.
- I was asked by one of the 5th grade teachers to talk to two 5th grade boys who are always hands on with each other. The teacher told me that several adults have told them to stop and they do not listen. I spoke with both boys and told them that they needed to keep their hands to themselves and they said that they would.
- I taught Internet Safety for two 6th grade health classes.

November 26 -

- [REDACTED] (7th) mother called the school and informed them that her son was being picked on by [REDACTED] (7th) and [REDACTED] (7th). This stemmed from the fight that occurred November 21st. It was reported that both [REDACTED] and [REDACTED] were calling [REDACTED] "Strawberry Shortcake" because his hair is dyed red. They were all talked to by the Dean of Students and me, and were told to not have any contact with each other.
- I taught Internet Safety for the last group of 6th graders in their health class.
- **2019-417119** - I was asked to assist with [REDACTED] (5th) after school because he was not following direction from the Assistant Principal, was running around inside and outside of the school to avoid the Assistant Principal, and showed up in the computer room for Coding Club after he was told that he was not allowed to participate in the club for the night because of his behavior. The Assistant Principal and I had to physically take [REDACTED] to my office. Once in the office, he "donkey kicked" me in my leg just above the knee, which later resulted in a bruise. I am now the third adult that [REDACTED] has hit/kicked and he has assaulted several other students throughout the year. Charges of Disorderly Conduct and Battery to PO were referred to the Dane County District Attorney's Office.

November 27 - Thanksgiving Break

November 28 - Thanksgiving Break

November 29 - Thanksgiving Break

Week 12 / December 3rd - December 6th 2019

December 3 -

- I worked on paperwork and reports
- I was asked to review video footage for MG21 school to see if two middle school students arrived to school. We were told that they were absent however the boys stated that they showed up and no one let them inside. After looking I saw the boys and saw them go to the door and waiting but no one let them inside.
- I was asked to review video footage of the loading dock door of GDS. Someone had used their key and not swipe card to access the school and set off the alarm. It was found to be a custodian who arrived early in order to salt the parking lot.
- I attended a meeting at the district office regarding the Student Tools for Emergency Preparedness (STEP) program that will be introduced to students in the Monona Grove School District. A kick off campaign which will include an appearance from the Governor will be held on December 10th at Winnequah Elementary School. STEP is designed to teach students how to prepare for various emergencies including tornadoes, flooding and storms. It also encourages them to share the information with their families and to develop their own family emergency

plan. Along with the knowledge learned through STEP, each student takes home a starter emergency kit.

December 4-

- I attended an Emergency Action Plan meeting at the high school with Officer Wunsch (Monona SRO) and the High School Athletic Director. We are coming up with emergency plans for after school sporting events which are held at various locations depending on the sport being played. This will be a continual project which we will meet a few times to discuss until it is finalized.
- The school social worker and I attempted a home visit at the residence of [REDACTED] (6th). She has been repeatedly called in sick from her mom. The social worker wanted to meet with the mom because there were some reports that were not accurate as to what [REDACTED] was telling her mother for what happens at school. No one appeared to be home.
- I was asked by the Assistant Principal at GDS, Mr. Kamoku, to accompany him while he conducted two home visits with two 8th grade students who had been previously expelled from GDS earlier in the year, however, were still receiving their education at the district office. It was reported to him by the teacher at that location that the two students had a strong odor of marijuana on them when they came in. After speaking with both students, it is believed that one of them had the marijuana in a coat pocket of a coat that belonged to their brother. Neither student was exhibiting any signs of using marijuana nor was I not able to detect the odor on them. The coat had already been picked up by the brother and was not at the home when we arrived.

December 5 -

- The 7th graders participated in the Courage Retreat that is a program through Youth Frontiers. The courage retreat is a program that allows students to identify personal fears and understand that everyone has them, commit to acting with courage to make school a better place, and deepen relationships with classmates to break down social barriers. This program is 5.5 hours long and they all did a fantastic job.
- I went to the Cottage Grove Elementary School to see the kids at lunch. While I was there I was asked to assist with [REDACTED] (4th) who was causing a disturbance in his classroom and not listening to his teacher. Principal Foster and I went to the classroom and talked with [REDACTED]. I helped him get his lunch and then took him to Mr. Foster's office where he completed his work before being allowed back to class.

December 6 -

- I was asked to review video footage for two students who were disconnecting some climbing rope on the climbing wall in the gym. Due to the room separator curtains, I was unable to see that area of the wall.
- I completed paperwork

Week 13 / December 9th - December 13th 2019

December 9 -

- Chief Layber, Lt. Wagner and I spent the morning and afternoon at James Madison Memorial High School with Dane County Emergency Management and several other agencies, participating in a Family Reunification Drill. Needs for a reunification area were discussed as well as what has been learned from past incidents. This is a work in progress for Dane County Emergency Management.
- There was another meeting at the district office regarding the STEP presentation for December 10th. We discussed the logistics and how the program would be laid out. Later in the evening, I received an email that the program was going to be postponed because the Governor was no longer available.

December 10 -

- [REDACTED] (7th) came up to the office because he was looking for contact information for one of his mentors so he could check and see what time they were coming today. I was able to find the information for him and found that he was scheduled to come on December 11th. I walked him back to his class.
- I went out in the community and met with some businesses in regards to the district MOU's in regards to short term evacuation sites and family reunification in case of an emergency and a complete evacuation of the school needed to take place.
- [REDACTED] (7th) was back out of class and came to my office. He didn't want to go back to class so I gave him a five minute break and walked him back to class.
- I watched a Webinar about "7 Questions You Should Consider When Creating Your District Emergency Action Plan"

December 11 - POLICE DEPARTMENT INSERVICE TRAINING

December 12 -

- I was asked for assistance from our Detective in regards to an investigation. I assisted as requested and was at the school shortly after 9am.
- I visited Taylor Prairie and spent time with kids while they ate lunch
- I met with management at Learning Ladder who wished to set up an Active Threat presentation for their staff. We discussed items they want covered with their employees. This training will happen after the first of the year.
- I was asked to get [REDACTED] (6th) from his class. There was a substitute teacher and he was not going with the program.

- **2019-510451** - I was informed of an incident after 8th grade lunch in the hallway with two students, [REDACTED] (8th) and [REDACTED] (8th). [REDACTED] came up behind [REDACTED] and forcefully pushed her into the lockers. This caused [REDACTED] head to snap back and then forward striking the locker and then back again. [REDACTED] then grabbed [REDACTED] at the shoulders and forced her back. A teacher then intervened and both were brought to the office. [REDACTED] said that there was no reason for her doing this and that she just wanted to be suspended out of school. She received an in school suspension and a citation for disorderly conduct.
- Staff at Taylor Prairie School called me at 3:30pm as they had a child dropped off at the school from Nelson's Bus. Apparently the person at the residence for the child was not on the list of approved persons to leave the child with. The student is not of school age but goes to Kids Safari. I contacted Kids Safari and they went to Taylor Prairie and brought the child back to Kids Safari.

December 13 -

- I was asked to view video footage for milk that had been splashed all over the wall near the music room hallway. I was able to identify a 7th grade girl who was later talked to by administration.
- I was asked to view video footage of the boy's cafeteria bathroom for kids going in the bathroom with food and then attempting to flush the food down the toilet and smashing food against the walls. I was not able to see anyone taking in food.
- I attempted phone contact with the parents of [REDACTED] (8th) and [REDACTED] (8th) however was not able to contact either. I was however able to leave a voicemail message for [REDACTED] mother.
- I was asked to assist with [REDACTED] (7th) who had walked out of class. He is one of our special education students and he responds well to me. I got him to come to the office with me as he did not want to go back into the classroom.

Week 13 / December 16th - December 20th 2019

December 16 -

- I led an advisory group for Ms. Bussan. Her kids have been asking for me to come back so I surprised them and was their "teacher" for the 20 minute lesson. We talked about how their weekend was, how they were feeling and what they were looking forward to this week.
- Two 7th graders came to the office and reported that [REDACTED] (7th) told them that she had a knife in her locker and that she was going to stab them and rip off their faces. The Dean of Students and I went to her locker and the Dean of Students searched her locker and nothing was found. She was brought to the office and she denied all of this information. She was warned by the Dean of Students for any further complaints of this nature.
- [REDACTED] (7th) and [REDACTED] (7th) came to my office for a break. They did some work and they left afterwards and went to lunch.

December 17 -

- I was asked to review video surveillance of one of the 6th grade gym classes. [REDACTED] (6th) was being very physical towards other students. I found the video and school administration will be handling the incident.
- I was asked by the head custodian to view video surveillance of a smashed juice box that was in the stairwell between the 7th grade and 8th grade area. I was able to find who placed the juice carton on the stairs and who smashed it. They were both addressed and this was handled by school administration.
- I was asked to get [REDACTED] (5th) from his class as he was not following teacher direction and being a large disruption. When I got there, he was telling the teacher what he was going to do and not going to do and being rude. I stopped him and brought him to my office where he waited to talk with the Assistant Principal.
- I was asked by the lunch supervisor to view video surveillance footage of the 7th grade lunch for two students who did not clean up their area. I was able to identify them both and informed the Dean of Students who said that he would be handling the situation.
- I caught up on some reports and paperwork
- I was asked to view video surveillance of a 5th grade student who left the lunchroom without permission and ran outside. I was able to find the student and saw that he did not talk to an adult, as he said he did, and he ran out of a door that is not used for his recess. School administration will be handling this.
- I was asked to assist in getting [REDACTED] (7th) back into his classroom. His special education teacher told me that she was having a difficult time getting him to come to the room. I found [REDACTED] and he came back to the room with me, but did not want to go inside. He was allowed by his teacher to sit at a table that is right outside of the classroom.

December 18 -

- Attended our second EAP meeting at the high school with SRO Wunsch and our Athletic Director. We started going through the old document and making necessary changes and additions.
- I was asked to help with [REDACTED] (7th) who was being physical with his teachers and kicking, hitting and attempting to bite them. When I got to him, he was not being physical. He is one of our special education students and typically responds well with me. I walked with him around the school until he was ready to go back. I called his teacher who talked with him in my office before going back to class.
- Attended the Cottage Grove Police Department staff meeting.

December 19 -

- I was asked by Mr. Kamoku to assist getting [REDACTED] (5th) to follow directions after he was told several times that he needed to either go to the Community Room to read or into his office to read before being allowed to class. Mr. Kamoku told me that he was refusing to do so and he had been “throwing a tantrum” during class. [REDACTED] was sitting in the front office when I contacted him and initially refused to listen to me. He is the same student who kicked me a few weeks back. I reminded him of what happened last time he refused to listen and that he was not someone who could make the rules. He then stated that he would go to the Community Room to calm down before going back to class.
- I was again asked to get [REDACTED] (5th) after his recess before lunch because he and another student got into a physical fight outside. When I saw him come inside I told him that he needed to talk to Mr. Verhage and he said “I don’t need to talk to him”. I followed him to his locker and told him that he again had no choice and he came to the office with me.
- During the 6th and 7th grade lunch there were several behavior problems that I was asked to assist with by looking at video surveillance. Several students were making messes and not taking care of their lunch trays. The kids were identified and they were given to administration.
- I was asked to view video surveillance to see who had smashed an apple on the floor in the hallway. I was able to identify the student and the student was told by school administration to clean up the mess which he did.
- [REDACTED] (7th) wanted to stay inside with me during his lunch recess. He is one of our special education students who I have a great relationship with. One of the things that he likes to do is to help hold the doors open for when the students come in from outside recess. He helped with that and came into my office to play with an AFLAC duck that I have. He likes to squeeze it to make it quack.

