

**Village of Cottage Grove  
Public Meeting**

**Notice of**

**AD-HOC SUSTAINABILITY COMMITTEE**

**Tuesday, August 10, 2021**

**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, <https://us06web.zoom.us/j/86559668916?pwd=THJvRUJ3bDBvQUhiWXRJbFNzMzZ3QT09>. You can also participate via phone by dialing, 1-312-626-6799, and use Meeting ID: 865 5966 8916. When asked for your participant ID, just press #. When asked for the passcode enter 221.*

*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. 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 The Minutes From The July 13, 2021 Meeting.

Documents:

[7-13-21 SUSTAINABILITY MINUTES.PDF](#)

5. 2022 Budget Recommendations

Documents:

[BUDGET IDEAS MEMO.PDF](#)

6. Bike The Grove Event
7. Future Agenda Items
8. 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, July 13, 2021**

1. **Call to Order** Malcheski called the meeting to order at 6:00 pm. 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 Catie Malcheski, Heidi Murphy, and John Williams. Nicholas Hess and Ryan Minor were absent and excused. Staff present was Deputy Administrator, JJ Larson.  
**Malcheski was nominated for Chair Pro Tem by Murphy, seconded by Williams. Motion carried with a voice vote 3-0-0.**
3. **Public Appearances:** public's opportunity to speak about any subject that is not a specific agenda item. No members of the public were in attendance to discuss items not on the agenda.
4. **Discuss and consider the minutes from June 8<sup>th</sup>, 2021.**  
**Motion** to approve minutes as presented by Murphy, second by Williams. **Motion** carried with a voice vote 3-0-0.
5. **Solar Group Buy Program Outreach.**  
The solar group buy programs are now underway for this year. Malcheski has distributed fliers to Kula and marketplace days this weekend.
6. **Discuss Future Outreach Events For Solar Group Buy Programs**  
The upcoming events with potential for outreach are Marketplace Days, Lions Club Garage Sale weekend concessions in the Ace parking lot, concessions stand at Bakken Park and at the Chamber monthly meetings. Malcheski will send the electronic version to Williams and Larson for distribution at some of these events.
7. **Bike Friendly Certification**  
Murphy gave a brief overview of some of the requirements of the certification including ordinance considerations, outreach events, infrastructure criteria evaluated as part of the Bike Friendly Certification. Williams discussed the infrastructure projects currently underway or planned in the near future that will provide connections within the village. Staff have reviewed some ordinance/design best practices that can be implemented. We can focus on outreach and education around the bike friendly infrastructure and bicycling safety. Murphy will begin to work on a bike map for use for residents and for a bicycling event this fall. Murphy will contact the Chamber to gauge interest in businesses along the bike route participating or tie in sustainability stops. Other ideas include bicycle parking requirement ordinances and providing B-cycle stops within the village at strategic locations available to residents and visitors especially as the hotel is completed. Malcheski will research examples of bike parking ordinances and reach out to B-cycle.
8. **Future Agenda Items**  
Budget discussion including compost bins and rain barrel programs.
9. **Adjournment**  
**Motion** to adjourn at 6:28 by Malcheski, seconded by Williams. **Motion** carried with a voice vote 3-0-0.



# MEMO

**MEMO DATE:** July 14, 2021  
**TO:** Cottage Grove Village Board  
**FROM:** Heidi Murphy  
**RE:** Discuss Sustainability Action Items & Goals

The prioritization process gives us the opportunity to look at current work within the Village including committee work, and discuss any specific goals or actions we would like to take regarding our top priorities. I would like to suggest we consider the following goals and actions relating to sustainability starting in 2021, when thinking about the 2022 budget, and beyond.

## Solar on the MSB for 2022

### Projects/Incentives/Rebate Programs for an estimated \$10,000 in the 2022 budget

- Continue the Rain Barrel sale program and expand to compost bins
- Residential sustainability upgrade incentive program even if each incentive is small
  - o Water softener efficiency upgrade
  - o Residential EV charger
  - o Residential Solar Installation
  - o Water efficient toilet replacement
  - o Other such as Tank-less Water Heater
- Free course for rain gardens - offer a plant to giveaway to attendees
- Free course for pollinator gardens - offer a plant to giveaway to attendees
- Earth Day event - park pick-up combo with rain barrel/compost bin pick-up day
- Electric yard equipment event/demonstration with electric push mower giveaway (both Stihl and Ace sell electric lawn equipment)
- Yard signs for rain gardens, pollinator gardens, and/or no mow may with QR code to link to more information
- Bike event for families
- Have a tourist type of bike path map produced for distribution at local businesses, hotel and for online use
- New vehicles should be at least hybrid if they are available
- Electric options should be considered a priority for new maintenance equipment (ex. mowers - see Eau Claire)
- Join Wisconsin Bike Federation as a Community Member



