

VILLAGE OF COTTAGE GROVE  
MEETING

NOTICE OF PUBLIC

VILLAGE BOARD OF TRUSTEES

Monday, August 17, 2020

6:30 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://zoom.us/j/92687948795>*

*You can also participate via phone by dialing 1 312 626 6799 and use Meeting ID 926 8794 8795#  
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: [ikalata@village.cottage-grove.wi.us](mailto:ikalata@village.cottage-grove.wi.us)*

1. Call To Order
2. Determination Of Quorum And That The Agenda Was Properly Posted
3. Pledge Of Allegiance
4. PUBLIC APPEARANCES-Public's Opportunity To Speak
5. Discuss And Consider The Minutes Of The Regular Village Board Meeting On August 3, 2020.

Documents:

[8-3-20 VB MINUTES.PDF](#)

6. Unfinished Business
  - a. Discuss Village Board's list of priorities.

Documents:

[2020 PRIORITIZATION PROCESS MEMO 7.PDF](#)

7. New Business
  - a. Discuss and consider Sound Amplification permit for BB Jack's.
  - b. Discuss and consider procedure for nominations to committee appointments. <!-- [endif]-->

Documents:

[SOUND AMPLIFICATION-BB JACKS.PDF](#)  
[COMMITTEE APPLICATION PROCESS 8-17-20.PDF](#)  
[COMMITTEEAPPLICATION.PDF](#)

8. Reports From Village Boards, Commissions & Committees
  - 8.1. Public Works & Properties Committee

Documents:

[8.4.20 PW PACKET.PDF](#)

8.II. Library Planning Committee

Documents:

[8-5-20 LIBRARY PLANNING PACKET.PDF](#)

8.III. Community Development Authority

a. Discuss and consider recommendation from CDA to remove the original Commerce Park signage.

Documents:

[2020-08-10 CDA AGENDA.PDF](#)  
[CG\\_VAR\\_CDA\\_COMMPKSIGNS\\_2020-08-13.PDF](#)  
[CDA\\_COMMPKSIGNS\\_2020-07-31.PDF](#)

8.IV. Ad-Hoc Sustainability Committee

Documents:

[8-11-20 AD HOC SUSTAINABILITY PACKET.PDF](#)

8.V. Plan Commission

a. Discuss and Consider Ordinance 09-2020 RE: Proposed Amendment of The Village of Cottage Grove Comprehensive Plan Regarding Parcels #0711-043-0006-0, #0711-043-0017-3, and #0711-043-0028-0.  
b. Discuss and Consider Site Plan Amendment for 1855 Saloon At 218 S. Main Street

Documents:

[8-12-20 PLAN COMMISSION AGENDA.PDF](#)  
[ORDINANCE 2020-09.PDF](#)  
[EXA\\_PUBHRGDRAFT\\_2020-08-13.PDF](#)  
[CG\\_VAR\\_PC\\_1855SITEPLAN\\_2020-08-13.PDF](#)  
[CG\\_1855-SITEPLANAMEND\\_2020-07-29.PDF](#)  
[MSA\\_00094071\\_1855 BAR AND GRILL PATIO EXPANSION 08042020.PDF](#)  
[FIG\\_1200625\\_2020-07-23\\_USLE\\_EXHIBIT.PDF](#)  
[MEMO\\_1200625\\_2020-07-23\\_STORMWATER\\_MANAGEMENT.PDF](#)  
[PLAN\\_2020-07-23\\_1855-PATIO.PDF](#)  
[1855 SALOON AND GRILL PATIO EXPANSION\\_SITE PLAN APPLICATION\\_SNYDER ASSOCIATES\\_200723.PDF](#)  
[CALC\\_1200625\\_WINSLAMM\\_INFILTRATION\\_CALC.S.PDF](#)  
[EXHIBIT\\_2020-07-23\\_DRUMLIN RESERVE SIGN.PDF](#)  
[FIG\\_1200625\\_2020-07-23\\_HUSTON\\_OLDE\\_TOWN\\_DEVELOPMENT\\_PHASING\\_PLAN.PDF](#)  
[FIG\\_1200625\\_2020-07-23\\_POST-DEVELOPMENT\\_DRAINAGE\\_MAP.PDF](#)

9. Reports From Village Officers

- a. Stafford Rosenbaum
  - i. Legal briefings/status updates
- b. COVID-19 update

10. Communications And Miscellaneous Business

- a. Consider approval of vouchers
- b. Correspondence
- c. Upcoming community events
- d. Future agenda items

Documents:

[BILLS LIST 8-17-20.PDF](#)

11. Adjournment

This agenda has been prepared by Staff and approved by the Village President as Chair of the Village Board 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](tel: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.

**Upcoming Meetings**

8/19 Utility Commission

8/19 Library Planning

8/20 Parks & Recreation

8/20 Deer-Grove EMS

8/24 Finance and Personnel

8/25 LEC

8/26 Ordinance Review Committee

**VILLAGE OF COTTAGE GROVE  
VILLAGE BOARD OF TRUSTEES**

**Monday, August 3, 2020**

**MINUTES**

**1. Call to order**

Village President John Williams called the Village Board of Trustees to order at 6:31 pm. this was a Zoom 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. Village Board members present were: John Williams, Troy Allen, Heidi Murphy, Melissa Ratcliff, Sarah Valencia and Paul VanderVelde. Jeff Lennberg was absent and excused. Staff present were Village Administrator Matt Giese, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Public Works Director JJ Larson, Village Treasurer Deb Winter, Parks, Recreation and Forestry Director Sean Brusegar, Village Engineer Kevin Lord, Lieutenant Matt Wagner, and Village Attorneys Larry Konopacki.

**3. Pledge of Allegiance.**

**4. PUBLIC APPEARANCES – Public’s opportunity to speak.**

None

**5. Discuss and Consider the Minutes of The Regular Village Board Meeting on July 20, 2020.**

Ratcliff had a modification to item 10.c.i to include “Ratcliff indicated that applications should be completed by all nominees for committee appointments”. **Motion** by Ratcliff to approve the minutes with modification, seconded by Valencia. **Motion** carried with a voice vote of 6-0-0.

**6. Presentations to The Board**

**a. Presentation by Jill Schmitz on The Ride.**

Jill Schmitz was present to give an overview of the modifications that will happen for the event this year. More information on the event can be found on their Facebook page TheRIDEUW.

**b. Update from Bill Schultz on Miracle Field.**

Bill Schultz was present to give an update on the progress on the Miracle Field in Bakken Park. The fundraising has slowed due to COVID-19 but they are planning to get the field work done this year and the rest will be completed in the spring of 2021.

**c. Presentation by Dolphin Swim Academy.**

Tony Hudzinski and Brittany Ballweg were present to give a brief overview of Dolphin Swim Academy they would like to build in Commerce Park.

**7. Unfinished Business**

**a. Discuss Village Board's list of priorities.**

Giese explained the next priorities in the staff memo which included “Sustainability and Climate Change as #3 and Village Library as #4”.

**b. Discuss and consider creation of Equity, Exclusivity and Race Committee.**

Valencia explained the memo in the packet and outline what the Ad Hoc Diversity, Equity and Inclusion Committee would look like. She would like to add one more group to the committee of “Staff Member”. **Motion** by Ratcliff to create the Ad Hoc Diversity, Equity and Inclusion Committee with proposed composition and objectives and to include “Staff Member”, seconded by VanderVelde. **Motion** carried with a voice vote of 6-0-0.

**c. Discuss and consider creation of Housing Task Force Committee.**

Ruth explained the memo in the packet to create the Housing Task Force Committee. **Motion** by Murphy to approve the creation of the Ad Hoc Housing Task Force and to authorize Village President Williams to invite members and provide a proposed membership list for Village approval using the committee composition proposed in the memo, with discussion points, seconded by Valencia. **Motion** carried with a voice vote of 6-0-0. **Motion** by Ratcliff to approve the objectives and mission statement as presented in the memo, seconded by Valencia. **Motion** carried with a voice vote of 6-0-0.

**8. New Business**

**a. Discuss and consider Sound Amplification permit for August 16, 2020 at Fireman's Park for Park and View Movie.**

Brusegar explained the event will be a free event for the community with following all the safety guidelines of COVID-19. **Motion** by Allen to approve the sound amplification permit for August 16, 2020 at Fireman's Park for Park and View Movie, seconded by VanderVelde. **Motion** carried with a voice vote of 6-0-0.

**b. Discuss and consider moving the September 7th Village Board of Trustee's meeting to September 8th.** **Motion** by Murphy to move the September 7<sup>th</sup> Village Board of Trustee's meeting to September 8<sup>th</sup> at 6:30 p.m. and allowing President Williams to cancel the meeting if there are not enough agenda items, seconded by VanderVelde. **Motion** carried with a voice vote of 6-0-0.

**c. Discuss and consider board letter to committee and commission members.**

Ratcliff explained the memo in the packet and would like it to be shared with all Village committee and commission members. **Motion** by Valencia to include memo on all upcoming agendas of committees and commissions and to send the memo to all committee and commission members, seconded by Ratcliff. **Motion** carried with a voice vote of 6-0-0.

## **9. Reports from Village Boards, Commissions & Committees**

### **9.I. Library Planning Committee**

Ratcliff reported that they have been working on the survey questions for the last couple of meetings and are hoping to have the draft questions ready for the next Village Board meeting. The next meeting is on August 5<sup>th</sup>.

### **9.II. Peer Court Steering Committee**

No report given.

### **9.III. Joint Fire Department Committee**

Ratcliff reported that the rapid response vehicle will be completed soon, they discussed the 2% fire dues, they discussed the replacement of engine #3 as it has been off the road for repairs and they may need to replace it before it is scheduled, they approved the WIFI in the bay and also the replacement of the washer and dryer.

**a. Discuss and consider authorizing the Village Attorney to draft a revised joint fire district agreement.**

Ratcliff indicated that they would like the Village Attorney to draft a revised joint fire district agreement because they are so many different agreements and some of the things they do not do anymore and it would be beneficial to have items like the 2% Fire Dues spelled out in the agreement. The cost would be a Village expense because the Village is the Chair of the committee this year. **Motion** by Valencia to authorize the Village Attorneys to work on joint fire agreement, seconded by VanderVelde. **Motion** carried with a voice vote of 6-0-0.

**b. Discuss and consider unbudgeted expense for PFAS removal.**

Ratcliff reported that they have a quote of \$7,700 to remove the PFAS foam and dispose of it properly, this was not a budgeted item but for safety reasons should be completed. The Village expense portion would be \$4,465. There may be a chance that the State may reimburse for the expense. **Motion** by Williams to approve the expense up to \$5,000 for the removal of the PFAS foam, seconded by Allen. **Motion** carried with a voice vote of 6-0-0.

### **9.IV. Law Enforcement Committee**

Williams reported they discussed the Use of Force Database Review, the proposed change of speed limit on Vilas Rd by Bakken Park which Chief Layber will investigate more on reducing it from 45 MPH to 25 MPH. The next meeting will be August 25<sup>th</sup>.

## **10. Reports from Village Officers**

### **a. Stafford Rosenbaum**

#### **i. Legal briefings/status updates**

Attorney Konopacki reported that they have received correspondence from a property owner that would like to build a pool but there is an easement that may not allow that to be built, so they are looking for more direction as to whether the board would like them to do more work on this issue as it may be helpful for future use in other areas as well. The board would like the attorney to complete this work.

### **b. COVID-19 update**

Giese no update

Lieutenant Wagner no update

Larson no update

Brusegar reported that they are slowly doing more programming with precautions.

## **11. Communications and Miscellaneous Business**

### **a. Consider approval of vouchers.**

**Motion** by Allen to approve the Village portion of the vouchers in the amount of \$279,657.47 seconded by Valencia. The check sequence goes from check #47403 to check #47446. **Motion** carried with a voice vote of 6-0-0.

**b. Correspondence**

There were several correspondences regarding Dolphin Swim Academy, email from Loreen Gage

**i. Resident outreach regarding property assessments.**

Giase indicated that they have received a few emails and there has been activity on Facebook so the memo in the packet will help explain the property assessment following a revaluation. This will be on the Village website, Facebook page and available at Village Hall.

**c. Upcoming community events.**

Movie at Fireman's park, Stuff the Bus at Piggly Wiggly Saturday August 8<sup>th</sup> and Primary Election on Tuesday, August 11<sup>th</sup>, Groundbreaking for Comfort Suites on August 12<sup>th</sup>.

**e. Future agenda items-** Village priorities

**12. Closed Session: This Closed Session Is for Negotiations for Development Incentive and Land Sale Negotiations in TID #5 The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.**

**Motion** by Williams to enter into closed session at 8:50 p.m. for the purposes of considering negotiations for Development Incentive and Land Sale Negotiations in TID #5 The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session seconded by Allen. **Motion** carried with a roll call vote Allen AYE, Murphy AYE, Williams AYE, Ratcliff AYE, Valencia AYE, VanderVelde AYE.

**14. Reconvene into Open Session and Possible Consideration of Closed Session Items**

**Motion** by Ratcliff to reconvene into open session at 10:27 p.m. seconded by Murphy. **Motion** carried with a roll call vote Allen AYE, Murphy AYE, Williams AYE, Ratcliff AYE, Valencia AYE, VanderVelde AYE.

No action was taken in this closed session.

**15. Adjournment**

**Motion** by Allen to adjourn at 10:30 p.m., seconded by Ratcliff. **Motion** carried with a voice vote of 6-0-0.

**Lisa Kalata, 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.**



# Staff Report

**MEMO DATE:** August 13, 2020

**TO:** Village Board

**FROM:** Matt Giese – Village Administrator

**RE:** Village Board Prioritization Process

## OVERVIEW

The Board has finalized the overall list of priorities. Staff has been directed to compile any existing staff performance goals/objectives that may align with the Board's list of priorities. This process will aid the Board in understanding the work that staff is already doing, which will help Board members determine how much additional effort may be needed to satisfy specific priorities.

The next two priorities up for discussion are "Fiscal Responsibility" (ranked 5<sup>th</sup>) and "Housing" (ranked 6<sup>th</sup>)

## STAFF GOALS/OBJECTIVES AS ASSIGNED DURING 2019 PERFORMANCE REVIEWS

### **--Staff goals/objectives that may align with "Fiscal Responsibility"**

#### Administration

- Work with financial consultant, staff and Board to update the Financial Management Plan prior to the 2021 budget review
- Propose a 2021 budget that is in line with the Board's approved FMP
- Provide Quarterly reports on the Village's financials

#### Public Works

##### --Brush privatization

- Utilize information from insurance company
- Get updated proposal; rerun cost comparison

##### --Staffing/organizational structure – plan for years ahead

- Succession planning (potential for formal talks at review time)
- Targeted training for identified staff
- Plan, cost-out, budget for training programs specifically for succession plan



### Police

- Maintain expenditures that are within the 2020 police budget, both overall, and by category whenever possible by approving and denying expenditures
- Monthly reports to the Law Enforcement Committee to keep them aware of department budget expenditures and overall budget health
- Prepare a 2021 budget to meet operational goals of the department and within guidelines provided by the Village Administrator

### Finance

#### --Payroll

- Continue to strive for a completely paperless and automated payroll process
  - Include ability to upload payroll information into the general ledger system
  - If possible, achieve this without need for long journal entry process for each individual payroll

#### --Audit

- Strive towards the removal of all audit remarks that are not a consequence of segregation of duties

#### --Banking

- Phase 1 of new banking institution implementation: set up necessary accounts and start remote deposit process. Write checks out of the new accounts and set up and utilize ACH and wire processes.
- Phase 2: implement verification, employee purchasing, analyze additional payment options
- Complete both processes by the end of 2020

#### --Implementation of upgraded financial software

- Integrate new GL software, MiDashboard and MiAP Workflow. Work with all necessary staff to train and implement.

#### **--Staff goals/objectives that may align with "Housing"**

- Submit a proposal to begin a Village Housing Task Force to study the Village's housing supply, gaps/needs, challenges, and opportunities
- Periodically review planning and development related Village ordinances and prepare amendments as/if deemed appropriate
- Coordinate public requests for Comprehensive Plan amendments, if any
- Work with applicants to facilitate review and approval procedures for projects as they arise



**--The following is what Board members submitted for each of these priorities**

Fiscal responsibility, stabilize and lower Village taxes (TA) /// Remain Fiscally Responsible - strive for minimal tax increase for the Village portion of the taxes. (JW) /// Sustainable Finances: Short term - Every calendar year maintains a balanced budget.

Long term - It is important to me that the existing board is financial stewards for the future generations of village residents. We need to remain fiscally healthy so there is no burden on the future of our community residents. We are mindful of large expense projects with a high level of certainty of the revenue that it will generate to offset those costs. (PV)

Housing Task Force - get Task Force created with clear deliverables (SV) /// Housing, Land Use and Planning: Promote land use policies that will advance goals for a healthy community, create positive economic outcomes and provide environmental benefits. Continue to develop the Housing Task Force to study the detailed inventory of current housing options and create a vision for increasing options in the future including a greater variety of home values, unit sizes, lot sizes, apartments, town homes, duplexes, and condos and increase transportation options to promote connectivity between neighborhoods and businesses. Pursue positive relationships with neighboring communities to increase current and future transportation connectivity.(HM) /

/// Affordable housing – the housing task force will help determine our community’s understanding and need for housing options, including housing that is affordable to many different levels of income and regardless of disability, race, gender, or sexuality. (MR) /// Focus on affordable/workforce housing options. I want to see all people have the chance to call Cottage Grove their home. We need the housing that covers all socio-economic ranges so all workforce can find a home here; therefore, more housing and neighborhoods. (JL) ///

Residential growth and development within housing: To help support diversifying our community; To help support lowering taxes. (PV)

Questions to ask yourself:

- Are the current staff goals/objectives adequate to meet the Board's priority for this topic?
- Is there further direction you would like staff to pursue and to potentially address in up-coming goal setting during performance reviews?
- Is there anything you feel needs to be addressed in the short term?

VILLAGE OF COTTAGE GROVE  
SOUND AMPLIFICATION PERMIT

PERMIT DATE(S): ON GOING ON THURSDAY'S

NAME OF EVENT: MUSIC ON THE PATIO

I (WE) hereby, make application for a Sound Amplification Permit, subject to the Municipal Code of the Village of Cottage Grove. (If an organization, list the President, Chairperson, Party or Parties responsible for application.) **APPLICANT(S) INFORMATION**

Name: BBJACK'S COTTAGE GROVE  
Address: 1609 LANDMARK DR  
Phone: 608-839-0510  
Email: EVENTS@BBJACK'SCG.COM

Name: JOE WAGNER  
Address: 1609 LANDMARK DR  
Phone: 608-839-0510  
Email: \_\_\_\_\_

Other individual(s) having authority for the event: \_\_\_\_\_

**OVERSIGHT OF THE EVENT**

Person(s) responsible for conducting the proposed use of the permit (Must be 18 years of age):

Name: RON BELLEFVILLE  
Address: 6544 TWIN LANE RD  
Phone Number: 608-358-4777  
Email: RON.BELLEFVILLE@BBJACKCG.COM

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email: \_\_\_\_\_

Starting Time: 600 AM

Ending Time: 9 PM

Location at which the sound amplification device(s) will be used: 1609 LANDMARK DR COTTAGE GROVE WI

The proposed use, described in detail, for which the sound amplification permit is requested: WE WILL BE USING THIS APPLICATION TO PROVIDE LIVE MUSIC ON A WEEKLY BASIS

*The proceeding information is correct to the best of my knowledge. I have received a copy of the Village of Cottage Grove Noise Ordinance (Section 219-1) and agree to abide by all the regulations and policies set forth for the use of the sound amplification permit. I acknowledge overall supervision of and responsibility for this event. By offering this permit, the Village of Cottage Grove does not accept any responsibilities, expressed or implied for any damage arising out of the use of this permit, and I acknowledge the Village of Cottage Grove has no responsibilities, expressed or implied for any damages arising out of, or connected in any way with the use of this permit.*

*I further agree to indemnify, save, and hold harmless the Village of Cottage Grove and each and every one of its elected and appointed officials, officers, employees, agents, representatives, successors, heirs, and assigns from and against any and all claims, damages, liability, expenses, costs, judgements, actions, demands, and responsibility of whatsoever kind or nature.*

BY: [Signature]  
(Signature of Applicant)

DATE: 8/7/2020

APPROVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

# **MEMO**

Date: August 14, 2020  
For: Village Board Meeting August 17, 2020  
From: Trustee Melissa Ratcliff  
RE: Process for Nominations to committee appointments

Earlier this year the Board approved an application for those interested in serving on Village committees to complete and return to our Village Clerk, Lisa Kalata, for consideration of appointment to committees when there are openings. However, we did not implement a formal process for the application's use.

I propose that a completed application be required for someone to be considered for nomination to a committee. This process would demonstrate transparency and aligns with our work toward promoting a diverse, inclusive and equitable community.

In addition, I would also recommend that we provide staff with the authority to add and remove committees as appropriate on the application, such as adding the Ad Hoc DEI committee to the list of committee options, without requiring Board approval.

**Village of Cottage Grove Board**  
**Application for Appointment to Village Commissions/Committees**

If you are interested in serving the community as a committee member, please complete this application form and return it by email to the village clerk: [lkalata@village.cottage-grove.wi.us](mailto:lkalata@village.cottage-grove.wi.us) or you can mail it to Village Hall, c/o Lisa Kalata, 221 E. Cottage Grove Road, Cottage Grove, WI 53527. Committee applications are kept on file and reviewed as necessary to fill vacancies. For more information about committees, please refer to our website: [www.village.cottage-grove.wi.us](http://www.village.cottage-grove.wi.us). If you have additional questions, please contact Village hall at (608) 839-4704, or Lisa Kalata at [lkalata@village.cottage-grove.wi.us](mailto:lkalata@village.cottage-grove.wi.us). Thank you for your interest!

Name:		
Street Address:		
City:	State:	Zip Code:
Phone #:	Email:	

<b>Choose a Committee(s)</b>	
<input type="checkbox"/> Ad Hoc Architectural Review Committee <input type="checkbox"/> Ad Hoc Glacial Drumlin Bike Path Committee <input type="checkbox"/> Ad Hoc Diversity, Equity & Inclusion Committee <input type="checkbox"/> Board of Review <input type="checkbox"/> Community Development Authority <input type="checkbox"/> Emergency Government Committee <input type="checkbox"/> Finance and Personnel Committee <input type="checkbox"/> Flynn Hall Committee <input type="checkbox"/> Housing Task Force <input type="checkbox"/> Law Enforcement Committee <input type="checkbox"/> Library Planning Committee <input type="checkbox"/> Ordinance Review Committee	<input type="checkbox"/> Parks, Recreation & Forestry Committee <input type="checkbox"/> Peer Court Steering Committee <input type="checkbox"/> Plan Commission <input type="checkbox"/> Police Commission <input type="checkbox"/> Public Relations Committee <input type="checkbox"/> Public Works & Properties Committee <input type="checkbox"/> Sustainability Committee <input type="checkbox"/> Tourism Commission <input type="checkbox"/> Utility Commission <input type="checkbox"/> Zoning Board of Appeals <input type="checkbox"/> Other (please specify): _____

Background (related experiences, skills or qualifications):
-------------------------------------------------------------

Why you are interested in this committee(s):
----------------------------------------------

**PUBLIC WORKS &  
PROPERTIES COMMITTEE**

**Tuesday, August 4, 2020**

**6:00 PM**

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://zoom.us/j/92615180685> You can also participate via phone by dialing 1-312-626-6799 and use Meeting ID: 926 1518 0685 # 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 the Director of Public Works & Utilities, JJ Larson at [jjlarson@village.cottage-grove.wi.us](mailto:jjlarson@village.cottage-grove.wi.us).

**AGENDA**

- 1) **Call Meeting to Order**
- 2) **Quorum and roll call**
- 3) **Public Appearances** – Public’s opportunity to speak about any subject that is not a specific agenda item.
- 4) **Old Business**
  - a. Discuss and consider recommendation on Clark St. and Grove St. reconstruction.
  - b. Update on Glacial Drumlin Bike Path project.
  - c. Update on the Buss Road/CTH BB project.
- 5) **New Business**
  - a. Discuss and consider recommendation on projects in the Financial Management Plan.
- 6) **Engineer’s report**
- 7) **Director’s report**
- 8) **Approve the minutes of the July 7, 2020 Public Works & Properties Committee meeting.**
- 9) **Set tentative date for next meeting**
- 10) **Future Agenda Items**
- 11) **Adjournment**

Notice:

1. Persons needing special accommodations should call 839-4704 at least 24 hours prior to the meeting.
2. 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.
3. Any item on the agenda is subject to final action

**ITEM 5a**

Glacial Drumlin Bike Path (Connection from western Village limits to trailhead of Glacial Drumlin State Trail)		Village/TAP Grant		Connection thru Village to trailhead of Glacial Drumlin State Trail
Engineering & Design			\$ 115,000	TAP (\$554,000) reimbursed
Construction			\$ 700,000	
TAP Grant			\$ (554,000)	
<b>TOTAL</b>			<b>\$ 261,000</b>	
<b>Clark St. Reconstruction (west portion)</b>		Village	\$ 600,000	In conjunction with bike path; urbanize, intersection improvements
Engineering & Design			\$ 98,000	
Construction			\$ 980,000	
<b>TOTAL</b>			<b>\$ 1,078,000</b>	
<b>Grove St. Reconstruction</b>				Potentially add water main extension
Engineering & Design			\$ 95,000	
Construction			\$ 950,000	
<b>TOTAL</b>			<b>\$ 1,045,000</b>	
<b>Grove St. Pulverization (parking lot south up hill)</b>				
Engineering & Design			\$ 9,500	culvert replacement(s)/additions
Construction			\$ 95,000	
<b>TOTAL</b>			<b>\$ 104,500</b>	

<b>TOTAL</b>	<b>\$ 3,042,500</b>
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Projects	Est. Cost	How funded in plan	2021	2022	2023	2024	2025
BB West Urbanization, Buss intersection. <sup>1</sup>	\$ 4,000,000	Village	X				
Glacial Drumlin Bike Path/Clark St/Grove St Reconstruction project(s) <sup>2</sup>	\$ 3,050,000	Village/TAP grant	X				
Bike path extension north (Phase 2: Northlawn to I-94) <sup>3</sup>	\$ 450,000	Village/TID 5	X				
W. Oak St Re-paving & traffic calming improvements	\$ 415,000	Village		X			
Thaden Pond <sup>4</sup>	\$ 660,000	Village/WPDES grant			X		
CTH N/Main St. Recon (Reynolds to south Village limits)	\$ 390,000	Village				X	
Reconstruct E. Taylor/Ridge E to Village limits	\$ 770,000	Village				X	
CTH N Conversion to Urban X-Section	\$ 675,000	Village					X
CTH N (From TT to 3400' north) <sup>5</sup>	\$ 2,310,000	TID 10					
CTH TT (From CTH N to 1450' west) <sup>5</sup>	\$ 770,000	TID 10					
Lift Station (north of I-94) <sup>5</sup>	\$ 500,000	TID 10					

NOTES:

- <sup>1</sup>Determine funding, timing and scope
- <sup>2</sup>Combination of bike path project, Clark St reconstruction and newly added reconstruction of Grove St.
- <sup>3</sup>PARC Grant funding (Dane County) no longer likely
- <sup>4</sup>WPDES grant awarded in 2022, moved construction to 2023
- <sup>5</sup>Timing & Village costs unclear; improvements will be developer driven in TID 10

# Engineer's Report

A Review of Projects in the Community

## Village of Cottage Grove, WI

**PREPARED BY:** Kevin Lord PE/PLS

[klord@msa-ps.com](mailto:klord@msa-ps.com)

**DATE:** Auguts 2020 Report

BUSS ROAD / COTTAGE GROVE ROAD INTERSECTION PLAN – MSA is working on the plan development for the site including a concept for the complete improvements of Buss Road in order to plan for overall stormwater and right-of-way needs. Future discussions will occur with respect to pedestrian crossings and site improvements within the corridor. The design is to be completed during the fall/winter of 2020 for 2021 construction.

5<sup>TH</sup> ADDITION TO WESTLAWN ESTATES – Concrete curb and gutter and sidewalk has mainly been completed. Contractor currently working on curb ramps and then will finish with street paving and restoration.

COTTAGE GROVE COMMONS – Miscellaneous concrete and restoration work being completed to obtain occupancy for a portion of the site. MSA obtained the field GIS information to update the Village utility mapping.

VILAS ROAD BIKE PATH CREEK CROSSING – Project is progressing. Pavement is completed and restoration is ongoing.

VILAS ROAD SEWER AND WATER – Preconstruction meeting planned for July 30<sup>th</sup> where a schedule will be discussed.

GLACIAL DRUMLIN PATH/CLARK STREET – MSA is working on plans for the grant funded portion in order to keep that portion of the project moving on the WisDOT timeline. MSA has been preparing for the Public Informational Meeting on July 30<sup>th</sup> with recommendations on the route from the Bike/Ped Committee. Plans and exhibits will be created for the PIM meeting which will be online. MSA has looked at crossing alternatives for the crossing of CTH N and has a recommendation from the Bike/Ped Committee. MSA is working to internally schedule the required test pits for stormwater evaluation of the site. Stormwater is being considered for the overall project with potential of public improvements. Utility estimates (overhead power) have yet to be received and may be included with the project and will be discussed with Public Works.

MAIN STREET BIKE PATH PARC GRANT – MSA checked in with Dane County on the PARC Grant funding. Due to the current economic hardship of Covid 19, they said it was doubtful this will be included in next year's budget. They told me to check in later this summer as they start preparing budgets for next year.

QUARRY RIDGE ESTATES – MSA has been working on the necessary sidewalk pours with the Contractor.

CONSTRUCTION STANDARDS – MSA began working on completing some construction standards for the public infrastructure for Contractors in the Village. The final specifications will be shared with Public Works along with some finalizing questions specific to the Village.

NORTH SIDE BUSINESS PARK – MSA has been working with the Village on the USA amendment on the North side of the Interstate. Upon completion of a developer's agreement design requests may be necessary for utility extensions and roadway improvements along the County roads. A portion of the area is included in the MMSD Annexation area.

MGSD UTILITY AND ROADWAY EXTENSIONS – MSA received information from the engineer of the school property including utility extensions and possible future roadway locations. MSA will review and report if anything is necessary for Public Works. MSA went over comments with JJ Larson and provided to the school district.

## PROJECT UPDATE

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EROSION CONTROL CHECKS – MSA has provided erosion control checks following rainfalls on specific sites in the Village including Cottage Grove Commons and the Storage Buildings.

FINANCIAL MANAGEMENT PLAN – MSA has been working with JJ Larson to verify some potential costs of roadways in the 5-year capital plan to start preparing budgetary numbers. MSA to review CTH N urbanization from Oak Street to Limestone Pass, West Ridge Road, and Oak Street traffic control.

WIDEN-OLSEN DEVELOPMENT – MSA discussed the desires of the Developer with Village staff and will assist in determining the development needs for the utilities and roadways along Vilas Road to access the property.

DEVELOPMENT REVIEWS – MSA has been reviewing the development submittals for new development. Current review sites include the Comfort Suites Hotel on Landmark Drive, Atwell Hotel on CTH TT, and the 1855 Saloon and Grill Patio expansion.

COMMERCE PARK INFILTRATION ANALYSIS – MSA has called in Diggers Hotline for the properties where the soil samples are to be completed.