December 20 -

- **2019-521457** - I was informed of a student having a Grand mal seizure in the gym. I responded and contacted the Dane County Communications Center informing them that I needed EMS to respond. Officer Matte also responded due to the severity of the seizure. Shortly before Officer Matte arrived, the student was more alert and talking. He was transported by Deer Grove EMS.
- WINTERFEST!! From 12:40pm until 2:40pm all students got to have fun throughout the school. Activities included Wii Nintendo games, a DJ in the cafeteria, movies in the music rooms, karaoke in the library, arts and crafts in some rooms and then there was a dodgeball competition between grade levels and then at the end there was a students versus staff dodgeball game. The staff lost both games...as usual!

Village of Cottage Grove

POLICE DEPARTMENT

210 Progress Drive, Suite #1
Cottage Grove, WI 53527
Dispatch: (608) 255-2345
Business Office: (608) 839-4652
Fax: (608) 839-4588
Email: dlayber@cottagegrovepolice.org
Website: www.cottagegrovepolice.org



Daniel L. Layber
Chief of Police

28 January 2020

Memorandum Reference 2020 COPS Grant

The United States Department of Justice, Community Oriented Policing Services (COPS) has opened the application period for the 2020 COPS Hiring Program (CHP). This program provides up to 75% of the approved entry-level salary and fringe benefits for a full-time officer for a 36-month period. The agency must then retain the officer for at least 1 year after the grant period expires. The grant officer position cannot supplant local funds that agencies would have otherwise used to hire sworn officers. The police department proposes a community policing strategy in their application for the position, with the goal of reducing violent crime, deploying school resource officers, protecting critical infrastructure and information/intelligence systems through homeland security. Human trafficking is also emphasized and taken into consideration when agencies apply for grants. Special consideration is given to applicants that emphasize the hiring of military veterans. The cost to the village would be about \$20,000 per year for one full-time officer if the Cottage Grove Police Department is successful in applying for and receiving an award. The department would have to submit all application materials by March 11, 2020.

Chief Layber recommends applying for this position to enhance the community policing abilities of our department. A commitment of funds from the Village is necessary to move forward with this application because if funds are awarded, we are required to move forward with the hiring and retention of the officer.

Daniel Layber, Chief of Police
Village of Cottage Grove Police Department



Fact Sheet

www.cops.usdoj.gov

2020 COPS Hiring Program

Strengthening Community Policing by Hiring Officers

The FY 2020 COPS Hiring Program (CHP) is designed to advance public safety through community policing by addressing the full-time sworn officer needs of state, local, and tribal law enforcement agencies nationwide. CHP provides funds directly to law enforcement agencies to hire new or rehire existing career law enforcement officers and to increase their community policing capacity and crime-prevention efforts.

The FY 2020 CHP award program is an open solicitation. All local, state, and tribal law enforcement agencies that have primary law enforcement authority are eligible to apply. All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

WHEN: Deadline for grant application is March 11, 2020 at 7:59 p.m. EDT.

Start EARLY. This is more than a one-day process.

WHERE: 1. Register at www.grants.gov.
2. Complete the application at www.cops.usdoj.gov. Click the "Account Access" tab.

HOW: Online only. No hard copies sent by U.S. Mail or electronic copies sent via email.

Supporting Local Law Enforcement

More than 25 years after its establishment by the Violent Crime Control and Law Enforcement Act of 1994, the COPS Office continues to support the efforts of law enforcement agencies across the country to develop creative and innovative ways to meet long-standing challenges in their communities. To date, the COPS Office has funded the addition of more than 130,000 officers to more than 13,000 state, local, and tribal law enforcement agencies.

COPS Office hiring programs like CHP assist law enforcement agencies in advancing public safety by enhancing their community policing efforts. In a changing economic climate, these programs help state, local, and tribal law enforcement agencies maintain sufficient sworn personnel levels to keep their communities safe.

Funding Provisions

FY 2020 CHP awards will provide up to 75 percent of the approved entry-level salaries and fringe benefits of full-time officers for a 36-month award period, with a minimum 25 percent local cash match requirement and a maximum federal share of \$125,000 per officer position. FY 2020 CHP awards may be used on or after the official award start date to (1) hire new officers (including filling existing officer

vacancies that are no longer funded in an agency's budget); (2) rehire officers already laid off (at the time of application) as a result of state, local, or Bureau of Indian Affairs (BIA) budget reductions unrelated to the receipt of award funding; or (3) rehire officers scheduled to be laid off (at the time of application) on a specific future date as a result of state, local, or BIA budget reductions unrelated to the receipt of award funding. CHP applicants may request funding in one or more of these three hiring categories.

In FY 2020, agencies may request the number of officer positions necessary to support their proposed community policing strategy. Please keep in mind that there is a minimum 25 percent local cash match and a 12-month retention period for each officer position funded. The COPS Office will fund as many positions as possible for successful applicants; however, the number of officer positions requested by an agency may be reduced based on the availability of funding and other programmatic considerations.

The COPS Office may grant a waiver of some or all of an applicant's local match requirement. During the application review process, waiver requests will be evaluated based on a demonstration of severe fiscal distress.

The COPS Office statutory nonsupplanting requirement mandates that CHP funds must be used to supplement (increase) state, local, or BIA funds that would have been dedicated toward sworn officer positions if federal funding had not been awarded. CHP award funds must not be used to supplant (replace) local funds that agencies otherwise would have devoted to sworn officer hiring. The hiring or rehiring of officers under CHP must be in addition to, and not in lieu of, officers who otherwise would have been hired or rehired with state, local, or BIA funds.

At the conclusion of the 36 months of federal funding, recipients must retain all sworn officer positions awarded under the CHP award for a minimum of 12 months.

Retained CHP-funded positions should be added to the recipient's law enforcement budget with state or local funds, to increase the number of locally-funded sworn officer positions that would have existed in the absence of the award. Applicants are required to affirm in their CHP award application that their agency plans to retain any additional officer positions funded following the expiration of the award and identify their planned sources of retention funding.

Highlights of FY 2020 CHP

The COPS Office supports the attorney general's priority goals of reducing violent crime, protecting critical infrastructure and information/intelligence systems through homeland security, and deploying school resource officers to protect elementary or secondary schools through school-based policing. Applicants that choose Violent Crime, Homeland and Border Security, or School-Based Policing as a targeted community policing problem area in their 2020 CHP application will receive additional consideration for funding. Please note: If awarded CHP funding, recipients that chose any of these specific community policing problem areas will not be allowed to change the problem area post-award.

Under FY 2020 CHP, new-hire officer positions are not required to be military veterans. However, because the COPS Office supports the attorney general's priority to hire military veterans whenever possible, applicants who commit to hiring or rehiring at least one military veteran under CHP will receive additional consideration for FY 2020 CHP funding. These military veterans may be in any of the three hiring categories described under "Funding Provisions," not just new hires.

Additional consideration will be provided to applicants that partner with federal law enforcement to address illegal immigration and to agencies that have experienced an unanticipated catastrophic event. All agencies that report that they have experienced a catastrophic event will be required to submit an attachment documenting the event

or incident as part of their application. Additional consideration will also be provided to agencies in states with certain anti-human trafficking laws that treat minors engaged in commercial sex as victims (referred to as “safe harbor” laws) or permit individuals to vacate arrest or prosecution records for nonviolent offenses as a result of being trafficked. Additional consideration will also be provided to agencies from rural areas and agencies that have not previously received COPS Office grant funding.

Applicants who wish to request officer positions in order to deploy school resource officers (SRO) must choose the School-Based Policing through School Resource Officers community policing problem area in their 2020 CHP application. Note that applicants requesting officer positions in order to deploy SROs must deploy all their requested officer positions as SROs. CHP recipients who use CHP funding to deploy SROs will also be required to submit a memorandum of understanding (MOU) between the law enforcement agency and the school partners. In addition, all applicants who select School-Based Policing as their focus area and subsequently receive FY 2020 CHP funding for SRO’s will be required to send each awarded SRO position to a regionally based training, sponsored and subsidized by the COPS Office.

Additional information about this training requirement will be provided to recipients at the time of award or shortly thereafter.

How to Apply

Applicants are first required to register via www.grants.gov and complete an SF-424. Once the SF-424 has been submitted, applicants will receive an email with instructions on completing the second part of the CHP application through the COPS Office Online Application System.

To complete the CHP application, please go to the COPS Office website at www.cops.usdoj.gov and click on the “Account Access” tab in the upper right-hand corner.

Enter your username and password and select “COPS Hiring Program” from the menu of services. Hard copies or electronic copies sent via email will not be accepted.

Complete application packages for the FY 2020 CHP solicitation are due by March 11, 2020, at 7:59 p.m. EDT. Before submitting your application, please review the *2020 COPS Hiring Program (CHP) Application Guide*. Hard copies or electronic copies sent via email or U.S. Mail will not be accepted.

Contact the COPS Office

For more information about COPS Office programs and resources, please call the COPS Office Response Center at 800-421-6770 or visit the COPS Office website at www.cops.usdoj.gov.

ORDINANCE REVIEW COMMITTEE

Wednesday, January 29, 2020

5:30 p.m.

Village Hall
221 E Cottage Grove Rd

1. Call to Order.
2. Determination of quorum and that the agenda was properly posted.
3. **Public Appearances** – Public’s opportunity to speak about any subject that is not a specific agenda item.
4. Discuss any Ordinance edits and changes recommended for the purpose of compiling a prioritized list of recommended Ordinance changes to submit to the Village Board.
5. Discuss any Ordinance Request Forms received.
Chapters 1 Request Form
6. Update on Responsible Bidder Ordinance.
Model Lowest Bid Ordinance
7. Discuss Vaping Ordinance.
Vaping Request Form
Department of Justice Smoking Ban Info Sheet
Vaping Ordinance Example
8. Approve the minutes of the October 30, 2019 meeting.
9. Future agenda items.
10. Set next meeting date.
11. Adjournment.

Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies 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.

ORDINANCE REQUEST FORM**NAME OF REQUESTER:** _____ Jon Russell _____**ADDRESS OF REQUESTER:** _____ 311 Southing Grange Cottage Grove _____

The Village of Cottage Grove Ordinance Review Committee (Committee) reviews requests to revise current or create new Ordinances for the Village.

The Committee must analyze the “Who, What, When , Where, Why and How” when deciding whether to pursue a request. This involves a variety of factors including (but not limited to) whether this is a matter affecting the entire Village, number(s) of individuals affected, how the proposal solves the problem, time and expense related to drafting the proposed language, the cost/benefit involved with the enforcement of the Ordinance.