- o \$250 Bike Basics level (includes partnership statement, online fliers, art for co-branding, safety graphics, listing in annual Bike Fed Ride Guide Magazine)
- o \$500 Bike Advocate level (includes above plus 1 educational opportunity)
- o \$2500 Bike Focus level (includes above plus magazine listing with our logo, 100 stickers promoting biking and walking, 12 hours of programs for bike education, online story about bike friendliness of our community posted on Wisconsin Bike Fed website and shared by Bike Fed)

### **Staff Time/Outreach/Policies/Ordinances**

- Utilize infill development whenever possible to help preserve greenspace surrounding the community
- Contact property managers of large commercial and multifamily developments with the salt wise certification course opportunities/educational information for their snow removal contractors
- Help reduce barriers for residents to install rain/pollinator/native plant gardens and yards (plant education, where to take sod, update ordinances as needed)
- Continue to improve infrastructure and update ordinances to promote safe biking and in preparation of application for Bike Friendly Certification
- Continue to expand the bicycle patrol program within the PD
- Update ordinances or standardize incentives for EV parking spaces and/or EV ready parking lots for commercial and multi-family development
- Update ordinances or standardize incentives for bicycle parking requirements
- Discuss TIF incentives for commercial development to incorporate renewable energy such as installation of solar panels on large structures (10% of the cost of the system incentive, for example)
- Update ordinances for electric service to residential homes/neighborhoods as needed
- Connect with Alliant Energy to discuss electric infrastructure loads when electric car charging at home is more widely used
- Connect residents with ways to recycle/dispose of specialty items (ex. education on where to take old Christmas lights or host a drop-off box for daily contact lens packs - see Terracycle)
- Seek grant opportunities for replacement of gas powered vehicles/equipment with electric or hybrid vehicles and equipment
- Consider joining Koshkonong Creek drainage district joint maintenance plan, connect with Friends of Koshkonong Creek
- Work with a marketing/PR organization to prepare educational pieces on sustainability for social media and/or print
- Continue to invest in our tree canopy by analyzing/maintaining our tree inventory file, investing the necessary staff time for increased maintenance as trees grow larger, updating tree related ordinances as needed, increase tree planting budget
- Produce an annual document of sustainability measures taken to document progress and hold us accountable to goals (examples include # of rain barrels sold, track energy use at municipal buildings, miles of road with reduced/no salt use, number of solar panel permits taken out in the village, track ordinance updates that further sustainability efforts, track equipment or vehicles transitioned to hybrid or electric)



**Infrastructure to consider**

- Install bike fix it stations strategically placed in the Village (pond land on CG Rd near Sandpiper or on Main St near well property, and in Commerce Park) and perhaps water bottle filling station (near the well on N or at MSB?)
- Installation of pollinator and/or rain gardens on Village property
- Improve native plantings, pollinator and/or rain gardens on Village property (stormwater ponds or other areas) and contract out the maintenance if necessary
- Installation of dog poop bag stations strategically placed in the Village (dog waste contributes to poor water quality by promoting the growth of bacteria, algae and weeds in our waterways)

**Larger or Long-term Projects to consider**

- Analysis of potential sites for public EV charging stations, both Level 2 and fast charging stations, plan for installation and then prepare grant applications. Potential to work with local businesses for locations and cost-sharing/local grants for installation/joint grant applications (examples may include fast charging in Commerce Park near I-94, Level 2 near hotel or at local employers for all-day or overnight charging)
- Analysis of stormwater management for 200 year rain events and plan any needed improvements to mitigate the impacts of climate change
- Analysis of shoreline zoning/easements already in place to determine the appropriate distance from navigable waterways the easements can be reduced based on stormwater modeling at the 200 year event (base ordinance on this instead of an arbitrary number 50' or 75')

Work with Strand and Dane County Parks system and property owners to designate land in the comprehensive plan for preservation of natural resources and consider cost-sharing with the county/town of SP buying of property rights near McCarthy Park/TID 10 for preservation of the natural resources in the area, wetland preservations, or park dedication/expansion