

**Village of Cottage Grove**  
**DRAFT Minutes Ad-Hoc Sustainability Committee**  
**Tuesday, September 21, 2021**

1. **Call to Order** Hess called the meeting to order at 6:01 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 Nicholas Hess, Ryan Minor, Catie Malcheski, John Williams and Heidi Murphy. Staff present were Deputy Administrator, JJ Larson, and Village Engineer, Josh Straka.
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.
4. **Discuss and consider the minutes from August 10<sup>th</sup>, 2021.**  
**Motion** to approve minutes as presented by Hess, second by Malcheski. **Motion** carried with a voice vote 5-0-0.
5. **2022 Budget Memo Discussion**  
Hess presented the 2022 draft budget memo attached in the meeting packet. Department budgets are due Oct 22<sup>nd</sup>. The attached memo included highlights of activities from 2021. Hess presented each item starting with the solar on MSB project. Williams added that a budget item is already added to the capital plan for installation of solar on the MSB in 2022. Strand has recommended upping the system to 85% usage with a 128kW system. Malcheski discussed the various system options the committee has researched and a final system will likely land in the middle but good to have flexibility in the capital plan. Hess discussed EV charging stations and committee consensus was to make all areas EV ready when working on other projects. Malcheski suggested a local grant program. Hess covered three community outreach events in the budget: Earth Day/Rain Barrel, Solar outreach, and a bicycling event. Malcheski discussed the rain garden item and the B-Cycle program details. B-Cycle presented an initial 15 docks for upfront costs of \$25,000 and annual maintenance fee of \$15,000. Murphy suggested adding a membership to the Wisconsin Bike Federation. Hess will work to finalize the memo for the next meeting.
6. **Bike Ordinance Discussion**  
The Committee has been discussing various ordinance updates regarding infrastructure and/or safety requirements for bicycles. Malcheski discussed her findings from researching from surrounding communities' ordinances regarding bicycling. Malcheski recommended educational activities for residents regarding safe bicycling. Murphy asked Straka about complete streets ordinances and he will gather information for the November meeting.
7. **Future Agenda Items**  
The next meeting will take place on October 12<sup>th</sup> at 6:00 pm. Future Agenda items include the budget memo.
8. **Adjournment**  
**Motion** to adjourn at 7:00 by Hess, seconded by Williams. **Motion** carried with a voice vote 5-0-0.