# Village of Cottage Grove

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Department of Public Works

Director's Monthly Report to the Public Works & Properties Committee

August 4<sup>th</sup>, 2020

## **Vilas Rd. Creek Crossing**

- Project complete, aside from a few cleanup items.

## **Street maintenance for 2020**

- All street work completed for the year.
- Only remaining work is crack filling on bike paths

## **Sidewalk maintenance**

- Work has been completed for another year; invoices sent out
- Plan to have work for next year to plan early spring start if possible.

## **Camera at Public Works Shop**

- Contractor will be coming back to move the camera for us (time & material cost)
- Two attempts to get license plates were out of focus.

## **Stormwater Intern**

- Coordinated artists to develop/paint a mural around a storm inlet.

## ITEM 8

### VILLAGE OF COTTAGE GROVE PUBLIC WORKS & PROPERTIES COMMITTEE MEETING MINUTES OF JULY 7, 2020

1. **Call to Order at the Former Public Works Building.** The meeting was called to order at 6:02 p.m. by John Williams.
2. **Determine that a quorum is present and that the agenda was properly posted.**

It was determined that a quorum was present and that the agenda had been properly posted. Committee members present were Andy Eberhardt, Mike Hackel, Larry Kieck, Scott Schuerman and John Williams (chair). Also present were Public Works Director JJ Larson, Utility Clerk Kristen Krause, Village Engineer Kevin Lord of MSA and one member of the public.
3. **Public Appearances – Public’s opportunity to speak to Committee Members about any item that is not a specific agenda item.**

None.
4. **Old Business**
  - a. **Update on Stormwater Management Intern progress.**

Larson stated that a lot of progress has been made this summer in regard to the Village’s outfalls. The Stormwater Management Interns have been working on inspecting, cleaning and documenting the outfalls and has ranked them in order of priority maintenance in a spreadsheet. After the dry weather inspections were completed, they were entered in the GIS. The interns have also been working on education and outreach with Facebook posts, since in person outreach is limited due to the Covid-19 situation.
  - b. **Update on Glacial Drumlin Bike Path project.**

Not much new to update at this time. There will be a bike path committee meeting this Thursday. Lord stated that path alignment is currently being looked at. More information will be brought to the meeting next month.
  - c. **Update on Clark Street Reconstruction project.**

Nothing new to report at this time.
  - d. **Update on the Buss Road/CTH BB project.**

There a not a lot of updates at this time. Lord said that the Village is currently working to figure out future plans for the road, which need to take into account the burying of utilities and future right-of-way. The MG School District is requesting power at the new school site within the next couple of weeks, which is precipitating the urgency for Alliant Energy utility placement. Larson also commented that the plans for burying utilities need to be done correctly the first time so that we don’t have to move the them later.
5. **New Business**
  - a. **Discuss and consider adding No Parking signs on Corporate Court.**

Clasen Quality Coatings, located on Corporate Court, has requested that the Village post no parking signs on Corporate Court. The truck drivers for Clasen are having a difficult time getting out of their parking lot when other semis/vehicles are parked on Corporate Court. **Motion** by Hackel, seconded by Kieck, to approve posting No Parking signs to the entirety of Corporate Court. Motion carried with a unanimous voice vote of 5-0-0.
  - b. **Discuss and consider approval of task order for the infiltration analysis of the vacant Commerce Park lots.**

Lord went over the proposed task order and noted that some items had recently changed. He first pointed out that lots C and G on the map included with the task order, are already developed lots. Secondly, he noted that the amount of soil borings that need to be collected decreased from 36 to 24. Lastly, due to the other changes, the engineering costs would now only be \$10,000 instead of the original \$13,000. Williams explained that the analysis of these lots would make them more marketable to potential developers. Funds for this analysis will come out of the TIF and committee members agreed that this is a good investment. **Motion** by Eberhardt, seconded by Schuerman, to proceed with the infiltration analysis of the vacant Commerce Park lots with the stipulations under the scope of work: to decrease soil borings from 36 to 24,

removing C & G from the maps presented and decreasing the engineering cost to \$10,000. Motion carried with a unanimous voice vote of 5-0-0.

**c. Discuss potholes on Taylor Street.**

Larson and Public Works Foreman Marty Groskreutz recently discussed the road issues on Taylor Street and agreed that they are beyond just potholes. The areas of concern more closely resemble trenches. Public Works staff will continue to use oily material to fill and spread into the ruts/trenches. Larson explained that this is the best option right now for the cost. Williams suggested possibly adding funds into the budget to grind out and replace the edges of the streets next year. Larson stated that an overlay may be the best option. No formal action was taken at this time.

**6. Engineers Report**

**Buss Road/Cottage Grove Road Intersection Plan**

MSA is working on the plan development for the site, including a concept for the complete improvements of Buss Road, in order to plan for overall stormwater and right-of-way needs. Future discussions will occur with respect to pedestrian crossings and site improvements within the corridor. The design is to be completed during the fall/winter of 2020 for 2021 construction.

**5<sup>th</sup> Addition to Westlawn Estates**

Concrete curb and gutter and sidewalk have mainly been completed. The Contractor is currently working on curb ramps and then will finish with street paving and restoration. The Contractor also made changes to the outfall in the southeast corner of the development based on recommendations from the Town Engineer.

**Cottage Grove Commons**

Miscellaneous concrete and restoration work is being completed to obtain occupancy for a portion of the site.

**Vilas Road Bike Path Creek Crossing**

Project is progressing and looks good. Pavement is planned for the first days of July followed by restoration.

**Vilas Road Sewer and Water**

The project has been contracted, and Lord has talked with the Contractor. The tentative time frame for work to begin is sometime in August. The main objective is to complete the work and get the road restored before cold weather begins. Substantial completion is listed as 90 days from the start of the project.

**West Parkview LRIP**

The project is complete and the LRIP request for funding was completed by JJ.

**Glacial Drumlin Path/Clark Street**

MSA is working on plans for the grant funded portion in order to keep that portion of the project moving on the WISDOT timeline. MSA has been reviewing alternative routes near the intersection of Clark Street and Grove Street for the meeting on July 9. Plans and exhibits will be created for the PIM in late July. MSA has looked at crossing alternatives for the crossing of CTH N. MSA is also working to internally schedule the required test pits for the stormwater evaluation of the site. Utility estimates have yet to be received, and may be included with the project, and will be discussed with Public Works.

**Main Street Bike Path PARC Grant**

MSA checked in with Dane County on the PARC Grant funding. Due to the current economic hardship related to Covid-19, they said it was doubtful that this will be included in next year's budget. They told Lord to check in later this summer as they start preparing budgets for next year.

**Quarry Ridge Estates**

MSA has been working on the necessary sidewalk pours with the Contractor and coordinating the relocation of a light pole.

### **Construction Standards**

MSA began working on completing some construction standards for the public infrastructure for Contractors in the Village. The final specifications will be shared with Public Works along with some finalizing questions specific to the Village

### **North Side Business Park**

MSA has been working with the Village on the USA amendment on the north side of the interstate. Upon completion of a developer's agreement, design requests may be necessary for utility extensions and roadway improvements along the County roads.

### **MGSD Utility and Roadway Extensions**

MSA received information from the engineer of the school property including utility extensions and possible future roadway locations. MSA will review and report if anything is necessary for Public Works.

### **Erosion Control Checks**

MSA has provided erosion control checks following rainfalls on specific sites in the Village including Cottage Grove Commons and the Storage Buildings.

## **7. Directors Report**

### **Vilas Road Creek Crossing**

RG Huston Company is making good progress. As of this writing, grading was being done on the path portion.

### **Street Maintenance for 2020**

The street crack fill work has been completed. Chip seal work is tentatively set for mid-July and patching is scheduled for July 17 and July 20. We were also able to fit the crack filling of the bike paths into the budget, and the work will occur this summer. Larson is already working on a plan for 2021. Larson also reached out to Dane County and was told that they can do the striping on Main Street after the chips seal work is complete.

### **Sidewalk Maintenance**

Saw-cut work has been completed. Removal and replacement are over half complete as of this writing.

### **Camera at Public Works Shop**

The camera and new signage have been installed at the old Public Works shop. Larson has been in contact with LaForce to get some tips on how to increase video frames for a clearer picture of violators.

### **Stormwater Intern position**

Intern began work on June 1st. Every outfall in the Village has been inspected and maintenance work is being completed. The intern is also working on education and outreach information.

## **8. Approve the minutes of the June 2, 2020 Public Works & Properties Committee meeting.**

**Motion** by Hackel, seconded by Kieck, to approve the June 2, 2020 Public Works and Properties Committee meeting minutes as presented. Motion carried with a voice vote of 5-0-0.

## **9. Set tentative date for next meeting.**

The next virtual Zoom meeting is tentatively scheduled for Tuesday, August 4, 2020 at 6:00 pm.

## **10. Future Agenda Items**

- Update on Glacial Drumlin Bike Path project.
- Update on the Buss Rd/CTH BB project.
- Update on Clark Street project.

## **11. Adjournment**

**Motion** by Hackel, seconded by Eberhardt, to adjourn at 7:00 pm. Motion carried with a voice vote of 5-0-0.

Respectfully submitted by Kristen Krause, Utility Clerk.

Approved on:     /     /20

*These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim discussion of the subjects and conversations that took place.*

**VILLAGE OF COTTAGE GROVE**

**NOTICE OF PUBLIC MEETING**

**LIBRARY PLANNING COMMITTEE**

**Wednesday, August 5, 2020  
6:30 p.m.**

**Via Zoom**

*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://zoom.us/j/95811187082>*

*You can also participate via phone by dialing 1 312 626 6799 and use Meeting ID 958 1118 7082# 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)*

**AGENDA**

- 1) Call Meeting to Order**
- 2) Quorum and roll call**
- 3) Public Appearances:** Public's opportunity to speak about any subject that is not a specific agenda item.
- 4) Presentation:**
- 5) Old Business:**
  - a. Discuss and consider final survey questions;
  - b. Discuss and consider community outreach of survey.
- 6) New Business:**
  - a. Discuss business survey.
  - b. Discussion survey introduction video and transcript
- 7) Approve minutes:**
  - a. July 22, 2020, Library Planning Committee Minutes
- 8) Friends of Cottage Grove Library Report:**
  - a. Monthly meetings
  - b. Activities
- 9) Set tentative date for next meeting:** Wednesday, August 19, 2020, at 6:30 p.m. via zoom
- 10) Future Agenda items:** survey intro
- 11) Adjournment**

Notice:

1. Persons needing special accommodations should call 839-4704 at least 24 hours prior to the meeting.
2. 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.
3. Any item on the agenda is subject to final action.

LIBRARY PLANNING COMMITTEE

Wednesday, July 22, 2020  
6:30 p.m.

DRAFT - MINUTES

Via Zoom

AGENDA

- 1) **Call Meeting to Order** – Called to order at 6:37 p.m.
- 2) **Quorum and roll call** – Melissa Ratcliff, David Peterson, Cindi Kelm-Nelson, and Tiffany Haas present. Anne Schoenemann absent and excused.
- 3) **Public Appearances:** Public's opportunity to speak about any subject that is not a specific agenda item. **None.**
- 4) **Presentation:** **None.**
- 5) **Old Business:**
  - a. Review Survey and discuss outreach opportunities. Members and Michelle Roach with Promote Local went over the 10 survey questions. Discussion on using survey monkey as the platform. Promote Local will work on an outline and draft of the intro video up to 2 minutes with captioning and then a transcript to read instead of watching the video to be read/watched prior to taking the survey and objectively states the purpose of the survey. Survey monkey allows us to track the IP addresses so that it makes it more difficult for someone to take it more than once. The survey is geared toward one adult person taking it per household.  
Discussed where the link would be distributed and will come up with a list of groups that we could contact to ask them to distribute to their members. Also discussion of it being shared on the Village website and FB page, Friends of Cottage Grove Library FB page and members, Newspaper, Chamber, LinkedIn, Cottage Grove Historical Society, daycares, schools, senior centers, and other local groups
- 6) **New Business:** None.
- 7) **Approve minutes:**
  - a. July 13, 2020, Library Planning Committee meeting. Motion by David Peterson to approve, second by Cindi Kelm-Nelson. Motion passed 4-0-0.
- 8) **Friends of Cottage Grove Library Report:** Nothing new since last meeting.
  - a. Monthly meetings
  - b. Activities
- 9) **Set tentative date for next meeting:** Wednesday, August 5, 2020, at 6:30 p.m. via zoom

**10) Future Agenda items:** survey intro; discuss separate business survey, outreach opportunities

**11) Adjournment.** Motion by Tiffany Haas to adjourn, second by David Peterson. Motion passed 4-0-0. Meeting adjourned at 7:41 p.m.

## COMMUNITY DEVELOPMENT AUTHORITY

Monday, August 10, 2020

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://zoom.us/j/96165348447>.*

*You can also participate via phone by dialing 1 312 626 6799 and use Meeting ID: 961 6534 8447#  
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: [ikalata@village.cottage-grove.wi.us](mailto:ikalata@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 Approval of Minutes of The July 13, 2020 CDA Meeting.  
Documents: [7-13-2020 CDA MINUTES.PDF](#)
5. Discuss and Consider Request for Proposals for Marketing Project.  
Documents:
  1. [CDA\\_RFP-MARKETING\\_2020-08-03.PDF](#)
  2. [COTTAGE GROVE BRAND BOOK 2018.PDF](#)
6. Discuss and Consider Status of Original Commerce Park Signage.  
Documents: [CDA\\_COMMPKSIGNS\\_2020-07-31.PDF](#)
7. Review of Village Board Priority List.  
Documents:
  1. [VILLAGE BOARD LETTER TO COMMITTEES.PDF](#)
  2. [2020 PRIORITIZATION PROCESS MEMO 3.PDF](#)
  3. [2020 VILLAGE BOARD LIST OF PRIORITIES.PDF](#)
8. Future agenda items
9. Adjournment

This agenda has been prepared by Staff and approved by the Chair of the Community Development Authority 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.



# VILLAGE ACTION REPORT

**PROJECT: Commerce Park Signage**

**REPORT DATE: August 13, 2020**

**PROJECT DESCRIPTION:** Village Staff sought the opinion of the Community Development Authority regarding the status of the two original Commerce Park signs. One sign is located near the stormwater pond along I-94 and is dilapidated. The other is in the median on Commerce Parkway. It is in better shape, but is redundant due to the newer masonry signs located at the corners of Commerce Parkway and Highway N.

**COMMUNITY DEVELOPMENT AUTHORITY MEETING: August 10, 2020**

**STAFF REPORT PROVIDED BY:**  X  Planner,  \_\_\_  Engineer,  \_\_\_  Public Works

**MOTION:** by Valencia (1st), Sale (2nd)

The CDA motion was to have the signs removed by the Public Works Department with the assistance of an electrician to cap the electrical supply.

**VOTE:**  6  Aye,  0  Nay,  0  Abstain

**CDA COMMENTS:**

- (Lennberg) – can Public Works also restore any damaged turf or vegetation? Staff believed they could.
- (Sale) – noted the water tower now also provides signage along I-94.
- (Lennberg) – would any costs associated with removal come from the TID? Giese replied they would.

**STAFF COMMENTS:**

- See planning staff report.



# CDA STAFF REPORT

**MEMO DATE:** July 31, 2020  
**MEETING DATE:** **AUGUST 10, 2020**

**TO:** Village of Cottage Grove Community Development Authority  
**CC:** Matt Giese – Village Administrator  
Larry Konopacki – Village Attorney

**FROM:** [Erin Ruth, AICP – Village Planning Director](#)

**RE:** **Commerce Park signs**

## OVERVIEW

The original Commerce Park signs are still located out on the site. One is located in a publicly owned greenspace fronting I-94 east of the Summit building, and the other is in the median on Commerce Parkway near the entry to the park (see the attached map with photos).

One of the legs on the sign near I-94 is falling apart. The sign should either be repaired or removed. The sign near the entry is not dilapidated, but it is starting to show its age as it is made from EIFS which eventually requires repair and maintenance. The sign near the entry was made redundant by the higher quality masonry signs located near the Commerce Parkway and Highway N interchange.

## STAFF RECOMMENDATION

Staff is seeking feedback from the CDA on whether to remove or repair the signage.

# Commerce Park Signs



July 31, 2020



Commerce Park sign locations



Parcels

0 140 280 560 Feet



**AD-HOC SUSTAINABILITY COMMITTEE**

**Tuesday, August 11, 2020**

**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://zoom.us/j/98368810652> You can also participate via phone by dialing, 1-312-626-6799, and use Meeting ID: 983 6881 0652. 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. **Discuss and consider the minutes from July 14, 2020.**
4. **Public Appearances:** public's opportunity to speak about any subject that is not a specific agenda item
  - a. Email from Jared Schumacker from the County Working Group for 350Madison's Community Climate Solutions Team
5. **Usage Updates:**
  - a. Accessing CG Utility Accounts – Nick
  - b. Vehicle Fleet Inventory – J.J.
6. **Determine Sustainability Goal(s) for Cottage Grove**
  - a. Ex) Monona & Fitchburg Clean Energy Resolution (March 2019)
  - b. Ex) Reduce energy usage for city operations by 15% by 2030; Meet 100% of all City operations with renewable energy sources by 2040.
7. **Project Updates:**
  - a. Second Nature Renewable Energy Program – Nick
  - b. Community Electric Vehicle Supply Equipment (EVSE) Grant Program – Jenny & J.J.
  - c. Discuss Website Additions/Facebook Posts - All
8. **Future Projects:**
  - a. New Building Ordinance Mandating Electric Appliances – Nick
  - b. Rain Barrel Program (Ex: <https://www.coawi.org/342/Rain-Barrel-Program>) – Heidi
  - c. Annual Sustainability Update
    - i. Dashboard + Detailed Summary
9. **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 14, 2020**

1. **Call to Order:** Nicholas Hess 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 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 June 9, 2020.**

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

5. **Project Updates & Next Steps**

a. Current Sustainability Projects

i JJ reported on the preliminary roof condition. The Village will most likely will need a new roof on MSB to maximize the life of roof/solar panel improvements. Committee update will discuss this with the Village Board to provide direction to JJ if he should continue this process for budget proposal time. Looking forward we can explore options to expand solar energy production with either municipality owned solar options, community solar systems that enroll subscribers, or have customer hosted solar land that would be leased out.

b. Building Energy Inventory

i Catie has been gathering information about checklist of information to gather for the inventory. She has reviewed a checklist on analyzing energy use and both improvements and behavior can both have big impacts on energy use. So some education pieces can include: how can you reduce energy use in your office and home? JJ has created a workbook to gather energy use information. There are some improvements the Village has made over time such as motion detected lights. Catie, Nick, and JJ will work to gather the energy use history so we can measure changes in energy use based on our initiatives.

c. Sustainability Website/Facebook Posts

i The website and Facebook information presented in the packet was discussed. Nick will send updates to Lisa as needed. Nick provided an overview of the different sections that will be added to the website. This page will have both information about the committee and resources for residents. John noted a few projects currently under way so they can be added to the current projects section. These include LED light bulbs in Village Hall and Municipal Building this year (the Village used local business EPL to do installation). We are also conducting a tree inventory for all Village owned trees to analyze the tree canopy and update the Emerald Ash Borer (EAB) Plan. John would like to add an education section that would highlight information on why the Village is investing in these projects. The goals section will be a work in progress. Committee members can send Nick other items for the website and he will add it to the website update list for next month's meeting.

6. **Future Agenda Items**

a. Consider a Sustainability Goal for Cottage Grove – Members should do some research on this before next meeting. Other communities have presented the goals within a sustainability plan while others have a stand along resolution. JJ will bring a basic fleet list and replacement timeline. The utility usage list will also

help to develop the goals. We will use all of this information to begin to draft goals, plans and specific actions to meet the goals.

b. Developing a Comprehensive Sustainability Plan for Cottage Grove – Nick will work on this as we bring together broad goals and specific actions.

c. Canopy Program – Heidi discussed an example out of Monona to provide residents with incentives to diversify and increase the tree canopy. This would build off of the tree inventory. Heidi will take this to Parks, Rec and Forestry also.

d. Free Standing Charging Station – Jenny and JJ started discussing costs, vendors, and placements. Charging stations could be on Village-owned property or placed near local businesses. We discussed options such as Village grant opportunities for local businesses to add stations on their private property. Jenny and JJ will work to find out various costs and options.

e. Prospect of Cottage Grove Joining Alliant Energy's Second Nature Program - Nick will gather additional information for this.

f. Next meeting Tuesday, August 11.

## 7. Adjournment

**Motion** to adjourn by Williams at 7:09 pm, seconded by Rogers. **Motion** carried with a voice vote 5-0-0.

**Resolution No. 19-2-2328  
Monona Common Council**

**CITY OF MONONA RESOLUTION TO ADDRESS CLIMATE CHANGE THROUGH  
100 PERCENT CLEAN<sup>1</sup> ENERGY AND RESILIENCE<sup>2</sup>**

**WHEREAS**, the City of Monona is committed to creating a vibrant future for our community by taking responsible and effective action to arrest global warming and become resilient to the devastating risks of climate change on our health and well-being, ecosystems and economy; and

**WHEREAS**, the Mayor is a 2017 signatory to the Climate Mayors' Pledge to adopt and uphold the Paris Climate Agreement to limit global temperature rise to 1.5 degrees Celsius; and

**WHEREAS**, the City has been committed to reducing its carbon footprint since resolving in 2010 to generate 25 percent of its energy from renewable sources locally by 2025 as an Energy Independent Community; and

**WHEREAS**, the City adopted a Comprehensive Plan in 2014 and a Sustainability Plan in 2015 that addresses climate change, is a partner in the Dane County Energy and Climate Commission to move deep decarbonization County-wide, and is developing a comprehensive clean energy action plan in 2019; and

**WHEREAS**, the City has installed solar energy projects on four of five of its largest City-owned building rooftops; and

**WHEREAS**, the City is committed to ensuring all residents enjoy the benefits of energy efficiency and renewable energy, electrified transportation, fair utility rates, and employment opportunities of a clean energy economy; and

**WHEREAS**, youth and future generations will be most severely impacted by climate change, and it is the duty of current leaders to act promptly and resolutely to mitigate climate change for their benefit; and

**WHEREAS**, the City acknowledges that low-income residents and other vulnerable communities are often most burdened by energy rates and climate impacts; and,

**WHEREAS**, the economic impacts of severe climate events will become unaffordable to Monona taxpayers as the August 2018 flooding clearly demonstrated, so that mitigating climate change while improving the resilience of City infrastructure is the prudent, fiscally responsible thing to do; and

**WHEREAS**, climate scientists agree unequivocally that local climate change impacts will continue to include increasingly severe and more frequent droughts, worsening heat waves, excessive flooding, dieback of native tree species, reduced winter sports opportunities, increased prevalence of algal blooms on area lakes and ponds; and loss of suitable trout stream habitat in Wisconsin; and

**WHEREAS**, community-based, regenerative environmental infrastructure development can benefit the entire City, and positively enhance our ecosystems, provide jobs, add to economic activity, and provide equity benefits; and

**WHEREAS**, use of distributed solar and other renewable energy sources, paired with energy storage, and backed up by renewable co-generation, is an important strategy to build disaster resilience in the City; and

<sup>1</sup> Clean energy is defined as energy efficiency plus emission-free renewable energy.

<sup>2</sup> Resiliency is the strengthening of the ability of people and ecosystems to withstand and respond to severe events and ongoing climate changes.

**WHEREAS**, the City's energy use could be served by existing renewable energy technologies at reasonable cost, and the economic opportunities from a clean energy transition greatly exceed the diminishing economic opportunities from fossil fuels; and

**WHEREAS**, given the accelerating rate of climate change, as detailed in the Intergovernmental Panel on Climate Change (IPCC) Special Report on Global Warming SR15 and in the Fourth National Climate Assessment, it is urgent that energy consumers, the City, and the utility serving the City must take strong, swift action to reduce carbon emissions, and shift to 100 percent renewable electricity by 2030, which is within practical and economic reach; and

**WHEREAS**, Monona's utility provider, Madison Gas & Electric, which has pledged to increase its energy mix to at least 30% renewable energy by 2030 with at least an 80% reduction in carbon dioxide emissions by 2050 from 2005 levels, will be a key partner in creating additional cost-effective renewable energy generation, electrified transportation, energy efficiency improvements, and a progressive grid to assist the City in achieving its clean energy and resilience goals; and

**WHEREAS**, achieving these energy goals will require concerted action from individuals and the community, in urban and rural areas county-wide, from local and state governments, and from businesses and utilities.

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Monona, Dane County, Wisconsin, the City affirms its ongoing commitment to intensify its action to meet the green house reduction goals of the Paris Climate Agreement, and opposes the rollback of science and climate policy at the federal and state levels; and

**BE IT FURTHER RESOLVED**, that, given energy efficiency is a key and economical choice for meeting energy needs and reducing our carbon footprint, the City will advance energy efficiency and conservation projects, programs and outreach; and

**BE IT FURTHER RESOLVED**, that the City will increase green infrastructure such as urban tree canopy, green streets, green roofs, electric vehicle charging stations, and bike and pedestrian infrastructure as an effective strategy to reduce energy consumption and increase public health and well-being along with other climate resiliency strategies;

**BE IT FURTHER RESOLVED**, the City will meet its 100% renewable energy goals for city operations including buildings, infrastructure and fleet by:

- a) reducing its energy use for city operations by at least 15% by 2030, 40% by 2040 and 50% by 2050; and
- b) meeting 35% of its electric needs for City operations through renewable energy resources by 2025 and 100% by 2030; and
- c) meeting 65% of all City operations energy needs with renewable energy by 2030, 85% by 2035, and 100% by 2040; and

**BE IT FURTHER RESOLVED**, the City will work to achieve its 100% renewable energy goal community-wide by establishing goals with increasing targets to:

- a) reduce community-wide energy use at least 10% by 2030, and 40% by 2050; and
- b) meet 35% of community-wide electric needs through renewable energy resources by 2025, 50% by 2030, 75% by 2035, and 100% by 2040; and
- c) meet 20% of community-wide energy needs with renewable energy by 2030, 80% by 2040, and 100% by 2050; and

**BE IT FURTHER RESOLVED**, the City will support energy resources and programs that benefit low-income residents and create more equity in energy use, rates and jobs in the community; and

**BE IT FURTHER RESOLVED**, the City will prioritize renewable resources and programs during the transition to 100 percent renewable energy; and, when purchasing renewable energy credits (RECs), will prioritize those that generate new renewable energy in Wisconsin; and

**BE IT FURTHER RESOLVED**, the City will prioritize community-based development of renewable energy in Dane and surrounding counties; and

**BE IT FURTHER RESOLVED**, the City will collaborate with other governmental and public entities locally and regionally to facilitate all clean energy measures; and

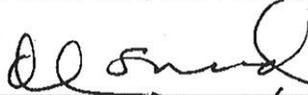
**BE IT FURTHER RESOLVED**, the City will prioritize local and micro-grid-based renewable energy projects over remote generation and transmission, and provide renewable energy and energy storage at key public facilities to reduce vulnerability to main electric grid failure; and

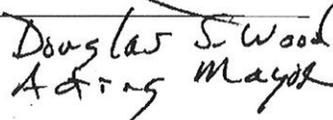
**BE IT FURTHER RESOLVED**, the City will develop resiliency strategies to deal with anticipated changes and severe climate events associated with climate change; and

**BE IT FURTHER RESOLVED**, that this resolution requires that the Mayor, City Council, Committees, Commissions and staff actively reduce climate change impacts by amending and developing plans, ordinances, policies and budgets to move Monona toward being a 100% renewable energy and resilient city in order to create a healthier, safer and more prosperous community.

Adopted this 14<sup>th</sup> day of March 2019.

BY ORDER OF THE CITY COUNCIL  
CITY OF MONONA, WISCONSIN

  
Mary K. O'Connor  
Mayor

  
Douglas S. Wood  
Acting Mayor

ATTEST:

  
Joan Andrusz  
Joan Andrusz  
City Clerk

Approval Recommended By: Sustainability Committee – 2/13/19

Council Action:

Date Introduced: 2-18-19

Revised: 3-4-19

Date Approved: 3-4-19

Date Disapproved: \_\_\_\_\_

## The Road To Sustainability:

# The Village of Cottage Grove's Path To Become a Sustainable Community Annual Update – Jan 2021

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

**Mission Statement:** To educate and enhance the Village of Cottage Grove for a future sustainable community

### **Goals:**

1. To make all Cottage Grove owned/operated property to use carbon-free renewable energy by 2030
2. To make the entirety of the Village of Cottage Grove utilizing carbon-free renewable energy by 2050

### **Committee Members:**

- Nicholas J. Hess, Chair
- Catie Malcheski
- Jenny Rogers
- Heidi Murphy, Village Trustee
- John Williams, Village President

## Table of Contents:

Executive Summary

Goals

Educate

Accountability

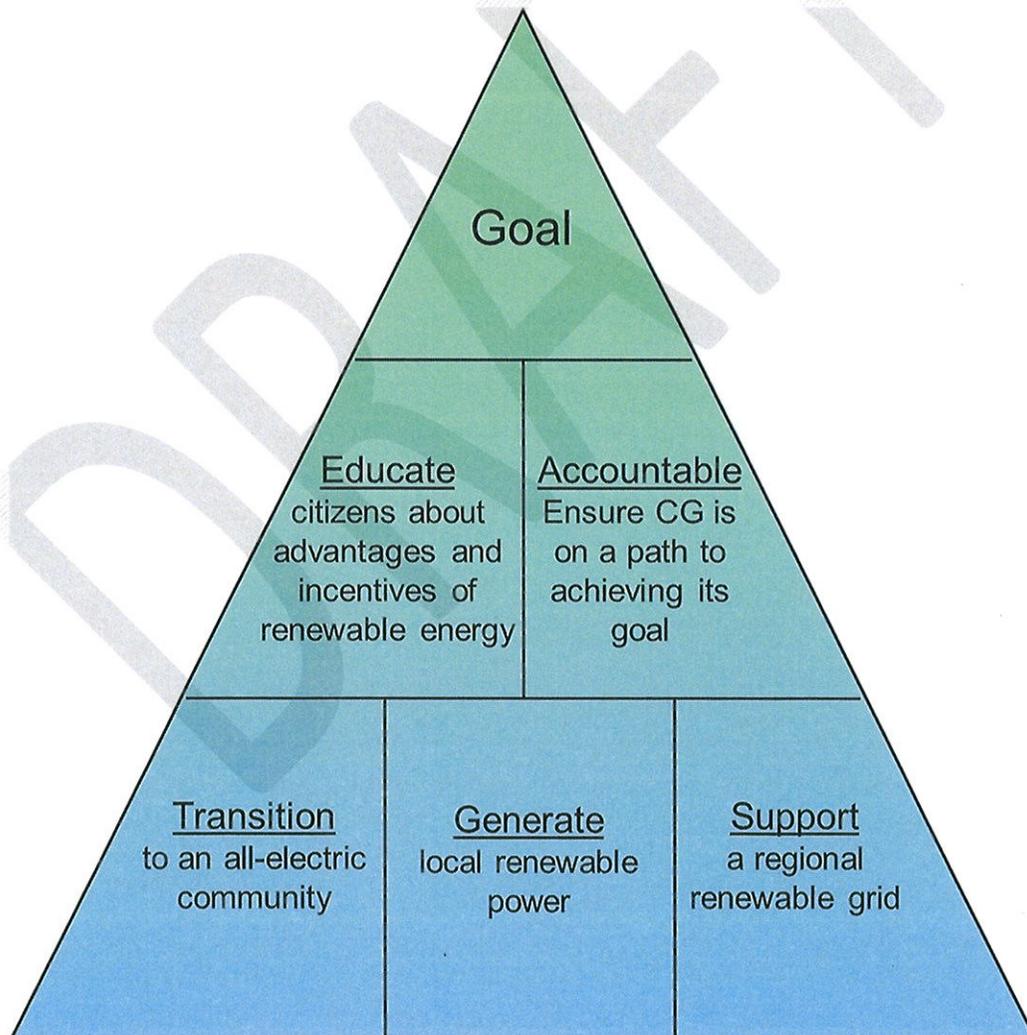
Transition

Generate

Support

# Executive Summary

*To be written in Dec, 2020.*



## Goals

DRAFT

## Education

**Purpose:** To educate the citizens about the advantages and incentives of renewable energy

### What We've Done So Far:

1. Created a sustainability website to consolidate and provide relevant information to citizens - <http://www.village.cottage-grove.wi.us/588/Ad-Hoc-Sustainability-Committee>
2. Regularly highlight sustainability opportunities and developments on facebook
3. Allow citizens to showcase their own sustainable moments through the hashtag #sustainableCG

### Future Goals:

1. To continually update the website with up-to-date information
2. Highlight important developments on the News-Gazette

## **Accountability**

**Purpose:** To make Cottage Grove accountable to achieving its goals

**What We've Done So Far:**

**Future Goals:**

1. To calculate the average energy usage of each Cottage Grove building
2. To continually update how the energy usage of each building changes over time to ensure we are on track to meet our goals

DRAFT

## Transition

**Purpose:** To transition Cottage Grove from gas to electric vehicles/appliances

While gas powered vehicles and appliances have been mainstays in the American home for decades, advancements in battery technology and a surge in renewable energy sources by utility companies have driven down the price of electric cars and appliances respectively. In order to succeed at having a fully renewable community, Cottage Grove is committed to transitioning old gas-based cars and appliances to electric ones over the next ?? years.

