



STAFF REPORT

MEMO DATE:	January 18, 2019
MEETING DATE:	January 21, 2019
TO:	Village of Cottage Grove Board of Trustees
FROM:	Matt Giese – Village Administrator
RE:	Neighborhood Meeting/Hearing format regarding Shady Grove

BACKGROUND

During the Board's last discussion regarding Shady Grove's application for re-zone, it was decided to hold an informal neighborhood meeting/hearing to further discuss issues such as the route for Buss Road and the woodlands.

The meeting is scheduled for February 6th, 6:30 at Village Hall.

BOARD ACTION

Please discuss and consider how you would like the meeting to run:

- What is the format of the meeting?
- Who runs or moderates the meeting?
- How long do people get to speak?
- How should the room be set up?
- What should staff's role be at the meeting?