To assist the Committee, please provide as much background as possible:

WHO (is affected by the proposal)

WHAT (is the actual issue involved, specific sections you want revised, proposed language?)

WHEN (has this been a problem?)

WHERE (have problems occurred?)

WHY (are there existing ordinances, state statutes that could be used as an alternative?)

HOW (does this proposal solve the issue? How have other municipalities dealt with this issue (examples of ordinances from other local jurisdictions are helpful.)

Editing for Chapters 1-106. 12-1 c, standing committees – what are the names listed under 1 & 2 and what are the differences? Letter D states these committees must meet monthly. Why, as it currently does not occur. Appointments – why is each committee different? Example, 12-5 Plan commission is 3 years, but Trustees are elected to 2 years. Recommendation – make them for two years starting at the term of the village president. 13-10 outlines an ethics commission – I do not see it listed on the web site, does one exist? Chapter 36 Emergency Government, will need to be reviewed and modified once a Director is hired. 67-1 states the municipal judge’s term is 2 years. It is 4 years as outlined in 27-2b.

_____ The next meeting of the

Village Ordinance Committee is scheduled for: _____ Thank you for your

interest in the Village of Cottage Grove.

Model Responsible Bidder Ordinance

1) Purpose. Pursuant to Wis. Stat. §§ [62.15(1) and (6) for cities; 61.54 and 62.15(1) and (6) for villages; 60.47(3) for towns] and 66.0901, whenever the [city/ village/town] lets public works by contract, the contract must be awarded to the lowest responsible bidder. What constitutes a responsible bidder is a determination that requires the exercise of discretion by the [city/ village/town]. This ordinance is intended to ensure that bids are reviewed by the [city/ village/town] and its departments, officials or employees under reasonably consistent responsible bidder criteria when exercising its discretion.

2) Definitions. In this section, the following definitions shall apply.

a) "Contractor" means a person, corporation, partnership or any other business entity that performs work on a public works contract as a general contractor, prime contractor or subcontractor at any tier.

b) "Class A Apprenticeship Program" means an apprenticeship program that is currently approved by the U.S. Department of Labor or a state apprenticeship agency and has graduated apprentices to journeyperson status for three (3) years. In addition, a new apprenticeship program that has been registered with the federal or state government within the last three (3) years will be considered a Class A Apprenticeship Program, provided that such new program graduates apprentices to journeyperson status within the indenture period.

c) "Public works contract" means a contract for the construction, alteration, execution, repair, remodeling or improvement of a public work or building, where the contract is required to be bid pursuant to Wis. Stat. § [62.15(1) and (6) for cities; 61.54 and 62.15(1) and (6) for villages; 60.47(3) for Towns].

3) Responsible Bidder Criteria. In order to be a responsible bidder for purposes of being awarded a public works contract, the contractor must meet the following criteria.

a) The contractor maintains a permanent place of business.

b) The contractor is authorized to do business in the State of Wisconsin.

c) The contractor, or agent, partner, employee or officer of the contractor, is not debarred, suspended, proposed for debarment or declared ineligible from contracting with any unit of federal, state or local government.

d) The contractor is in compliance with provisions of Section 2000e of Chapter 21, Title 42 of the United States Code and Federal Executive Order No. 11246 as amended by Executive Order No. 11375 (known as the Equal Opportunity Employer provisions).

e) The contractor has general liability, workers' compensation and automobile insurance at levels sufficient to protect the [city/ village/town] given the size of the public works.

f) The contractor has complied with all provisions of Wisconsin prevailing wage law and federal Davis-Bacon related Acts, and all rules and regulations therein, for projects undertaken by the contractor that are covered by these laws, for the past five (5) years.

g) The contractor participates in a Class A Apprenticeship Program.

h) The contractor has a written substance abuse prevention program meeting the requirements of Wis. Stat. § 103.503.

i) The contractor's employees who will perform work on the project are properly classified as employees or independent contractors under all applicable state and federal laws.

j) The contractor's employees who will perform work on the project are:

i) Covered under a current workers' compensation policy; and

ii) Properly classified under such policy.

k) The contractor's employees who will perform work on the project have the health insurance coverage required by the federal Affordable Care Act.

l) The contractor possesses all applicable professional and trade licenses required for performing the public works.

m) The contractor has adequate financial resources to complete the public works contract, as well as all other work the bidder is presently under contract to complete.

n) The contractor is bondable for the terms of the proposed public works contract.

o) The contractor has a record of satisfactorily completing at least five projects of similar size and complexity within the last five years. Criteria which will be considered in determining satisfactory completion of projects may include, but are not limited to:

i) Completion of contracts in accordance with drawings and specifications;

ii) Diligent execution of the work and completed contracts according to the established time schedules unless extensions are granted by the owner; and

iii) Fulfilled guarantee requirements of the contract documents.

p) The contractor has, and diligently maintains, a written safety program.

q) The contractor has not received a serious, willful or repeated violation from OSHA in the last ten years.

4) No Restriction on Discretion. If information other than what must be disclosed by the contractor in subsection 3 is discovered by the [city/ village/town] or the department, official or employee responsible for awarding the public works contract, and such information calls into question the contractor's capacity or competence to faithfully and responsibly comply with the terms of a public works contract, that information shall be considered in determining whether the contractor is a responsible bidder.

5) Affidavit of Compliance. The general or prime contractor bidding on a public works project must include in its sealed bid;

a) its own affidavit swearing compliance with the criteria set forth in subsection 3) on the form required by the [city/ village/town]; and

b) an affidavit swearing compliance with the criteria set forth in subsection 3) on the form required by the [city/ village/town] from every subcontractor at any tier who will perform work on the project.

ORDINANCE REQUEST FORM

NAME OF REQUESTER: ___Heidi Murphy_(Topic from Melissa Ratcliff)_____

The Village of Cottage Grove Ordinance Review Committee (Committee) reviews requests to revise current or create new Ordinances for the Village.

The Committee must analyze the “Who, What, When , Where, Why and How” when deciding whether to pursue a request. This involves a variety of factors including (but not limited to) whether this is a matter affecting the entire Village, number(s) of individuals affected, how the proposal solves the problem, time and expense related to drafting the proposed language, the cost/benefit involved with the enforcement of the Ordinance.

To assist the Committee, please provide as much background as possible:

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WHEN (has this been a problem?)

WHERE (have problems occurred?)

WHY (are there existing ordinances, state statutes that could be used as an alternative?)

HOW (does this proposal solve the issue? How have other municipalities dealt with this issue (examples of ordinances from other local jurisdictions are helpful.)

The State Health Officer has issued a Public Health Advisory regarding the use of vaping devices, particularly among youth. The State wide smoking ban has been in place since 2009’s Act 10. However this legislation has not been changed to include electronic smoking devices also known as vaping.

The Wisconsin Department of Health Services has a multi-level approach regarding this epidemic. Here are a few recommendations they have for those in Public Office (<https://www.dhs.wisconsin.gov/tobacco/advisory.htm>):

Community and State Leaders

- Update definitions in local smoke-free workplace ordinances to include e-cigarettes and other nicotine smoking devices.
- Implement strategies to curb e-cigarette advertising and marketing that appeal to youth.
- Implement strategies to reduce youth access to flavored tobacco products.

I have attached an example of an Ordinance from the City of Middleton.

Thank you for your interest in the Village of Cottage Grove.

THE SMOKING BAN

A WISCONSIN DEPARTMENT OF JUSTICE ADVISORY MEMORANDUM ON 2009 WI ACT 12 (July 2, 2010)

I. INTRODUCTION

This Wisconsin Department of Justice (DOJ) memorandum (the “Advisory”) is intended to assist law enforcement and other groups in addressing the new requirements established by 2009 Wisconsin Act 12 that relate to smoking in public places. The Advisory summarizes the requirements of Act 12 and how the Act is enforced. Finally, the Advisory concludes with some frequently asked questions about the Act.

II. SUMMARY OF THE LAW

Act 12, which takes effect July 5, 2010, amends the current law restricting smoking under Wis. Stat. § 101.123. Act 12 expands the breadth of the prohibition against smoking and limits the exceptions where smoking is prohibited. In particular, Act 12 lists fifteen specific enclosed places where smoking is prohibited and then includes a catch-all provision that prohibits smoking in all other “enclosed places” that are “places of employment” or that are “public places.” Act 12 removes the general exception for designated smoking areas. It also retains from current law the four specific outdoor areas where smoking is prohibited. Additionally, Act 12 specifically prohibits smoking in sports arenas, bus shelters and public conveyances, even if those places don’t meet the definition of “enclosed place.”

Act 12 provides that any local ordinance regulating or prohibiting outside smoking must comply with Act 12, applies only to public property under the municipality’s jurisdiction, and must allow a “person in charge” of restaurants, taverns, private clubs, or retail establishments to designate an outside smoking area within a reasonable distance from any entrance to the establishment.

Finally, Act 12 requires a “person in charge” of a place subject to Act 12 to take the necessary steps to ensure compliance with the Act. Act 12 creates a legal obligation on smokers and persons in charge of places where smoking is prohibited and increases the penalty for violations of the Act. The Wisconsin Department of Justice and local law enforcement are authorized to enforce Act 12.

III. IMPORTANT DEFINITIONS

“Smoking” – burning or holding, or inhaling or exhaling smoke from, any of the following items containing tobacco:

- A lighted cigar.
- A lighted cigarette.
- A lighted pipe.
- Any other lighted smoking equipment.

Wis. Stat. §101.123(1)(h)

“Enclosed place” – a structure or area that has all of the following:

- A roof.
- More than 2 substantial walls.

Wis. Stat. §101.123(1)(ak)

“Place of employment” – any enclosed place that employees normally frequent during the course of employment, including

- an office;
- a work area;
- an elevator;
- an employee lounge;
- a restroom;
- a conference room;
- a meeting room;
- a classroom;
- a hallway;
- a stairway;
- a lobby;
- a common area;
- a vehicle; or
- an employee cafeteria.

Wis. Stat. §101.123(1)(dj)

“Public place” – any enclosed place that is open to the public, regardless of whether a fee is charged or a place to which the public has lawful access or may be invited.

Wis. Stat. §101.123(1)(eg)

“Person in charge” – the person, or his or her agent, who ultimately controls, governs or directs the activities aboard a public conveyance or at a location where smoking is prohibited or regulated under this section.

Wis. Stat. §101.123(1)(d)

“Substantial wall” – a wall with no opening or with an opening that either does not allow air in from outside or is less than 25 percent of the wall’s surface area.¹

Wis. Stat. § 101.123(1)(id)

IV. THE PROHIBITION ON SMOKING

Starting July 5, 2010, smoking is not permitted in “enclosed places” that are “places of employment” or “public places.” Wis. Stat. § 101.123(2)(a)(9). Additionally, smoking is specifically prohibited in the following enclosed places and outdoor areas:

- State Capitol and immediate vicinity;
- Residence halls of colleges and universities (including any location 25 feet or less from a residence hall or dormitory owned or operated by the Board of Regents of the University of Wisconsin System);
- Day care centers (including outdoor premises when children are present);
- Educational facilities;
- Correctional facilities (and anywhere on the grounds of a Type 1 juvenile correctional facility);
- State institutions (mental health, developmentally disabled persons);
- All restaurants and taverns;
- All retail establishments;
- Private clubs (any facility used by an organization that limits membership and is organized for recreational, social, political etc. purposes);
- Common areas of multi unit residential properties;
- Hotels, motels, bed & breakfasts, and tourist rooming houses;
- All municipal buildings;
- Sports Arenas of all kinds including Lambeau Field, Miller Park, stadiums, pavilions, gymnasiums, swimming pools, or other buildings where spectator sporting events are held (whether or not they fit the definition of an enclosed space);
- Health and medical centers including hospitals, physician’s offices, treatment centers;
- Inpatient health care facilities (county home, nursing homes, hospice, veteran’s home); and
- Theaters.