### **What We've Done So Far:**

### **Future Goals:**

1. Create a list of:
  - a. Electric vehicles on the market
  - b. Electric appliances options
2. Replace every Village owned:
  - a. Gas vehicle with an electric vehicle
  - b. Gas powered appliance with an electric appliance
  - c. Incandescent light bulb with an LED bulb
3. Incentivize local businesses to install charging stations
4. Create an ordinance mandating all new construction contain:
  - a. Only electric appliances
  - b. Only LED light bulbs

### Cottage Grove Vehicles

Note: List contains every Cottage Grove owned vehicle, the year they are slated to be replaced and the proposed replacement vehicle

1. \*

### EVSE Grant Program

*This committee, working with the Cottage Grove Chamber of Commerce is developing a grant program to incentivize Level 2 and Turbocharger EVSE installation at local businesses and multi-unit buildings.*

### Cottage Grove Building Appliances

Note: List contains every Cottage Grove building and if they contain any non-electric appliances or non-LED light bulbs

1. \*

## Electrical Energy Ordinance

This committee is working on creating an ordinance that will ensure all new construction and significant remodels will only install electric appliances, LED lighting and can pass LEEDS certification.

- [Ordinance Form](#)
- Chapter 130 Building Construction and Fire Prevention: Section 11 Construction Requirements

## General Information

### 1. Electric Vehicles

According to the Electric Power Research Institute, at home charging rates for electric vehicles is equivalent to ~\$1.00/gallon gasoline prices with available turbochargers equivalent to ~\$2.60/gallon of gas. <https://www.alliantenergy.com/InnovativeEnergySolutions/SmartEnergyProducts/ElectricVehicles>

### List of Currently Available Electric Vehicles (2020)

- Tesla Model S: 287-373 mi range
- Tesla Model 3: 220-330 mi range
- Tesla Model X: 258-328
- Tesla Model Y: 315
- Hyundai Kona Electric: 258
- Hyundai Ioniq Electric: 170
- Nissan Leaf and Leaf Plus: 150 and 226
- Chevrolet Bolt EV: 259
- Audi e-tron: 204
- Jaguar I-Pace: 234

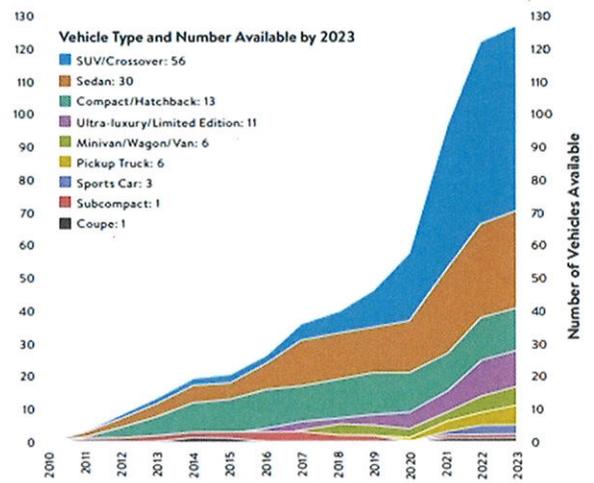


Figure 1. The number and variety of EV models continues to grow. By the end of 2020, about 63 different models are expected to be available in the U.S. By 2023, approximately 127 models are projected.

### Electric Vehicle Supply Equipment (EVSE) or Charging Stations

- **Level 1** – provides charging through a 120 volt AC plug and adds 2-5 miles of range per hour of charging. Does not require any special equipment besides an outlet and comes standard with most electric vehicles purchases
- **Level 2** – provides charging through a 240 volt AC plug and adds 10-20 miles of range per hour of charging. Requires installation of special equipment and a dedicated 20-100 amp circuit. Installation costs range from \$500-2,000 dollars. Alliant Energy will install a Level 2 EVSE in your house and offer a \$500 rebate.

<https://www.alliantenergy.com/InnovativeEnergySolutions/SmartEnergyProducts/ElectricVehicles/EVHomeChargersandRebates>

- **DC Fast Charging (Turbocharger)** – provides charging through a 480 volt AC input and adds 180-240 miles of range per hour. Installation costs range from \$20,000 – 50,000 with Alliant Energy offering a \$1,500 rebate per installation.  
<https://www.alliantenergy.com/WaysToSave/Rebates/RebateLocatorTool/ElectricVehicleWorkplaceChargingStation>

EVSE Chargers: [Tesla](#), [ClipperCreek](#), [ChargePoint](#)

## Electric Appliances

List of Commercial Company's Offering Electric Appliances

1. Wohlers: <https://www.wohlersheating.com/webapp/p/549/water-heaters>
2. Landmark Heating and Cooling: <https://www.hotwater.com/where-to-buy/wisconsin/cottage-grove/landmark-heating-and-cooling/>

## Contacts

- Jerry L. Batson P.E. – Lead Distribution Engineer – Alliant Energy – [jerrybatson@alliantenergy.com](mailto:jerrybatson@alliantenergy.com)
- Cottage Grove Chamber of Commerce – [cgchamber@cottagegrovechamber.com](mailto:cgchamber@cottagegrovechamber.com)

## Generate

**Purpose:** To generate local renewable power.

### **Specific Goals:**

1. To install solar panels on every Cottage Grove owned building that has the adequate support structure and access to sunlight to reduce that buildings energy usage on the grid.
2. To bring a community solar project to Cottage Grove, allowing mid-sized renewable energy to be generated locally.

### Solar Panel Companies

Note: List of local companies that will install solar panels on private, business or government buildings

- Full Spectrum Solar (Residential, Commercial & Government): <https://fullspectrum solar.com/>
- Midwest Solar Power (Residential, Commercial & Government): <https://www.mwsolarpower.com/>
- SunVest Solar (Commercial & Government): <https://www.sunvest.com/>
- SunPeak (Commercial & Government): <https://www.sunpeakpower.com/>

### Solar Panel Energy Production

Note: List of Cottage Grove owned buildings, when solar panels are slated to be installed, the number of solar panels installed, the % energy reduction and the years until the solar panels have paid for themselves

- ??

### Community Solar Projects

Alliant Energy is starting to support several community solar projects that we will investigate. Possible locations include:

- *Near Glacial Drumlin and the new Elementary School??*
- ??

## Support

**Purpose:** To support a regional renewable grid.

### **Specific Goals:**

1. To join Alliant Energy's Second Nature program to ensure our electrical needs support renewable energy projects in Wisconsin and Iowa

### Second Nature Program

Alliant Energy's Second Nature Program is a green pricing program that allows consumers to "buy-in" at either 25%, 50% or 100%, increasing their monthly energy costs \$0.01/kWh when choosing a 100% buy-in. The increased cost allows Alliant Energy to purchase additional renewable energy from a collective of renewable energy sources located in southern Wisconsin and Iowa.

Example) The average 3-bedroom house in Cottage Grove uses ~500kWh/month, with a 100% buy-in increasing the monthly bill by only \$5 a month.

<https://www.alliantenergy.com/InnovativeEnergySolutions/SustainableEnergyChoices/SecondNature>

## References

Alliant Energy: <https://www.alliantenergy.com/>

Alliant Energy Renewable Energy Hotline: 1-800-972-5325

U.S. Department of Energy Plug-In Electric Vehicle Handbook: <https://afdc.energy.gov/files/pdfs/51227.pdf>

Alliant Energy Second Nature Program:

<https://www.alliantenergy.com/InnovativeEnergySolutions/SustainableEnergyChoices/SecondNature>

Guide To LEED Certification: <https://www.usgbc.org/cert-guide>

DRAFT

**PLAN COMMISSION**

Wednesday, August 12, 2020

6:30 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://zoom.us/j/91962993160> You can also participate via phone by dialing 1 312 626 6799 and use Meeting ID: 919 6299 3160# 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. Determination of Quorum and That the Agenda Was Properly Posted
3. Pledge of Allegiance
4. PUBLIC APPEARANCES-Public's Opportunity to Speak About Any Subject That Is Not A Specific Agenda Item
5. Discuss and Consider the Minutes from the Plan Commission Meeting of July 15, 2020.  
Documents: [7-15-2020 PLAN COMMISSION MINUTES.PDF](#)
6. Discuss and Consider the Proposed Amendment of The Village of Cottage Grove Comprehensive Plan Regarding Parcels #0711-043-0006-0, #0711-043-0017-3, and #0711-043-0028-0.  
Documents:
  1. [CG\\_PUBHRGDRAFT\\_2020-08-06.PDF](#)
  2. [TRIP GENERATION ASSESSMENT MEMO 071620.PDF](#)
7. Discuss and Consider Site Plan Amendment for 1855 Saloon At 218 S. Main Street.  
Documents:
  1. [CG\\_1855-SITEPLANAMEND\\_2020-07-29.PDF](#)
  2. [MSA\\_00094071\\_1855 BAR AND GRILL PATIO EXPANSION 08042020.PDF](#)
  3. [MEMO\\_1200625\\_2020-07-23\\_STORMWATER\\_MANAGEMENT.PDF](#)
  4. [PLAN\\_2020-07-23\\_1855-PATIO.PDF](#)
  5. [FIG\\_1200625\\_2020-07-23\\_POST-DEVELOPMENT\\_DRAINAGE\\_MAP.PDF](#)
  6. [FIG\\_1200625\\_2020-07-23\\_USLE\\_EXHIBIT.PDF](#)
  7. [CALC\\_1200625\\_2020-07-23\\_USLE\\_PATH.PDF](#)
  8. [CALC\\_1200625\\_WINSLAMM\\_INFILTRATION\\_CALCS.PDF](#)
  9. [EXHIBIT\\_2020-07-23\\_DRUMLIN\\_RESERVE\\_SIGN.PDF](#)
  10. [FIG\\_1200625\\_2020-07-23\\_HUSTON\\_OLDE\\_TOWN\\_DEVELOPMENT\\_PHASING\\_PLAN.PDF](#)
  11. [1855 SALOON AND GRILL PATIO EXPANSION SITE PLAN APPLICATION SNYDER ASSOCIATES 200723.PDF](#)

8. Presentation by Kevin Metcalfe For Potential Project on North Side of W. Cottage Grove Road Between Cork Crossing and Sandpiper Trail.

9. Review Village Board Priorities.

Documents:

1. [VILLAGE BOARD LETTER TO COMMITTEES.PDF](#)
2. [2020 PRIORITIZATION PROCESS MEMO 3.PDF](#)
3. [2020 VILLAGE BOARD LIST OF PRIORITIES.PDF](#)
4. [RESOLUTION 2020-07.PDF](#)

10. Future Agenda Items

11. Adjournment

This agenda has been prepared by Staff and approved by the Village President as Chair of the Plan Commission 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.

**ORDINANCE 09-2020**  
**AN ORDINANCE TO ADOPT THE AMENDMENTS TO THE**  
**VILLAGE OF COTTAGE GROVE COMPREHENSIVE PLAN**

The Village Board of the Village of Cottage Grove, Wisconsin does ordain as follows:

**SECTION 1.** The Village of Cottage Grove is authorized to prepare and adopt a comprehensive plan as defined in sections 66.1001(1) and 66.1001(2) of the Wisconsin Statutes.

**SECTION 2.** The Village has adopted and followed written procedures designed to foster public participation in every state of the preparation of a comprehensive plan as required by section 66.1001(4)(a) of the Wisconsin Statutes.

**SECTION 3.** The Plan Commission of the Village of Cottage Grove, by a majority vote of the entire commission recorded in its official minutes, has adopted a resolution recommending to the Village Board the adoption of the document entitled *Village of Cottage Grove Comprehensive Plan* containing all of the elements specified in section 66.1001(2) of the Wisconsin Statutes.

**SECTION 4.** The Village of Cottage Grove has held at least one public hearing on this amendment, in compliance with the requirements of section 66.1001(4)(d) of the Wisconsin Statutes and per its adopted public participation procedures.

**SECTION 5.** The Village Board of the Village of Cottage Grove, Wisconsin does, by enactment of this ordinance, formally adopt the changes identified as Exhibit A pursuant to section 66.1001(4)(c) of the Wisconsin Statutes.

**SECTION 6.** This ordinance shall take effect upon passage by a majority vote of the members of the Village Board and publication/posting as required by law.

Adopted this August 17, 2020.

---

John Williams, Village President

Attest:

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Lisa Kalata, Village Clerk



## EXHIBIT A

**MEMO DATE:** August 13, 2020  
**MTG. DATE:** **AUGUST 17, 2020**

**TO:** Village of Cottage Grove Board of Trustees

**CC:** Matt Giese – Village Administrator  
Lisa Kalata – Village Clerk  
Larry Konopacki – Village Attorney  
Kevin Lord – Village Engineer

**FROM:** [Erin Ruth, AICP – Village Planning Director](#)

**RE:** **Comprehensive Plan Amendment**

### PROPOSED AMENDMENTS

#### Planned Mixed-Use Area #3

The text under the heading for Planned Mixed-Use Area #3 on page 5-39 shall be amended to read as follows:

*This area includes the parcels in the Northlawn Subdivision located along the Highway N frontage. Two of the parcels are developed with commercial land uses, the Stop N Go located immediately north of School Road and the Kinder Care daycare located immediately south of School Road. Three vacant parcels remain. Each is approximately 1 acre, located north of the Stop N Go. These parcels been very slow to develop as the remaining parcels have remained vacant for over 20 years. The parcels benefit from the installation of traffic signals at the Highway N and School Road intersection as well as the planned extension of the multiuse trail across the street along Highway N.*

*Each of the remaining parcels are currently zoned PB, Planned Business and could be developed per that zoning. However, there is an established pattern on Northlawn of residential densities increasing toward Highway N. An alternative would be a continuation of that pattern with multi-family residential on the remaining parcels. Up to 100 units could be accommodated if the three 1-acre parcels are combined and if underground parking is maximized.*

Also, the Planned Mixed Use Area #3 map on page 5-39 shall be replaced with the following (next page):



□ Tax Parcels

0 310 620 1,240 Feet





# VILLAGE ACTION REPORT

**PROJECT: 1855 Saloon Site Plan Amendment**

**APPLICANT: Wade Huston/RG Huston, Inc.**

**PROJECT LOCATION: 218 S. Main Street**

**REPORT DATE: August 13, 2020**

**PROJECT DESCRIPTION:** The applicant is seeking a site plan amendment to allow the expansion of the rear patio at 1855 Saloon, located at 218 S. Main Street. The expanded patio would facilitate additional outdoor dining options, making the business more competitive during the pandemic.

**PLAN COMMISSION MEETING: August 12, 2020**

**STAFF REPORT PROVIDED BY:**  Planner,  Engineer,  Public Works

**MOTION:** by Jushchyshyn (1st), Sale (2nd)

The site plan was APPROVED WITH CONDITIONS, with the conditions as follows:

## Planning

1. The gate at the tow of the ADA ramp appears to be configured such that a person in a wheelchair cannot open the gate while remaining on the flat pavement in front of the gate. The applicant shall confirm the gate is exit only or the gate shall be reconfigured to allow easier access.
2. There appears to be potential for branches of the crabapple trees located adjacent to the ramp to obstruct clear passage on the ramp. Applicant shall confirm this is not the case or consider alternate species at planting locations.
3. There appears to be a continuous curb between the new parking lot surface and the ADA ramp. The applicant shall adjust this condition to allow ADA access from the lot to the ramp.
4. Staff has no objection to the sign design provided in the submittal. The applicant shall clarify the proposed sign location and shall obtain a sign permit prior to installation.

## Engineering – Site & Utility Plan

1. A lighting plan should be provided showing light trespass.
2. The Village has a sanitary sewer running beneath the proposed patio and concrete walk (within the existing parking lot). The existing manhole is being raised to the proposed sidewalk grade. The Village will continue to provide maintenance within the proposed sanitary sewer.
3. Sheet C 401 notes the sanitary manhole may have the cone rotated to avoid the curb and gutter. Contractor should verify any rotation of this manhole prior to moving this to verify access and the stairs will line up for future maintenance.
4. Show the type of cleanout caps planned in the parking lot.
5. Storm sewer shown between ST 9 and ST 10 is shown as flat.

6. Verify the invert at ST 1. The invert shown is higher than the endwall listed.
7. Verify detail 4 on Sheet L 300. The note shows a 4" PVC drain to connect to the storm sewer however the plans call the pipe to be 6" N12HDPE unless there is a separate connection somewhere.

Engineering – Stormwater

1. Rate control and water quality management are attained within the existing regional detention basin south of Glenn Drive. This pond is known as the Huston Pond and was analyzed as part of the 2018 Village stormwater quality master plan. The study found the pond to achieve 69% TSS reduction and 52% TP reduction annually. This is slightly below the 80% TSS reduction and 54% TP reduction required by Village ordinance; however, because the regional facility is in place and the subwatershed as a whole meets the Village's own WPDES permit requirements it is felt that the existing pond provides treatment to the maximum extent possible.
2. The site will be required to meet infiltration requirements on-site. The calculations provided show the site meets the infiltration requirements, however no soil analysis was completed to verify the infiltration rates which are critically important to achieving infiltration performance. The infiltration rates need to be verified prior to final approval of the plan. However, if the infiltration rates are as calculated or better, the site will meet the requirements.
3. Long Term Maintenance Agreement – MSA will provide a template for the infiltration areas to the Developer to draft what will ultimately be approved by the Village and recorded by the Developer.

**VOTE:** 7 Aye, 0 Nay, 0 Abstain

**APPLICANT COMMENTS:**

- (Andy Meessemenn – Snyder & Associates) – provided an overview of the project and confirmed they can meet the conditions.

**PUBLIC COMMENTS:**

- None

**PLAN COMMISSION COMMENTS:**

- None

**STAFF COMMENTS:**

- See planning staff report.



# PLANNING STAFF REPORT

**MEMO DATE:** July 31, 2020

**MTG. DATE:** **AUGUST 12, 2020**

**TO:** Village of Cottage Grove Plan Commission

**CC:** Village of Cottage Grove Board of Trustees  
Matt Giese – Village Administrator  
Lisa Kalata – Village Clerk  
Larry Konopacki – Village Attorney  
Kevin Lord – Village Engineer

**FROM:** [Erin Ruth, AICP – Village Planning Director](#)

**RE:** **1855 Saloon Site Plan Amendment**

## BACKGROUND

Property Owner: Wade Huston/RG Huston, Inc.

Location: 218 S. Main Street

Area: 1.11 acres

Agent: Mike Calkins – Snyder & Associates

Existing Zoning: Planned Unit Development

Proposed Zoning: Planned Unit Development

Future Land Use Plan: Central Mixed Use

## OVERVIEW

The applicant has submitted a proposed site plan amendment at the Olde Town Center located at 218 S. Main Street. The proposed project is specifically related to 1855 Saloon. The applicant is seeking to expand the rear patio area provide some additional parking spaces. The expanded patio would facilitate additional outdoor dining options, making the business more competitive during the pandemic.

The project would eliminate most of an existing rear yard on the property. The rear yard had originally been set aside to protect two large oak trees. However, one of the trees is hollowed out and needs to be removed. The other also appears to be in generally poor health.

## **ZONING CONSISTENCY**

The subject property is part of a larger planned unit development that includes the Aster Assisted Living and Memory Care facilities, and the senior housing along E. Reynolds Street. The proposed site plan amendment is consistent with the existing planned unit development.

There is a net gain of seven parking spaces in the proposed plan without disrupting the existing angled street parking.

The proposed landscaping is generous including several canopy trees around the new parking lot to replace the existing oak trees that are being removed. Staff has some concern about the two crabapple trees located adjacent to the ADA ramp. Given that crabapple trees are not that tall and the ramp slopes up to a higher elevation than the trees, there appears to be potential for the tree branches to block some of the headroom on the ramp. The applicant should consider relocating the trees or using a different species at that location.

## **COMPREHENSIVE PLAN CONSISTENCY**

In the opinion of staff, the proposed project is consistent with the comprehensive plan.

## **STAFF RECOMMENDATIONS**

Staff recommends the proposed site plan amendment be APPROVED WITH CONDITIONS, with the conditions as follows:

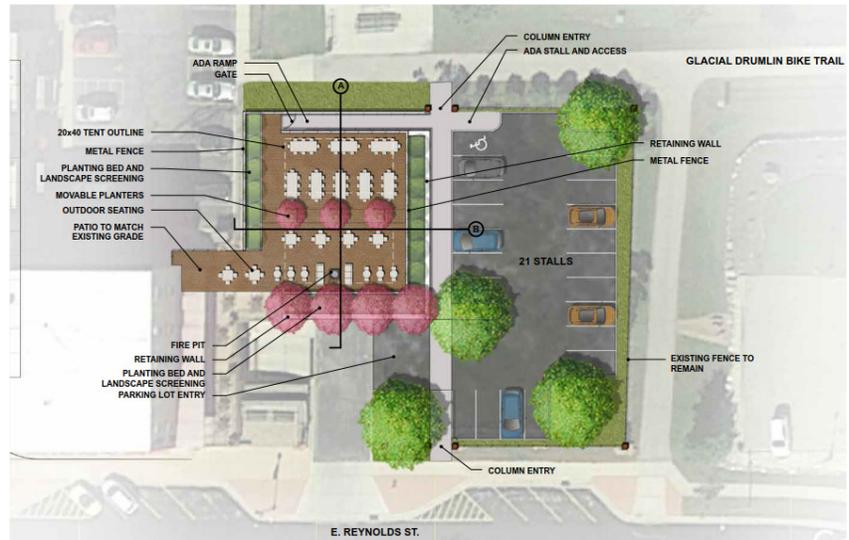
1. The gate at the top of the ADA ramp appears to be configured such that a person in a wheelchair cannot open the gate while remaining on the flat pavement in front of the gate. The applicant shall confirm the gate is exit only or the gate shall be reconfigured to allow easier access.
2. There appears to be potential for branches of the crabapple trees located adjacent to the ramp to obstruct clear passage on the ramp. Applicant shall confirm this is not the case or consider alternate species or planting locations.
3. There appears to be a continuous curb between the new parking lot surface and the ADA ramp. The applicant shall adjust this condition to allow ADA access from the lot to the ramp.
4. Staff has no objection to the sign design provided in the submittal. The applicant shall clarify the proposed sign location and shall obtain a sign permit prior to installation.

**ENGINEERING REVIEWER:**

Kevin Lord, P.E.  
 Phone: (608) 242-7779  
 klord@msa-ps.com

**DATE:**

August 4, 2020


**1855 Patio Expansion Concept Plan**

 1" = 2'  
 SCALE

**Proposed 1855 Patio Expansion**
**REVIEW COMMENTS**

MSA has reviewed the Plans submitted for construction on July 27, 2020 for the proposed Patio Expansion of the 1855 Saloon and Grill.

**INCLUDED**

1. Site Construction Plans
2. Landscape Plan
3. Stormwater Infiltration Calculations
4. Erosion Control Plans

MSA has the following comments on the plans provided.

**Site and Utility Plan Comments:**

1. A lighting plan should be provided showing light trespass.
2. The Village has a sanitary sewer running beneath the proposed patio and concrete walk (within the existing parking lot). The existing manhole is being raised to the proposed sidewalk grade. The Village will continue to provide maintenance within the proposed sanitary sewer.
3. Sheet C 401 notes the sanitary manhole may have the cone rotated to avoid the curb and gutter. Contractor should verify any rotation of this manhole prior to moving this to verify access and the stairs will line up for future maintenance.
4. Show the type of cleanout caps planned in the parking lot.
5. Storm sewer shown between ST 9 and ST 10 is shown as flat.
6. Verify the invert at ST 1. The invert shown is higher than the endwall listed.

## PROJECT REVIEW

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7. Verify detail 4 on Sheet L 300. The note shows a 4" PVC drain to connect to the storm sewer however the plans call the pipe to be 6-inch N12HDPE unless there is a separate connection somewhere.

### Stormwater Comments:

1. Rate control and water quality management are attained within the existing regional detention basin south of Glenn Drive. This pond is known as the Huston Pond and was analyzed as part of the 2018 Village stormwater quality master plan. The study found the pond to achieve 69% TSS reduction and 52% TP reduction annually. This is slightly below the 80% TSS reduction and 54% TP reduction required by the Village ordinance; however, because the regional facility is in place and the subwatershed as a whole meets the Village's own WPDES permit requirements it is felt that the existing pond provides treatment to the maximum extent practicable.
2. The site will be required to meet infiltration requirements on-site. The calculations provided show the site meets the infiltration requirements however no soil analysis was completed to verify the infiltration rates which are critically important to achieving infiltration performance. The infiltration rates need to be verified prior to final approval of the plan. However if the infiltration rates are as calculated or better, the site will meet the requirements.
3. Long Term Maintenance Agreement – MSA will provide a template for the infiltration areas to the Developer to draft that will ultimately be approved by the Village and recorded by the Developer.

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SEE LANDSCAPING SHEETS FOR PATIO AND RETAINING WALL DESIGN

USLE PATH  
123' @ 1.9%

CONSTRUCTION ENTRANCE

EROSION MATTING

SILT FENCE

INLET PROTECTION

E. REYNOLDS ST.

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MARK	REVISION	DATE	BY
Engineer: BCA	Checked By: BCA	Scale: 1" = 10'	
Technician: MW	Date: 7-23-2020	T-R-S: 7N-11E-16	

Project No: 120.0625.30  
 Sheet C 400

**1855 PATIO EXPANSION**  
**GRADING & EROSION CONTROL PLAN**  
 VILLAGE OF COTTAGE GROVE, WI  
**SNYDER & ASSOCIATES, INC.**  
 5010 VOGES ROAD  
 MADISON, WISCONSIN 53718  
 608-838-0444 | www.snyder-associates.com



Project No: 120.0625.30  
 Sheet C 400

## Memorandum

**To:** Village of Cottage Grove - Village Engineer  
(Attn: Kevin Lord)

**Date:** July 23, 2020

**From:** Michael L. Calkins, P.E.

**CC:**

**RE:** 1855 Patio Expansion (1855 Saloon & Grill) - Stormwater Management & Erosion Control Plan

---

A stormwater management and erosion control plan has been prepared for the proposed 1855 Patio Expansion Project. The project location is directly east of the existing 1855 Saloon & Grill and is located in SW  $\frac{1}{4}$  of the NE  $\frac{1}{4}$  of Section 16, T 7 N, R 11 E, Village of Cottage Grove, Dane County, WI. The location of the site can be seen on the attached plan set.

The proposed project includes filling the existing asphalt parking lot directly east of the existing 1855 Saloon & Grill building and converting it to an outdoor patio area. The subgrade of the existing parking lot will not be disturbed, thus this portion of the project is not considered redevelopment and subsequently has not been modeled. The project will also include installing a new permeable parking lot in the grass area east of proposed outdoor patio. The new permeable parking lot is considered new development and modeled accordingly. The new permeable parking lot and associated land disturbance is under one acre so it will not require a WDNR permit for stormwater or erosion control. Additional information for the proposed project can be found in the attached plan set.

The project site resides in Sub-Area 1 of the Huston Olde Town Development as shown in the approved November, 2006, stormwater report. The Huston Olde Town Development along with the existing Arrowwood Green Development and the existing Aster Memory Care all drain to a wet detention basin located on the southeast corner of the overall development site. The total area draining to the wet detention basin is approximately 29.86 acres, per previous reports. The wet detention basin discharges to an existing infiltration basin. Discharge from the wet detention basin and infiltration basin flows into a downstream regional detention basin. This regional basin controls the post-development discharge rate to pre-development conditions, per previous reports. See the attached Huston Olde Town Development Phasing Plan for the location of Sub-Area 1.

The intent of the stormwater management and erosion control plan is to provide 90 percent of the pre-development infiltration volume, 54 percent total phosphorus removal, and treat oil and grease for the new parking area via permeable pavement. The permeable pavement is anticipated to be Spancrete Replenish, which is a permeable precast concrete system. The existing wet detention basin that Sub-Area 1 of the Huston Olde Town Development drains to will treat the proposed

project site for TSS removal while the regional detention basin further downstream will control the post-development peak discharge rates to pre-development conditions. Stormwater runoff from the proposed project will be directed to existing and proposed inlets on-site that are connected to existing storm sewer infrastructure. The native soils at the project site are anticipated to be sandy loam with a design infiltration rate of 0.5 inches per hour. However, to be conservative, the native soil infiltration rate used in the modeling was reduced to a silt loam design infiltration rate of 0.13 inches per hour. The permeable pavement modeling assumes a minimum cleaning frequency of once every ten years. Modeling using the Madison WI Twenty 1980-1999.ran rainfall file results in a maximum surface seepage rate of approximately 15.9 inches per hour after 20 years of modeling. Therefore, the permeable pavement exceeds the minimum allowed seepage rate of 10 inches per hour and thus the design life is anticipated to be in excess of 20 years with respect to clogging capability. Soil borings/pits will need to be conducted prior to construction for verification. Erosion and sediment control will be accomplished via a stone construction entrance, silt fence, erosion matting, and inlet protection. Please see the attached plan set, post-development drainage map, USLE exhibit map, and USLE calculations for more information.

The following tables are the WinSLAMM Software modeling results for the new parking area. The modeling results indicate the design meets the stormwater management requirements outlined in this memo. The models are attached.

