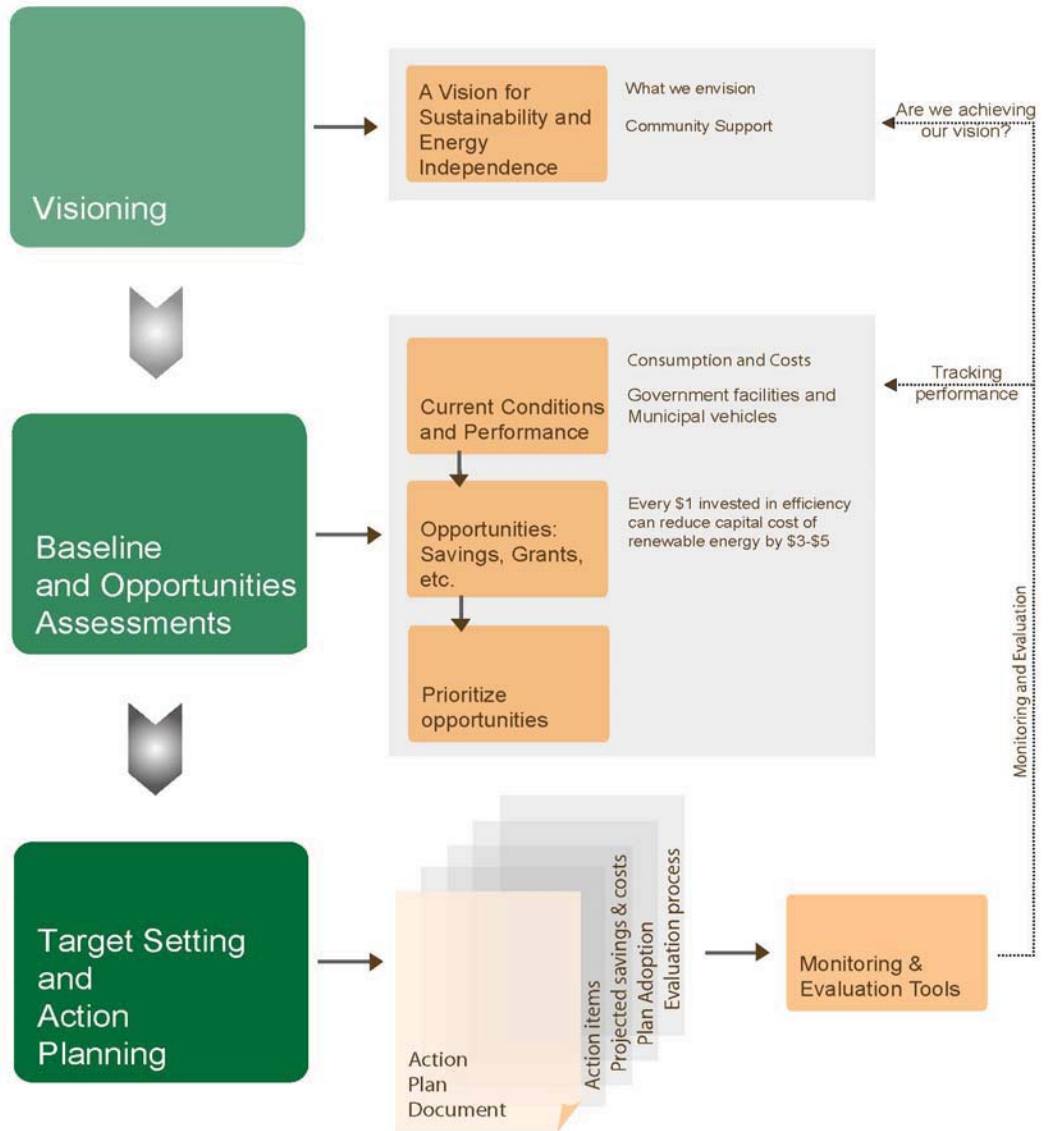


Sustainability System - DRAFT

April 28
2010
(as recommended
by the Ad-Hoc
Sustainability
Committee,
April 27, 2010)

Village
of
Cottage
Grove



PREPARED BY THE COTTAGE GROVE AD-HOC SUSTAINABILITY COMMITTEE,
WITH ASSISTANCE FROM MSA PROFESSIONAL SERVICES, INC. ,
SEVENTH GENERATION ENERGY SYSTEMS, AND GDS ASSOCIATES

THIS REPORT IS
FORMATTED FOR
DOUBLE SIDED
PRINTING

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1. EXECUTIVE SUMMARY

The Village of Cottage Grove is working to sustain the local economy, environment, and culture and to make the community resilient to economic and environmental fluctuations. This document lays out the framework for a Cottage Grove Sustainability System – a systematic approach to making the Village efficient, sustainable and resilient – and it describes the public process through which the Village’s Ad-Hoc Sustainability Committee developed this System.

