



**VILLAGE OF COTTAGE GROVE**  
**NOTICE OF PUBLIC MEETING**  
**Ad Hoc Centennial Committee**  
Wednesday June 5, 2024  
Municipal Service Building  
210 Progress Drive  
9:00 a.m.

You may also choose to participate by providing public comment prior to the meeting via email to Deputy Village Clerk, Kelly Cahill [kcahill@villagofcottagegrove.gov](mailto:kcahill@villagofcottagegrove.gov). If this is a teleconference, virtual or hybrid meeting, please review the Village of Cottage Grove's [policy](#).

1. Call To Order
2. Determination Of Quorum That The Meeting Was Properly Posted.
3. PUBLIC APPEARANCES-Public's Opportunity To Speak
4. Discuss And Consider The Minutes From May 15, 2024 Ad Hoc Centennial Committee Meeting.

Documents:

[AD HOC CENTENNIAL MINUTES 5.15.2024 \(1\).PDF](#)

5. Old Business
  - a. Discuss block party events, timeline, site plan.
  - b. Discuss other events and programs.
  - c. Discuss budget and committee budget authority
  - d. Discuss and consider road closure letter.

Documents:

[BLOCK PARTY LETTER.DRAFT.PDF](#)

6. New Business
7. Future Agenda Items
8. Set Date For The Next Meeting
9. Adjournment

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

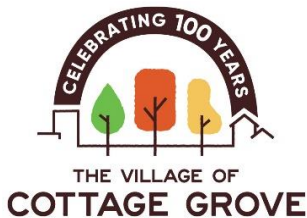
VILLAGE OF COTTAGE GROVE  
**Ad Hoc Centennial Committee**  
Wednesday May 15, 2024

**MINUTES**

1. **Call to Order**  
Kelm-Nelson called the Ad Hoc Centennial Committee to order at 9:00 am. This was an in person meeting.
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. Cindi Kelm-Nelson; Amy Fosdick; Vicki Kraus; John Williams; Britt Leach. Village Employees Inga Cushman, Human Resources Manager; JJ Larson, Deputy Administrator/Director of Administrative Services. Also present, Kelly Cahill, Village Deputy Clerk.
3. **PUBLIC APPEARANCES – *Public’s opportunity to speak***- None
4. **Discuss and Consider the Minutes from May 1, 2024 Ad Hoc Centennial Committee Meeting.**  
**Motion** by Williams to approve the minutes from May 1, 2024, seconded by Kraus.  
**Motion** carried with a voice vote of 5-0-0.
5. **Old Business**
  - a. **Discuss block party events, timeline, site plan.**  
Agreed to extend timeframe 11am-3pm
  - b. **Discuss other events and programs.**  
Fire department open house. No Badger Game
  - c. **Discuss budget needs.**  
Should not exceed \$10k. Compile a list of expenses and present it to the Village Board.
6. **New Business**
  - a. **Discuss and consider promotional flyer**  
**Motion** by Fosdick to approve promotional flyer seconded by Williams  
**Motion** carried with a voice vote of 5-0-0
  - b. **Discuss road closures**
  - c. **Discuss accessibility and safety.**  
Police Department is willing to help with safety
7. **Future Agenda Items**
8. **Set Date for Next Meeting:**  
Wednesday, June 5 at 9:00am at MSB
9. **Adjournment**  
**Motion** by Williams at 9:52am., seconded by Fosdick.  
**Motion** carried with a voice vote of 5-0-0.

**Kelly Cahill, Village Deputy 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.**



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JJ Larson – Deputy Administrator/Director of Administrative Services  
210 Progress Dr., Suite 2  
Cottage Grove, WI 53527  
608-839-5813  
[jl Larson@villageofcottagetrove.gov](mailto:jl Larson@villageofcottagetrove.gov)

May 23, 2024

Resident  
Cottage Grove, WI

RE: Centennial Celebration Block Party

Dear Resident,

I am excited to inform you about an upcoming event that will bring our community together in celebration of our Village's Centennial year! On Saturday, October 12th, from 11:00 a.m. to 3:00 p.m., we will be hosting a block party right here on W. Reynolds Street.

To ensure the success and safety of the event, we plan to temporarily close off W. Reynolds from Main Street to approximately midblock, just past Flynn Hall, from 10:00 a.m. to 4:00 p.m. This closure will facilitate the set-up, activities, and enjoyment of the festivities for everyone attending.

Please plan accordingly for any necessary adjustments to your usual routines, such as parking arrangements or alternate routes. We apologize for any inconvenience this may cause and greatly appreciate your understanding and cooperation in making this celebration a memorable one for our entire community.

Please see the map for more information. If you have any questions or concerns regarding the street closure or the event itself, please don't hesitate to contact me directly at [jl Larson@villageofcottagetrove.gov](mailto:jl Larson@villageofcottagetrove.gov) or 608-839-5813.

Thank you for your support, and we look forward to celebrating this historic milestone with you!

Regards,

JJ Larson  
Deputy Administrator/Director of Administrative Services

**Streets closed 10:00 a.m. – 4:00 p.m. for set-up and tear-down**

**Centennial Celebration Event 11:00 a.m. – 3:00 p.m.**