**Table 1: Total Suspended Solid Calculations**  
(One Year of Modeling – WisReg Madison WI 1981.RAN File)

	Particulate Solids Yield (lbs.)	Percent Particulate Solids Reduction
<b>Total of All Land Uses without Controls</b>	130.7	
<b>Outfall Total with Controls</b>	24.39	81.34
<b>Annualized Total After Outfall Controls</b>	24.45	

**Table 2: Total Infiltration**  
(One Year of Modeling – WisReg Madison WI 1981.RAN File)

Condition	Runoff Volume (cu. ft.)	Percent Infiltrated
<b>Pre-Development</b>	1,985	
<b>Post-Development</b>	4,726	90.6

**Table 2: Total Phosphorus Removal**  
(One Year of Modeling – WisReg Madison WI 1981.RAN File)

	mg/L	lbs.	%
<b>Concentration – No Controls</b>	0.2913		
<b>Concentration – With Controls</b>	0.3656		
<b>Pollutant Yield – No Controls</b>		0.2815	
<b>Pollutant Yield – With Controls</b>		0.1079	
<b>Percent Yield Reduction</b>			61.68

**Table 4: Maximum Surface Seepage Rate  
(20 Years of Modeling – WisReg - Madison WI Twenty 1980-1999.RAN File)**

<b>Duration of Modeling (Years)</b>	<b>Maximum Surface Seepage Rate (in./hr.)</b>
<b>10</b>	73.7
<b>20</b>	15.9

Attachments:

- 1.) Plan Set
- 2.) Huston Olde Town Development Phasing Map
- 3.) Post-Development Drainage Map
- 4.) USLE Exhibit Map & Calculations Spreadsheet
- 5.) Stormwater Management Models (WinSLAMM)
- 6.) WinSLAMM Infiltration Calculations
- 7.) WinSLAMM Surface Seepage Rate Output Spreadsheet







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	Engineer: BCA	Scale: 1" = 10'	
	Checked By: BCA	T-R-S: 7N-11E-16	
	Technician: MW	Date: 7-23-2020	
Project No: 120.0625.30			Sheet C 200

**1855 PATIO EXPANSION**  
**EXISTING SITE PLAN**

**VILLAGE OF COTTAGE GROVE, WI**

**SNYDER & ASSOCIATES, INC.**

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Project No: 120.0625.30

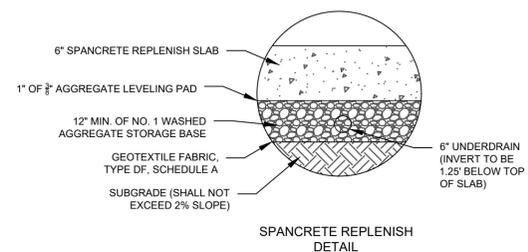
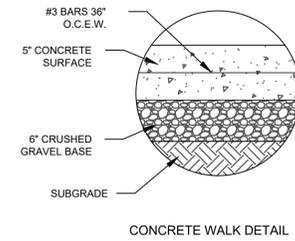
Sheet C 200



TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN  
**CALL DIGGERS HOTLINE**  
**1-800-242-8511**  
**TOLL FREE**  

 WIS. STATUTE 182.0175 (1974)  
 REQUIRES MIN. OF 3 WORK DAYS  
 NOTICE BEFORE YOU EXCAVATE





**ZONING**  
PUD

**PROPERTY DESCRIPTION**  
1855 SALOON & GRILL  
47,847 SQ. FT. - 1.10 ACRES

**PARCEL NUMBER**  
0711-161-9126-1

**GENERAL USE**  
COMMERCIAL

**BUILDING DESCRIPTION**  
PATIO & PARKING LOT ADDITION

**PARKING STALL COUNT**  
20 PARKING STALLS (1 ADA)

**BASE SITE CALCULATIONS**  
EXISTING IMPERVIOUS AREA = 35,470 SQ. FT. (74.1% IMPERVIOUS AREA)  
IMPERVIOUS AREA TO BE REMOVED = 5,330 SQ. FT.  
NEW PERVIOUS PAVEMENT AREA = 6,780 SQ. FT.  
NEW PERVIOUS PAVER AREA = 3,510 SQ. FT.  
NEW SIDEWALK/CURB & GUTTER AREA = 2,126 SQ. FT.  
NEW NET IMPERVIOUS AREA = 32,266 SQ. FT. (67.4% IMPERVIOUS AREA)

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	Engineer: BCA	Date: 7-23-2020	
	Technician: MW	T-R-S: 7N-11E-16	

Project No.: 120.0625.30  
Sheet C 300

**1855 PATIO EXPANSION**  
**SITE PLAN**  
**VILLAGE OF COTTAGE GROVE, WI**  
**SNYDER & ASSOCIATES, INC.**  
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Project No.: 120.0625.30  
Sheet C 300

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STRUCTURE TABLE				
STRUCTURE NAME	STRUCTURE TYPE	RIM EL.	INVERTS IN	INVERTS OUT
ST 1	2'x3' INLET	882.00	N = 880.25	
ST 2	6" CLEANOUT	883.09		S = 881.88
ST 3	6" CLEANOUT	882.32	N = 881.11	E = 881.11
ST 4	6" CLEANOUT	883.67		S = 882.46
ST 5	6" CLEANOUT	881.84	W = 880.63 N = 880.63	E = 880.63
ST 6	6" CLEANOUT	883.84		S = 882.63
ST 7	6" CLEANOUT	882.38	N = 881.17	SW = 881.17
ST 8	6" CLEANOUT	881.74	W = 880.53 NE = 880.53	S = 880.53
ST 9	6" CLEANOUT	887.80		E = 885.80
ST 10	6" CLEANOUT	887.80	W = 885.80	N = 885.80
ST 11	6" CLEANOUT	887.49	S = 885.49	N = 885.49
ST 12	6" CLEANOUT	887.21	S = 885.21	E = 885.21
ST 13	6" CLEANOUT	884.58		E = 882.58
ST 14	6" CLEANOUT	887.23		W = 885.33
ST 15	6" CLEANOUT	884.88	N = 882.88	W = 882.88
ST 16	6" CLEANOUT	885.44		S = 883.44

STORM PIPE TABLE								
PIPE NAME	PIPE TYPE	SIZE (IN.)	FROM	TO	LENGTH (FT)	START INV.	END INV.	SLOPE
STP 1	N12 HDPE	6	ST 2	ST 3	103	881.88	881.11	0.75%
STP 2	N12 HDPE	6	ST 3	ST 5	20	881.11	880.63	2.44%
STP 3	N12 HDPE	6	ST 4	ST 5	109	882.46	880.63	1.68%
STP 4	N12 HDPE	6	ST 5	ST 8	6	880.63	880.53	1.59%
STP 5	N12 HDPE	6	ST 6	ST 7	84	882.63	881.17	1.74%
STP 6	N12 HDPE	6	ST 7	ST 8	24	881.17	880.53	2.72%
STP 7	N12 HDPE	6	ST 8	ST 1	10	880.53	880.25	2.95%
STP 8	N12 HDPE	6	ST 9	ST 10	22	885.80	885.80	0.00%
STP 9	N12 HDPE	6	ST 10	ST 11	24	885.80	885.49	1.28%
STP 10	N12 HDPE	6	ST 11	ST 12	16	885.49	885.21	1.79%
STP 11	N12 HDPE	6	ST 12		34	885.21	884.70	1.49%
STP 12	N12 HDPE	6	ST 13		28	882.58	879.20	11.90%
STP 15	N12 HDPE	6	ST 14		20	885.33	884.70	3.09%
STP13	N12 HDPE	6	ST 15		16	882.88	879.20	23.22%
STP14	N12 HDPE	6	ST 16	ST 15	56	883.44	882.88	0.99%


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	Checked By: BCA	Scale: 1" = 10'	
	Engineer: BCA	Date: 7-23-2020	
	Technician: MW	T-R-S: 7N-11E-16	

Project No.: 120.0625.30  
Sheet C 401

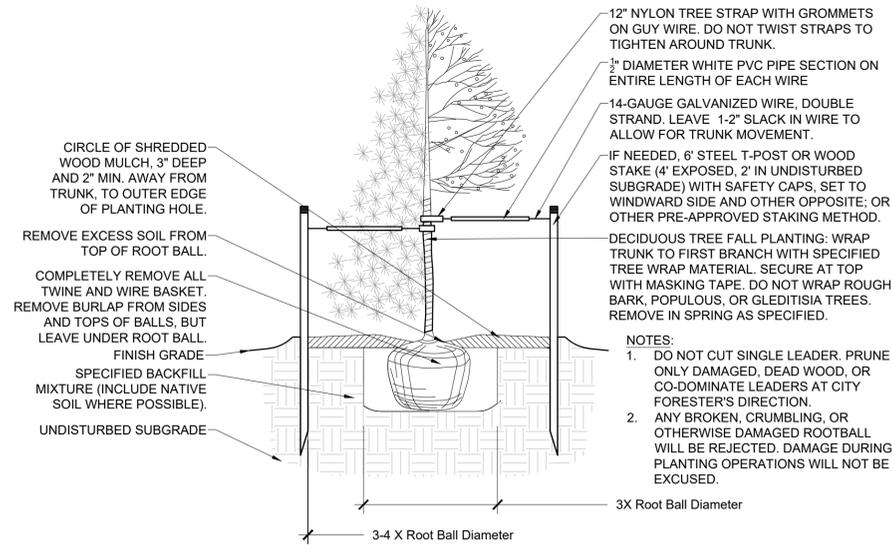
**1855 PATIO EXPANSION**  
**UTILITY PLAN**  
**VILLAGE OF COTTAGE GROVE, WI**  
**SNYDER & ASSOCIATES, INC.**  
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Project No: 120.0625.30  
 Sheet C 401

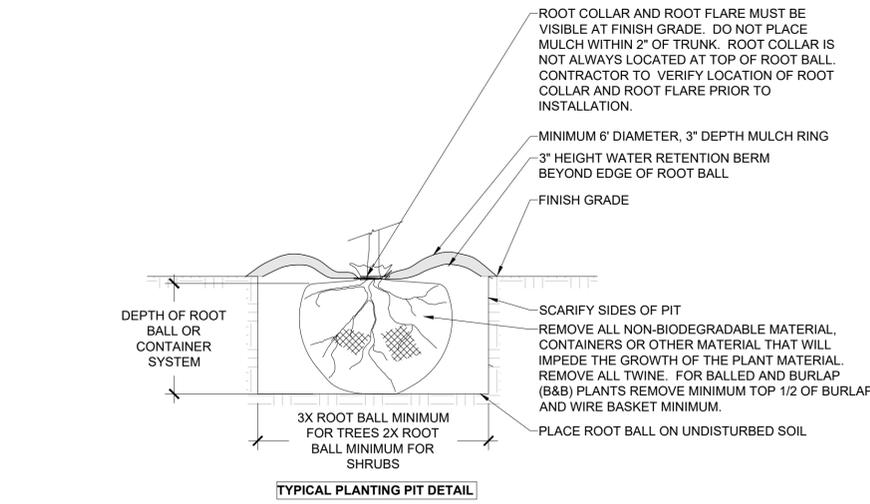






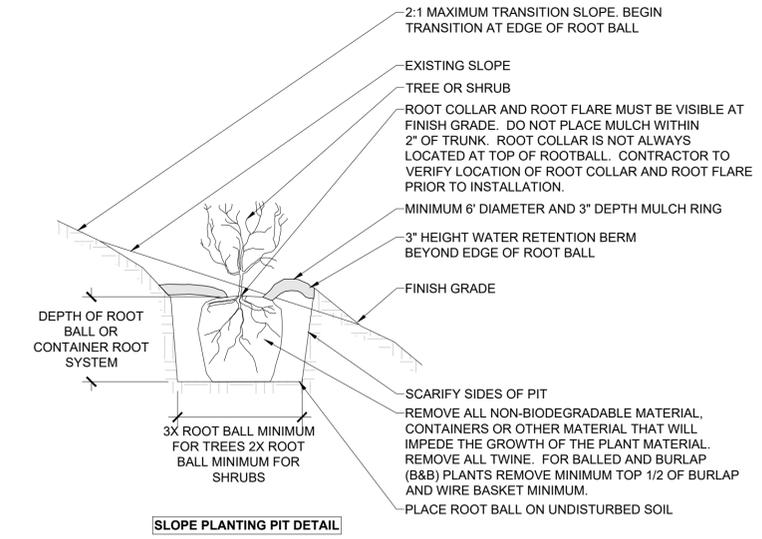
1 TREE PLANTING

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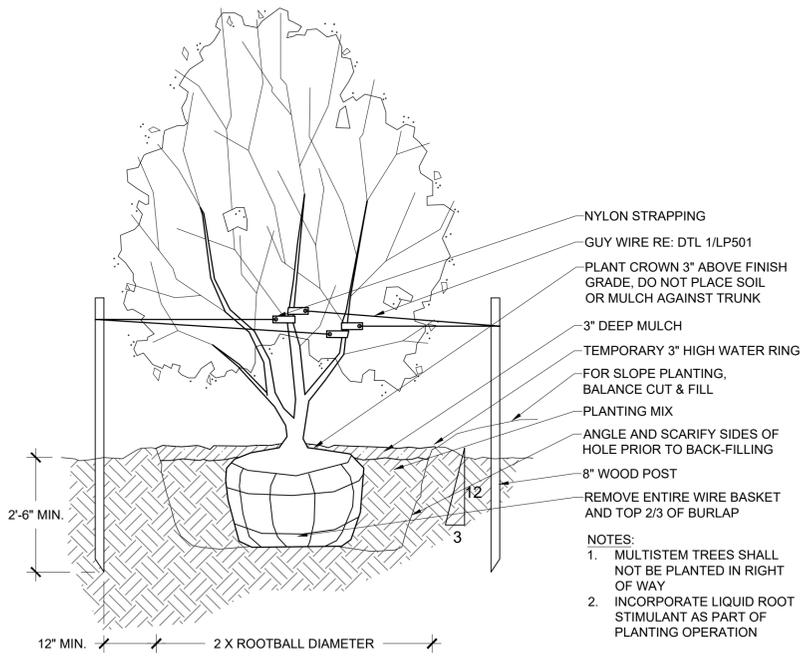


2 PLANTING PIT

NO SCALE

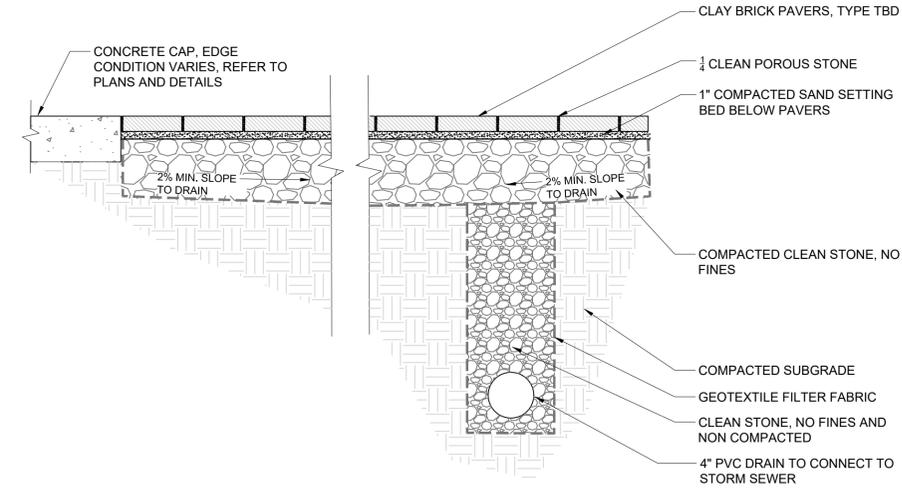


SLOPE PLANTING PIT DETAIL



3 MULTISTEM TREE PLANTING

SCALE: 1/2" = 1'-0"



4 POROUS PAVERS AT PATIO

SCALE: 1" = 1'-0"



5 FENCE

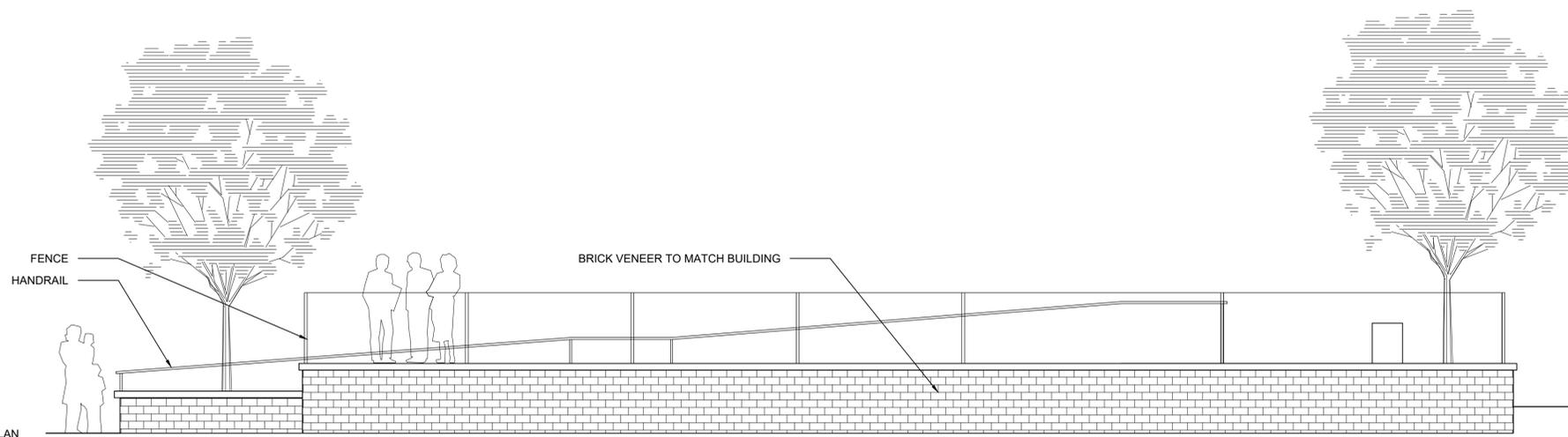
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MARK	REVISION	DATE	BY
Engineer: BCA	Checked By: BCA	Scale: 1" = NTS	
Technician: MW	Date: 7-23-2020	T-R-S: 7N-11E-16	

1855 PATIO EXPANSION  
 VILLAGE OF COTTAGE GROVE, WI  
 SNYDER & ASSOCIATES, INC.  
 2727 S.W. SNYDER BLVD  
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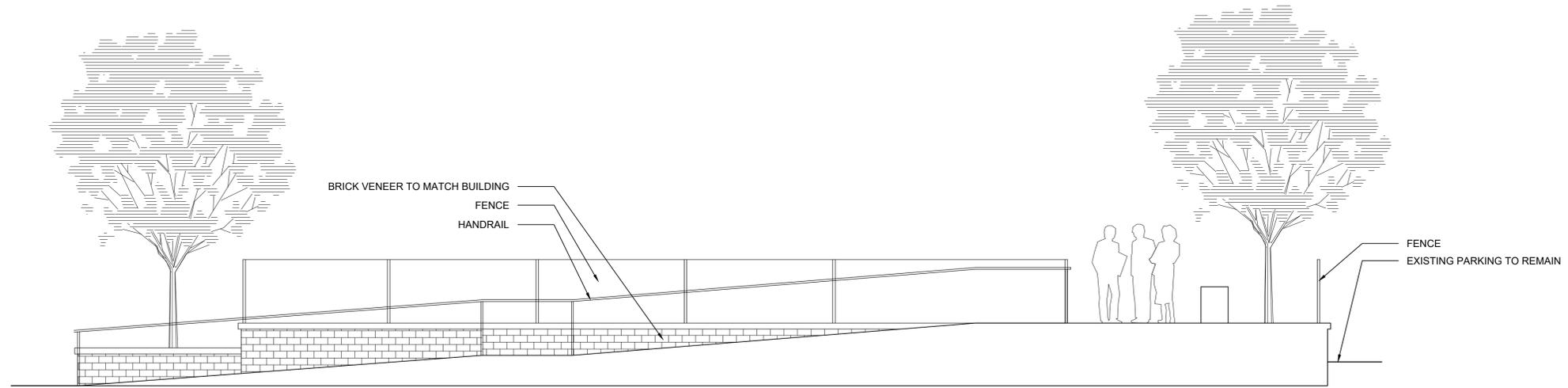
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NOTES:  
1. REFER TO HARDSCAPE PLAN FOR LOCATION

1 ELEVATION A

SCALE: 3" = 1'-0"



NOTES:  
1. REFER TO HARDSCAPE PLAN FOR LOCATION

2 SECTION A

SCALE: 3" = 1'-0"



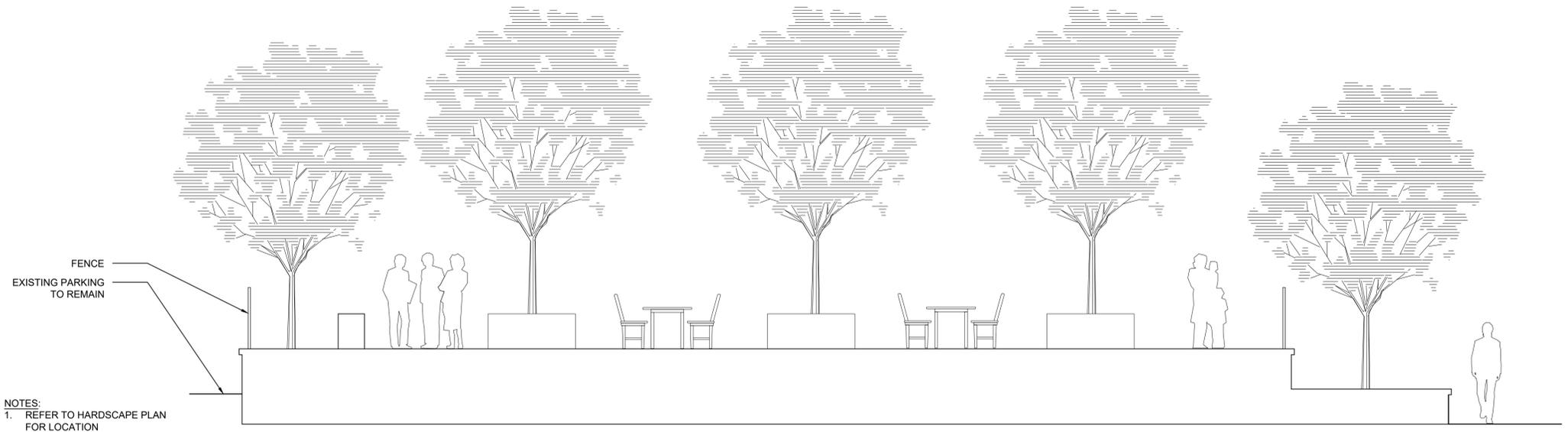
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Engineer: BCA	Checked By: BCA	Scale: 1" =	
Technician: MW	Date: 7-23-2020	T-R-S: 7N-11E-16	
Project No: 120.0625.30			Sheet L 301

**1855 PATIO EXPANSION**  
**SITE SECTIONS & DETAILS**  
**VILLAGE OF COTTAGE GROVE, WI**  
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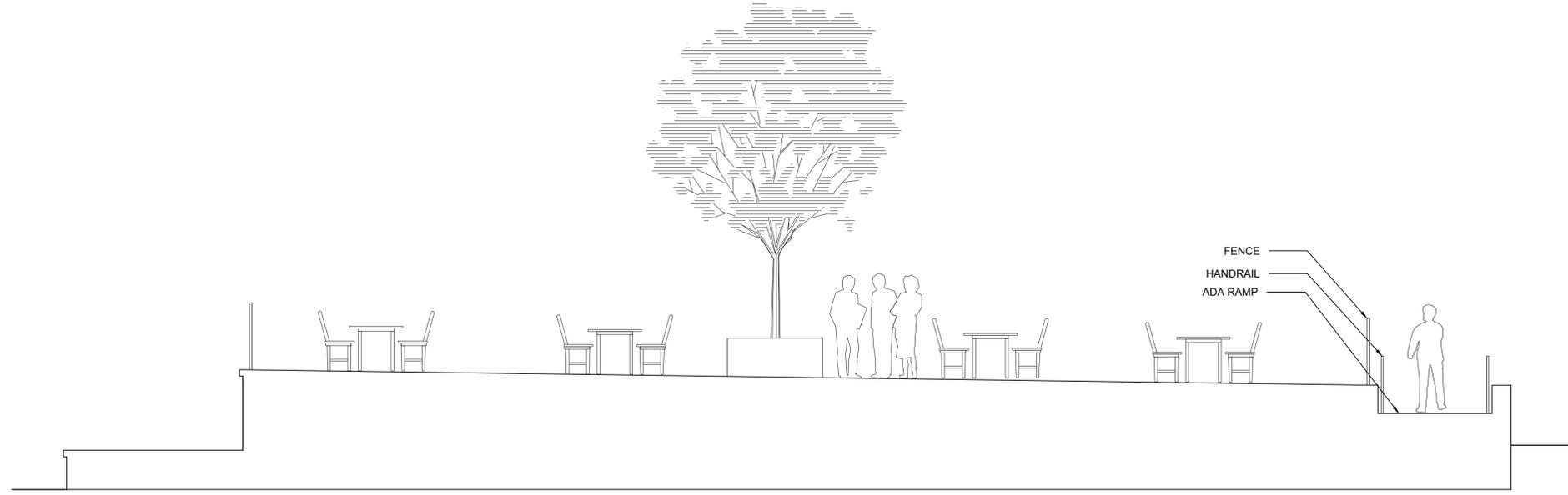
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1 SECTION B

SCALE: 3" = 1'-0"



2 SECTION C

SCALE: 3" = 1'-0"



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Engineer: BCA	Checked By: BCA	Scale: 1" = NTS	
Technician: MW	Date: 7-23-2020	T-R-S: 7N-11E-16	

Project No.: 120.0625.30

Sheet L 302

**1855 PATIO EXPANSION**

**SITE SECTIONS & DETAILS**

**VILLAGE OF COTTAGE GROVE, WI**

**SNYDER & ASSOCIATES, INC.**

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Project No: 120.0625.30

Sheet L 302

**VILLAGE OF COTTAGE GROVE  
REQUEST FOR SITE PLAN APPROVAL**

**APPLICANT:** Wade Huston at RG Huston, Inc.

**APPLICANT ADDRESS:** 2561 Coffeytown Road Cottage Grove, WI 53527

**TELEPHONE:** 608-255-9223

**EMAIL ADDRESS:** whuston@rghuston.com

**PROJECT LOCATION:**

218 S. Main Street Cottage Grove, WI 53527

**DESCRIPTION OF PROPOSED PROJECT:**

Expanded outdoor dining patio.

**APPLICATION SUBMITTAL REQUIREMENTS:**

1. Submittal requirements per 325-112(C), see following pages.
2. Fee of \$275.
3. Escrow deposit of \$500 for consultant review. If actual review fees are less, excess will be returned. If actual review fees exceed escrow amount, applicant will be billed for the excess.

7/23/2020  
**Date**

  
**Applicant Signature**

..... **For office use only:** .....

**Date Received:**  
**Planning Commission Meeting Date:**  
**Village Board Meeting Date:**

**SUBMITTAL REQUIREMENTS PER 325-112(C):**

*Required items that are deemed to be not applicable to the proposed project may be waived by the Zoning Administrator. Detailed site analysis per 325-112(C)(8) may be required; verify with Village staff. Submittal materials may be submitted as pdf files via email in lieu of printed copies by arrangement with the Village Planning Director.*

**(1) Written description of the intended use describing in reasonable detail the:**

**(a) Existing zoning district(s) [and proposed zoning district(s) if different].**

Existing zoning is Planned Unit Development. Zoning will not be changed for this project.

**(b) Land use plan map designation(s).**

Central Mixed Use

**(c) Description of existing environmental features.**

Environmental corridor that contains two large oaks trees declining in health and a surface parking lot. Drumlin trail and trailhead parking are located north of the proposed improvements.

**(d) Current land uses present on the subject property.**

Restaurant, parking, and open tract of land.

**(e) Proposed land uses for the subject property.**

Restaurant and parking.

**(f) Projected number of residents, employees and daily customers.**

Residents = NA

Employees = No change from existing restaurant

Customers = Approximately 100

**(g) Proposed amount of dwelling units, floor area, impervious surface area and landscape surface area and resulting site density, floor area ratio, impervious surface area ratio and landscape surface area ratio.**

See Sheet C300 for all areas calculations.

**(h) Operational considerations relating to hours of operation, projected normal and peak water usage, sanitary sewer or septic loadings and traffic generation.**

Operational considerations will remain the same.

**(i) Operational considerations relating to potential nuisance creation pertaining to noncompliance with the performance standards addressed in Article VI, including street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or**

**noxious materials, waste materials, drainage and hazardous materials. If no such nuisances will be created (as indicated by complete and continuous compliance with the provisions of Article VI), then the statement "The proposed development shall comply with all requirements of Article VI" shall be provided.**

The proposed improvements will comply with all requirements of Article VI.

**(j) Exterior building and fencing materials.**

A metal fence and gate will be used to fully enclose the patio space.

**(k) Possible future expansion and related implications for § 325-112C(1)(a) through (j) above.**

None.

**(l) Any other information pertinent to adequate understanding by the Plan Commission of the intended use and its relation to nearby properties.**

None.

**(2) A small location map scalable at 11 inches by 17 inches showing the subject property, all properties within 300 feet and illustrating its relationship to the nearest street intersection. (A photocopy of the pertinent section of the Village's Official Zoning Map with the subject property clearly indicated shall suffice to meet this requirement.)**

See the site plan set cover sheet.

**(3) A property site plan drawing (and reduction scalable at 11 inches by 17 inches) which includes:**

All site plan items below are depicted in the Site Plan (Exhibit 'A') unless otherwise noted. Additional graphics are provided in Exhibit 'B'.

(a) A title block which indicates the name, address and phone number(s) of the current property owner and/or agent(s) (developer, architect, engineer, planner) for the project.

(b) The date of the original plan and the latest date of revision to the plan.

(c) A North arrow and a graphic scale. Said scale shall not be smaller than one inch equals 100 feet.

(d) A legal description of the subject property.

(e) All property lines and existing and proposed right-of-way lines with bearings

and dimensions clearly labeled.

(f) All existing and proposed easement lines and dimensions with a key provided and explained on the margins of the plan as to ownership and purpose.

(g) All required building setback lines.

(h) All existing and proposed buildings, structures and paved areas, including building entrances, walks, drives, decks, patios, fences, walls and utility and drainage systems, connections and fixtures.

(i) The location and dimension (cross section and entry throat) of all access points onto public streets.

(j) The location and dimension of all on-site parking (and off-site parking provisions if they are to be employed), including a summary of the number of parking stalls provided versus required by this chapter.

(k) The location and dimension of all loading and service areas on the subject property and labels indicating the dimension of such areas.

(l) The location of all outdoor storage areas and the design of all screening devices.

**(m) The location, type, height, size and lighting of all signage on the subject property.**

See the separate exhibit 'A' for the addition of signage (Drumlin Reserve) south of 1855 Saloon and Grill.

(n) The location, height, design/type, illumination power and orientation of all exterior lighting on the subject property, including the clear demonstration compliance with a limit of 1.0 footcandles at nonresidential property lines and 0.5 footcandles at residential property lines.

(o) The location and type of any permanently protected green space areas.

(p) The location of existing and proposed drainage facilities.

(q) In the legend, data for the subject property:

[1] Lot area;

[2] Floor area;

[3] Floor area ratio (b/a);

[4] Impervious surface area;

[5] Impervious surface ratio (d/a); and

[6] Building height.