The Sustainability System addresses seven separate, yet interconnected aspects of Village life: Energy, Transportation, Land Use, Water, Waste, Economy, and Public Outreach. For each of these seven categories, the Village created a vision statement; identified indicators by which performance can be measured; selected desired performance trends; and prioritized a list of possible actions to accomplish these objectives.

A key aspect of our Sustainability System is continual improvement and annual updates. This is a living System designed to help the Village adapt and improve performance each year through small incremental changes that result in increased efficiency, cost savings, and long-term resilience. Each year the Village will evaluate performance, adjust the desired performance trends if appropriate, and revise the action plan.

The public process through which this Sustainability System was developed included:

- Public working meetings of the Ad-Hoc Sustainability Committee, March 2009 through March 2010
- A Public Kickoff and Visioning Meeting, April 22, 2009
- An internet survey of Village residents, July 2009
- Progress reports to Village Board
- A Public Draft Review Meeting, February 23, 2010

This Sustainability System was initially approved by Village Board on , 2010. This approval is the Village’s commitment to itself and its citizens to pursue efficiency, sustainability and resilience in a systematic way. This commitment does not expose Cottage Grove to additional regulatory requirements, though it may help the Village attract grant funding and/or programmatic support to support implementation efforts. While most actions described in the document are budget-neutral (e.g. volunteer efforts of the Sustainability Committee) or should result in both short-term and long-term

budget savings (e.g. giving residents the option to receive only the digital version of the Village newsletter), other actions could create new costs if implemented. Per Village policy, any action requiring Village expenditure will be individually evaluated for the short-term and long-term costs and benefits of that action before the Village approves such expense. All actions that require direct citizen involvement are 100% voluntary, including any costs that citizens may choose to incur.

2. WHAT IS A SUSTAINABILITY SYSTEM?

This document is a living plan that describes the process by which the Village of Cottage Grove will pursue sustainability year by year. The Sustainability System is aspirational, not regulatory – implementation is voluntary and will occur only as people are inspired to act for positive change.

This document includes five essential components:

1) Vision statements

These describe, in qualitative terms, what a sustainable Cottage Grove looks like and how it functions

2) Sustainability Indicators

These are specific metrics, aligned with the vision statements, by which the Village can measure performance and progress toward the Vision

3) Performance Trends

These are measurable trends to which the Village aspires

4) Actions

These are specific projects, programs, and initiatives to help the Village move in the direction of the desired performance trends and achieve its Vision. This document contains actions for the next 1-3 years; however, these actions will be reevaluated annually and specific actions will be approved through normal Board procedures if and when they are pursued.

5) Annual Renewal

This is the effort to track performance trends each year, or as appropriate, and review the action plan. Through the annual renewal process, the Village will monitor progress toward the overall Vision, celebrate completed actions, and select new actions that will support additional progress.

Together, the above five components constitute a Sustainability System.

A more fundamental question that some may ask: What is Sustainability?

There are many definitions for sustainability, here is one:

Sustainability is the use of systems and practices that can sustain the local economy, environment, and culture and are resilient to fluctuations in the global economy

For the purposes of the Village of Cottage Grove's Sustainability System, the Vision Statements define what sustainability means in Cottage Grove

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3. PUBLIC PLANNING PROCESS

Because the Sustainability System is a living document that is constantly evolving and growing to meet the needs of the Village, an essential component to the System is an active public process. Opportunities for public participation included a series of Sustainability Committee working meetings, a public kickoff meeting, an internet survey, a public presentation of the System, and finally, adoption of the System by the Village Board.

SUSTAINABILITY COMMITTEE MEETINGS

The Village Sustainability Committee met on a monthly basis to develop the Sustainability System, beginning in April 2009. These meetings, typically held at Village Hall at 5:30 on the fourth Tuesday of each month, were publicly noticed and open to all interested stakeholders. Residents and Village Board members attended some of the meetings to listen in and join discussions about the System and other Sustainability Committee business.

PUBLIC KICKOFF MEETING

On April 22, 2009 the Sustainability Committee hosted a public visioning session to help kick off the project. The meeting's activities were organized around the six categories or systems upon which this project focuses: Waste, Water, Transportation, Energy, Land Use, and Public Outreach and Education. During the meeting, participants moved from table to table, and examined their personal views of a sustainable future for Cottage Grove. This exercise resulted in two sets of ideas offered by participants: vision statements and actions.

The visions generated at this public meeting were synthesized and refined by the Sustainability Committee into the Vision Statements below. The Sustainability Committee added a seventh category following the visioning meeting: Economy.



Energy

Cottage Grove values the smart and efficient use of energy from diverse, local, renewable sources. Public buildings and infrastructure are designed and operated for low life-cycle cost using the most cost-effective energy efficiency methods available.