¹ Originally the Act defined “substantial wall” as “a wall with an opening that may be used to allow air in from the outside that is less than 25 percent of the wall’s surface area.” However, this definition was revised on May 11, 2010, by 2009 Wis. Act 276.

Additionally, no person may smoke in any of the following, regardless of whether they constitute an “enclosed place:”

- Sports arenas (defined as any stadium, pavilion, gymnasium, swimming pool, skating rink, bowling center, or other building where spectator sporting events are held);
- Bus shelters, public transit.

V. EXEMPTIONS

Act 12 has limited the exemptions to the smoking ban. Smoking is allowed in private residences and certain residence rooms in assisted living facilities. There is a limited exemption for retail tobacco stores or tobacco bars that were in existence prior to June 3, 2009, and only the smoking of cigars or pipes is allowed in such establishments.

Notably, Wisconsin law previously provided exemptions to bowling centers, taverns, halls used for private functions, certain restaurants, rooms where the main occupants are smokers, and areas of facilities used for manufacturing or assembly. Now, all of these types of businesses must be smoke-free under Act 12. Furthermore, Act 12 eliminates the general exception for designated smoking areas and the ability to designate smoking areas in enclosed indoor locations.

VI. RESPONSIBILITIES OF PERSONS IN CHARGE

Act 12 requires persons in charge of places where smoking is prohibited to take steps to ensure compliance with the Act. A person in charge of a location where smoking is prohibited under Wis. Stat. §102.123 may not allow any person to smoke at the location. Wis. Stat. §102.123(2m)(a). A person in charge may not provide matches, ashtrays, or other equipment for smoking at a location where smoking is prohibited. Wis. Stat. §102.123(2m)(b). And, a person in charge shall make “reasonable efforts” to prohibit persons from smoking by:

- Posting signs;
- Refusing to serve a person smoking in a restaurant, tavern, or private club; and
- Asking a person who is smoking to refrain and, if the person refuses to do so, asking the person to leave.

Wis. Stat. §102.123(2m)(c).

If the person who smokes refuses to leave, the person in charge shall immediately notify an appropriate law enforcement agency of the violation. Wis. Stat. §102.123(2m)(d). Finally, a person in charge may take measures other than those listed

in the statute to prevent persons from being exposed to smoking or to further ensure compliance with the law. Wis. Stat. §102.123(2m)(c).

Notably, Act 12 does not require that a person in charge be onsite; however, certain responsibilities created by Act 12 seem to apply to onsite actions of a person in charge. *See* Wis. Stat. § 101.123(2m)(b). For example, the Act sets forth minimum requirements for a person in charge to ensure compliance, including “Asking a person who is smoking to refrain and, if the person refuses to do so, asking the person to leave.” Other requirements, such as the signage provisions, appear to impose a statutory duty on a “person in charge,” regardless of the person’s presence onsite.

VII. PENALTIES

Individual smokers – A person smoking in a place where smoking is prohibited may be required to pay a forfeiture of \$100 to \$250. Wis. Stat. §101.123(8)(a).

Persons in charge – If a person in charge fails to meet his/her responsibilities under Act 12, the person in charge must receive a warning notice for the first offense; however, subsequent offenses shall receive a citation and forfeiture of \$100 for each violation. No person in charge may be required to forfeit more than \$100 in total for all violations occurring on a single day. Wis. Stat. § 101.123(8)(dm)-(d).

VIII. ENFORCEMENT

Pursuant to Wis. Stat. § 165.60, both the Wisconsin Department of Justice and local law enforcement are authorized to enforce the provisions of the smoking ban. The Wisconsin Department of Justice’s authority is to enforce, not prosecute, the Act. Wis. Stat. § 165.60 (providing that enforcement power is the same as those “powers conferred by law upon sheriffs and municipal police officers”). Primary enforcement authority lies with local law enforcement; and the Wisconsin Department of Justice will only lead enforcement efforts on violations that are statewide in nature, importance or influence.

District attorneys are responsible for prosecuting forfeiture actions for violations of the Act. Wis. Stat. § 778.12. In addition, state or local officials or any affected party may institute an action to enjoin repeated violations of the statute. Wis. Stat. § 101.123(9).

Act 12 does not authorize the use of citations by law enforcement as a mechanism to enforce the smoking ban. Citations are an exception to the general rule that civil complaints are used to enforce violations of civil duties where forfeitures are authorized. *See* Wis. Stat. §§ 778.02 and 778.25. Notably, Act 12 did not revise Wis. Stat. § 778.25, which authorizes the use of citations with regards to certain limited violations.

Since Act 12 does not preclude enactment of local ordinances that are consistent with state law, depending on the circumstances, a municipality can enact an ordinance incorporating the terms of the smoking ban and authorizing use of citations to enforce the local ordinance. *See* Wis. Stat. §101.123(4m). Such ordinances may be enforced and prosecuted consistent with the enforcement and prosecution of other local ordinances.

Finally, individuals wishing to report violations should be directed to local law enforcement for follow-up. A statewide complaint phone line (1-800-NO-SMOKE) and website (www.WIBetterSmokeFree.com) will also be available to collect and forward complaints to local law enforcement.

IX. LOCAL AUTHORITY

Act 12 specifically preserves the authority of a county, city, village or town to enact ordinances, or of any school district to adopt policies, that protect the health and comfort of the public. Wis. Stat. §101.123(4m). Under Act 12, however, county, city, village, or town ordinances and school district policies regulating or prohibiting outside smoking may apply only to public property under the jurisdiction of the county, city, village, town, or school district and:

- Such ordinances shall allow a restaurant, tavern, private club, or retail establishment to designate an outside area that is a “reasonable distance” from any entrance for smoking; and
- The ordinance may not define the term “reasonable distance” or set any specified measured distance as being a “reasonable distance.”

Wis. Stat. §101.123(4m)

A municipality seeking to enact an ordinance regulating or prohibiting smoking, however, will also have to consider whether it has authority independent of Act 12 to enact such an ordinance and whether the ordinance is preempted by Act 12. Villages and cities have constitutional “home rule” powers pursuant to Article XI, Section 3 of the Wisconsin Constitution; and statutory home rule authority to act for the health, safety, and welfare of the public pursuant to Wis. Stat. §§ 61.34(1) and 62.11(5). Counties possess similar statutory home rule authority pursuant to Wis. Stat. §§ 59.03; and towns that have adopted village powers have home rule authority pursuant to Wis. Stat. § 61.34(1).

Even where a municipality has home rule authority to enact an ordinance, however, if an ordinance addresses a matter that is solely or chiefly of state-wide concern, a municipality’s regulatory powers are limited. *DeRosso Landfill Co. v. City of Oak Creek*, 200 Wis. 2d 642, 651, 547 N.W.2d 770, 773 (1996). In areas of state-wide concern municipalities may enact ordinances in the same field and on the same subject covered by state legislation only where such ordinances do not conflict with, but rather complement, the state legislation. *Id.* Factors to consider in analyzing preemption are: whether the legislature has expressly withdrawn the power of municipalities to act;

whether the ordinance logically conflicts with state legislation; whether the ordinance defeats the purpose of the state legislation; or whether the ordinance violates the spirit of state legislation. *Id.* at 651-652.

FREQUENTLY ASKED QUESTIONS:

Q1: *Can a municipality enact an ordinance that defines the term “enclosed place” or “substantial wall” in a manner that allows it to prohibit smoking in places that are not subject to the prohibitions in Act 12?*

A: A municipality may not restrict outside smoking except on public property under its jurisdiction and so long as such ordinances allow a restaurant, tavern, private club, or retail establishment to designate an outside smoking area that is a “reasonable distance” from any entrance. With respect to indoor smoking prohibitions, Act 12 does not limit a municipality’s authority to enact an ordinance that protects the health and comfort of the public. Wis. Stat. §101.123(4m). Act 12 does not expressly define “outside smoking” or “inside smoking.” To the extent a local ordinance defines “enclosed place” or “substantial wall” in a manner that is expressly preempted by the state law, logically conflicts with state law, defeats the purpose of the state law, or violates the spirit of the state law, it would be preempted.

Q2: *Does a wall with a window or door that makes up more than 25% of the surface area of the wall constitute a “substantial wall” if the window or door is closed?*

A: Yes. Act 12 defines “substantial wall” as “[1] a wall with no opening or [2] with an opening that either does not allow air in from outside or is less than 25 percent of the wall’s surface area.” Thus, the opening must be larger than 25% of the wall’s surface area *and* allow in air from the outside if the wall is not to be considered a substantial wall. Closing all openings or partially closing some or all openings, such that less than 25% of a wall’s surface area is allowing in air from the outside, makes the wall a “substantial wall” for purposes of the Act.

Q3: *Can a municipality regulate outside smoking?*

A: To a limited degree. Under Act 12, municipal ordinances regulating or prohibiting outside smoking would need to satisfy the following requirements:

- Comply with the purpose of Act 12 and protect the health and comfort of the public;
- Apply only to public property under the jurisdiction of the county, city, village, town, or school district;
- Allow a restaurant, tavern, private club, or retail establishment to designate an outside area that is a “reasonable distance” from any entrance for smoking; and

- Refrain from defining the term “reasonable distance” or setting any specified measured distance as being a “reasonable distance.”

Q4: *Who has the authority to enforce the smoking ban pursuant to Act 12?*

A: Both local law enforcement personnel and the Wisconsin Department of Justice have authority to enforce Act 12. Prosecution of forfeiture actions rests with the district attorneys; though local officials may prosecute municipal ordinances that are not preempted. All affected individuals may bring a civil action to enjoin violations of the Act.

Q5: *Can a municipality adopt an ordinance giving authority to a person or agency other than the police department to enforce a smoking ban?*

A: Act 12 does not prohibit municipalities from enacting local ordinances that vest enforcement authority in an agency other than law enforcement. However, no ordinance may regulate subject matter preempted by state law.

Q6: *Who is a “person in charge” and does such a person include any employee of a bar or restaurant who is working at the time of the smoking incident?*

A: Act 12 defines “Person in charge” as the person, or his or her agent, who ultimately controls, governs or directs the activities aboard a form of public transportation or at a location where smoking is prohibited or regulated. Because an employee of a restaurant is an agent of the restaurant owner, an employee may be a “person in charge.” Enforcement authorities have discretion when determining who should be referred to a district attorney for a forfeiture action.