**(4) A detailed landscaping plan of the subject property, at the same scale as the main plan (and reduction scalable at 11 inches by 17 inches), showing the**

**location of all required bufferyard and landscaping areas and existing and proposed landscape point fencing and berm options for meeting said requirements. The landscaping plan shall demonstrate complete compliance with the requirements of Village landscaping requirements. (NOTE: the individual plant locations and species, fencing types and heights and berm heights need to be provided.)**

See landscape sheets in the plan.

**(5) A grading and erosion control plan at the same scale as the main plan (and reduction scalable at 11 inches by 17 inches) showing existing and proposed grades, including retention walls and related devices, and erosion control measures per Wisconsin Administrative Code, COMM Chapter 21, Uniform Dwelling Code, and Chapter 65, Commercial Construction.**

See the sheet C400 for the grading and erosion control plan.

**(6) Elevation drawings of proposed buildings or proposed remodeling of existing buildings showing finished exterior treatment shall also be submitted, with adequate labels provided to clearly depict exterior materials, texture, color and overall appearance. Perspective renderings of the proposed project and/or photos of similar structures may be submitted, but not in lieu of adequate drawings showing the actual intended appearance of the buildings.**

Wall sections and elevations are included to show the improvements to the site. See the landscape detail sheets L301-302.

**(7) A certified survey may be required by the Zoning Administrator in instances where he determines compliance with setback requirements may be difficult. The survey shall be prepared by a registered land surveyor and shall depict property lines and proposed buildings, structures and paved areas.**

**Exhibit 'A'**

**Site Plan**



**GENERAL NOTES**

- DRAWINGS ARE INTENDED TO BE PRINTED ON 22 X 34 PAPER. PRINTING THESE DRAWINGS AT A DIFFERENT SIZE WILL IMPACT THE SCALE. VERIFY THE GRAPHIC SCALE BEFORE REFERENCING ANY MEASUREMENTS ON THESE SHEETS. THE RECIPIENT OF THESE DRAWINGS SHALL BE RESPONSIBLE FOR ANY ERRORS RESULTING FROM INCORRECT PRINTING, COPYING, OR ANY OTHER CHANGES THAT ALTER THE SCALE OF THE DRAWINGS.
- VERIFY ALL PLAN DIMENSIONS PRIOR TO START OF CONSTRUCTION. NOTIFY THE OWNER'S REPRESENTATIVE TO ADDRESS ANY QUESTIONS OR CLARIFY ANY DISCREPANCIES.
- WRITTEN DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS.
- GEOTECHNICAL SOILS REPORT RECOMMENDATIONS SHALL BE FOLLOWED DURING CONSTRUCTION. THE CONTRACTOR SHALL USE THESE CONTRACT DOCUMENTS AS A BASIS FOR THE BID.
- CONTRACTOR SHALL CONFIRM THAT SITE CONDITIONS ARE SIMILAR TO THE PLANS, WITHIN TOLERANCES STATED IN THE CONTRACT DOCUMENTS, AND SATISFACTORY TO THE CONTRACTOR PRIOR TO START OF WORK. SHOULD SITE CONDITIONS BE DIFFERENT THAN REPRESENTED ON THE PLANS OR UNSATISFACTORY TO THE CONTRACTOR, THE CONTRACTOR SHALL CONTACT THE OWNER'S REPRESENTATIVE FOR CLARIFICATION AND FURTHER DIRECTION.
- THE CONTRACTOR IS RESPONSIBLE TO PAY FOR, AND OBTAIN, ANY REQUIRED APPLICATIONS, PERMITTING, LICENSES, INSPECTIONS AND METERS ASSOCIATED WITH WORK.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER RELATING TO ANY VIOLATIONS OR NON-COMFORMANCE WITH THE PLANS, SPECIFICATIONS, CONTRACT DOCUMENTS, JURISDICTIONAL CODES, AND REGULATORY AGENCIES.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION OF ALL UTILITY LOCATES PRIOR TO ANY EXCAVATION. REFER TO ENGINEERING UTILITY PLANS FOR ALL PROPOSED UTILITY LOCATIONS AND DETAILS. NOTIFY OWNER'S REPRESENTATIVE IF EXISTING OR PROPOSED UTILITIES INTERFERE WITH THE ABILITY TO PERFORM WORK.
- UNLESS IDENTIFIED ON THE PLANS FOR DEMOLITION OR REMOVAL, THE CONTRACTOR IS RESPONSIBLE FOR THE COST TO REPAIR UTILITIES, ADJACENT OR EXISTING LANDSCAPE, ADJACENT OR EXISTING PAVING, OR ANY PUBLIC AND PRIVATE PROPERTY THAT IS DAMAGED BY THE CONTRACTOR OR THEIR SUBCONTRACTOR'S OPERATIONS DURING INSTALLATION, ESTABLISHMENT OR DURING THE SPECIFIED MAINTENANCE PERIOD. ALL DAMAGES SHALL BE REPAIRED TO PRE-CONSTRUCTION CONDITIONS AS DETERMINED BY THE OWNER'S REPRESENTATIVE. CONTRACTOR SHALL BE RESPONSIBLE FOR LOGGING ANY DAMAGES PRIOR TO START OF CONSTRUCTION AND DURING THE CONTRACT PERIOD.
- ALL WORK SHALL BE CONFINED TO THE AREA WITHIN THE CONSTRUCTION LIMITS AS SHOWN ON THE PLANS. ANY AREAS OR IMPROVEMENTS DISTURBED OUTSIDE THESE LIMITS SHALL BE RETURNED TO THEIR ORIGINAL CONDITION AT THE CONTRACTOR'S EXPENSE. IN THE EVENT THE CONTRACTOR REQUIRES A MODIFICATION TO THE CONSTRUCTION LIMITS, WRITTEN PERMISSION MUST BE OBTAINED FROM THE OWNER'S REPRESENTATIVE PRIOR TO ANY DISTURBANCE OUTSIDE OF THE LIMITS OF WORK.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY OF THEIR TRENCHES OR EXCAVATIONS THAT SETTLE.
- THE CONTRACTOR SHALL BE RESPONSIBLE TO PREPARE AND SUBMIT A TRAFFIC CONTROL PLAN TO THE APPROPRIATE JURISDICTIONAL AGENCIES AND THE OWNER'S REPRESENTATIVE IF THEIR WORK AND OPERATIONS AFFECT OR IMPACT THE PUBLIC RIGHTS-OF-WAY. OBTAIN APPROVAL PRIOR TO ANY WORK WHICH AFFECTS OR IMPACTS THE PUBLIC RIGHTS-OF-WAY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER RELATING TO THIS REQUIREMENT DURING THE CONTRACT PERIOD.
- SIGHT TRIANGLES AND SIGHT LINES SHALL REMAIN UNOBSTRUCTED BY EQUIPMENT, CONSTRUCTION MATERIALS, PLANT MATERIAL OR ANY OTHER VISUAL OBSTACLE DURING THE CONTRACT PERIOD AND AT MATURITY OF PLANTS PER LOCAL JURISDICTIONAL REQUIREMENTS.
- NO PLANT MATERIAL OTHER THAN GROUND COVER IS ALLOWED TO BE PLANTED ADJACENT TO FIRE HYDRANTS AS STIPULATED BY JURISDICTIONAL REQUIREMENTS.
- COORDINATE SITE ACCESS, STAGING, STORAGE AND CLEANOUT AREAS WITH OWNER'S REPRESENTATIVE.
- CONTRACTOR IS RESPONSIBLE FOR PROVIDING TEMPORARY SAFETY FENCING AND BARRIERS AROUND ALL IMPROVEMENTS SUCH AS WALLS, PAVEMENT STRUCTURES, EXCAVATIONS, ETC. ASSOCIATED WITH THEIR WORK UNTIL SUCH FACILITIES ARE COMPLETELY INSTALLED PER THE PLANS, SPECIFICATIONS AND MANUFACTURER'S RECOMMENDATIONS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTION OF THEIR MATERIAL STOCK PILES AND WORK FROM VANDALISM, EROSION OR UNINTENDED DISTURBANCE DURING THE CONSTRUCTION PERIOD AND UNTIL FINAL ACCEPTANCE IS ISSUED.
- THE CONTRACTOR SHALL KNOW, UNDERSTAND AND ABIDE BY ANY STORM WATER POLLUTION PREVENTION PLAN (SWPPP) ASSOCIATED WITH THE SITE. IF A STORM WATER POLLUTION PREVENTION PLAN IS NOT PROVIDED BY THE OWNER'S REPRESENTATIVE, REQUEST A COPY BEFORE PERFORMANCE OF ANY SITE WORK.
- MAINTAIN ANY STORM WATER MANAGEMENT FACILITIES THAT EXIST ON SITE FOR FULL FUNCTIONALITY. THE CONTRACTOR SHALL INSTALL AND MAINTAIN ANY NEW STORM WATER MANAGEMENT FACILITIES THAT ARE IDENTIFIED IN THE SCOPE OF WORK TO FULL FUNCTIONALITY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER FOR FAILURE TO MAINTAIN STORM WATER MANAGEMENT FACILITIES DURING THE CONTRACT PERIOD.
- THE CONTRACTOR SHALL PREVENT SEDIMENT, DEBRIS AND ALL OTHER POLLUTANTS FROM EXITING THE SITE OR ENTERING THE STORM SEWER SYSTEM DURING ALL DEMOLITION OR CONSTRUCTION OPERATIONS THAT ARE PART OF THE LANDSCAPE INSTALLATION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER RELATING TO THESE REQUIREMENTS DURING THEIR CONTRACTED COURSE OF WORK.
- THE CONTRACTOR SHALL BE RESPONSIBLE TO PREVENT ANY IMPACTS TO ADJACENT WATERWAYS, WETLANDS, OR OTHER ENVIRONMENTALLY SENSITIVE AREAS RESULTING FROM WORK DONE AS PART OF THIS PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER RELATING TO THESE STANDARDS DURING THEIR CONTRACTED COURSE OF WORK.

- THE CONTRACTOR AND/OR THEIR AUTHORIZED AGENTS SHALL ENSURE THAT ALL LOADS OF CONSTRUCTION MATERIAL IMPORTED TO OR EXPORTED FROM THE PROJECT SITE SHALL BE PROPERLY COVERED TO PREVENT LOSS OF MATERIAL DURING TRANSPORT. TRANSPORTATION METHODS ON PUBLIC RIGHT-OF-WAYS SHALL CONFORM TO JURISDICTIONAL REQUIREMENTS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY FINES OR PENALTIES ASSESSED TO THE OWNER RELATING TO THESE REQUIREMENTS.
- THE CLEANING OF EQUIPMENT IS PROHIBITED AT THE JOB SITE UNLESS AUTHORIZED BY THE OWNER'S REPRESENTATIVE IN A DESIGNATED AREA. THE DISCHARGE OF WATER, WASTE CONCRETE, POLLUTANTS, OR OTHER MATERIALS SHALL ONLY OCCUR IN AREAS DESIGNED FOR SUCH USE AND APPROVED BY THE OWNER'S REPRESENTATIVE.
- THE CLEANING OF CONCRETE EQUIPMENT IS PROHIBITED AT THE JOB SITE EXCEPT IN DESIGNATED CONCRETE WASHOUT AREAS. THE DISCHARGE OF WATER CONTAINING WASTE CONCRETE IN THE STORM SEWER IS PROHIBITED.
- LOCAL, STATE AND FEDERAL JURISDICTIONAL REQUIREMENTS, RESTRICTIONS OR PROCEDURES SHALL SUPERSEDE THESE PLANS, NOTES AND SPECIFICATIONS WHEN MORE STRINGENT. NOTIFY THE OWNER'S REPRESENTATIVE IF CONFLICTS OCCUR.

**DEMO NOTES**

- ALL UTILITIES INDICATED ON THE DRAWINGS REFLECT APPROXIMATE LOCATIONS. THE CONTRACTOR IS TO VERIFY EXACT LOCATIONS OF BOTH EXISTING AND PROPOSED UTILITIES PRIOR TO BEGINNING CONSTRUCTION OPERATIONS.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY DAMAGE TO EXISTING UTILITIES, WALKWAYS OR OTHER EXISTING STRUCTURES AND IMPROVEMENTS THAT IS A RESULT OF THEIR WORK. THE REPAIR OF SUCH DAMAGE WILL BE AT NO ADDITIONAL COST TO THE OWNER. DOCUMENT ALL EXISTING DAMAGES PRIOR TO BEGINNING WORK. ANY DAMAGES NOT DOCUMENTED SHALL BE REPAIRED AT THE CONTRACTOR'S EXPENSE.
- THE EXISTING CONDITIONS PLAN INDICATES THE APPROXIMATE LOCATIONS OF WORK ITEMS WHICH WILL BE REQUIRED AS PART OF THIS CONTRACT. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO FAMILIARIZE THEMSELVES WITH THE SITE AND TO VERIFY THE QUANTITIES AND LOCATIONS OF ITEMS TO BE CLEANED UP AND REMOVED.
- ALL USEABLE SALVAGED MATERIALS TO BE TURNED OVER TO THE OWNER'S REPRESENTATIVE UNLESS OTHERWISE INDICATED.
- SEE GENERAL CONDITIONS AND TECHNICAL SPECIFICATIONS FOR FURTHER INFORMATION AND REQUIREMENTS.
- THE CONTRACTOR SHALL TAKE MEASURES TO PROTECT THE EXISTING TREES ON THE SITE FROM ANY DAMAGES DURING THE PROGRESS OF WORK.
- THE CONTRACTOR IS RESPONSIBLE FOR SECURITY OF THE SITE WHEN LEFT UNATTENDED. FENCES AND OR BARRICADES SHALL BE MAINTAINED ALONG THE LIMITS OF CONSTRUCTION.
- KEEP THE PREMISES CLEAN AND ORDERLY DURING CONSTRUCTION. DISPOSE OF ALL REMOVED MATERIALS AT AN APPROVED DUMP SITE WITHIN 24 HOURS OF REMOVAL. STOCKPILING ON THE SITE WILL BE ALLOWED ONLY WITH APPROVAL FROM THE OWNER'S REPRESENTATIVE. SCHEDULE REMOVALS TO INSURE THAT NO PARTIALLY DISASSEMBLED EQUIPMENT'S LEFT ON SITE OVERNIGHT. REMOVE EXISTING PLAYGROUND SURFACING. FILL PLAY AREA WITH CUT MATERIAL AND MATCH PROPOSED GRADES ON GRADING PLAN.
- ALL ADJACENT LANDSCAPE, UTILITIES, SIGNS AND HARDSCAPE SHALL REMAIN UNDISTURBED UNLESS SPECIFICALLY AUTHORIZED BY THE OWNER'S REPRESENTATIVE.
- IF UNEXPECTED CONDITIONS ARE ENCOUNTERED DURING DEMOLITION, NOTIFY THE OWNER'S REPRESENTATIVE IMMEDIATELY FOR RESOLUTION.

**LAYOUT NOTES**

- WRITTEN DIMENSIONS WILL TAKE PRECEDENCE OVER SCALED DIMENSIONS.
- SHOULD SITE CONDITIONS BE DIFFERENT THAN WHAT IS INDICATED ON THE DRAWINGS, CONTACT THE LANDSCAPE ARCHITECT IMMEDIATELY FOR CLARIFICATION.
- CURVED WALKS AND CURB EDGES ARE INTENDED TO BE CONSTRUCTED WITH SMOOTH FLOWING CURVES. ANYTHING OTHER THAN SMOOTH FLOWING CURVES WILL BE REJECTED.
- THE CONTRACTOR SHALL OBTAIN, AT HIS EXPENSE, ALL PERMITS WHICH ARE NECESSARY TO PERFORM THE PROPOSED WORK.
- THE CONTRACTOR SHALL PROVIDE A STAKED LAYOUT OF ALL SITE IMPROVEMENTS FOR INSPECTION BY THE OWNER'S REPRESENTATIVE AND MAKE MODIFICATIONS AS REQUIRED AT NO ADDITIONAL COST TO THE OWNER. ALL LAYOUT INFORMATION IS AVAILABLE IN DIGITAL FORMAT FOR USE BY THE CONTRACTOR.
- LAYOUT WALKS, SCORE JOINTS AND PAVING PATTERNS AS CLOSELY AS POSSIBLE TO PLANS, DETAILS, AND SPECIFICATIONS. DO NOT DEVIATE FROM PLANS UNLESS SPECIFIC APPROVAL IS OBTAINED FROM THE OWNER'S REPRESENTATIVE.
- ALL WORK SHALL BE CONFINED TO THE AREA WITHIN THE CONSTRUCTION LIMITS AS SHOWN ON THE PLANS. ANY AREAS OR IMPROVEMENTS DISTURBED OUTSIDE THESE LIMITS SHALL BE RETURNED TO THEIR ORIGINAL CONDITION AT THE CONTRACTOR'S EXPENSE. IN THE EVENT THE CONTRACTOR REQUIRES A MODIFICATION TO THE CONSTRUCTION LIMITS, WRITTEN PERMISSION MUST BE OBTAINED FROM THE LANDSCAPE ARCHITECT PRIOR TO ANY DISTURBANCE OUTSIDE OF THE LIMITS OF WORK.
- WHEN APPLICABLE CONTRACTOR IS RESPONSIBLE FOR PROVIDING TEMPORARY FENCING AROUND ALL PLAY STRUCTURES UNTIL PROPER FILL SURFACE IS COMPLETELY INSTALLED PER MANUFACTURER'S SPECIFICATIONS.
- CONTRACTOR IS RESPONSIBLE FOR SUPERVISING ALL SAFETY SURFACING AND PAVEMENT DURING THE CURING PROCESS.

**GRADING NOTES**

- THE CONTRACTOR IS TO REVIEW, UNDERSTAND AND ADHERE TO SPOT ELEVATIONS AND CONTOURS AS INDICATED ON THE GRADING PLAN UNLESS SPECIFICALLY AUTHORIZED BY THE OWNER'S REPRESENTATIVE. CONTRACTOR SHALL VERIFY THAT ALL MINIMUM AND MAXIMUM SLOPES IDENTIFIED ON THE PLANS ARE ACHIEVABLE IN THE FIELD PRIOR TO START OF WORK.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION OF ALL STAKING NECESSARY TO COMPLETE THE WORK. THIS SHALL INCLUDE ANY RE-STAKING IF NECESSARY. THE CONTRACTOR SHALL PAY FOR ALL STAKING FOR THE PROJECT UNLESS SPECIFICALLY AGREED TO OTHERWISE IN THE CONTRACT DOCUMENTS.
- ALL AREAS SHALL BE GRADED TO ACHIEVE POSITIVE DRAINAGE. MINIMUM SLOPE ON LANDSCAPED AREAS SHALL BE 2%; MAXIMUM SLOPE SHALL BE 25% (4:1) UNLESS OTHERWISE INDICATED ON THE PLANS.
- MAXIMUM ALLOWED FINAL GRADES FOR LONGITUDINAL SLOPE ON WALKS AND PAVED AREAS SHALL BE 5% UNLESS OTHERWISE INDICATED ON THE PLANS.
- ALL FINAL GRADES FOR WALKS SHALL HAVE A MINIMUM 1% CROSS SLOPE AND MAXIMUM 2% CROSS SLOPE UNLESS OTHERWISE INDICATED ON THE PLANS.
- EXCAVATION INCLUDES ALL MATERIAL ENCOUNTERED TO WHATEVER DEPTH INDICATED ON THE PLANS. EXCAVATE TO ALLOW FOR PROPER FILL MATERIAL, SLABS, VOIDS, FORMS, AND FOUNDATIONS.
- REFER TO SPECIFICATIONS FOR ADDITIONAL INFORMATION REGARDING GRADING AND EXCAVATION INCLUDING GUIDELINES AND RESTRICTIONS FOR EARTHWORK AND PLACING OF PAVEMENT AND LANDSCAPE SURFACING FOR THIS PROJECT.
- CONTRACTOR SHALL ENSURE EXISTING GRADES ARE WITHIN 0.1 OF A FOOT PRIOR TO START OF WORK, AND SHALL NOTIFY OWNER'S REPRESENTATIVE IF CONDITIONS ARE DIFFERENT, PRIOR TO THE START OF WORK.
- CONTRACTOR SHALL ENSURE THEIR COMPLETED GRADES ARE WITHIN 0.01 OF A FOOT WHEN COMPLETED WITH WORK.
- FINISH GRADE SHOWN ON THESE PLANS SHALL REPRESENT COMPACTION REQUIREMENTS AS DEFINED BY PLANS, DETAILS, AND SPECIFICATIONS.

**EROSION CONTROL NOTES**

- THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING COPIES OF ALL PERMITS, INCLUDING WISDNR WPDES DISCHARGE PERMIT (IF APPLICABLE), COUNTY AND LOCAL EROSION CONTROL PERMIT. CONTRACTOR IS RESPONSIBLE FOR ABIDING BY ALL PERMIT REQUIREMENTS AND RESTRICTIONS.
- ALL EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO LAND DISTURBANCE ACTIVITIES.
- ALL INSTALLATION AND MAINTENANCE OF EROSION CONTROL PRACTICES SHALL BE IN ACCORDANCE WITH THE APPLICABLE WISCONSIN DEPARTMENT OF NATURAL RESOURCES (WDNR) TECHNICAL STANDARD, FOUND AT: [http://dnr.wi.gov/topic/stormwater/standards/const\\_standards.html](http://dnr.wi.gov/topic/stormwater/standards/const_standards.html) OR THE WISCONSIN CONSTRUCTION SITE BEST MANAGEMENT PRACTICE HANDBOOK IF A TECHNICAL STANDARD IS NOT AVAILABLE.
- ALL EROSION CONTROL FACILITIES SHALL BE MAINTAINED THROUGHOUT THE DURATION OF THE PROJECT AND WARRANTY PERIOD IN CONFORMANCE WITH ALL APPLICABLE PERMITS ISSUED FOR THE PROJECT.
- ALL EROSION AND SEDIMENTATION CONTROL PRACTICES SHALL BE INSPECTED WEEKLY AND WITHIN 24 HOURS AFTER EVERY PRECIPITATION EVENT THAT PRODUCES 0.5 INCHES OF RAIN OR MORE DURING A 24 HOUR PERIOD. REPAIRS SHALL BE MADE IMMEDIATELY TO EROSION CONTROL PRACTICES AS NECESSARY.
- TEMPORARY STOCKPILES SHALL BE STABILIZED IF NOT REMOVED IN 10 DAYS. PERIMETER CONTROL ON THE DOWNHILL SIDE SHALL BE IN PLACE AT ALL TIMES (SILT FENCE OR APPROVED EQUAL).
- TEMPORARY SEED MIXTURE SHALL CONFORM TO WISCONSIN BIOLOGY TECHNICAL NOTE 1: SHORELAND HABITAT SPECIFICATIONS.
- ALL WATER FROM CONSTRUCTION DEWATERING SHALL BE TREATED IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 1061 PRIOR TO DISCHARGE TO WATERS OF THE STATE, WETLANDS, OR OFFSITE.
- THE CONTRACTOR IS RESPONSIBLE FOR INSTALLATION OF ANY ADDITIONAL EROSION CONTROL MEASURES NECESSARY TO PREVENT EROSION AND SEDIMENTATION. ALL DISTURBED AREAS ARE TO DRAIN TO APPROVED SEDIMENT CONTROL MEASURES AT ALL TIMES DURING SITE DEVELOPMENT UNTIL FINAL STABILIZATION IS ACHIEVED. DEPENDING ON HOW THE CONTRACTOR GRADES THE SITE, IT MAY BE NECESSARY TO INSTALL TEMPORARY EROSION CONTROL AND/OR SEDIMENT TRAPS IN VARIOUS LOCATIONS THROUGHOUT THE PROJECT. TEMPORARY SEDIMENT TRAPS SHALL BE DESIGNED, INSTALLED, AND MAINTAINED IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 1063.
- TRACKED MATERIAL TO ADJACENT STREETS SHALL BE COLLECTED AT THE END OF EACH WORKING DAY OR AS REQUIRED BY THE LOCAL MUNICIPALITY.
- DUST CONTROL SHALL BE PROVIDED AS NECESSARY IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 106B.
- FINAL STABILIZATION OF LANDSCAPED AREAS SHALL BE IN ACCORDANCE WITH THE WISCONSIN BIOLOGY TECHNICAL NOTE 1: SHORELAND HABITAT.
- ALL SEEDED AREAS WILL BE FERTILIZED, RESEEDED AS NECESSARY, AND MULCHED ACCORDING TO SPECIFICATIONS IN THE WISCONSIN BIOLOGY TECHNICAL NOTE 1: SHORELAND HABITAT TO MAINTAIN A VIGOROUS DENSE VEGETATIVE COVER.
- THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING ALL EROSION CONTROL FACILITIES AND MEASURES NECESSARY TO CONTROL EROSION AND SEDIMENTATION AT THE PROJECT SITE. THESE FACILITIES AND MEASURES MAY OR MAY NOT BE SHOWN ON THE DRAWINGS AND THEIR ABSENCE ON THE DRAWINGS DOES NOT ALLEVIATE THE CONTRACTOR FROM PROVIDING THEM. ANY MEASURES AND FACILITIES SHOWN ON THE DRAWINGS ARE THE MINIMUM ACTIONS REQUIRED.
- ERODED MATERIAL THAT HAS LEFT THE CONSTRUCTION SITE SHALL BE COLLECTED AND RETURNED TO THE SITE BY THE CONTRACTOR.
- AFTER FINAL VEGETATION IS ESTABLISHED, REMOVE ALL EROSION CONTROL FACILITIES. RESTORE AREAS DISTURBED BY THE REMOVALS.
- KEEP A COPY OF THE CURRENT EROSION CONTROL PLAN ON SITE THROUGHOUT THE DURATION OF THE PROJECT.
- COMPLETE AND STABILIZE SEDIMENT BASINS/TRAPS PRIOR TO MASS LAND DISTURBANCE TO CONTROL RUNOFF DURING CONSTRUCTION. REMOVE SEDIMENT AS NEEDED TO MAINTAIN 3 FEET OF DEPTH TO THE OUTLET, AND PROPERLY DISPOSE OF SEDIMENT REMOVED DURING MAINTENANCE. CONSTRUCT AND MAINTAIN THE SEDIMENT BASIN PER WDNR TECHNICAL STANDARDS.

**GENERAL LANDSCAPE NOTES**

- UTILITY WARNING: THE UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND/OR RECORDS OBTAINED. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEY FURTHER DOES NOT WARRANT THAT THE UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED.
- NOTIFY UTILITY OWNERS PRIOR TO BEGINNING ANY CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR DETERMINING EXISTENCE, EXACT LOCATION AND DEPTH OF ALL UTILITIES. AVOID DAMAGE TO UTILITIES AND SERVICES DURING CONSTRUCTION. ANY DAMAGE DUE TO THE CONTRACTOR'S CARELESSNESS SHALL BE CORRECTED AT THE CONTRACTOR'S EXPENSE. COORDINATE AND COOPERATE WITH UTILITY COMPANIES DURING CONSTRUCTION.
- THE CONTRACTOR SHALL FOLLOW THE LANDSCAPE PLANS AND SPECIFICATIONS AS CLOSELY AS POSSIBLE. ANY SUBSTITUTION OR ALTERATION SHALL NOT BE ALLOWED WITHOUT APPROVAL OF THE OWNER'S REPRESENTATIVE. OVERALL PLANT QUANTITY AND QUALITY SHALL BE CONSISTENT WITH THE PLANS.
- ALL PLANT MATERIAL SHALL AT LEAST MEET MINIMUM REQUIREMENTS SHOWN IN THE "AMERICAN STANDARDS FOR NURSERY STOCK" (ANSI Z60.1-LATEST EDITION).
- MULCH SHALL NOT BE PLACED AROUND THE COLLAR OF SHRUB OR TREE. PROVIDE A MINIMUM OF 2" BETWEEN MULCH AND COLLAR OF SHRUB OR TREE.
- ALL PLANT MATERIAL SHALL BE GROWN IN ZONE CAPABLE OF WITHSTANDING LOCAL CLIMATE AND GROWING CONDITIONS.
- TREE OR SHRUB SHALL STAND PLUMB. DO NOT ALLOW AIR POCKETS TO FORM WHEN BACK FILLING.
- LIVE PLANTS CAN BE PLANTED IN THE FIELD DURING THE GROWING SEASON FROM MAY 1 THROUGH OCTOBER 1. ANY SUGGESTED PLANTING TIMES NOT IN THIS WINDOW SHALL BE APPROVED BY LANDSCAPE ARCHITECT. IF PLANTING OCCURS OUTSIDE OF THIS WINDOW, ADDITIONAL MEASURES MAY NEED TO BE TAKEN (I.E. MULCH) TO ENSURE PLANT SURVIVAL. IN THESE INSTANCES, THE CONTRACT PRICE MAY NEED TO BE ADJUSTED ACCORDINGLY.
- PLANTS SHOULD BE WATERED IN AFTER INSTALLATION TO ENSURE THEIR SURVIVAL. THIS TYPICALLY INVOLVES WATERING AT TIME OF INSTALLATION AND 2 TIMES WEEKLY FOR A ONE MONTH PERIOD OR UNTIL GROUND FREEZE UP IF NATURAL RAINFALLS ARE INSUFFICIENT. A SINGLE WATERING EVENT INVOLVES WATERING THE SOIL IN THE PLANTED AREAS TO THE POINT OF SATURATION BUT STOPPING SHORT OF SOIL DISPLACEMENT. SHOULD VERY DRY CONDITIONS DEVELOP WITHIN ONE YEAR OF PLANTING, ADDITIONAL WATERINGS MAY BE NECESSARY. CONSULTANT OR LANDSCAPE ARCHITECT WILL DETERMINE THIS AND CONTRACT PRICES MAY BE ADJUSTED TO ACCOMMODATE THIS ACTION.
- ALL PLANT MATERIAL SHALL BE SPECIMEN QUALITY, HEALTHY, FREE OF DISEASE AND INSECTS AND SHALL HAVE HEALTHY, WELL-DEVELOPED ROOT SYSTEMS. PLANTS SHALL ALSO BE FREE FROM PHYSICAL DAMAGE OR OTHER CONDITIONS THAT WOULD PREVENT VIGOROUS GROWTH.
- ALL PROPOSED PLANTS SHALL BE LOCATED AS SHOWN ON PLANS. ALL TREES TO BE PLANTED A MINIMUM DISTANCE OF 5 FEET FROM PAVEMENTS AND 6 FEET FROM ALL HYDRANTS.
- CONTRACTOR IS RESPONSIBLE FOR PLANTS AWAITING INSTALLATION AND SHALL PROTECT THEM FROM INJURY AND THEFT.
- THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL PLANT QUANTITIES. GRAPHIC QUANTITIES TAKES PRECEDENCE OVER WRITTEN QUANTITIES.
- THE OWNER'S REPRESENTATIVE RESERVES THE RIGHT TO INSPECT AND TAG ALL PLANT MATERIAL PRIOR TO SHIPPING TO THE SITE. IN ALL CASES, THE OWNER'S REPRESENTATIVE MAY REJECT PLANT MATERIAL AT THE SITE IF MATERIAL IS DAMAGED, DISEASED, OR DECLINING IN HEALTH AT THE TIME OF ONSITE INSPECTIONS OR IF THE PLANT MATERIAL DOES NOT MEET THE MINIMUM SPECIFIED STANDARD IDENTIFIED ON THE PLANS AND IN THE SPECIFICATIONS. THE CONTRACTOR SHALL COORDINATE WITH THE OWNER'S REPRESENTATIVE FOR INSPECTION AND APPROVAL OF ALL MATERIALS AND PRODUCTS PRIOR TO INSTALLATION.
- THE OWNER'S REPRESENTATIVE MAY ELECT TO UPSIZE PLANT MATERIAL AT THEIR DISCRETION BASED ON SELECTION, AVAILABILITY, OR TO ENHANCE SPECIFIC AREAS OF THE PROJECT. THE CONTRACTOR SHALL VERIFY PLANT MATERIAL SIZES WITH OWNER'S REPRESENTATIVE PRIOR TO PURCHASING, SHIPPING OR STOCKING OF PLANT MATERIALS. SUBMIT CHANGE ORDER REQUEST TO OWNER'S REPRESENTATIVE FOR APPROVAL IF ADDITIONAL COST IS REQUESTED BY THE CONTRACTOR PRIOR TO INSTALLATION. RE-STOCKING CHARGES WILL NOT BE APPROVED IF THE CONTRACTOR FAILS TO SUBMIT A REQUEST FOR MATERIAL CHANGES.
- THE CONTRACTOR SHALL WARRANTY ALL CONTRACTED WORK AND MATERIALS FOR A PERIOD OF ONE YEAR AFTER SUBSTANTIAL COMPLETION HAS BEEN ISSUED BY THE OWNER'S REPRESENTATIVE FOR THE ENTIRE PROJECT UNLESS OTHERWISE SPECIFIED IN THE CONTRACT DOCUMENTS OR SPECIFICATIONS.
- LANDSCAPE MATERIAL LOCATIONS SHALL HAVE PRECEDENCE OVER IRRIGATION MAINLINE AND LATERAL LOCATIONS. IF IRRIGATION IS INCLUDED, COORDINATE INSTALLATION OF IRRIGATION EQUIPMENT SO THAT IT DOES NOT INTERFERE WITH THE PLANTING OF TREES OR OTHER LANDSCAPE MATERIAL.

- THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING POSITIVE DRAINAGE EXISTS IN ALL LANDSCAPE AREAS. SURFACE DRAINAGE ON LANDSCAPE AREAS SHALL NOT FLOW TOWARD STRUCTURES AND FOUNDATIONS. MAINTAIN SLOPE AWAY FROM FOUNDATIONS PER THE GEOTECHNICAL REPORT RECOMMENDATIONS. ALL LANDSCAPE AREAS BETWEEN WALKS AND CURBS SHALL DRAIN FREELY TO THE CURB UNLESS OTHERWISE IDENTIFIED ON THE GRADING PLAN. IN NO CASE SHALL THE GRADE, TURF THATCH, OR OTHER LANDSCAPE MATERIALS DAM WATER AGAINST WALKS. MINIMUM SLOPES ON LANDSCAPE AREAS SHALL BE 2%; MAXIMUM SLOPE SHALL BE 25% UNLESS SPECIFICALLY IDENTIFIED ON THE PLANS OR APPROVED BY THE OWNER'S REPRESENTATIVE.
- PRIOR TO INSTALLATION OF PLANT MATERIALS, AREAS THAT HAVE BEEN COMPACTED OR DISTURBED BY CONSTRUCTION ACTIVITY SHALL BE THOROUGHLY LOOSENEED TO A DEPTH OF 8" - 12" AND AMENDED PER SPECIFICATIONS.
- ALL LANDSCAPED AREAS ARE TO RECEIVE ORGANIC SOIL PREPARATION PER RATE IDENTIFIED BY A SOIL TEST OR AS NOTED IN THE TECHNICAL SPECIFICATIONS.
- TREES SHALL NOT BE LOCATED IN DRAINAGE SWALES, DRAINAGE AREAS, OR UTILITY EASEMENTS. CONTACT OWNER'S REPRESENTATIVE FOR RELOCATION OF PLANTS IN QUESTIONABLE AREAS PRIOR TO INSTALLATION.
- THE CENTER OF EVERGREEN TREES SHALL NOT BE PLACED CLOSER THAN 8' AND THE CENTER OF ORNAMENTAL TREES CLOSER THAN 6' FROM A SIDEWALK, STREET OR DRIVE LANE. EVERGREEN TREES SHALL NOT BE LOCATED ANY CLOSER THAN 15' FROM IRRIGATION ROTOR HEADS. NOTIFY OWNER'S REPRESENTATIVE IF TREE LOCATIONS CONFLICT WITH THESE STANDARDS FOR FURTHER DIRECTION.
- ALL EVERGREEN TREES SHALL BE FULLY BRANCHED TO THE GROUND AND SHALL NOT EXHIBIT SIGNS OF ACCELERATED GROWTH AS DETERMINED BY THE OWNER'S REPRESENTATIVE.
- ALL TREES ARE TO BE STAKED AND GUYED PER DETAILS FOR A PERIOD OF 1 YEAR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING STAKES AT THE END OF 1 YEAR FROM ACCEPTANCE OF LANDSCAPE INSTALLATION BY THE OWNER'S REPRESENTATIVE. OBTAIN APPROVAL BY OWNER'S REPRESENTATIVE PRIOR TO REMOVAL.
- ALL TREES INSTALLED ABOVE RETAINING WALLS UTILIZING GEO-GRID MUST BE HAND DUG TO PROTECT GEO-GRID. IF GEO-GRID MUST BE CUT TO INSTALL TREES, APPROVAL MUST BE GIVEN BY OWNER'S REPRESENTATIVE PRIOR TO DOING WORK.
- ALL TREES IN SEED OR TURF AREAS SHALL RECEIVE MULCH RINGS. OBTAIN APPROVAL FROM OWNER'S REPRESENTATIVE FOR ANY TREES THAT WILL NOT BE MULCHED FOR EXCESSIVE MOISTURE REASONS.
- EXISTING TURF AREAS THAT ARE DISTURBED DURING CONSTRUCTION, ESTABLISHMENT AND THE MAINTENANCE PERIOD SHALL BE RESTORED WITH NEW SOD TO MATCH EXISTING TURF SPECIES. DISTURBED NATIVE AREAS WHICH ARE TO REMAIN SHALL BE OVER SEEDDED AND RESTORED WITH SPECIFIED SEED MIX.
- WHEN COMPLETE, ALL GRADES SHALL BE WITHIN +/- 1/8" OF FINISHED GRADES AS SHOWN ON THE PLANS.
- WHEN PLANTER POTS ARE SHOWN ON PLANS, CONTRACTOR SHALL INCLUDE THE FOLLOWING: PLANTER MIX, ANNUAL FLOWER PLANTING PROGRAM (INCLUDES 2 PLANTINGS FOR THE 1ST YEAR (SPRING AND FALL) AND WINTER HAND-WATERING AS NEEDED. UNLESS OTHERWISE SPECIFIED, CONTRACTOR TO PROVIDE ANNUAL PLANTING SELECTION FOR REVIEW BY OWNER. IRRIGATION FOR PLANTERS TO BE ON SEPARATE ZONE(S). CONTRACTOR TO COORDINATE PLACEMENT OF NECESSARY SLEEVING PRIOR TO PLACEMENT OF PAVEMENT.
- PRIOR TO THE PLACEMENT OF MULCH AND WEED FABRIC, A GRANULAR, PRE-EMERGENT, WEED CONTROL AGENT SHALL BE ADDED TO ALL PLANTING BEDS IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTION, EXCEPT AROUND ORNAMENTAL GRASSES.
- THE CONTRACTOR IS EXPECTED TO KNOW AND UNDERSTAND THE CITY AND COUNTY SPECIFICATIONS FOR LANDSCAPE AND IRRIGATION. IN CASES OF DISCREPANCIES THE HIGHER OF THE TWO STANDARDS SHALL HAVE PRECEDENCE.
- ALL TREES PLANTED WITHIN RIGHT-OF-WAY WILL INCLUDE CITY APPROVED ROOT BARRIERS.

BY	DATE
REVISION	
Checked By: BCA	Scale: 1" = NTS
Engineer: BCA	T-R-S: 7N-11E-16
Technician: MW	Date: 7-23-2020
MARK	Project No.: 120.0625.30
	Sheet C 101

**1855 PATIO EXPANSION**  
**PROJECT NOTES**  
**VILLAGE OF COTTAGE GROVE, WI**  
**SNYDER & ASSOCIATES, INC.**  
 2727 S.W. SNYDER BLVD  
 ANKENY, IOWA 50023  
 515-964-2020 | www.snyder-associates.com

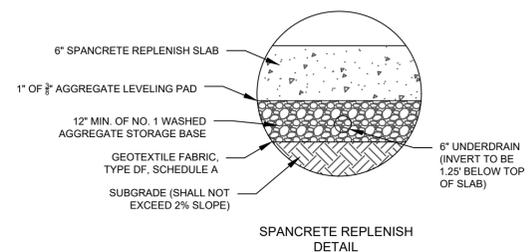
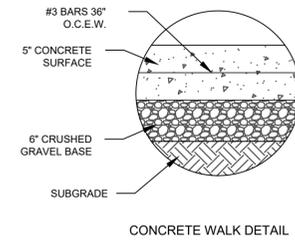
  
 TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN  
**CALL DIGGERS HOTLINE**  
**1-800-242-8511**  
**TOLL FREE**  
 WIS. STATUTE 182.0175 (1974) REQUIRES MIN. OF 3 WORK DAYS NOTICE BEFORE YOU EXCAVATE

  
**SNYDER & ASSOCIATES**  
 Project No: 120.0625.30  
 Sheet C 101

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W:\Projects\2020\120625\_306\DD1\20625\_Plan.dwg BRANA, ARCAD, SITE PLAN, 2020/07/24 4:39 PM, ANSI FULL BLEED (34.00 x 22.00 INCHES)



**ZONING**  
PUD

**PROPERTY DESCRIPTION**  
1855 SALOON & GRILL  
47,847 SQ. FT. - 1.10 ACRES

**PARCEL NUMBER**  
0711-161-9126-1

**GENERAL USE**  
COMMERCIAL

**BUILDING DESCRIPTION**  
PATIO & PARKING LOT ADDITION

**PARKING STALL COUNT**  
20 PARKING STALLS (1 ADA)

**BASE SITE CALCULATIONS**  
 EXISTING IMPERVIOUS AREA = 35,470 SQ. FT. (74.1% IMPERVIOUS AREA)  
 IMPERVIOUS AREA TO BE REMOVED = 5,330 SQ. FT.  
 NEW PERVIOUS PAVEMENT AREA = 6,780 SQ. FT.  
 NEW PERVIOUS PAVER AREA = 3,510 SQ. FT.  
 NEW SIDEWALK/CURB & GUTTER AREA = 2,126 SQ. FT.  
 NEW NET IMPERVIOUS AREA = 32,266 SQ. FT. (67.4% IMPERVIOUS AREA)


 TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN  
**CALL DIGGERS HOTLINE**  
**1-800-242-8511**  
**TOLL FREE**  
 WS. STATUTE 182.0175 (1974)  
 REQUIRES MIN. OF 3 WORK DAYS  
 NOTICE BEFORE YOU EXCAVATE



MARK	REVISION	DATE	BY
	Checked By: BCA	Scale: 1" = 10'	
	Engineer: BCA	Date: 7-23-2020	
	Technician: MW	T-R-S: 7N-11E-16	
Project No.: 120.0625.30			Sheet C 300

**1855 PATIO EXPANSION**

**SITE PLAN**

**VILLAGE OF COTTAGE GROVE, WI**

**SNYDER & ASSOCIATES, INC.**

5010 VOEGES ROAD  
 MADISON, WISCONSIN 53718  
 608-838-0444 | www.snyder-associates.com

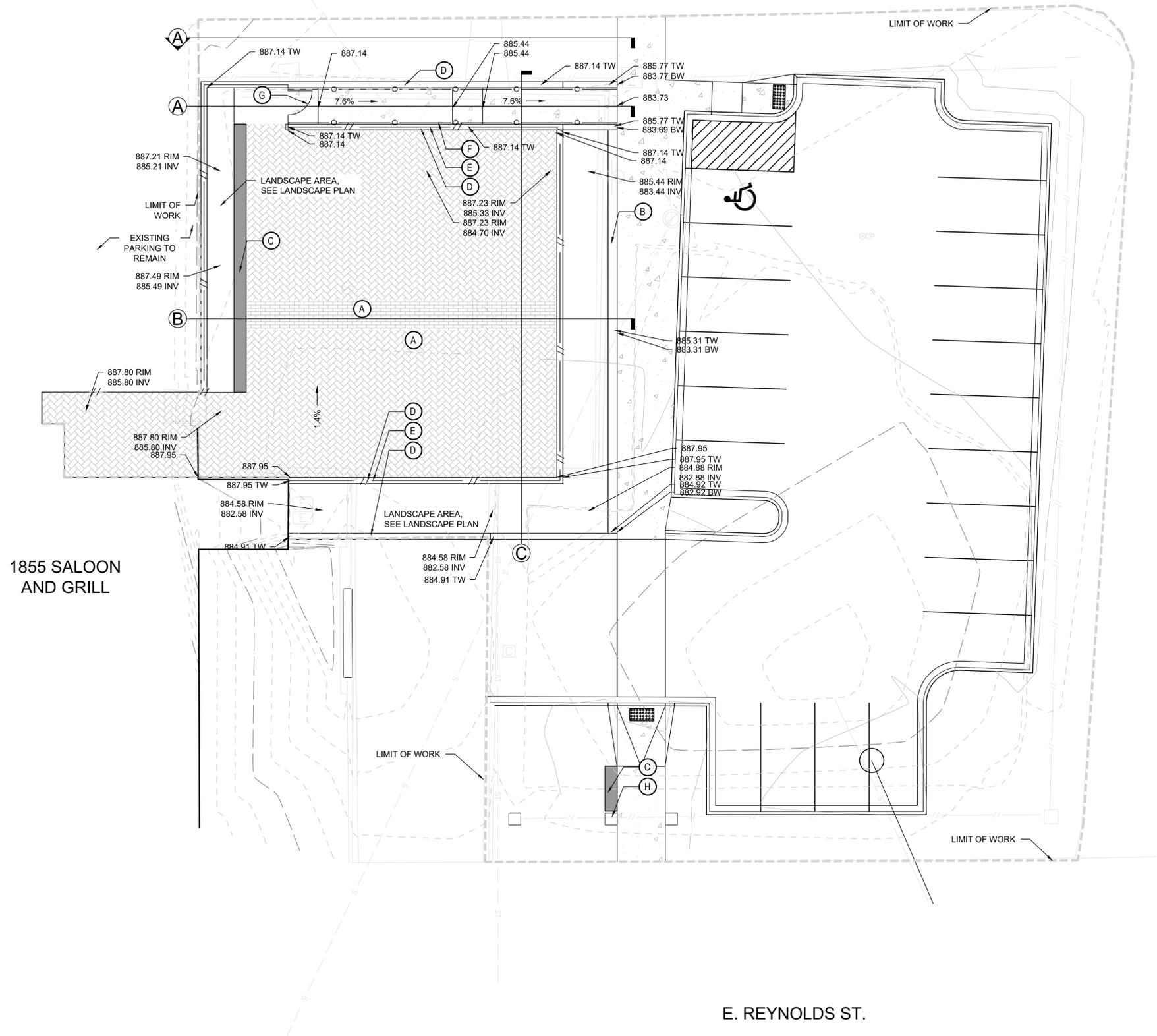
  
**SNYDER & ASSOCIATES**





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DRUMLIN TRAIL



HARDSCAPE LEGEND

- STANDARD GRAY CONCRETE
- POROUS PAVER, REFER TO PLAN FOR PATTERN AND HARDSCAPE CONSTRUCTION NOTES FOR TYPE
- SEATWALL, REFER TO HARDSCAPE CONSTRUCTION NOTES FOR TYPE
- STONE BENCH, REFER TO HARDSCAPE CONSTRUCTION NOTES FOR TYPE
- RETAINING WALL, REFER TO HARDSCAPE CONSTRUCTION NOTES FOR TYPE
- FENCE, REFER TO HARDSCAPE CONSTRUCTION NOTES FOR TYPE
- HANDRAIL, REFER TO HARDSCAPE CONSTRUCTION NOTES FOR TYPE
- GATE, REFER TO HARDSCAPE CONSTRUCTION NOTES FOR TYPE
- MASONRY COLUMN, REFER TO HARDSCAPE CONSTRUCTION NOTES FOR TYPE
- LIMIT OF WORK

HARDSCAPE CONSTRUCTION NOTES

- A. PAVERS, TYPE TBD
- B. SEATWALL, TYPE TBD
- C. STONE BENCH, TYPE TBD
- D. RETAINING WALL, TYPE TBD
- E. FENCE, TYPE TBD
- F. HANDRAIL, TYPE TBD
- G. GATE, TYPE TBD
- H. MASONRY COLUMN, TYPE TBD



HARDSCAPE PLAN

MARK	REVISION	DATE	BY
	Checked By: BCA	7-23-2020	T-R-S: 7N-11E-16
	Engineer: BCA		
	Technician: MW		

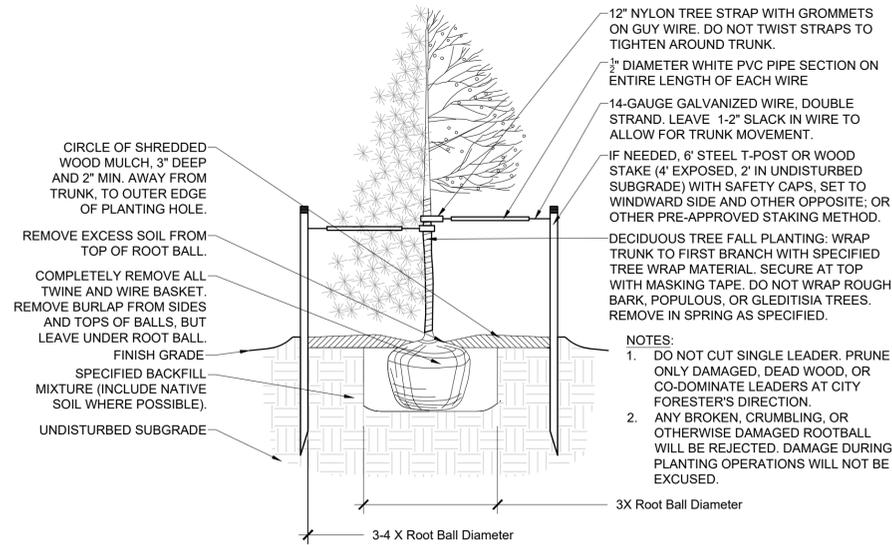
Scale: 1" = 10'  
Project No: 120.0625.30

**1855 PATIO EXPANSION**  
**HARDSCAPE PLAN**  
**VILLAGE OF COTTAGE GROVE, WI**  
**SNYDER & ASSOCIATES, INC.**  
 2727 S.W. SNYDER BLVD  
 ANKENY, IOWA 50023  
 515-964-2020 | www.snyder-associates.com

**SNYDER & ASSOCIATES**

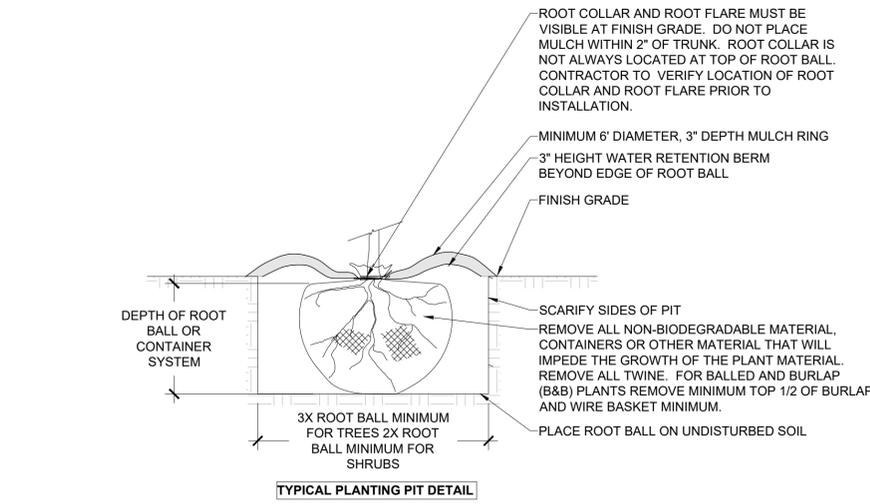
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Sheet L 100





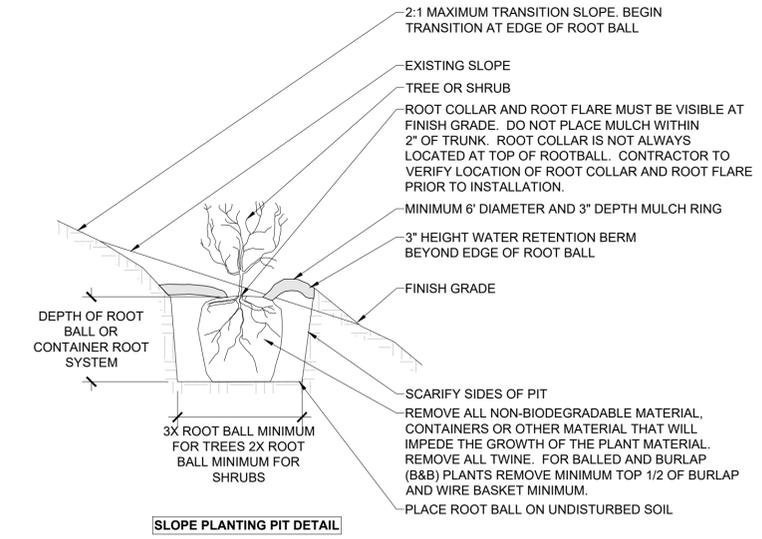
1 TREE PLANTING

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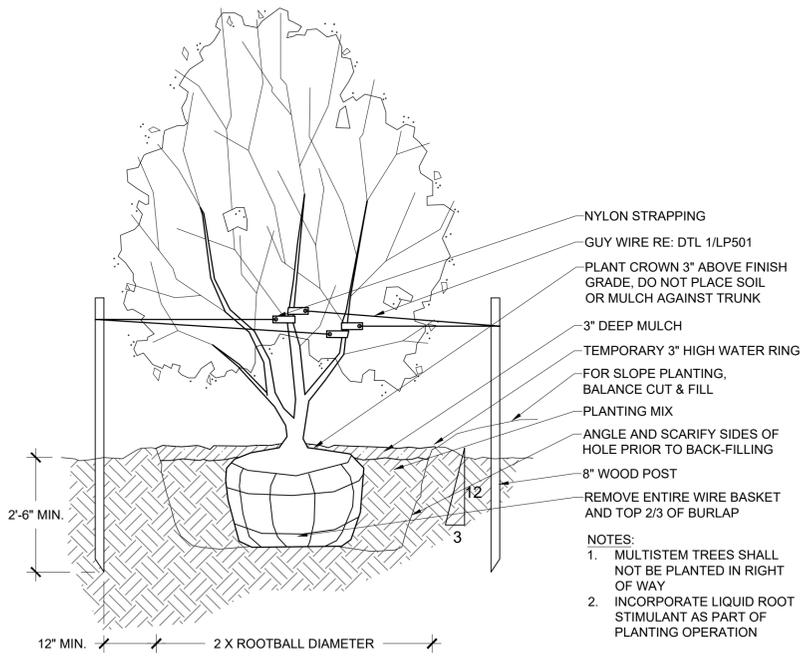


2 PLANTING PIT

NO SCALE

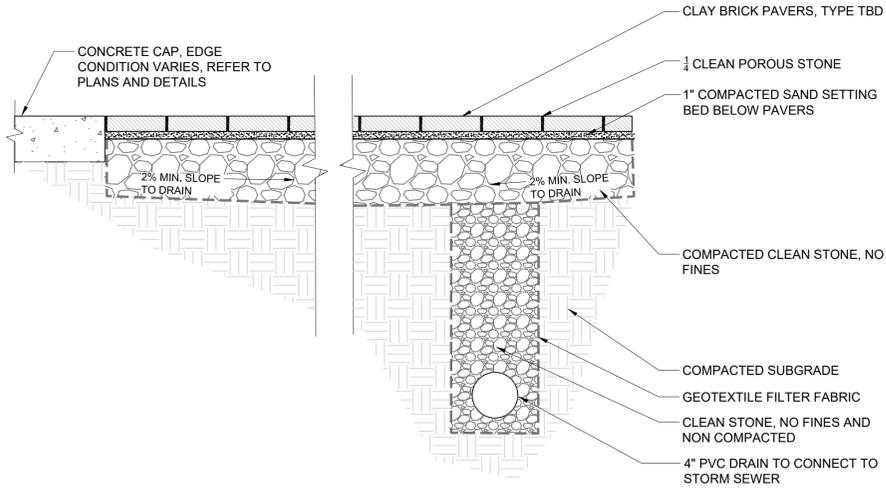


SLOPE PLANTING PIT DETAIL



3 MULTISTEM TREE PLANTING

SCALE: 1/2" = 1'-0"



4 POROUS PAVERS AT PATIO

SCALE: 1" = 1'-0"



5 FENCE

SCALE: 1/2" = 1'-0"

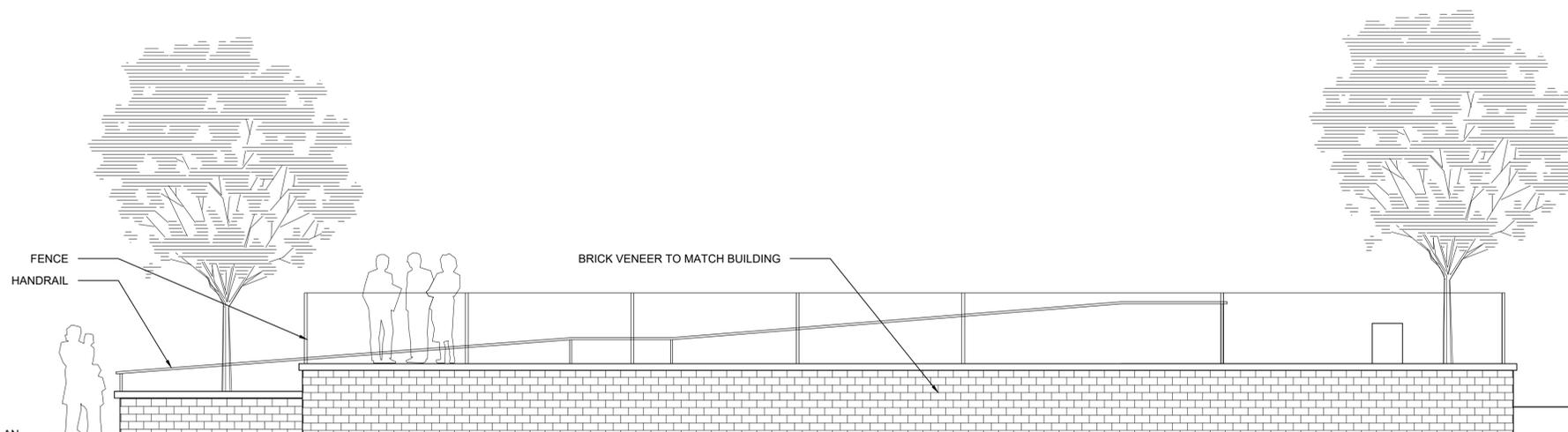
MARK	REVISION	DATE	BY
Engineer: BCA	Checked By: BCA	Scale: 1" = NTS	
Technician: MW	Date: 7-23-2020	T-R-S: 7N-11E-16	

1855 PATIO EXPANSION  
 VILLAGE OF COTTAGE GROVE, WI  
 SNYDER & ASSOCIATES, INC. |  
 2727 S.W. SNYDER BLVD  
 ANKENY, IOWA 50023  
 515-964-2020 | www.snyder-associates.com



I:\Projects\2020\120.0625.30\CD\120.0625.30\_CD\_120.0625.30\_Plan\_Site\_Details.dwg (14.00 x 22.00 INCHES) 2020/07/23 4:34 PM ANS BULL BREED 04.00 x 22.00 INCHES

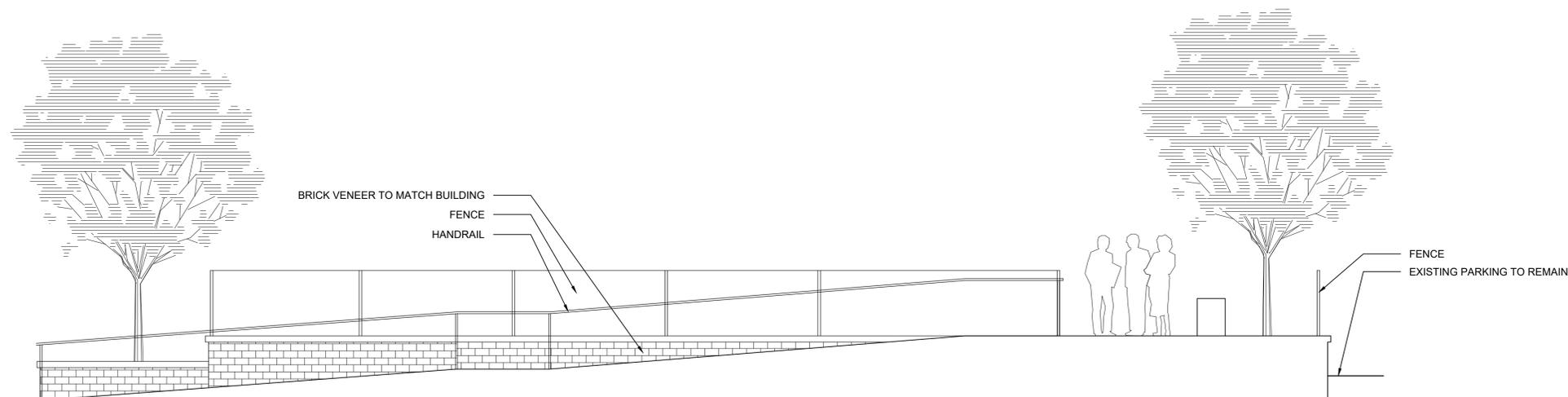
P:\Projects\2023\120.0625.30\120.0625.30\CAD\120.0625.30\2023\723\_434.dwg (DWG) BRIAN ARGAND, SITE SECTIONS & DETAILS, 2023/07/23, 4:34 PM, ANSI FULL BLEED (11.00 X 22.00 INCHES)



NOTES:  
1. REFER TO HARDSCAPE PLAN FOR LOCATION

1 ELEVATION A

SCALE: 3" = 1'-0"



NOTES:  
1. REFER TO HARDSCAPE PLAN FOR LOCATION

2 SECTION A

SCALE: 3" = 1'-0"



MARK	REVISION	DATE	BY
Engineer: BCA	Checked By: BCA	Scale: 1" =	
Technician: MW	Date: 7-23-2020	T-R-S: 7N-11E-16	

