

**AD-HOC SUSTAINABILITY COMMITTEE**

**Tuesday, July 14<sup>th</sup>**

**6:00 p.m.**

*Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, table or smartphone by visiting,*

<http://zoom.us/j/96042800654https://zoom.us/j/91607526115?pwd=N2NhMIBOTEU4dVBZM2xQc2NoRC9MUT09>.

*You can also participate via phone by dialing, 1-312-626-6799, and use Meeting ID: 916 0752 6115. When asked for your participant ID, just press #.*

*You may also choose to participate by providing public comment prior to the meeting via email to Village Clerk Lisa Kalata: [lkalata@village.cottage-grove.wi.us](mailto:lkalata@village.cottage-grove.wi.us)*

1. **Call To Order**
2. **Quorum:** determination of quorum and that 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 the minutes from June 9<sup>th</sup>, 2020.**
5. **Project Updates & Next Steps:**
  - a. Current Sustainability Projects - Heidi, John and J.J.
  - b. Building Energy Inventory – Catie Malcheski & J.J. Larson
  - c. Sustainability Website/Facebook Posts – Nick Hess & Jenny Rogers
6. **Future Agenda Items**
  - a. Consider a Sustainability Goal for Cottage Grove – Nick
  - b. Developing a Comprehensive Sustainability Plan for Cottage Grove - Nick
  - c. Canopy Program - Heidi
  - d. Free Standing Charging Station - Jenny
  - e. Prospect of Cottage Grove Joining Alliant Energy's Second Nature Program - Nick
7. **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 government 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.

**Village of Cottage Grove**  
**DRAFT Minutes Ad-Hoc Sustainability Committee**  
**Tuesday, June 9, 2020**

1. **Call to Order:** Nicholas Hess called the meeting to order at 6:08. This was a Zoom meeting.
2. **Quorum:** It was determined that there was a quorum and that agenda was properly posted. Committee members present were Nicholas Hess, John Williams, Heidi Murphy, Catie Malcheski and Jenny Rogers. Staff present were Public Works Director JJ Larson.
3. **Public Appearances:** public's opportunity to speak about any subject that is not a specific agenda item. No members of the public present.

4. **Discuss and consider the minutes from March 10, 2020.**

**Motion** to approve minutes as presented by Williams, seconded by Murphy. **Motion** carried with a voice vote 5-0-0.

5. **Discuss and consider future committee meetings utilizing zoom or in-person meeting.**

**Motion** to continue zoom calls for Ad Hoc Sustainability Committee until further notice and to watch re-opening phases for guidance by Williams, seconded by Malcheski. **Motion** carried with a voice vote 5-0-0.

6. **Vision Statement:** Discussed formulation of this committee's vision statement

Inspire to develop Cottage Grove as a forward thinking, sustainable and ecologically mindful community for residents to enjoy tomorrow and beyond.

**Motion** to approve vision statement as presented above by Williams, seconded by Malcheski. **Motion** carried with a voice vote 5-0-0.

7. **Mission Statement:** Discussed formulation of this committee's mission statement

To educate and enhance the Village of Cottage Grove for a future sustainable community.

**Motion** to approve mission statement as presented above by Murphy, seconded by Williams. **Motion** carried with a voice vote 5-0-0.

8. **Introduction of Actionable List Spreadsheet:**

The spreadsheet from the packet was presented as a reference and guide for future meetings. Members can submit email request to Nicholas Hess for items to add to this sheet and then will be included for discussion at meetings. The sheet will be used to develop goals, measure progress in meeting those goals, measure and quantify completed items. Each meeting we could take up and assign 2-3 items for research. We will add categories such as education and parks. John Williams will work to gather information about items already in progress or completed this year.

Example for today is update on the solar panels for the Municipal Services Building. A roofing maintenance company will be back again this summer to give an assessment about roof longevity. More information needs to be gathered to present a plan for solar panels and to create a benchmark

energy inventory for all Village owned properties so progress can be measured over time. JJ Larson will work with Catie Malcheski on gathering that information for next meeting.

#### 9. **Website/Social Media Presence:**

The Ad Hoc Sustainability Committee discussed adding a sustainability page linked to the main Village of Cottage Grove website. It would include information and resources related to sustainability and energy conservation. The Committee also discussed implementing a hashtag for committee members/residents to post examples of themselves and others helping the community become more sustainable. It was noted that staff is currently working on an update of the website.

**Motion** to have staff work with the Committee to develop a Sustainability page on the Village website by Murphy, seconded by Williams. **Motion** carried with a voice vote 5-0-0.

#### 10. **Adjournment**

**Motion** to adjourn by Murphy at 6:52 pm, seconded by Williams. **Motion** carried with a voice vote 5-0-0.