

Village of Cottage Grove
Meeting

Notice of Public

AD HOC DIVERSITY, EQUITY AND INCLUSION
COMMITTEE

Wednesday, October 27, 2021

5:30 P.M.

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting <https://us06web.zoom.us/j/81446483361?pwd=TXJaMVdKR0Fra0FpVjNUZFlixWkt2dz09>. You can also participate via phone by dialing 1 312 626 6799 and use Meeting ID: 814 4648 3361#. 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

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 Minutes From The September 29, 2021 Meeting.

Documents:

[9-29-21 DEI MINUTES.PDF](#)

5. Discuss And Consider Use Of 2021 Budget Funds For Translation Of Commonly Used Forms.

Documents:

[FORMS LIST FOR 10.27.21 MEETING.PDF](#)

6. Discuss And Consider Survey Questions To Send To Village Committee Members Regarding DEI Considerations.

Documents:

[HOLIDAY MEETING SURVEY.DRAFT.PDF](#)

7. Upcoming Events
8. Future Agenda Items.
9. Adjournment

This agenda has been prepared by Staff and approved by the Chair of the Ad Hoc Diversity, Equity and Inclusion Committee 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.

AD HOC DIVERSITY, EQUITY AND INCLUSION COMMITTEE

Wednesday, September 29, 2021

5:30 P.M.

1. Call To Order. Meeting called to order at 5:42 p.m. Members present were Chair Sarah Valencia, Melissa Ratcliff, Trista Taylor, Justin Neal, and Matthew Wagner. JJ Larson, Matthew Giese, and Lisa Kalata were also present.
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. None.
4. Discuss And Consider Minutes From The August 25, 2021 Meeting. Motion to approve the Minutes by Valencia, second by Ratcliff. Motion approved 5-0-0.
5. Discuss and Consider 2022 Committee Budget Requests. Discussion regarding use of 2021 budget funds for translating forms. Discussion about possible needs in 2022. Motion by Ratcliff, second by Taylor to request \$3,000 for DEI committee budget in 2022. Motion passed 5-0-0.
6. Discuss And Consider recommendation for Village Board Outreach to Public for Input on Meetings Days and Times with Consideration of Religious Holidays. Send email to committee members asking about their thoughts on village meetings and religious holidays. Motion by Wagner, Second by Valencia to direct Larson to compose a survey to send to committee members for DEI related issues/concerns. Motion passed 5-0-0. Larson will have a survey ready for review at October DEI committee to approve and recommend to Village Board.
7. Future Agenda Items. Forms to translate; Tribal Lands acknowledgement; future diverse events.
8. Adjournment. Motion to adjourn by Wagner, second by Valencia. Motion passed 5-0-0. Meeting adjourned at 6:16 p.m.

Forms List				TRANSLATED FORMS
Agreement to Reimburse Village	PDF			
Alcohol Licenses				
Amusement & Musical Devices on Premises Application	PDF			
Application for Appointment to Village Commissions/Committees	PDF			
Blasting Permit Application	PDF			
Block Party Permit Application	PDF			✓
Building Permit - Miscellaneous Application	PDF		Fee Schedule	
New Residential Permit Application and Packet	PDF		Fee Schedule	
Cigarette & Tobacco Products Retail License	PDF			
Commercial Building Permit	PDF		Fee Schedule	
Conditional Use Permit Application	PDF			
Construction/Land Disturbance Permit Application	PDF		Related to Ordinance 163	
Development Fee Schedule	PDF			
Extraterritorial Land Division Application	PDF			
Final Plat Review Application	PDF			
Host Permit	PDF		Related to Ordinance Chapter 239	✓
Open Records Request Application	PDF			✓

Operator License Application	PDF		Village Guidelines	✓
Picnic License for Alcoholic Beverages	PDF			✓
Planned Development Review and Approval Checklist	PDF			
Planning and Zoning Fee Schedule	PDF			
Preliminary Plat Review Application	PDF			
Raze Permit	PDF		Fee \$250	
Right-of-Way Permit	PDF			
Sign Permit Application	PDF	Form	Related to Ordinance Chapter 325, Article VII	
Site Plan Amendment Application	PDF			
Site Plan Review and Approval Procedural Checklist	PDF		Related to Ordinance Chapter 325-112	
Site Plan Review Application	PDF			
Sound Amplification Permit Application	PDF	Form	Related to Ordinance Chapter 219	✓
Special Assessment Form	PDF			
Temporary Use Application	PDF			
Transient Merchant/Canvasser Permit Application	PDF		Related to Ordinance Chapter 239	✓
Zero Lot Line Application	PDF		Curb Stop Valve Access Agreement	
Zoning Map Amendment Application	PDF			

Court Handout	Court Handout			
Court- Assessment Info	Court Assessment Info			
Court-OWI 15 Information Insert	Court OWI			
2020 COVID-19 Court with Form	2020 COVID-19 Court with Form			
Court-Response Form	Court-Response Form			

1. Have you missed a meeting due to a religious holiday conflict or missed participating in a religious holiday?
2. Should the Village try to avoid scheduling meetings on religious holidays?
3. On which holidays should meetings never be scheduled?
4. If you feel the Village should avoid religious holidays, which religious calendars do you feel should be taken into consideration?

DRAFT