Q7: *Can enforcement be done through a citation?*

A: Act 12 does not authorize the use of citations by law enforcement as a mechanism to enforce the state smoking ban. District attorneys, therefore, will have to use a civil complaint when bringing forfeiture actions to enforce Act 12.

Citations may be used to enforce local ordinances that are not preempted by state law, should the ordinance provide for such an enforcement mechanism.

Q8: *Who provides the smoke-free signage required by Act 12?*

A: Persons in charge are obligated to comply with the signage provisions of Act 12. However, the Department of Commerce shall, by rule, specify uniform dimensions and other characteristics of the signs required under Act 12. Resources for businesses and employers, including signs, are already available at: www.WIBetterSmokeFree.com

Q9: *Are bleachers used for watching softball games and tournaments at village, city and county parks to be smoke-free?*

A: It will depend on the circumstances, but Act 12 does not prohibit smoking in such places unless the bleachers are in a sports arena or some enclosed place. Act 12 defines “sports arena” as any stadium, pavilion, gymnasium, swimming pool, skating rink, bowling center, or other building where spectator sporting events are held.

Q10: *Are there any guidelines as to how local law enforcement should deal with complaint calls and letters?*

A: No. Local law enforcement must use its discretion as to how to handle complaints and what resources and protocols it will establish to enforce Act 12. This is no different than enforcing laws (and often complementary ordinances) that provide for forfeitures in other circumstances.

Q11: *Will someone else (other than local law enforcement) be coming out to tell an operator if their structure is in compliance with the Act or not? Or will that be the role of local law enforcement?*

A: It is an operator’s responsibility to comply with state law. Nothing in Act 12 imposes a duty on law enforcement to inform an operator whether smoking is permitted at a facility, except that a forfeiture action for certain violations of the Act may not be initiated against a “person in charge” unless that person has received a prior warning notice.

Q12: *Where do complaints get collected?*

A: Individuals wishing to report violations shall be directed to local law enforcement for follow-up. A statewide complaint phone line (1-800-NO-SMOKE) and website (www.WIBetterSmokeFree.com) will also be available through the Department of Health Services to collect and forward complaints to local law enforcement. When a complaint is received through the phone line or through the website, a letter will be sent to local law enforcement with a copy going to the establishment about which the complaint was filed. Local law enforcement will have to use its discretion in responding to complaints.

Prepared by:
Abigail C. S. Potts, Assistant Attorney General

6.08 DEFECACTION OF ANIMALS

(1) Public Property

No person owning or having custody or control of any animal shall suffer or permit such animal to defecate upon any public sidewalk, terrace, street, park or other public way without immediately causing such defecation to be removed therefrom by burial or flushing in a toilet. (O1461, 4/3/18)

(2) Private Property

No person owning or having custody or control of any animal shall suffer or permit such animal to defecate upon any private property of another. No violation shall be deemed to have occurred if, after such animal defecates upon property of another, the owner or person in the custody or control of such animal immediately causes such defecation to be removed therefrom by carrying it away followed by burial or flushing in a toilet, provided that such defecation or removal of defecation is not considered a trespass under Section 16.04(4) or Wis. Stats. §943.13. (O1461, 4/3/18)

(3) Penalty

Any person who violates any provision of this section is subject to a penalty as provided in s. 30.04 of this Code.

6.09 SMOKING PROHIBITED

(1) Purpose

The Common Council finds that smoking tobacco products is hazardous to the health of both smokers and nonsmokers who are exposed to smoking. Reliable scientific studies, including studies conducted by the Surgeon General of the United States, have shown that breathing side-stream or secondhand smoke is a significant health hazard to nonsmokers, particularly to children, elderly people, individuals with cardiovascular disease, and individuals with impaired respiratory function, including asthmatics and those with obstructive airway disease. Health hazards induced by breathing side-stream or secondhand smoke include lung cancer, respiratory infection, decreased respiratory function, decreased exercise tolerance, bronchoconstriction, and bronchospasam. This Section is adopted for the purpose of protecting the public health, general welfare, safety and comfort of the people of the City of Middleton.

(2) Definitions

Except as otherwise provided herein, the definitions set forth in Wis. Stats. § 101.123 as in effect on July 5, 2010 are hereby adopted and incorporated by reference as if fully set forth herein.

"Electronic smoking device" means any product containing or delivering nicotine or any other similar substance intended for human consumption that can be used by a person to simulate smoking through inhalation of vapor or aerosol from the product. The term shall include such devices whether they are manufactured as electronic cigarettes, electronic cigars, electronic pipes or any other product name. (O1497, 08/20/19)

"Service line," means any area indoors or outdoors which is open to the public in which one (1) or more persons are waiting in line to purchase, order or otherwise receive a service or good of any kind, whether or not the service involves the exchange of money, including, but not limited to ATM lines, concert lines, food vendor lines, movie ticket lines and sporting event lines or waiting for public transportation. The term "service line" does not include lines in which people wait in their vehicle such as a line for drive-through service or car wash.

"Smoking" or "to smoke" in addition to the meaning set forth in Wis. Stats. §101.123, includes the use of an electronic smoking device which creates an aerosol or vapor, in any manner or in any form or the use of any oral smoking device. (O1497, 08/20/19)

(3) Prohibition of Smoking in Public Buildings

No person may smoke in any of the following places:

- (a) Anyplace where smoking is prohibited by Wis. Stats. § 101.123(2) as in effect on July 5, 2010.
- (b) Within fifteen (15) feet of any service line.
- (c) Any outdoor seating area provided for outdoor theater, concerts or similar events. Where such events do not provide specific seating areas, designated smoking areas shall be provided in a location reasonably removed from the main observation area.
- (d) Persons in charge of a restaurant, tavern, private club, or retail establishment may establish outside smoking areas where customers, employees, or persons associated with the restaurant, tavern, private club, or retail establishment may smoke. Such places shall be established a reasonable distance from any entrance, open window or vent leading inside the restaurant, tavern, private club or retail establishment.

(4) Exceptions

The prohibitions in subsection (3) shall not apply to any place identified in Wis. Stats. § 101.123(3) as in effect on July 5, 2010.

(5) Posting of Signs

Every public building shall have posted at every entrance a conspicuous sign clearly stating that smoking is prohibited. Every vehicle that constitutes a place of employment shall post a conspicuous sign likely to be seen by any occupant clearly stating that smoking is prohibited. Use of the international "No Smoking" symbol, a pictorial representation of a burning cigarette enclosed in a red circle with a red bar across the cigarette, shall be construed as a clear statement that smoking is prohibited. The posting of signs is an affirmative duty upon the owner or operator of a public building, but failure of the owner or operator of a public building to post signs shall not be a defense to prosecution of a violation of this ordinance.

(6) Ashtrays

No ashtrays shall be present in any indoor area where smoking is prohibited by this Section except for ashtrays displayed for sale and not available for use on the premises.

(7) Retaliation; Waiver of Rights

- (a) No person or employer shall discharge, refuse to hire, refuse service to or in any manner retaliate against an employee, applicant for employment, or customer because that employee, applicant or customer exercises any rights afforded by this Section, makes a complaint regarding any violation of this Section, or reports a violation of this Section to the City.
- (b) An employee who works in a setting where an employer allows smoking contrary to this Section does not waive or otherwise surrender any rights the employee may have against the employer or any other party.

(8) Enforcement and Penalties

- (a) Any person found in violation of subsection (3) shall be subject to a forfeiture not less than Twenty-five Dollars (\$25.00) nor more than One Hundred Dollars (\$100.00).
- (b) Any owner, operator, or manager of a place where smoking is prohibited who observes a violation of this Section, shall immediately direct the person committing the violation to cease smoking and extinguish all smoking materials. If the person does not stop

smoking, the owner, operator, or manager shall order the person to leave the premises. If the person fails to immediately leave the premises, the owner, operator, manager shall immediately call the City of Middleton Police Department. Any owner, operator, or manager or employee who fails to prevent violations of this ordinance as set forth in this paragraph or otherwise fails to comply with any provisions of this Section shall be subject to a forfeiture as follows:

1. Not less than Twenty-five Dollars (\$25.00) nor more than One Hundred Dollars (\$100.00) for the first violation within any twelve (12) month period.
 2. Not less than Fifty Dollars (\$50.00) nor more than Two Hundred Dollars (\$200.00) for the second violation within any twelve (12) month period.
 3. Not less than One Hundred Dollars (\$100.00) nor more than Five Hundred Dollars (\$500.00) for the third violation within any twelve (12) month period.
- (c) Each day a violation exists or occurs shall constitute a separate violation.
- (d) Violation of this Section shall constitute grounds for the revocation or suspension of any license or permit issued under Chapter 7 of this Code of Ordinances related to the operation of the premises where smoking is prohibited.
- (e) Violations of this Section shall be considered public nuisances and may be enjoined pursuant to Chapter 17 of this Code of Ordinances, Wis. Stats. Chap. 823 or by any other means authorized by law.

(9) Severability

If any portion, clause, sentence, or paragraph of this Section or the application thereof to any person, entity, or circumstances is held invalid, that invalidity shall not affect the other provisions of the Section which can be given effect without the invalid provision or application and to this end the provisions of this Section are declared to be severable.

Village of Cottage Grove Ordinance Committee

DRAFT Minutes

Wednesday, October 30, 2019

1. Call to Order.

- a. Heidi called the meeting to order 5:30PM

2. Determination of quorum and that the agenda was properly posted.

Attendance: Alex Jushchyshyn, Jon Russell, Phyllis Jones-Morrison, Heidi Murphy, Jess Robinson

3. Public Appearances – Public's opportunity to speak about any subject that is not a specific agenda item.

- a. Alex reviewed, full document of Village Ordinances. Alex was able to sort with a full table of contents and listed revision dates. Lisa to send full doc to the committee.

4. Discuss any ordinance edits and changes recommended for the purpose of compiling a prioritized list of recommended Ordinance changes to submit to the village Board.

- a. Jess to pick ordinances to him review based on his expertise on Fire, EMS and building codes. any issues to be presented at next meeting.
- b. No discussion of additional prioritization's.

5. Discuss and Ordinance Request Forms Received.

- a. no submissions at this time

6. Discuss and Consider Ordinance Request From for alcohol licensees.

- a. Section A: Fix section a to match state code to add clarity
- b. Section b why close at 8 am? ask board if we want to open at 6 am?
- c. Section c why close at 1 am? ask board if we want to be open until 2pm?
- d. Motion Alex Jushchyshyn to table and ask board on direction on the above notes, 2nd Phyllis Jones-Morrison

Vote: 5-0

7. Discuss and Consider Ordinance Request From for Responsible Bidder Ordinance.

- a. what is the definition of public contract? should we also look at this?
- b. What is the level of insurance needed for projects?
- c. Discussion was held for creation of an ordinance vs guidance document. It was resolved at guidance document would service the Village better at this time.
- d. Jon Russell volunteered to create the first draft of the guidance document.
- e. Alex Jushchyshyn, Motion to create guidance document to be lead by Jon Russell. 2nd Jess Robinson
Vote: 5-0

8. Approve Minutes of August 28, 2019

- a. Phyllis Jones-Morrison to approve, 2nd Alex Jushchyshyn
Vote: 4-0-1

9. Future Agenda Items

- a. Jon Russell to present first draft of Responsible Bidder Document
- b. Review Recommendations from the board on item 6.