Project No: 120.0625.30

Sheet L 301

1855 PATIO EXPANSION

SITE SECTIONS & DETAILS

VILLAGE OF COTTAGE GROVE, WI

**SNYDER & ASSOCIATES, INC.**

2727 S.W. SNYDER BLVD  
ANKENY, IOWA 50023  
515-964-2020 | www.snyder-associates.com



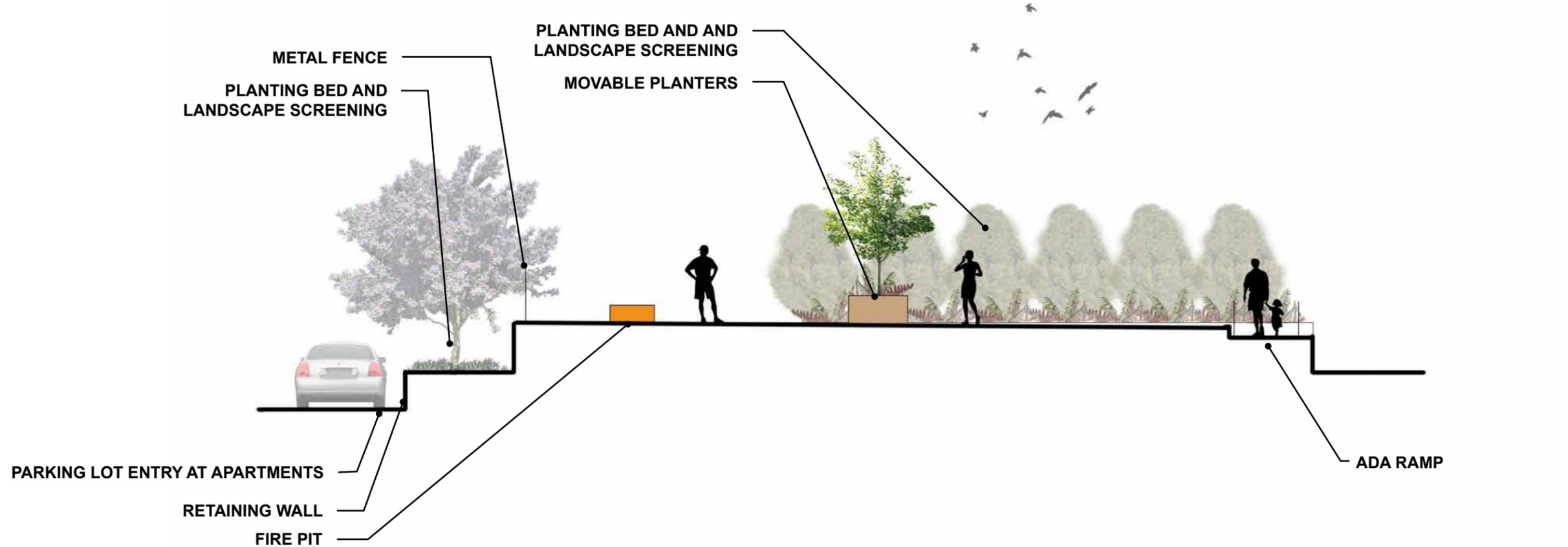
Project No: 120.0625.30

Sheet L 301



**Exhibit 'B'**  
**Site Plan Renderings**

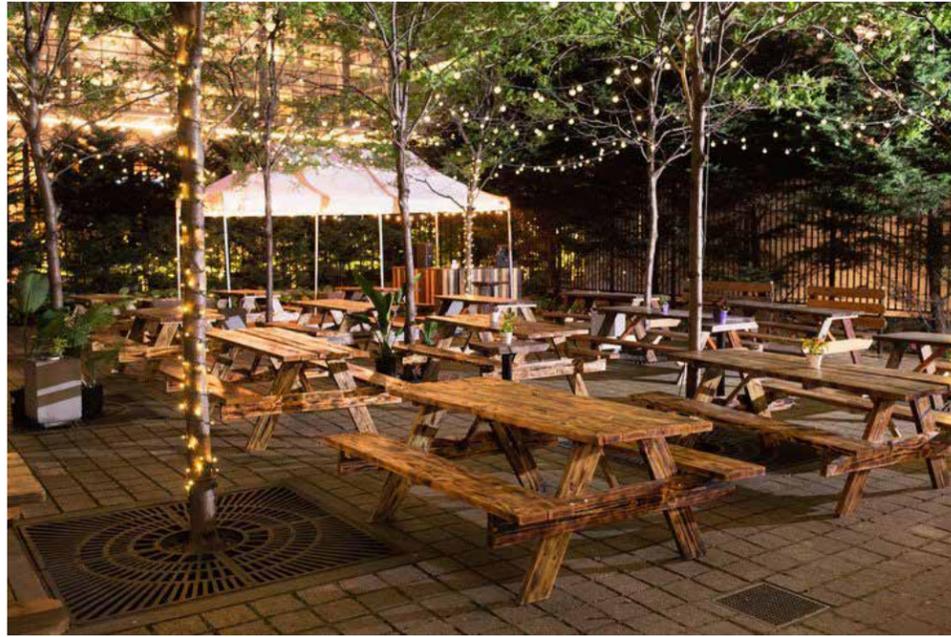




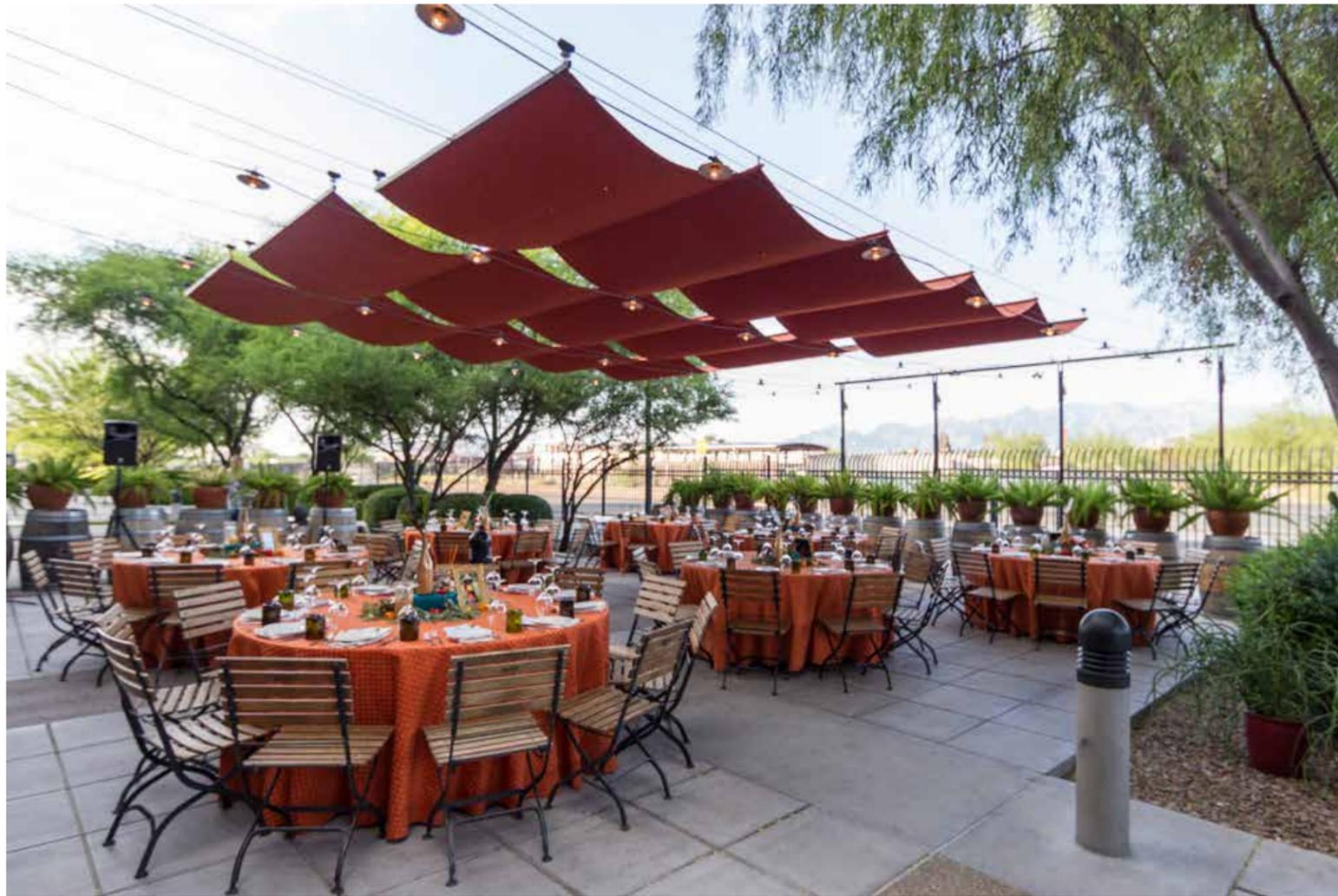
**SECTION 'A'**

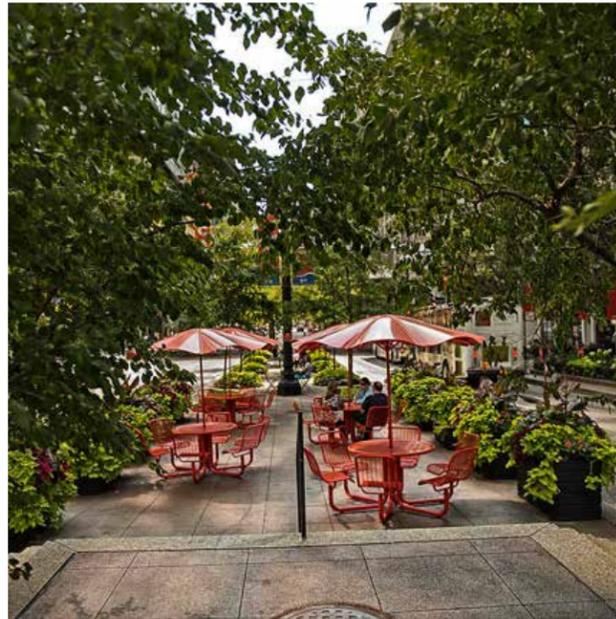


**SECTION 'B'**













# Infiltration Calculations

1855 Saloon Grill  
Cottage Grove, WI  
7/23/2020

**Average Annual Rainfall = 28.81 inches**

**Notes:**

- 1.) Infiltration calculations are based on runoff volume outputs from WinSLAMM v10.2.1
- 2.) [Redacted] = Cells That Require Data Input.

**Pre-Development Infiltration Calculations:**

1.) Pre-development Project Site Area = [Redacted] 0.299 acres

0.299 acres \* (43,560 sq. ft./1 acre) = 13,024 sq. ft.

2.) Pre-development runoff volume = [Redacted] 1,985 cu. ft.

3.) Pre-development runoff depth = (1,985 cu. ft. / 13,024 sq. ft.)

= 0.15 ft.

= 1.83 in.

4.) Pre-development stay-on depth = (28.81 in. - 1.83 in.)

= 26.98 in

Target Post-Development Stay-On Depth = [Redacted] 100% of Pre-Development Stay-On Depth

5.) Target Post-development stay-on = (26.98 in. \* 1)

= 26.98 in.

**Post-Development Infiltration Calculations:**

1.) Post-development Project Site Area = 0.299 acres

0.299 acres \* (43,560 sq. ft./1 acre) = 13,024 sq. ft.

2.) Post-development runoff volume = [Redacted] 4,726 cu. ft. (Only one year of modeling - MAD 1981)

3.) Post-development runoff depth = (4,726 cu. ft. / 13,024 sq. ft.)

= 0.36 ft.

= 4.35 in.

## Post-Development Infiltration Calculations (Continued):

4.) Post-development stay-on depth = (28.81 in. - 4.35 in.)

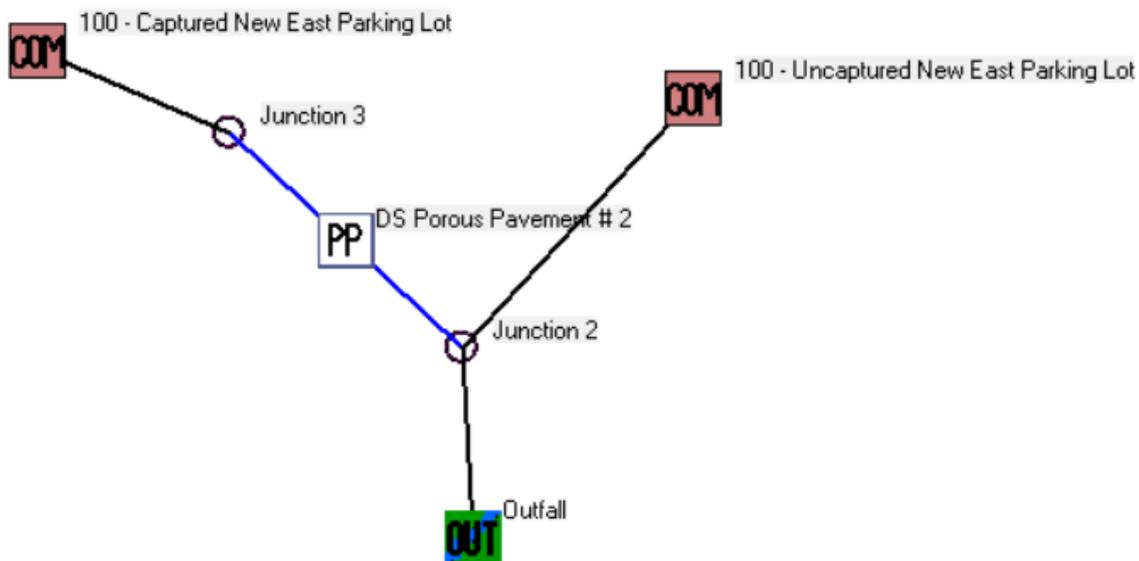
$$= \quad \mathbf{24.46 \text{ in}}$$

5.) Post-development stay-on percentage as compared to pre-development stay-on:

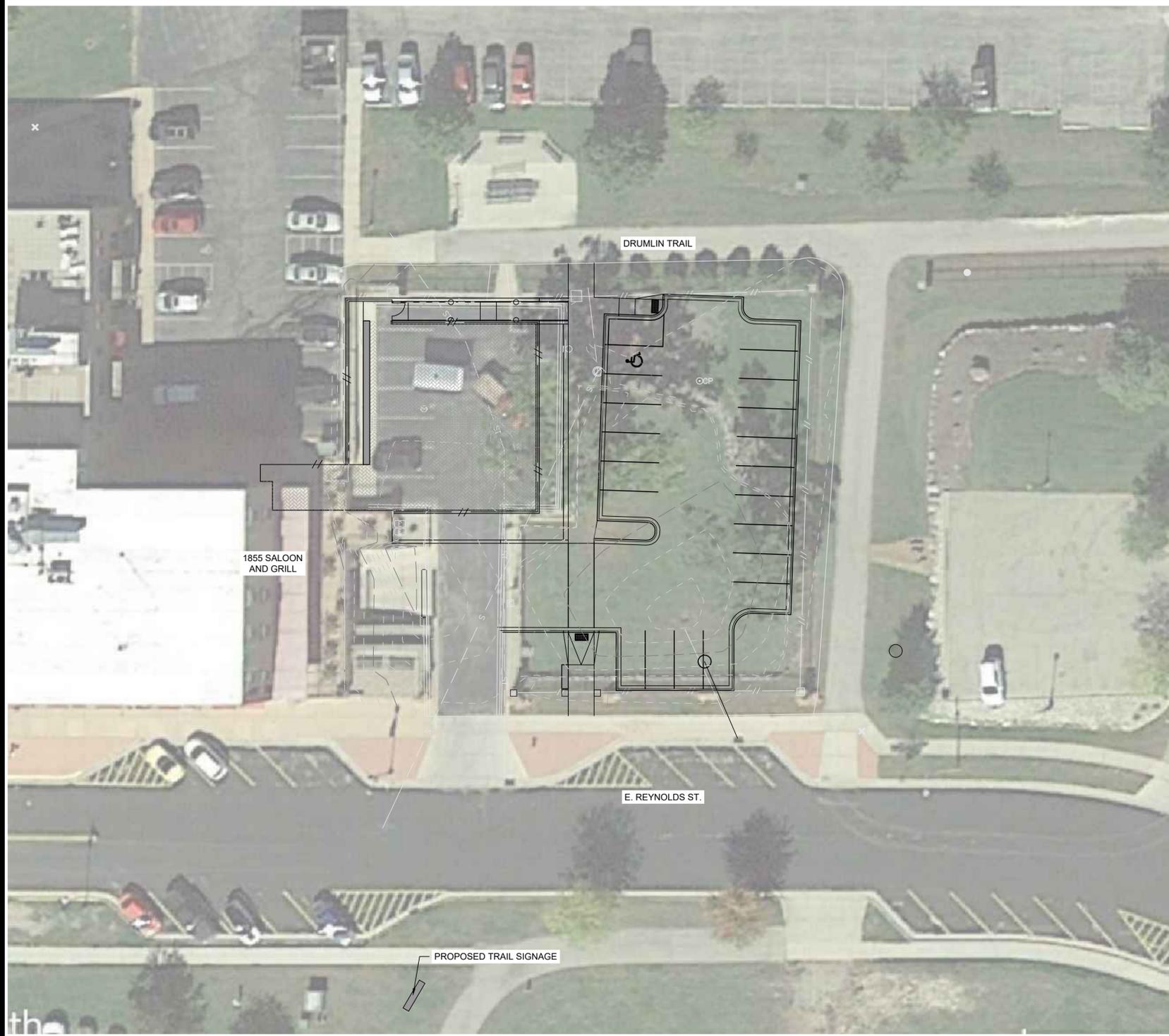
$$= (24.46 \text{ in.} / 26.98 \text{ in.})$$

$$= \quad \mathbf{90.6\%}$$

The post-development project site infiltrates approximately **90.6%** of the pre-development infiltration volume.



I:\Projects\2020\120.0625\_SNYDER ASSOCIATES LAND PLAN.dwg BRYAN KOVASKI SITE PLAN 20200723 4:55 PM ANSIFILL BLEED D (34.00 X 22.00 INCHES)



EXHIBIT



PROPOSED TRAIL SIGNAGE

NOTE:  
1. SIGN TO MATCH MATERIALS OF THE IMAGE ABOVE AND SHALL READ "DRUMLIN RESERVE"

MARK	REVISION	DATE	BY
ENGR	Checked By: CHKD		
TECH	Date: MM-DD-YYYY		
T-R-S: TTN-RRW-SS			Scale: 1" =
Project No: 120.0625.30			Sheet XXX

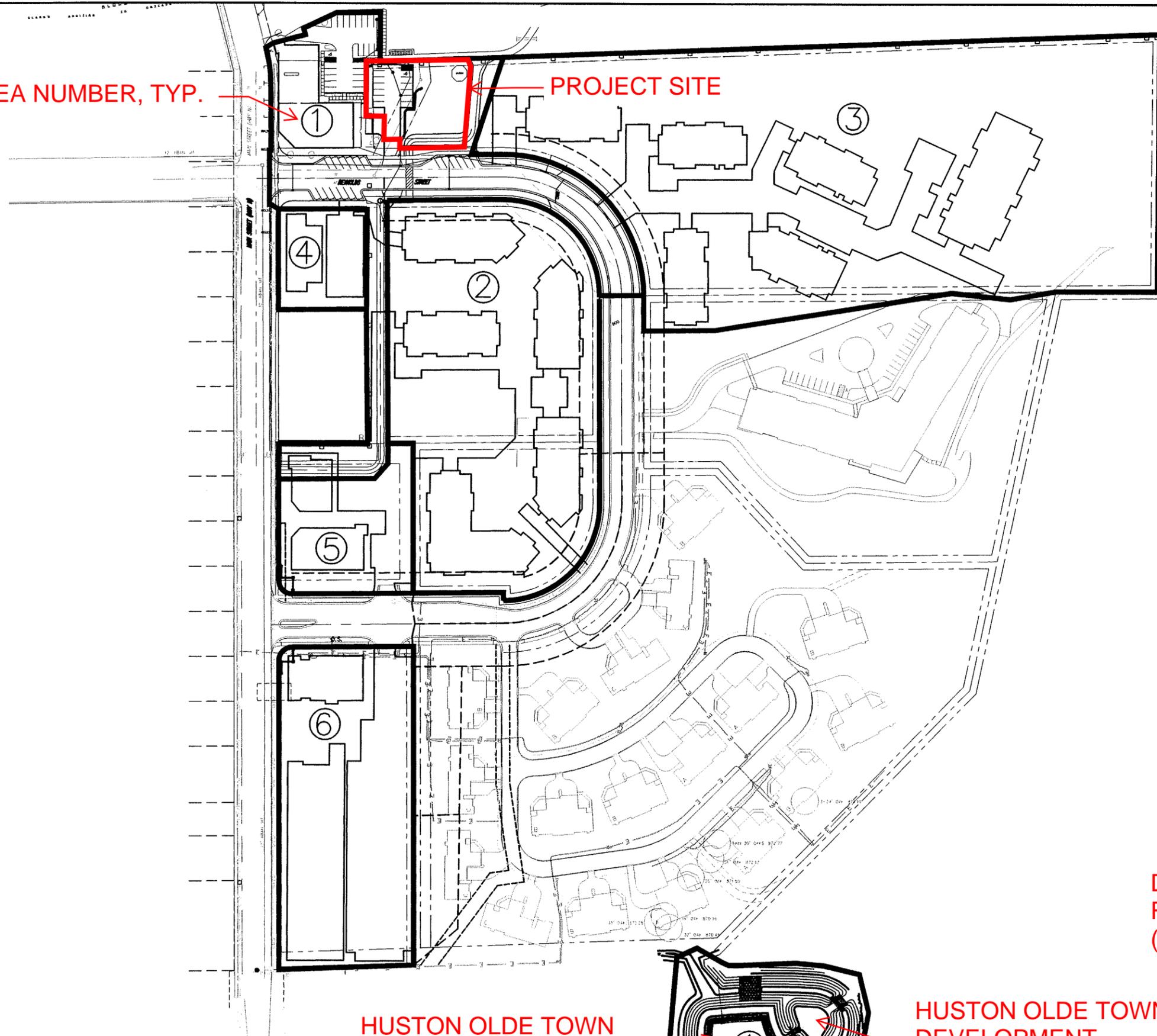
**DRUMLIN RESERVE**  
**EXHIBIT**  
**VILLAGE OF COTTAGE GROVE, WI**  
**SNYDER & ASSOCIATES, INC.**



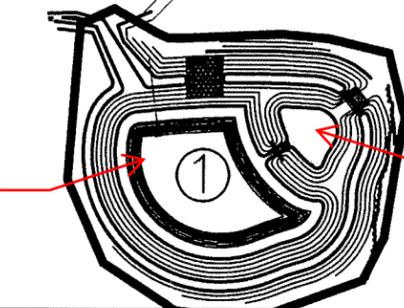
Project No: 120.0625.30  
Sheet XXX

SUB-AREA NUMBER, TYP.

PROJECT SITE

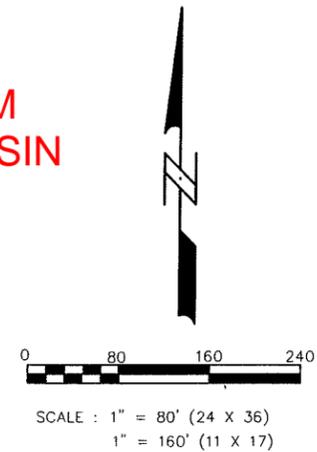


HUSTON OLDE TOWN DEVELOPMENT WET DETENTION BASIN



HUSTON OLDE TOWN DEVELOPMENT INFILTRATION BASIN

DOWNSTREAM REGIONAL BASIN (NOT SHOWN)



DATE: 11-14-06

REVISIONS:

HUSTON OLDE TOWN DEVELOPMENT PHASING PLAN

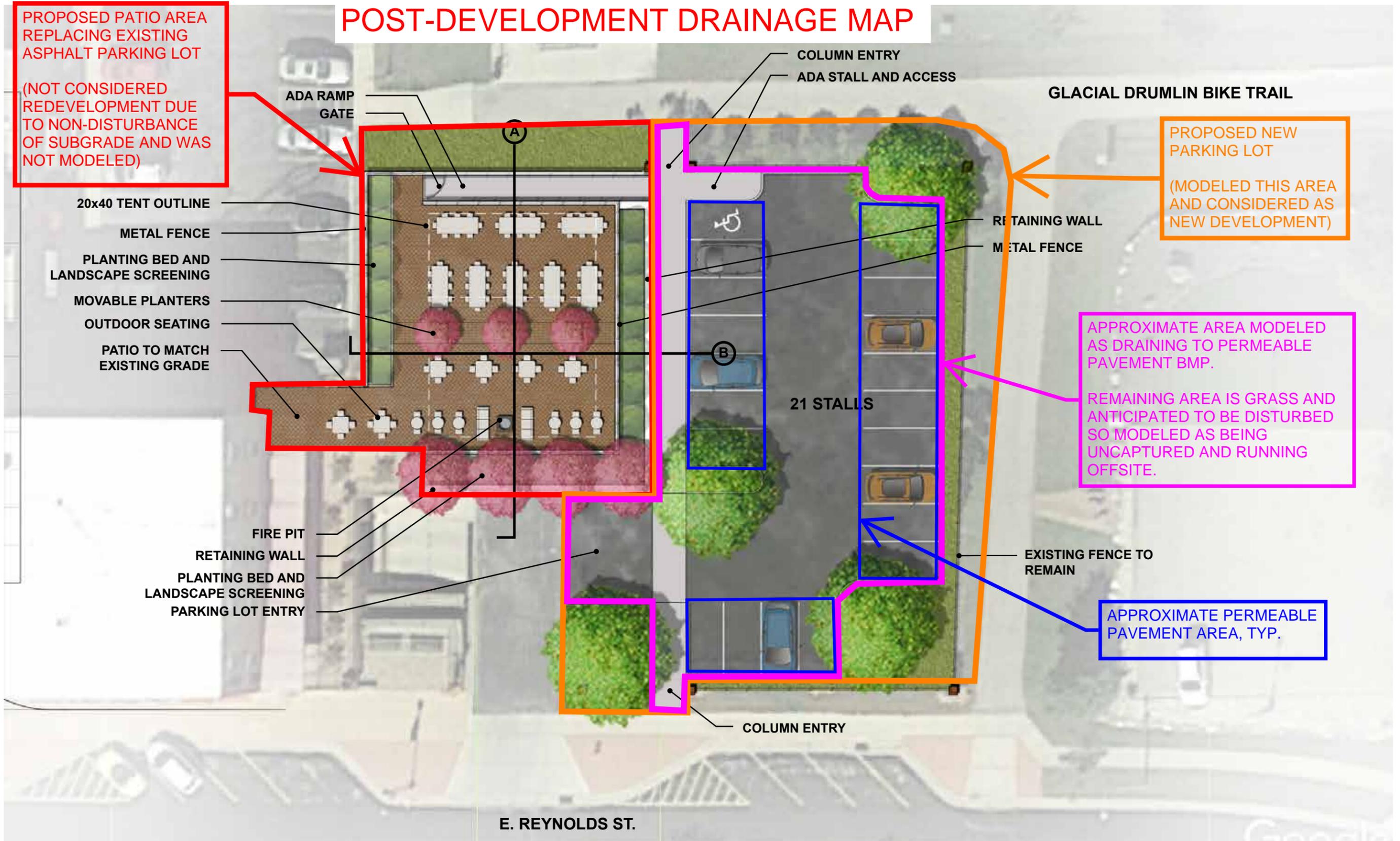
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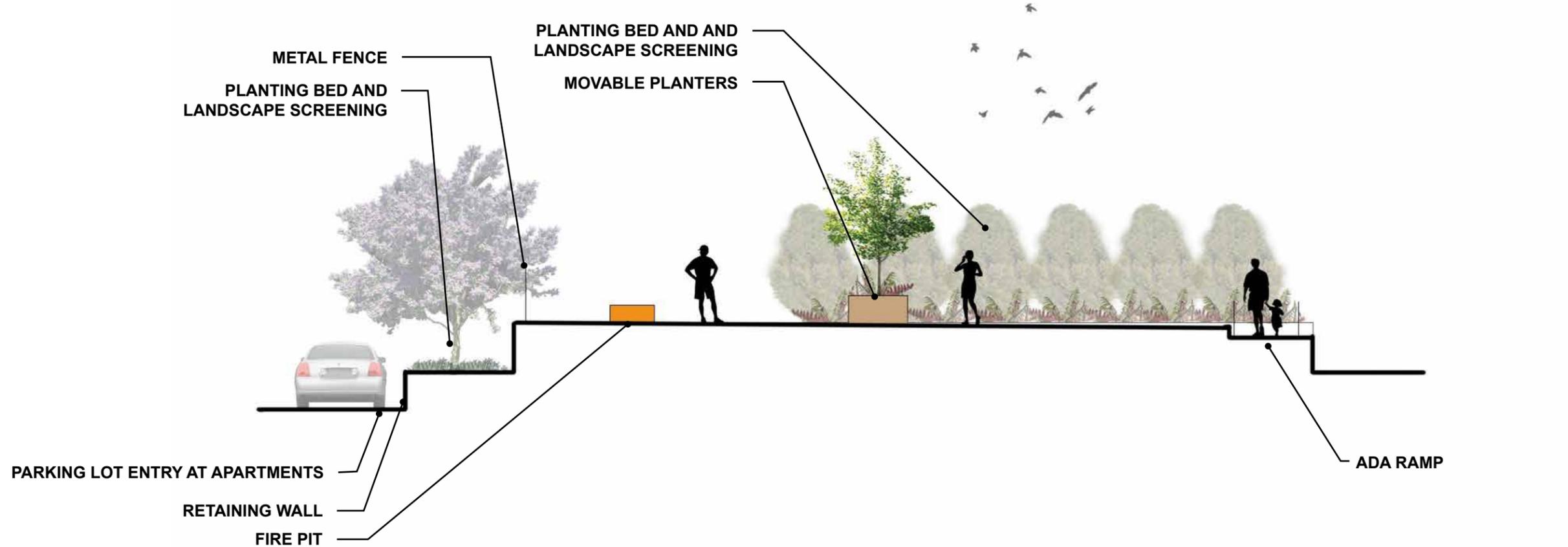
Calkins Engineering, LLC  
Civil Engineers & Land Surveyors