Transportation

Cottage Grove has a safe transportation network that enables residents to travel locally and regionally by a variety of co-existing modes—including car and carpool, walking, biking and public transportation. This network is affordable, convenient, and accessible to residents of all ages and differences in mobility.

Land Use

Cottage Grove has a lively, walkable Village center surrounded by traditional neighborhoods that include a variety of safe and affordable housing types. Residents have access to a range of natural and recreational areas within the Village.

Economy

Cottage Grove has a growing and diversified local economy that provides jobs to local residents. An increasing percentage of local residents can find employment, goods, and services within Cottage Grove. The Village values locally-produced goods and services.

Water

Cottage Grove has an abundance of clean water, including surface water and groundwater resources. The Village understands how its practices affect and are affected by other communities in the Lower Rock River Basin. The Village values efficiency, safety and quality in the pumping and use of groundwater and in the design and maintenance of stormwater management systems.

Solid Waste

The residents, businesses, and government of Cottage Grove utilize the most efficient and effective methods available to reduce, reuse, compost, and recycle waste.

Public Outreach and Education

Citizens of all ages are aware of the Village's sustainability initiatives and know where to find information to inform their individual efforts. Citizens have access to this information and are actively informed about programs and events through a wide variety of digital and traditional media.

SURVEY RESULTS

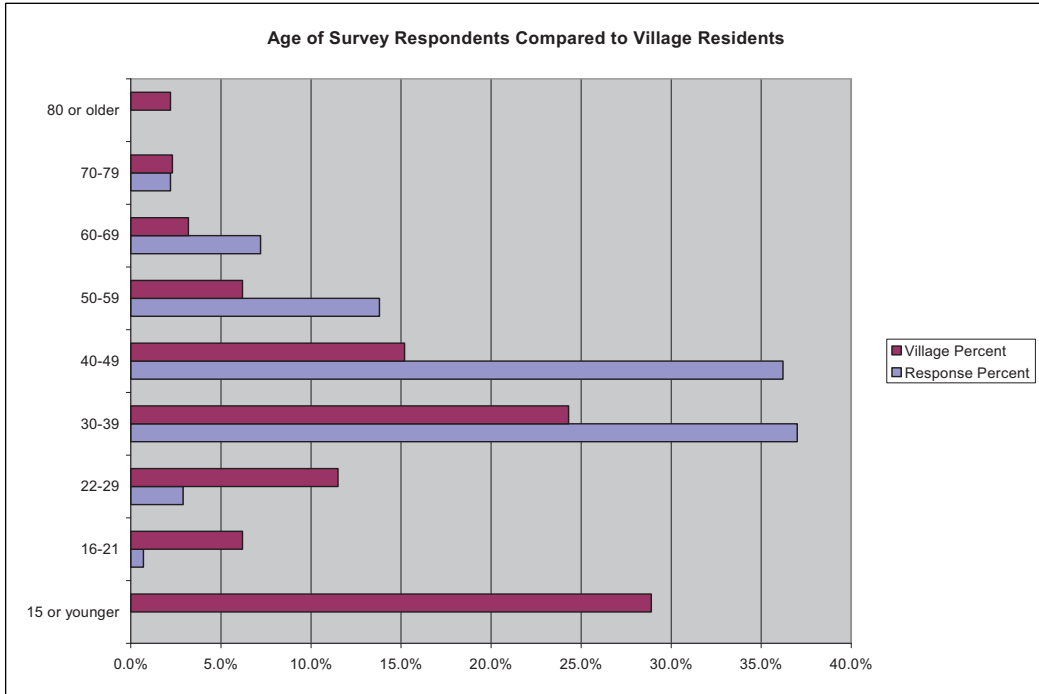
During the month of July 2009, the Village of Cottage Grove Sustainability Committee hosted an online survey in order to gain deeper insight into Cottage Grove citizens' existing knowledge of sustainability issues and desired future direction.

While an online survey is an excellent tool for gathering information, it should not be confused with a statistically significant research study. It is possible for people who live outside of Cottage Grove to respond and for people to take the survey more than one time, therefore the results of this online survey were used simply as a means of gathering increased public participation.

As with any survey, there was a wide range of responses, ranging from people who are excited and passionate, as well as very knowledgeable, about sustainability issues; to people who feel that the Village ought not to be involved with any of the topics that were being discussed; and many responses that fell somewhere in between these two extremes. In general, there were several themes throughout the survey responses, including a fear that embracing many of the actions presented in the survey would result in higher taxes or a loss of the unique identity that differentiates Cottage Grove from Madison. The following section presents a summary of the responses; however, the complete survey results may be found in Appendix C. In addition, a summary and the full results of the survey were posted on the Village's website and are available at Village Hall.