10. Set next meeting

January 29, 2020, 5:30 pm

11. Adjournment.

- a. motion by Phyllis Jones-Morrison , 2nd Jon Russell
Vote: 5-0

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
ACE HARDWARE OF COTTAGE GROVE					
2688	ACE HARDWARE OF COTTAGE GRO	2688-020420	SHOP SUPPLIES	100-53300-340	102.68
2688	ACE HARDWARE OF COTTAGE GRO	2688-020420	SHOP SUPPLIES	600-60935-340	34.23
2688	ACE HARDWARE OF COTTAGE GRO	2688-020420	SHOP SUPPLIES	601-60834-340	34.23
2688	ACE HARDWARE OF COTTAGE GRO	2688-020420	TUBE REFILL FOR TOILET TANK	100-51600-340	3.34
2688	ACE HARDWARE OF COTTAGE GRO	2688-020420	TUBE REFILL FOR TOILET TANK	600-60935-340	1.12
2688	ACE HARDWARE OF COTTAGE GRO	2688-020420	TUBE REFILL FOR TOILET TANK	601-60834-340	1.12
2688	ACE HARDWARE OF COTTAGE GRO	2688-020420	PICTURE HANGERS - PD	100-51700-340	16.91
2688	ACE HARDWARE OF COTTAGE GRO	2688-020420	PICTURE HANGERS - PD	600-60935-340	5.63
2688	ACE HARDWARE OF COTTAGE GRO	2688-020420	PICTURE HANGERS - PD	601-60834-340	5.63
Total ACE HARDWARE OF COTTAGE GROVE:					204.89
AGUILER, PENNY					
6369	AGUILER, PENNY	6369-020420	CITIZENS PER DIEM FOR PARKS, REC & FORESTR	100-51100-140	40.00
Total AGUILER, PENNY:					40.00
ALSCO					
1462	ALSCO	IMIL1530127	MATS AT MUNICIPAL SERVICES BLDG	100-51700-210	32.15
1462	ALSCO	IMIL1530127	MATS AT MUNICIPAL SERVICES BLDG	600-60920-340	10.71
1462	ALSCO	IMIL1530127	MATS AT MUNICIPAL SERVICES BLDG	601-60850-340	10.71
1462	ALSCO	IMIL1530128	MATS	100-51700-210	20.24
1462	ALSCO	IMIL1530128	UNIFORMS	100-53200-340	31.87
1462	ALSCO	IMIL1530128	MATS & UNIFORMS	600-60920-340	12.41
1462	ALSCO	IMIL1530128	MATS & UNIFORMS	601-60850-340	12.41
1462	ALSCO	IMIL1530129	MATS AT VILLAGE HALL	100-51600-210	23.39
1462	ALSCO	IMIL1530129	MATS AT VILLAGE HALL	600-60920-340	7.80
1462	ALSCO	IMIL1530129	MATS AT VILLAGE HALL	601-60850-340	7.79
1462	ALSCO	IMIL1532545	MATS AT MUNICIPAL SERVICES BLDG	100-51700-210	32.15
1462	ALSCO	IMIL1532545	MATS AT MUNICIPAL SERVICES BLDG	600-60920-340	10.71
1462	ALSCO	IMIL1532545	MATS AT MUNICIPAL SERVICES BLDG	601-60850-340	10.71
1462	ALSCO	IMIL1532546	MATS	100-51700-210	20.24
1462	ALSCO	IMIL1532546	UNIFORMS	100-53200-340	31.87
1462	ALSCO	IMIL1532546	MATS & UNIFORMS	600-60920-340	12.41
1462	ALSCO	IMIL1532546	MATS & UNIFORMS	601-60850-340	12.41
1462	ALSCO	IMIL1532547	MATS AT VILLAGE HALL	100-51600-210	23.39
1462	ALSCO	IMIL1532547	MATS AT VILLAGE HALL	600-60920-340	7.80
1462	ALSCO	IMIL1532547	MATS AT VILLAGE HALL	601-60850-340	7.79
Total ALSCO:					338.96
ASSOC APPRAISAL CONSULTANT INC					
90	ASSOC APPRAISAL CONSULTANT IN	146547	PROF SERVICES - FEBRUARY 2020	100-51530-210	1,250.00
90	ASSOC APPRAISAL CONSULTANT IN	146547	INTERNET POSTING	100-51530-210	37.77
Total ASSOC APPRAISAL CONSULTANT INC:					1,287.77
AXON ENTERPRISE INC					
5829	AXON ENTERPRISE INC	SI-1633261	TASER	100-52100-340	1,265.00
Total AXON ENTERPRISE INC:					1,265.00
BOBCAT OF MADISON INC					
754	BOBCAT OF MADISON INC	01-82593	BOBCAT REPAIR PARTS	100-53300-340	113.17
754	BOBCAT OF MADISON INC	01-82593	BOBCAT REPAIR PARTS	600-60935-340	37.73
754	BOBCAT OF MADISON INC	01-82593	BOBCAT REPAIR PARTS	601-60834-340	37.73

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
Total BOBCAT OF MADISON INC:					188.63
BRINKMEIER, DONALD					
2786	BRINKMEIER, DONALD	2786-020420	CITIZEN PER DIEM FOR PLAN COMISSION 7/1/19-1	100-51100-140	120.00
Total BRINKMEIER, DONALD:					120.00
BROOM, KYLE					
6368	BROOM, KYLE	6368-020420	CITIZENS PER DIEM FOR PLAN COMMISSION 7/1/1	100-51100-140	120.00
Total BROOM, KYLE:					120.00
BRUSEGAR, BRADY T					
5373	BRUSEGAR, BRADY T	5373-020420	BASKETBALL REFEREE - 1/18 X 3 GAMES	100-55310-342	75.00
Total BRUSEGAR, BRADY T:					75.00
BRUSEGAR, COLE J					
5215	BRUSEGAR, COLE J	5215-020420	BASKETBALL REFEREE - 1/18 X 3 GAMES	100-55310-342	75.00
Total BRUSEGAR, COLE J:					75.00
BURKE TRUCK & EQUIPMENT					
2	BURKE TRUCK & EQUIPMENT	26275	PLOW REPAIR PARTS	100-53300-340	82.88
2	BURKE TRUCK & EQUIPMENT	26275	PLOW REPAIR PARTS	600-60935-340	27.62
2	BURKE TRUCK & EQUIPMENT	26275	PLOW REPAIR PARTS	601-60834-340	27.62
2	BURKE TRUCK & EQUIPMENT	26278	PLOW REPAIR PARTS	100-53300-340	23.97
2	BURKE TRUCK & EQUIPMENT	26278	PLOW REPAIR PARTS	600-60935-340	7.99
2	BURKE TRUCK & EQUIPMENT	26278	PLOW REPAIR PARTS	601-60834-340	7.99
Total BURKE TRUCK & EQUIPMENT:					178.07
CHILDS, GERRICK OR SARAH					
6517	CHILDS, GERRICK OR SARAH	6517-020420	REFUND OF TAX OVERPAYMENT	100-12100	258.99
Total CHILDS, GERRICK OR SARAH:					258.99
CITY OF MADISON TREASURER					
584	CITY OF MADISON TREASURER	26792	MPD TRAINING JESSICA HELGELAND	100-52100-330	440.00
584	CITY OF MADISON TREASURER	26967	TRAFFIC SIGNAL MAINTENANCE	100-53400-340	716.48
Total CITY OF MADISON TREASURER:					1,156.48
CIVIC SYSTEMS					
411	CIVIC SYSTEMS	CVC18949	SENSUS ANALYTICS INTEGRATION	600-60902-340	412.50
411	CIVIC SYSTEMS	CVC18949	SENSUS ANALYTICS INTEGRATION	601-60840-340	412.50
Total CIVIC SYSTEMS:					825.00
CORRPRO COMPANIES INC					
6018	CORRPRO COMPANIES INC	588791	ANNUAL CATHODIC INSPECTION TANK & WATER T	600-60650-340	2,640.00
Total CORRPRO COMPANIES INC:					2,640.00
CRYSTAL CLEANERS INC					
5220	CRYSTAL CLEANERS INC	22046	CLEANING AT MSB - DECEMBER 2019	100-51700-210	187.20

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
5220	CRYSTAL CLEANERS INC	22046	CLEANING AT MSB - DECEMBER 2019	600-60935-340	36.40
5220	CRYSTAL CLEANERS INC	22046	CLEANING AT MSB - DECEMBER 2019	601-60834-340	36.40
5220	CRYSTAL CLEANERS INC	22047	CLEANING AT MSB PD - DECEMBER 2019	100-51700-210	388.00
5220	CRYSTAL CLEANERS INC	22048	CLEANING AT VILLAGE HALL - DECEMBER 2019	100-51600-210	214.00
Total CRYSTAL CLEANERS INC:					862.00
DCCOPA					
628	DCCOPA	2020-CGPD	DCCOPA DUES FOR CHIEF LAYBER AND LT WAGN	100-52100-320	80.00
Total DCCOPA:					80.00
DEERFIELD PISTOL CENTER					
5760	DEERFIELD PISTOL CENTER	54034	BELT AND WATERPROOF SIDE ZIP - MATTE	100-52100-342	138.90
Total DEERFIELD PISTOL CENTER:					138.90
DEER-GROVE EMS					
251	DEER-GROVE EMS	20201	DEFIBRILLATOR PADS	100-52100-340	154.04
Total DEER-GROVE EMS:					154.04
DELTA DENTAL OF WISCONSIN					
94	DELTA DENTAL OF WISCONSIN	1395927	DENTAL PREMIUM - FEBRUARY 2020	100-21532	3,753.69
Total DELTA DENTAL OF WISCONSIN:					3,753.69
DETROIT SALT COMPANY					
6136	DETROIT SALT COMPANY	S1120-03273	ROAD SALT	100-53300-370	11,188.40
6136	DETROIT SALT COMPANY	S120-03348	ROAD SALT	100-53300-370	9,726.68
6136	DETROIT SALT COMPANY	S120-04192	ROAD SALT	100-53300-370	16,771.60
Total DETROIT SALT COMPANY:					37,686.68
EBERHARDT, ANDREW					
2789	EBERHARDT, ANDREW	2789-020420	CITIZEN PER DIEM FOR PUBLIC WORKS & PROPE	100-51100-140	40.00
Total EBERHARDT, ANDREW:					40.00
ELDER, MICHAEL					
5583	ELDER, MICHAEL	5583-020420	CITIZENS PER DIEM FOR COMMUNITY DEVELOPM	100-51100-140	60.00
Total ELDER, MICHAEL:					60.00
ENGRAVING & TROPHY SPECIALISTS INC					
5942	ENGRAVING & TROPHY SPECIALIST	59785	CIVILIAN GALLANTRY AWARD	100-52100-340	75.00
Total ENGRAVING & TROPHY SPECIALISTS INC:					75.00
FRONTIER					
3912	FRONTIER	3912-020420	608-839-4698 VILLAGE HALL FAX	100-51600-225	41.95
3912	FRONTIER	3912-020420	608-839-4698 VILLAGE HALL FAX	600-60920-225	13.99
3912	FRONTIER	3912-020420	608-839-4698 VILLAGE HALL FAX	601-60850-225	13.99
Total FRONTIER:					69.93