SHEET C1.2

Calkins Engineering, LLC  
5010 Vogels Road  
Madison, WI 53718  
(608) 838-0444

# POST-DEVELOPMENT DRAINAGE MAP





**SECTION 'A'**



**SECTION 'B'**

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
<b>ADS MECHANICAL</b>					
243	ADS MECHANICAL	24204	HVAC REPAIR - PD	100-51700-210	180.24
243	ADS MECHANICAL	24204	HVAC REPAIR - PD	600-60935-340	15.90
243	ADS MECHANICAL	24204	HVAC REPAIR - PD	601-60834-340	15.90
243	ADS MECHANICAL	24218	VILAS LIFT STATION COOLING REPAIR	601-60834-340	1,595.19
243	ADS MECHANICAL	24219	HVAC LEAK REPAIR - MSB LEAK REPAIR - MSB PD	100-51700-210	431.32
243	ADS MECHANICAL	24219	HVAC LEAK REPAIR - MSB LEAK REPAIR - MSB PD	600-60935-340	38.06
243	ADS MECHANICAL	24219	HVAC LEAK REPAIR - MSB LEAK REPAIR - MSB PD	601-60834-340	38.06
Total ADS MECHANICAL:					2,314.67
<b>ADVANCED DISPOSAL</b>					
3820	ADVANCED DISPOSAL	A20000524785	GARBAGE COLLECTION - JULY 2020	100-53620-295	21,530.23
3820	ADVANCED DISPOSAL	A20000524785	RECYCLING COLLECTION - JULY 2020	100-53620-296	9,223.97
Total ADVANCED DISPOSAL:					30,754.20
<b>ALLIANT ENERGY/WP&amp;L</b>					
31	ALLIANT ENERGY/WP&L	31-081820	2225830000 - STREET LIGHTS	100-53420-221	6,983.74
Total ALLIANT ENERGY/WP&L:					6,983.74
<b>ALSCO</b>					
1462	ALSCO	IMIL1594405	MATS AT MUNICIPAL SERVICES BLDG	100-51700-210	32.15
1462	ALSCO	IMIL1594405	MATS AT MUNICIPAL SERVICES BLDG	600-60920-340	10.71
1462	ALSCO	IMIL1594405	MATS AT MUNICIPAL SERVICES BLDG	601-60850-340	10.71
1462	ALSCO	IMIL1594406	MATS	100-51700-210	20.57
1462	ALSCO	IMIL1594406	UNIFORMS	100-53200-340	33.29
1462	ALSCO	IMIL1594406	MATS & UNIFORMS	600-60920-340	12.92
1462	ALSCO	IMIL1594406	MATS & UNIFORMS	601-60850-340	12.92
1462	ALSCO	IMIL1594407	MATS AT VILLAGE HALL	100-51600-210	23.99
1462	ALSCO	IMIL1594407	MATS AT VILLAGE HALL	600-60920-340	7.99
1462	ALSCO	IMIL1594407	MATS AT VILLAGE HALL	601-60850-340	7.99
1462	ALSCO	IMIL1596679	MATS AT MUNICIPAL SERVICES BLDG	100-51700-210	32.15
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1462	ALSCO	IMIL1596679	MATS AT MUNICIPAL SERVICES BLDG	601-60850-340	10.71
1462	ALSCO	IMIL1596680	MATS	100-51700-210	20.57
1462	ALSCO	IMIL1596680	UNIFORMS	100-53200-340	33.29
1462	ALSCO	IMIL1596680	MATS & UNIFORMS	600-60920-340	12.92
1462	ALSCO	IMIL1596680	MATS & UNIFORMS	601-60850-340	12.92
1462	ALSCO	IMIL1596681	MATS AT VILLAGE HALL	100-51600-210	23.99
1462	ALSCO	IMIL1596681	MATS AT VILLAGE HALL	600-60920-340	7.99
1462	ALSCO	IMIL1596681	MATS AT VILLAGE HALL	601-60850-340	7.99
Total ALSCO:					346.48
<b>ASSOC APPRAISAL CONSULTANT INC</b>					
90	ASSOC APPRAISAL CONSULTANT IN	149548	PROF SERVICES - AUGUST 2020	100-51530-210	1,250.00
90	ASSOC APPRAISAL CONSULTANT IN	149548	INTERNET POSTING	100-51530-210	37.77
90	ASSOC APPRAISAL CONSULTANT IN	149548	2020 REVALUATION PROGRAM	100-51530-210	14,719.06
90	ASSOC APPRAISAL CONSULTANT IN	149548	POSTAGE FOR REVALUATION PROGRAM	100-51530-210	1,758.50
Total ASSOC APPRAISAL CONSULTANT INC:					17,765.33
<b>ASSOCIATION OF PUBLIC TREASURERS OF</b>					
6615	ASSOCIATION OF PUBLIC TREASUR	22391	ANNUAL MEMBERSHIP - DEB WINTER	100-51520-340	159.00

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
Total ASSOCIATION OF PUBLIC TREASURERS OF:					159.00
<b>BARNES, MARLENE</b>					
6617	BARNES, MARLENE	6617-081820	PARK SHELTER SECURITY DEPOSIT REFUND	100-23160	100.00
Total BARNES, MARLENE:					100.00
<b>CAPITAL NEWSPAPERS</b>					
4818	CAPITAL NEWSPAPERS	9545	PLANNING	100-56300-340	64.36
4818	CAPITAL NEWSPAPERS	9547	PLANNING	100-56300-340	63.16
4818	CAPITAL NEWSPAPERS	9549	ORDINANCES	100-51310-210	209.00
Total CAPITAL NEWSPAPERS:					336.52
<b>CARD SERVICE CENTER</b>					
30	CARD SERVICE CENTER	30-081820PD	AMAZON PRIME MONTHLY CHARGE	100-52100-340	13.05
Total CARD SERVICE CENTER:					13.05
<b>CHARTER COMMUNICATIONS</b>					
2421	CHARTER COMMUNICATIONS	17282080520	MONTHLY BASIC BUSINESS TV & INTERNET - 8/5/2	100-51600-350	96.98
2421	CHARTER COMMUNICATIONS	17282080520	MONTHLY BASIC BUSINESS TV & INTERNET - 8/5/2	600-60920-340	32.32
2421	CHARTER COMMUNICATIONS	17282080520	MONTHLY BASIC BUSINESS TV & INTERNET - 8/5/2	601-60850-340	32.32
2421	CHARTER COMMUNICATIONS	57023080120	BUSINESS TV @ MUNICIPAL SERVICES BUILDING	100-51700-225	30.51
2421	CHARTER COMMUNICATIONS	57023080120	BUSINESS TV @ MUNICIPAL SERVICES BUILDING	600-60920-225	2.69
2421	CHARTER COMMUNICATIONS	57023080120	BUSINESS TV @ MUNICIPAL SERVICES BUILDING	601-60850-225	2.69
2421	CHARTER COMMUNICATIONS	73715080520	MONTHLY PHONE CHARGE - 8/5/20-9/4/20	100-51600-350	89.50
2421	CHARTER COMMUNICATIONS	73715080520	MONTHLY PHONE CHARGE - 8/5/20-9/4/20	600-60920-340	29.84
2421	CHARTER COMMUNICATIONS	73715080520	MONTHLY PHONE CHARGE - 8/5/20-9/4/20	601-60850-340	29.84
Total CHARTER COMMUNICATIONS:					346.69
<b>COMPUTER MAGIC INC</b>					
930	COMPUTER MAGIC INC	5138	SERVICE AGREEMENT - COTTAGE GROVE GOLD -	100-51100-340	160.94
930	COMPUTER MAGIC INC	5138	SERVICE AGREEMENT - COTTAGE GROVE GOLD -	100-51420-214	1,287.49
930	COMPUTER MAGIC INC	5138	SERVICE AGREEMENT - COTTAGE GROVE GOLD -	100-52100-214	804.69
930	COMPUTER MAGIC INC	5138	SERVICE AGREEMENT - COTTAGE GROVE GOLD -	100-55310-340	321.88
930	COMPUTER MAGIC INC	5138	SERVICE AGREEMENT - COTTAGE GROVE GOLD -	100-53100-340	321.88
930	COMPUTER MAGIC INC	5138	SERVICE AGREEMENT - COTTAGE GROVE GOLD -	600-60920-340	160.94
930	COMPUTER MAGIC INC	5138	SERVICE AGREEMENT - COTTAGE GROVE GOLD -	601-60850-340	160.94
930	COMPUTER MAGIC INC	5187	TWO LAPTOPS AND DOCKING STATIONS FOR PUB	410-57320-225	2,893.82
Total COMPUTER MAGIC INC:					6,112.58
<b>CORE &amp; MAIN LP</b>					
1463	CORE & MAIN LP	M744826	METERS	600-34600	1,551.00
Total CORE & MAIN LP:					1,551.00
<b>COTTAGE DEVELOPMENT INC</b>					
5826	COTTAGE DEVELOPMENT INC	5826-081820	DEVELOPER INCENTIVE - UW HEALTH	405-57700-000	27,750.00
Total COTTAGE DEVELOPMENT INC:					27,750.00
<b>CRIDER, HEIDI</b>					
6619	CRIDER, HEIDI	6619-081820	PARK SHELTER SECURITY DEPOSIT REFUND	100-23160	100.00

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
Total CRIDER, HEIDI:					100.00
<b>CRYSTAL CLEANERS INC</b>					
5220	CRYSTAL CLEANERS INC	22634	CLEANING AT MSB - JULY 2020	100-51700-210	187.20
5220	CRYSTAL CLEANERS INC	22634	CLEANING AT MSB - JULY 2020	600-60935-340	36.40
5220	CRYSTAL CLEANERS INC	22634	CLEANING AT MSB - JULY 2020	601-60834-340	36.40
5220	CRYSTAL CLEANERS INC	22635	CLEANING AT MSB PD - JULY 2020	100-51700-210	310.40
5220	CRYSTAL CLEANERS INC	22636	CLEANING AT VILLAGE HALL - JULY 2020	100-51600-210	320.00
Total CRYSTAL CLEANERS INC:					890.40
<b>DANE CO TREASURER</b>					
195	DANE CO TREASURER	195-081820	JULY 2020 FINES & FORFEITURES	100-24300	290.00
254	DANE CO TREASURER	38310	DANECOM COSTS JAN-JUN 2020	100-52575-000	9,954.00
Total DANE CO TREASURER:					10,244.00
<b>DANE COUNTY LANDFILL</b>					
5615	DANE COUNTY LANDFILL	5615-081820	CUSTOMER #822 - LANDFILL	100-53620-340	12.50
Total DANE COUNTY LANDFILL:					12.50
<b>DEPT OF ADMINISTRATION</b>					
2139	DEPT OF ADMINISTRATION	2139-081820	JULY 2020 FINES & FORFEITURES	100-24200	1,008.20
Total DEPT OF ADMINISTRATION:					1,008.20
<b>DIESEL FORWARD</b>					
5223	DIESEL FORWARD	SRI-009913	P-16 PLOW TRUCK ANNUAL DOT INSPECTION & M	100-53300-340	602.30
5223	DIESEL FORWARD	SRI-009913	P-16 PLOW TRUCK ANNUAL DOT INSPECTION & M	600-60935-340	200.77
5223	DIESEL FORWARD	SRI-009913	P-16 PLOW TRUCK ANNUAL DOT INSPECTION & M	601-60834-340	200.77
Total DIESEL FORWARD:					1,003.84
<b>DIGGERS HOTLINE INC</b>					
626	DIGGERS HOTLINE INC	200 7 13551	DUPLICATE/COPY EMAILS & PREPAID FAX FEES F	600-60920-340	207.90
626	DIGGERS HOTLINE INC	200 7 13551	DUPLICATE/COPY EMAILS & PREPAID FAX FEES F	601-60850-340	207.90
626	DIGGERS HOTLINE INC	200 7 13551 PP2	2ND PAYMENT FOR 2020 CHARGES	600-60920-340	750.17
626	DIGGERS HOTLINE INC	200 7 13551 PP2	2ND PAYMENT FOR 2020 CHARGES	601-60850-340	750.18
Total DIGGERS HOTLINE INC:					1,916.15
<b>DIVISION OF UNEMPLOYMENT INSURANCE</b>					
6576	DIVISION OF UNEMPLOYMENT INSU	6576-081720	RECREATION INSTRUCTORS	100-55310-345	250.68
Total DIVISION OF UNEMPLOYMENT INSURANCE:					250.68
<b>DOLL, CAROL</b>					
6618	DOLL, CAROL	6618-081820	PARK SHELTER SECURITY DEPOSIT REFUND - CA	100-23160	100.00
6618	DOLL, CAROL	6618-081820	PARK SHELTER RENTAL FEE REFUND - CANCELLA	100-46710-000	50.00
6618	DOLL, CAROL	6618-081820	PARK SHELTER CONCESSION STAND RENTAL FEE	100-46715-000	50.00
Total DOLL, CAROL:					200.00
<b>DONOVAN, PAT</b>					
6443	DONOVAN, PAT	6443-081820	PARK SHELTER SECURITY DEPOSIT REFUND - EV	100-23160	100.00

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
6443	DONOVAN, PAT	6443-081820	PARK SHELTER RENTAL FEE REFUND - EVENT CA	100-46710-000	50.00
Total DONOVAN, PAT:					150.00
<b>FAHRNER ASPHALT SEALERS LLC</b>					
4418	FAHRNER ASPHALT SEALERS LLC	8300006331	CHIPSEAL WORK	100-53300-230	46,332.00
Total FAHRNER ASPHALT SEALERS LLC:					46,332.00
<b>FRONTIER</b>					
3912	FRONTIER	3912-081820	608-839-8064 CLERK OF COURT	100-51200-340	54.86
3912	FRONTIER	3912-081820	608-839-1603 FAX & SCADA SYSTEM	100-53100-225	83.92
3912	FRONTIER	3912-081820	608-839-1603 FAX & SCADA SYSTEM	100-55310-225	83.93
3912	FRONTIER	3912-081820	608-839-1603 FAX & SCADA SYSTEM	600-60935-340	55.95
3912	FRONTIER	3912-081820	608-839-1603 FAX & SCADA SYSTEM	601-60832-340	55.95
3912	FRONTIER	3912-081820	608-839-4588 EMERGENCY PHONE & FAX	100-52100-225	70.99
Total FRONTIER:					405.60
<b>GADO, JESSICA</b>					
6621	GADO, JESSICA	6621-081820	REFUND OVERPAYMENT OF BUILDING PERMIT	100-44300-000	65.00
Total GADO, JESSICA:					65.00
<b>GFC LEASING CO</b>					
5	GFC LEASING CO	100599319	LEASE #M107469 & M111367 - 8/20/2020-9/19/2020	100-51420-340	110.50
5	GFC LEASING CO	100599319	LEASE #M107469 & M111367 - 8/20/2020-9/19/2020	100-52100-340	167.09
5	GFC LEASING CO	100599319	LEASE #M107469 & M111367 - 8/20/2020-9/19/2020	100-53100-340	110.50
5	GFC LEASING CO	100599319	LEASE #M107469 & M111367 - 8/20/2020-9/19/2020	100-55310-340	110.50
5	GFC LEASING CO	100599319	LEASE #M107469 & M111367 - 8/20/2020-9/19/2020	600-60920-340	55.25
5	GFC LEASING CO	100599319	LEASE #M107469 & M111367 - 8/20/2020-9/19/2020	601-60850-340	55.25
Total GFC LEASING CO:					609.09
<b>GRAINGER</b>					
142	GRAINGER	9598631530	WATER METER SUPPLIES	600-60653-340	63.61
Total GRAINGER:					63.61
<b>HARMONY CONSTRUCTION MGMT INC</b>					
6577	HARMONY CONSTRUCTION MGMT I	6577-081820	PAY APP #4 - BAKKEN PARK IMPROVEMENTS	410-57330-821	169,801.57
Total HARMONY CONSTRUCTION MGMT INC:					169,801.57
<b>HAWKINS INC</b>					
6121	HAWKINS INC	4769626	WATER TREATMENT CHEMICALS	600-60630-340	653.00
Total HAWKINS INC:					653.00
<b>LANDMARK SERVICES COOPERATIVE</b>					
3	LANDMARK SERVICES COOPERATIV	03-081820PD	POLICE DEPT FUEL - JULY 2020	100-52100-385	893.93
Total LANDMARK SERVICES COOPERATIVE:					893.93
<b>LAUFENBERG LAWN CARE LLC</b>					
5350	LAUFENBERG LAWN CARE LLC	5350-081820B	WEED CONTROL - BAKKEN PARK	100-55200-360	500.00
5350	LAUFENBERG LAWN CARE LLC	5350-081820C	WEED CONTROL - COMMERCE PARK	405-57502-820	290.00

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
5350	LAUFENBERG LAWN CARE LLC	5350-081820CG	WEED CONTROL - COTTAGE GROVE RD BY DAMA	100-53300-370	175.00
5350	LAUFENBERG LAWN CARE LLC	5350-081820CP	WEED CONTROL - COMMUNITY PARK	100-55200-360	325.00
5350	LAUFENBERG LAWN CARE LLC	5350-081820D	WEED CONTROL - DUBLIN PARK	100-55200-360	150.00
5350	LAUFENBERG LAWN CARE LLC	5350-081820F	WEED CONTROL - FIREMANS PARK	100-55200-360	300.00
5350	LAUFENBERG LAWN CARE LLC	5350-081820H	WEED CONTROL - RG HUSTON PARK	100-55200-360	250.00
5350	LAUFENBERG LAWN CARE LLC	5350-081820LS	WEED CONTROL - LIFT STATIONS	601-60834-340	240.00
5350	LAUFENBERG LAWN CARE LLC	5350-081820MSB	WEED CONTROL - MSB	100-51700-340	323.00
5350	LAUFENBERG LAWN CARE LLC	5350-081820MSB	WEED CONTROL - MSB	600-60935-340	28.50
5350	LAUFENBERG LAWN CARE LLC	5350-081820MSB	WEED CONTROL - MSB	601-60834-340	28.50
5350	LAUFENBERG LAWN CARE LLC	5350-081820N	WEED CONTROL - NORTHLAWN PARK	100-55200-360	475.00
5350	LAUFENBERG LAWN CARE LLC	5350-081820S	WEED CONTROL - STROUSE PARK	100-55200-360	100.00
5350	LAUFENBERG LAWN CARE LLC	5350-081820VH	WEED CONTROL - VILLAGE HALL	100-51600-340	36.00
5350	LAUFENBERG LAWN CARE LLC	5350-081820VH	WEED CONTROL - VILLAGE HALL	600-60935-340	12.00
5350	LAUFENBERG LAWN CARE LLC	5350-081820VH	WEED CONTROL - VILLAGE HALL	601-60834-340	12.00
5350	LAUFENBERG LAWN CARE LLC	5350-081820W	WEED CONTROL - WELLS	600-60605-240	150.00
5350	LAUFENBERG LAWN CARE LLC	5350-081820WR	WEED CONTROL - WILLOW RUN PARK	100-55200-360	160.00
Total LAUFENBERG LAWN CARE LLC:					3,555.00
<b>LW ALLEN LLC</b>					
294	LW ALLEN LLC	104140	PRV SCADA REPAIRS	600-60600-340	2,644.02
Total LW ALLEN LLC:					2,644.02
<b>MADISON ROCK &amp; SAND LLC</b>					
1631	MADISON ROCK & SAND LLC	24008	COMPOST DISPOSAL	100-53620-340	185.50
Total MADISON ROCK & SAND LLC:					185.50
<b>MEINEKE COTTAGE GROVE #2474</b>					
5772	MEINEKE COTTAGE GROVE #2474	30539	OIL CHANGE - SQUAD 161	100-52100-380	19.99
Total MEINEKE COTTAGE GROVE #2474:					19.99
<b>MSA PROFESSIONAL SERVICES INC</b>					
99	MSA PROFESSIONAL SERVICES INC	99-081820	DUE FROM HOMBURG-WESTLAWN 5TH ADD	210-13809	2,297.40
99	MSA PROFESSIONAL SERVICES INC	99-081820	DUE FROM HOMBURG - COYLE HIGHLANDS	210-13809	236.25
99	MSA PROFESSIONAL SERVICES INC	99-081820	DUE FROM AJ REGALI	210-13880	264.15
99	MSA PROFESSIONAL SERVICES INC	99-081820	DUE FROM HUSTONS - HOTEL	210-13803	647.50
99	MSA PROFESSIONAL SERVICES INC	99-081820	DUE FROM MG SCHOOL DISTRICT	210-13840	402.50
99	MSA PROFESSIONAL SERVICES INC	99-081820	DUE FROM GREYWOLF HOTEL	210-13895	1,910.00
99	MSA PROFESSIONAL SERVICES INC	99-081820	DUE FROM COTTAGE GROVE COMMONS	210-13898	3,455.83
99	MSA PROFESSIONAL SERVICES INC	99-081820	DUE FROM A&M MANAGEMENT	210-13888	112.50
99	MSA PROFESSIONAL SERVICES INC	99-081820	GENERAL ENGINEERING	100-53110-210	585.00
99	MSA PROFESSIONAL SERVICES INC	99-081820	GENERAL ENGINEERING - CONSTRUCTION SPECI	100-53110-210	1,290.00
99	MSA PROFESSIONAL SERVICES INC	99-081820	CG BAKKEN PARK IMPROVEMENTS	205-55201-820	3,857.35
99	MSA PROFESSIONAL SERVICES INC	99-081820	GENERAL BB URBANIZATION	410-57340-820	2,201.60
99	MSA PROFESSIONAL SERVICES INC	99-081820	GENERAL - TEMPORARY BUSS RD IMPRVMNTS	210-13840	867.00
99	MSA PROFESSIONAL SERVICES INC	99-081820	FINAL BUSS ROAD BUILDOUT	410-57343-820	1,862.50
99	MSA PROFESSIONAL SERVICES INC	99-081820	VILAS RD INTERCEPTOR SEWER & WATERMAIN	410-57332-821	451.25
99	MSA PROFESSIONAL SERVICES INC	99-081820	VILAS ROAD BIKE PATH CREEK CROSSING	410-57332-820	5,285.93
99	MSA PROFESSIONAL SERVICES INC	99-081820	TI #5 - SOIL BORINGS	405-57120-820	97.50
99	MSA PROFESSIONAL SERVICES INC	99-081820	TID #5 - TRAFFIC OPTIONS	405-57120-820	240.00
99	MSA PROFESSIONAL SERVICES INC	99-081820	TID #10 - USA AMENDMENT	510-57700-000	280.00
99	MSA PROFESSIONAL SERVICES INC	99-081820	CLARK ST AQUISITION	410-57331-820	7,780.00
99	MSA PROFESSIONAL SERVICES INC	99-081820	GLACIAL DRUMLIN PATH IMPROVEMENT (TAP)	410-57331-820	427.50
99	MSA PROFESSIONAL SERVICES INC	99-081820	WATER UTILITY ENGINEERING GENERAL	600-60923-210	1,637.50

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
99	MSA PROFESSIONAL SERVICES INC	99-081820	WATER UTILITY GIS MAPPING	600-60651-340	225.00
99	MSA PROFESSIONAL SERVICES INC	99-081820	WATER UTILITY GIS MAPPING	600-60652-340	37.50
99	MSA PROFESSIONAL SERVICES INC	99-081820	WATER UTILITY GIS MAPPING	600-60653-340	15.00
99	MSA PROFESSIONAL SERVICES INC	99-081820	WATER UTILITY GIS MAPPING	600-60654-340	22.50
99	MSA PROFESSIONAL SERVICES INC	99-081820	SEWER UTILITY GENERAL	601-60852-210	645.00
99	MSA PROFESSIONAL SERVICES INC	99-081820	COLLECTION SYSTEM FLOW MONITORING	601-60852-210	1,178.75
99	MSA PROFESSIONAL SERVICES INC	99-081820	SEWER UTILITY GIS MAPPING	601-60827-340	75.00
99	MSA PROFESSIONAL SERVICES INC	99-081820	SEWER UTILITY GIS MAPPING	601-60831-240	225.00
99	MSA PROFESSIONAL SERVICES INC	99-081820	SEWER UTILITY GIS MAPPING	601-60831-350	112.50
99	MSA PROFESSIONAL SERVICES INC	99-081820	SEWER UTILITY GIS MAPPING	601-60832-340	37.50
Total MSA PROFESSIONAL SERVICES INC:					38,763.01
<b>ONTIME PROMO &amp; APPAREL</b>					
6620	ONTIME PROMO & APPAREL	115154	SAFETY GREEN SHIRTS FOR PW STAFF	100-53300-340	238.90
6620	ONTIME PROMO & APPAREL	115154	SAFETY GREEN SHIRTS FOR PW STAFF	600-60600-340	79.63
6620	ONTIME PROMO & APPAREL	115154	SAFETY GREEN SHIRTS FOR PW STAFF	601-60827-340	79.63
Total ONTIME PROMO & APPAREL:					398.16
<b>POMP'S TIRE SERVICE INC</b>					
2813	POMP'S TIRE SERVICE INC	80219357	PAY LOADER TIRE REPLACEMENT	100-53300-380	855.60
2813	POMP'S TIRE SERVICE INC	80219357	PAY LOADER TIRE REPLACEMENT	100-53300-340	855.60
2813	POMP'S TIRE SERVICE INC	80219357	PAY LOADER TIRE REPLACEMENT	600-60935-340	570.40
2813	POMP'S TIRE SERVICE INC	80219357	PAY LOADER TIRE REPLACEMENT	601-60834-340	570.40
2813	POMP'S TIRE SERVICE INC	80220242	FLAT REPAIR	100-53300-340	10.50
2813	POMP'S TIRE SERVICE INC	80220242	FLAT REPAIR	600-60935-340	3.50
2813	POMP'S TIRE SERVICE INC	80220242	FLAT REPAIR	601-60834-340	3.50
Total POMP'S TIRE SERVICE INC:					2,869.50
<b>PROJECT ENTERTAINMENT LLC</b>					
6612	PROJECT ENTERTAINMENT LLC	6612-081820	2ND PAYMENT - OUTDOOR MOVIE RENTAL EQUIP	100-55310-347	1,223.48
Total PROJECT ENTERTAINMENT LLC:					1,223.48
<b>QUADIENT</b>					
6410	QUADIENT	6410-081820	POSTAGE	100-51520-311	39.00
Total QUADIENT:					39.00
<b>QUILL CORP</b>					
12	QUILL CORP	9213560	PRINTER TONER	100-51520-340	137.56
12	QUILL CORP	9213560	PRINTER TONER	600-60902-310	45.86
12	QUILL CORP	9213560	PRINTER TONER	601-60840-340	45.86
12	QUILL CORP	9229734	PRINTER TONER, COPY PAPER, CORRECTION TA	100-51520-340	285.25
12	QUILL CORP	9229734	PRINTER TONER, COPY PAPER, CORRECTION TA	600-60902-310	95.09
12	QUILL CORP	9229734	PRINTER TONER, COPY PAPER, CORRECTION TA	601-60840-340	95.09
Total QUILL CORP:					704.71
<b>REINDERS INC</b>					
4447	REINDERS INC	1842722-00	MOWER PARTS	100-53300-340	70.71
4447	REINDERS INC	1842722-00	MOWER PARTS	600-60935-340	23.57
4447	REINDERS INC	1842722-00	MOWER PARTS	601-60834-340	23.57

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
<b>Total REINDERS INC:</b>					117.85
<b>REVOLUTION CHEER &amp; TUMBLING</b>					
5939	REVOLUTION CHEER & TUMBLING	TIAAUG20	INITIAL PAYMENTS FOR TINYS, YOUTH, & JUNIOR	100-55310-344	3,725.00
5939	REVOLUTION CHEER & TUMBLING	TIAAUG20	AUGUST CHEER AND TUMBLING	100-55310-344	2,435.00
<b>Total REVOLUTION CHEER &amp; TUMBLING:</b>					6,160.00
<b>ROBERT J NICKLES INC</b>					
5592	ROBERT J NICKLES INC	5296	MSB ELECTRICAL WORK FOR AIR COMPRESSOR	100-51700-340	186.88
5592	ROBERT J NICKLES INC	5296	MSB ELECTRICAL WORK FOR AIR COMPRESSOR	600-60935-340	16.49
5592	ROBERT J NICKLES INC	5296	MSB ELECTRICAL WORK FOR AIR COMPRESSOR	601-60834-340	16.49
<b>Total ROBERT J NICKLES INC:</b>					219.86
<b>SECURIAN FINANCIAL GROUP INC</b>					
10	SECURIAN FINANCIAL GROUP INC	10-081820	LIFE INS PREMIUMS - SEPTEMBER 2020	100-21530	1,005.60
<b>Total SECURIAN FINANCIAL GROUP INC:</b>					1,005.60
<b>SHERWIN-WILLIAMS CO</b>					
407	SHERWIN-WILLIAMS CO	2312-8	ROAD PAINT	100-53400-370	43.99
407	SHERWIN-WILLIAMS CO	5964-4	SUPPLIES FOR PAINT STRIPING	100-53400-370	53.54
407	SHERWIN-WILLIAMS CO	6181-4	PAINT STRIPING	100-53400-370	273.49
<b>Total SHERWIN-WILLIAMS CO:</b>					371.02
<b>STAFFORD ROSENBAUM LLP</b>					
4428	STAFFORD ROSENBAUM LLP	1239991	TID #10	100-51300-210	1,419.00
<b>Total STAFFORD ROSENBAUM LLP:</b>					1,419.00
<b>THE WASH GUARD LLC</b>					
6547	THE WASH GUARD LLC	2028	DISINFECTANT WIPES	100-51520-700	396.00
<b>Total THE WASH GUARD LLC:</b>					396.00
<b>TIFFIN METAL PRODUCTS</b>					
6616	TIFFIN METAL PRODUCTS	029972	2 NEW EVIDENCE DOORS	100-52100-340	690.00
6616	TIFFIN METAL PRODUCTS	030373	SUPPLIES FOR DOORS	100-52100-340	118.10
<b>Total TIFFIN METAL PRODUCTS:</b>					808.10
<b>TOTAL WATER TREATMENT SYSTEMS</b>					
4987	TOTAL WATER TREATMENT SYSTEM	871655	BOTTLED WATER - JULY 2020 - VILLAGE HALL	100-51420-340	9.67
4987	TOTAL WATER TREATMENT SYSTEM	871655	BOTTLED WATER - JULY 2020 - VILLAGE HALL	600-60920-340	3.22
4987	TOTAL WATER TREATMENT SYSTEM	871655	BOTTLED WATER - JULY 2020 - VILLAGE HALL	601-60850-340	3.22
4987	TOTAL WATER TREATMENT SYSTEM	871655	BOTTLED WATER - JULY 2020 - POLICE DEPARTM	100-52100-340	74.69
<b>TOTAL WATER TREATMENT SYSTEMS:</b>					90.80
<b>US CELLULAR</b>					
594	US CELLULAR	386111211	CELL PHONE CHARGES - PUBLIC WORKS	100-53100-225	85.68
594	US CELLULAR	386111211	CELL PHONE CHARGES - PUBLIC WORKS	600-60920-225	28.56
594	US CELLULAR	386111211	CELL PHONE CHARGES - PUBLIC WORKS	601-60850-225	28.56
594	US CELLULAR	386111211	CELL PHONE CHARGES - PARKS	100-55200-225	195.97

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
594	US CELLULAR	386111211	GIS/TABLETS	600-60920-225	56.99
594	US CELLULAR	386111211	GIS/TABLETS	601-60850-225	56.99
594	US CELLULAR	386111467	CELL PHONE CHARGES - POLICE DEPT	100-52100-225	370.11
Total US CELLULAR:					822.86
<b>VOIANCE LANGUAGE SERVICES LLC</b>					
6539	VOIANCE LANGUAGE SERVICES LL	1157146	LANGUAGE LINE	100-52100-340	25.00
Total VOIANCE LANGUAGE SERVICES LLC:					25.00
<b>WI STATE LABORATORY OF HYGIENE</b>					
6373	WI STATE LABORATORY OF HYGIEN	641445	WATER TESTING	600-60630-210	806.00
Total WI STATE LABORATORY OF HYGIENE:					806.00
<b>WOLF PAVING &amp; EXCAVATING CO.</b>					
635	WOLF PAVING & EXCAVATING CO.	67440	2.44 TON 3LT SR	100-53300-370	165.92
635	WOLF PAVING & EXCAVATING CO.	67440	2.33 TON 5 MT S	100-53300-370	167.76
Total WOLF PAVING & EXCAVATING CO.:					333.68
Grand Totals:					392,110.97

VILLAGE PORTION \$ 374,970.41  
 WATER & SEWER PORTION \$ 17,140.56  
 TOTAL INVOICES \$ 392,110.97