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
FULL COMPASS SYSTEMS LTD					
6516	FULL COMPASS SYSTEMS LTD	INC1053251	16-CHANNEL DIGITAL WIRELESS SYSTEM AND BA	410-57320-225	356.48
Total FULL COMPASS SYSTEMS LTD:					356.48
GENNRICH, RODNEY					
6520	GENNRICH, RODNEY	6520-020420	BASKETBALL REFEREE - 1/18 X 2 GAMES	100-55310-342	50.00
6520	GENNRICH, RODNEY	6520-020420	BASKETBALL REFEREE - 1/25 X 4 GAMES	100-55310-342	100.00
6520	GENNRICH, RODNEY	6520-020420A	BASKETBALL REFEREE - 12/2 X 1 GAME	100-55310-342	15.00
Total GENNRICH, RODNEY:					165.00
GIESE, KATHLEEN D					
2594	GIESE, KATHLEEN D	2594-020420	CITIZEN PER DIEM FOR PEER COURT STEERING	100-51100-140	75.00
Total GIESE, KATHLEEN D:					75.00
GLASSWORKS OF WISCONSIN INC					
6528	GLASSWORKS OF WISCONSIN INC	77527	PICKUP WINDSHIELD REPAIR	100-53300-340	36.00
6528	GLASSWORKS OF WISCONSIN INC	77527	PICKUP WINDSHIELD REPAIR	600-60935-340	12.00
6528	GLASSWORKS OF WISCONSIN INC	77527	PICKUP WINDSHIELD REPAIR	601-60834-340	12.00
Total GLASSWORKS OF WISCONSIN INC:					60.00
GORDON FLESCH CO					
212	GORDON FLESCH CO	IN12834169	CONTRACT COPY CHARGES - 12/15/19-1/15/20	100-51420-340	31.39
212	GORDON FLESCH CO	IN12834169	CONTRACT COPY CHARGES - 12/15/19-1/15/20	100-55310-340	31.38
212	GORDON FLESCH CO	IN12834169	CONTRACT COPY CHARGES - 12/15/19-1/15/20	100-53100-340	31.38
212	GORDON FLESCH CO	IN12834169	CONTRACT COPY CHARGES - 12/15/19-1/15/20	600-60920-340	15.69
212	GORDON FLESCH CO	IN12834169	CONTRACT COPY CHARGES - 12/15/19-1/15/20	601-60850-340	15.69
212	GORDON FLESCH CO	IN12834170	CONTRACT COPY CHARGES - 12/15/19-1/15/20	100-52100-340	8.81
Total GORDON FLESCH CO:					134.34
HACKEL, MICHAEL					
2609	HACKEL, MICHAEL	2609-020420	CITIZENS PER DIEM FOR PUBLIC WORKS & PROP	100-51100-140	60.00
2609	HACKEL, MICHAEL	2609-020420	CITIZENS PER DIAM FOR UTILITY COMMISSION 7/	600-60923-125	62.50
2609	HACKEL, MICHAEL	2609-020420	CITIZENS PER DIAM FOR UTILITY COMMISSION 7/	601-60852-140	62.50
Total HACKEL, MICHAEL:					185.00
HALVERSON, BRUCE					
5095	HALVERSON, BRUCE	5095-020420	CITIZEN PER DIEM FOR UTILITY COMMISSION 7/1/	600-60923-125	50.00
5095	HALVERSON, BRUCE	5095-020420	CITIZEN PER DIEM FOR UTILITY COMMISSION 7/1/	601-60852-140	50.00
Total HALVERSON, BRUCE:					100.00
HEPFINGER, MARK					
1831	HEPFINGER, MARK	1831-020420	CITIZENS PER DIEM FOR PEER COURT STEERING	100-51100-140	60.00
Total HEPFINGER, MARK:					60.00
HIBNER, JORDAN					
5758	HIBNER, JORDAN	5758-020420	BASKETBALL REFEREE - 1/21 X 1 GAME	100-55310-342	15.00
Total HIBNER, JORDAN:					15.00

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
HOGAN, JOHN W					
5594	HOGAN, JOHN W	5594-020420	CITIZEN PER DIEM COMMUNITY DEVELOPMENT 7/	100-51100-140	80.00
Total HOGAN, JOHN W:					80.00
HOIER, TY					
6493	HOIER, TY	6493-020420	BASKETBALL REFEREE 1/23 X 1 GAME	100-55310-342	15.00
6493	HOIER, TY	6493-020420	BASKETBALL REFEREE 1/25 X 6 GAMES	100-55310-342	90.00
Total HOIER, TY:					105.00
HOLMES, TERRY & KATHLEEN					
6206	HOLMES, TERRY & KATHLEEN	6206-020420	REUND OF TAX OVERPAYMENT	100-12100	258.99
Total HOLMES, TERRY & KATHLEEN:					258.99
HYDROCORP					
6454	HYDROCORP	0055928-IN	CROSS CONNECTION CONTROL PROGRAM	600-60923-210	1,147.00
Total HYDROCORP:					1,147.00
INTAB INC					
6526	INTAB INC	155678	ELECTION SUPPLIES	100-51440-340	406.75
Total INTAB INC:					406.75
JUSHCHYSHYN, ALEX					
6442	JUSHCHYSHYN, ALEX	6442-020420	CITIZENS PER DIEM FOR PLAN COMMISSION 7/1/1	100-51100-140	120.00
Total JUSHCHYSHYN, ALEX:					120.00
KIECK, LAWRENCE					
4798	KIECK, LAWRENCE	4798-020420	CITIZENS PER DIEM FOR JOINT EMERGENCY GOV	100-51100-140	20.00
4798	KIECK, LAWRENCE	4798-020420	CITIZEN PER DIEM FOR PUBLIC WORKS & PROPE	100-51100-140	80.00
Total KIECK, LAWRENCE:					100.00
KIEFER, JAY					
2610	KIEFER, JAY	2610-020420	CITIZEN PER DIEM FOR PARKS, REC & FORESTRY	100-51100-140	80.00
Total KIEFER, JAY:					80.00
KIENBAUM, JACOB					
6465	KIENBAUM, JACOB	6465-020420	LUNCH FOR KIENBAUM & BALLWEG DURING TRAI	100-53100-330	8.28
6465	KIENBAUM, JACOB	6465-020420	LUNCH FOR KIENBAUM & BALLWEG DURING TRAI	600-60920-330	2.76
6465	KIENBAUM, JACOB	6465-020420	LUNCH FOR KIENBAUM & BALLWEG DURING TRAI	601-60850-330	2.76
Total KIENBAUM, JACOB:					13.80
LAKESIDE INTERNATIONAL LLC					
4261	LAKESIDE INTERNATIONAL LLC	8194741P	PLOW TRUCK SNESOR REPLACEMENT	100-53300-340	53.95
4261	LAKESIDE INTERNATIONAL LLC	8194741P	PLOW TRUCK SNESOR REPLACEMENT	600-60935-340	17.98
4261	LAKESIDE INTERNATIONAL LLC	8194741P	PLOW TRUCK SNESOR REPLACEMENT	601-60834-340	17.98
Total LAKESIDE INTERNATIONAL LLC:					89.91

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
LANDMARK SERVICES COOPERATIVE					
3	LANDMARK SERVICES COOPERATIV	3-020420	POLICE DEPT FUEL - DECEMBER 2019	100-52100-385	1,124.94
3	LANDMARK SERVICES COOPERATIV	3-020420PW	PW FUEL - DECEMBER 2019	100-53300-385	1,172.73
3	LANDMARK SERVICES COOPERATIV	3-020420PW	PW FUEL - DECEMBER 2019	600-60933-385	390.91
3	LANDMARK SERVICES COOPERATIV	3-020420PW	PW FUEL - DECEMBER 2019	601-60828-385	390.91
3	LANDMARK SERVICES COOPERATIV	3-020420PW	PAKRS FUEL - DECEMBER 2019	100-55200-385	71.41
Total LANDMARK SERVICES COOPERATIVE:					3,150.90
LAUFENBERG, KEVIN					
5302	LAUFENBERG, KEVIN	5302-020420	CITIZEN PER DIEM FOR PARKS, REC & FORESTRY	100-51100-140	60.00
Total LAUFENBERG, KEVIN:					60.00
LW ALLEN LLC					
294	LW ALLEN LLC	101469	EQUIPMENT AND SERVICES FOR CHEMICAL SCAL	600-60605-240	4,935.00
294	LW ALLEN LLC	101469	EQUIPMENT AND SERVICES FOR CHEMICAL SCAL	600-60630-340	4,935.00
294	LW ALLEN LLC	101469	PRV PROGRAM FOR PRESSURE REGULATION	600-60651-340	4,160.00
Total LW ALLEN LLC:					14,030.00
MABIE, RONALD					
347	MABIE, RONALD	347-020420	CITIZENS PER DIEM FOR LAW ENFORCEMENT CO	100-51100-140	80.00
Total MABIE, RONALD:					80.00
MADISON METRO SEWERAGE DIST					
37	MADISON METRO SEWERAGE DIST	IN000015848	QUARTER 4/2019 - SEWER SERVICE	601-60822-222	168,362.84
Total MADISON METRO SEWERAGE DIST:					168,362.84
MID-STATE EQUIPMENT					
5921	MID-STATE EQUIPMENT	06719876	JOHN DEERE GARDEN TRACTOR WITH ATTACHM	410-57502-810	21,026.78
Total MID-STATE EQUIPMENT:					21,026.78
MILLAGE, MICHAEL					
6370	MILLAGE, MICHAEL	6370-020420	CITIZENS PER DIEM FOR COMMUNITY DEVELOPM	100-51100-140	100.00
Total MILLAGE, MICHAEL:					100.00
MINUTEMAN PRESS					
6530	MINUTEMAN PRESS	19480	VOLLEYBALL SHIRTS - PRINTING	100-55310-349	99.08
Total MINUTEMAN PRESS:					99.08
NORGORD, EVAN III OR HELEN					
6524	NORGORD, EVAN III OR HELEN	6524-020420	REFUND OF TAX PAYMENT	100-12100	258.99
Total NORGORD, EVAN III OR HELEN:					258.99
ON-TIME TEES					
5658	ON-TIME TEES	113100	LIGHT BLUE T-SHIRTS (59)	100-55310-341	314.47
Total ON-TIME TEES:					314.47

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
O'REILLY AUTO PARTS					
4458	O'REILLY AUTO PARTS	4331-324533	SHOP SUPPLIES	100-53300-340	6.59
4458	O'REILLY AUTO PARTS	4331-324533	SHOP SUPPLIES	600-60935-340	2.20
4458	O'REILLY AUTO PARTS	4331-324533	SHOP SUPPLIES	601-60834-340	2.20
4458	O'REILLY AUTO PARTS	4331-325202	RUBBER BOOT	100-55200-350	8.07
4458	O'REILLY AUTO PARTS	4331-32537	SHOP SUPPLIES	100-53300-340	9.68
4458	O'REILLY AUTO PARTS	4331-32537	SHOP SUPPLIES	600-60935-340	3.23
4458	O'REILLY AUTO PARTS	4331-32537	SHOP SUPPLIES	601-60834-340	3.23
Total O'REILLY AUTO PARTS:					35.20
ORTON, DOUGLAS OR VICKIE					
6513	ORTON, DOUGLAS OR VICKIE	6513-020420	REFUND OF TAX OVERPAYMENT	100-12100	37.00
Total ORTON, DOUGLAS OR VICKIE:					37.00
OVERHEAD DOOR COMPANY					
5711	OVERHEAD DOOR COMPANY	22862	MSB - FRONT DESK DOOR REPAIR	100-51700-340	349.92
5711	OVERHEAD DOOR COMPANY	22862	MSB - FRONT DESK DOOR REPAIR	600-60935-340	68.04
5711	OVERHEAD DOOR COMPANY	22862	MSB - FRONT DESK DOOR REPAIR	601-60834-340	68.04
Total OVERHEAD DOOR COMPANY:					486.00
PETERS, KIMBERLY J					
3315	PETERS, KIMBERLY J	3315-020420	CITIZENS PER DIEM FOR LAW ENFORCEMENT CO	100-51100-140	60.00
Total PETERS, KIMBERLY J:					60.00
PICKEL, JENNIFER					
5896	PICKEL, JENNIFER	5896-020420	CITIZENS PER DIEM FOR PARKS, REC, & FOREST	100-51100-140	40.00
5896	PICKEL, JENNIFER	5896-020420	CITIZENS PER DIEM FOR PLAN COMMISSION 7/1/1	100-51100-140	100.00
Total PICKEL, JENNIFER:					140.00
POSTMASTER					
111	POSTMASTER	111-012120	POSTAGE - WATER & SEWER BILLS	600-60902-311	107.80
111	POSTMASTER	111-012120	POSTAGE - WATER & SEWER BILLS	601-60840-311	107.80
Total POSTMASTER:					215.60
QUILL CORP					
12	QUILL CORP	414590	GARBAGE CAN LINERS	100-55310-340	23.99
12	QUILL CORP	414590	GARBAGE CAN LINERS	600-60920-340	8.00
12	QUILL CORP	414590	GARBAGE CAN LINERS	601-60850-340	8.00
12	QUILL CORP	4148542	PAPER TOWELS AND TOILET PAPER	100-55310-340	81.59
12	QUILL CORP	4148542	PAPER TOWELS AND TOILET PAPER	600-60920-340	27.19
12	QUILL CORP	4148542	PAPER TOWELS AND TOILET PAPER	601-60850-340	27.19
Total QUILL CORP:					175.96
REINDERS INC					
4447	REINDERS INC	1814206-00	ZERO TURN MOWER	410-57502-810	20,573.60
Total REINDERS INC:					20,573.60
REVOLUTION CHEER & TUMBLING					
5939	REVOLUTION CHEER & TUMBLING	TEAMJAN2020	JANUARY CHEER AND TUMBLING CLASSES	100-55310-344	4,370.00

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
Total REVOLUTION CHEER & TUMBLING:					4,370.00
RITEWAY BUS SERVICE INC					
6529	RITEWAY BUS SERVICE INC	17265	BUS TRIPS - CASCADE MOUNTAIN X 2 & FISERV F	100-55310-344	1,320.00
Total RITEWAY BUS SERVICE INC:					1,320.00
ROGERS, CHARLES					
2898	ROGERS, CHARLES	2898-020420	CITIZEN PER DIEM FOR UTILITY COMMISSION 07/1	600-60923-125	62.50
2898	ROGERS, CHARLES	2898-020420	CITIZEN PER DIEM FOR UTILITY COMMISSION 07/1	601-60852-140	62.50
Total ROGERS, CHARLES:					125.00
ROSSING, JERRUD					
5584	ROSSING, JERRUD	5584-020420	CITIZEN PER DIEM FOR COMMUNITY DEVELOPME	100-51100-140	80.00
Total ROSSING, JERRUD:					80.00
SALES, KIM					
6527	SALES, KIM	6527-020420	CITIZENS PER DIEM FOR COMMUNITY DEVELOPM	100-51100-140	60.00
Total SALES, KIM:					60.00
SCHUERMAN, SCOTT					
2501	SCHUERMAN, SCOTT	2501-020420	CITIZEN PER DIEM FOR PUBLIC WORKS & PROPE	100-51100-140	40.00
Total SCHUERMAN, SCOTT:					40.00
SCHULZE, FRED J					
5351	SCHULZE, FRED J	5351-020420	CITIZEN PER DIEM FOR PLAN COMMISSION 7/1/19	100-51100-140	100.00
Total SCHULZE, FRED J:					100.00
SCOTT, JESSE					
6518	SCOTT, JESSE	6518-020420	REFUND OF OVERPAYMENT ON UTILITY ACCOUN	001-11105	137.03
Total SCOTT, JESSE:					137.03
SULLIVAN, BRIAN					
6523	SULLIVAN, BRIAN	6523-020420	REFUND OF TAX OVERPAYMENT	100-12100	7,107.43
Total SULLIVAN, BRIAN:					7,107.43
SUPERIOR CHEMICAL CORP					
11	SUPERIOR CHEMICAL CORP	250802	FIRE BALL DEGREASER	100-53300-340	89.20
11	SUPERIOR CHEMICAL CORP	250802	FIRE BALL DEGREASER	600-60935-340	29.74
11	SUPERIOR CHEMICAL CORP	250802	FIRE BALL DEGREASER	601-60834-340	29.74
11	SUPERIOR CHEMICAL CORP	250947	SALT FOR VILLAGE HALL AND MSB	100-51700-340	119.75
11	SUPERIOR CHEMICAL CORP	250947	SALT FOR VILLAGE HALL AND MSB	100-51600-340	119.75
11	SUPERIOR CHEMICAL CORP	250947	SALT FOR VILLAGE HALL AND MSB	600-60935-340	79.83
11	SUPERIOR CHEMICAL CORP	250947	SALT FOR VILLAGE HALL AND MSB	601-60834-340	79.82
Total SUPERIOR CHEMICAL CORP:					547.83
SUSAN'S FUSION					
3984	SUSAN'S FUSION	200	REC/GD AFTER SCHOOL CLASS - 13 STUDENTS @	100-55310-344	390.00

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
Total SUSAN'S FUSION:					390.00
TIPTON, LUCAS					
6129	TIPTON, LUCAS	6129-020420	BASKETBALL REFEREE 1/21 X 1 GAME	100-55310-342	15.00
6129	TIPTON, LUCAS	6129-020420	BASKETBALL REFEREE 1/23 X 1 GAME	100-55310-342	15.00
6129	TIPTON, LUCAS	6129-020420	BASKETBALL REFEREE 1/25 X 2 GAMES	100-55310-342	30.00
Total TIPTON, LUCAS:					60.00
TORTORICI, CARMEN L					
5568	TORTORICI, CARMEN L	5568-020420	BASKETBALL REFEREE 1/18 X 2 GAMES	100-55310-342	50.00
Total TORTORICI, CARMEN L:					50.00
TOWN OF COTTAGE GROVE					
92	TOWN OF COTTAGE GROVE	92-020420	PAYMENT FOR TOWN RESIDENT PAID TAXES ON V	100-21100	3,724.25
Total TOWN OF COTTAGE GROVE:					3,724.25
US CELLULAR					
594	US CELLULAR	352430725	POLICE DEPT MODEM	100-52100-214	223.59
Total US CELLULAR:					223.59
VAUGHAN, CARTER					
6118	VAUGHAN, CARTER	6118-020420	BASKETBALL REFEREE 1/21 X 1 GAME	100-55310-342	15.00
6118	VAUGHAN, CARTER	6118-020420	BASKETBALL REFEREE 1/25 X 3 GAMES	100-55310-342	45.00
Total VAUGHAN, CARTER:					60.00
VAUGHAN, MASON					
6006	VAUGHAN, MASON	6006-020420	BASKETBALL REFEREE 1/21 X 1 GAME	100-55310-342	15.00
6006	VAUGHAN, MASON	6006-020420	BASKETBALL REFEREE 1/25 X 3 GAMES	100-55310-342	45.00
Total VAUGHAN, MASON:					60.00
VIKEN, TOM					
2726	VIKEN, TOM	2726-020420	JANUARY BUILDING INSPECTIONS	100-52400-210	58,000.00
2726	VIKEN, TOM	2726-020420	JANUARY PLUMBING INSPECTIONS	100-52430-125	28,160.00
2726	VIKEN, TOM	2726-020420	JANUARY ELECTRICAL INSPECTIONS	100-52420-125	17,920.00
2726	VIKEN, TOM	2726-020420	JANUARY HVAC INSPECTIONS	100-52450-125	17,920.00
2726	VIKEN, TOM	2726-020420	JANUARY EROSION CONTROL	100-52400-210	842.00
2726	VIKEN, TOM	2726-020420	PLAN REVIEW	100-52400-210	10,240.00
Total VIKEN, TOM:					131,082.00
WAVE COMMUNICATIONS INC					
6525	WAVE COMMUNICATIONS INC	219206	AMI	600-34600	795.00
Total WAVE COMMUNICATIONS INC:					795.00
WI DEPT OF JUSTICE - TIME					
639	WI DEPT OF JUSTICE - TIME	455TIME-00000078	TIME ACCESS AND SUPPORT	100-52100-214	318.00
Total WI DEPT OF JUSTICE - TIME:					318.00

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
WI DEPT OF REVENUE					
1791	WI DEPT OF REVENUE	1791-020420	2019 MANUFACTURING PROPERTY ASSESSMENT	100-51530-210	623.25
Total WI DEPT OF REVENUE:					623.25
WI POLICE LEADERSHIP FOUNDATION					
6522	WI POLICE LEADERSHIP FOUNDATI	3967	CONFERENCE REGISTRATION - CHIEF LAYBER	100-52100-330	200.00
Total WI POLICE LEADERSHIP FOUNDATION:					200.00
WILLIAMS, JOANNA					
6367	WILLIAMS, JOANNA	6367-020420	CITIZENS PER DIEM FOR UTILITY COMMISSION 7/	600-60923-125	50.00
6367	WILLIAMS, JOANNA	6367-020420	CITIZENS PER DIEM FOR UTILITY COMMISSION 7/	601-60852-140	50.00
Total WILLIAMS, JOANNA:					100.00
WOLF PAVING & EXCAVATING CO.					
635	WOLF PAVING & EXCAVATING CO.	66194	1.25 TON QPR	100-53300-370	157.44
Total WOLF PAVING & EXCAVATING CO.:					157.44
Grand Totals:					436,183.54

Village -	\$ 245,949.89
Water & Sewer-	<u>\$ 190,233.65</u>
Total Invoices-	\$ 436,183.54