There were 169 survey respondents. This represents a 3% response rate throughout the Village. The majority of the survey respondents (73.2%) were between the ages of 30 and 49 years-old. Figure 1 displays the age of the survey respondents, compared to the demographic composition of the Village of Cottage Grove. The majority of the respondents have lived in Cottage Grove for more than 5 years (73.5%).

Figure 1: Age of Survey Respondents Compared to Village Residents



The survey was divided into nine different sections, each gathering information on a certain topic:

- Cottage Grove’s Sustainability Efforts
- Waste
- Water
- Transportation
- Energy
- Land Use and Density
- Economy
- Public Outreach and Education
- Personal Information

Cottage Grove Sustainability Efforts

In December of 2008, the Village of Cottage Grove adopted the following principles to guide operations and future development:

- Reduce our community’s contribution to fossil fuel dependence and waste use of scarce metals and minerals;
- Reduce our community’s impact upon activities that harm life-sustaining eco-systems (e.g. land, water, wildlife, forests, etc.);

- Encourage our residents, businesses, education, and social institutions to use sustainable practices or measures;
- Work as a municipal government to look at our practices and purchases to determine if there are areas where sustainable practices can be implemented.

Seventy-seven percent of the survey respondents were unfamiliar with these guiding principles prior to taking the survey; though 80% of the respondents supported the principles. The primary reasons why some respondents did not support these principles were the fear that it would have a negative impact on business in the community and that it would raise taxes within Cottage Grove.

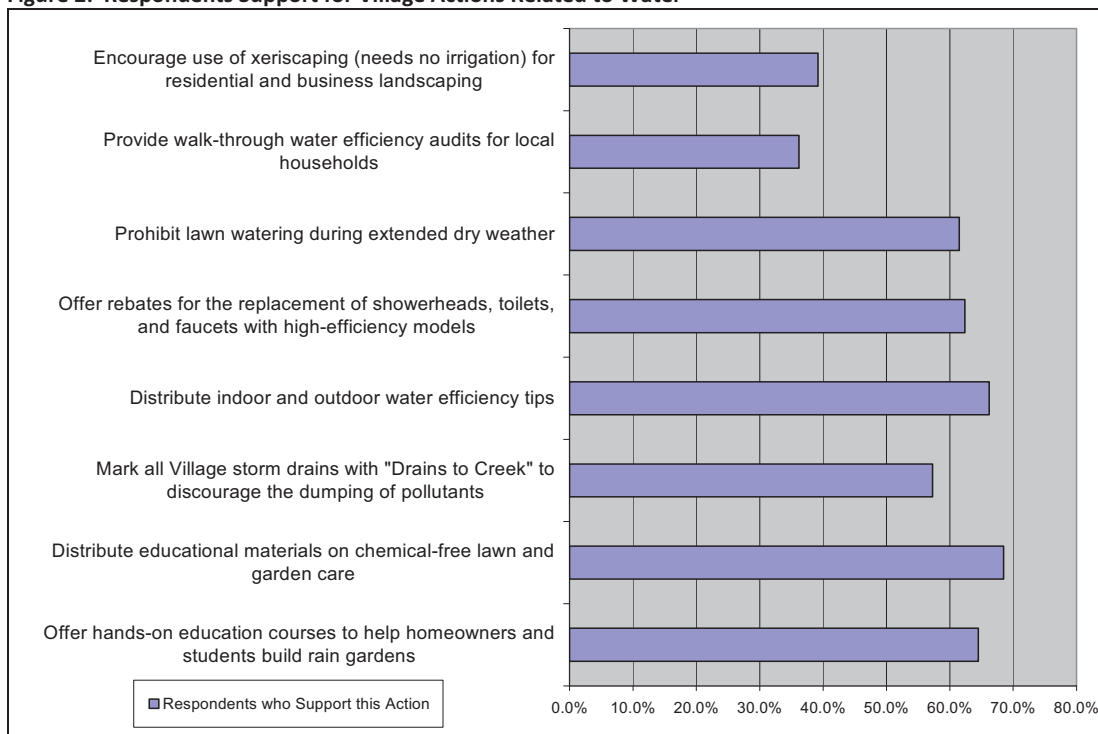
Waste

The majority of the survey respondents recycled all of the time, both at home (64.6%) and at work (43.8%); however, the majority of the respondents never composted food scraps at either home (70%) or work (65%). While some survey respondents were not interested in composting their food scraps, 36.9% were interested in the Village providing instructions for home composting, 46.6% were interested in the Village providing a reduced-cost compost bin, and 59.2% were interested in the Village pursuing separate compost collection with garbage and recycling pick-up.

Water

The majority of the survey respondents were in favor of a variety of different measures that helped minimize stormwater runoff and helped households and businesses in the Village reduce their water use.

Figure 2: Respondents Support for Village Actions Related to Water



Transportation

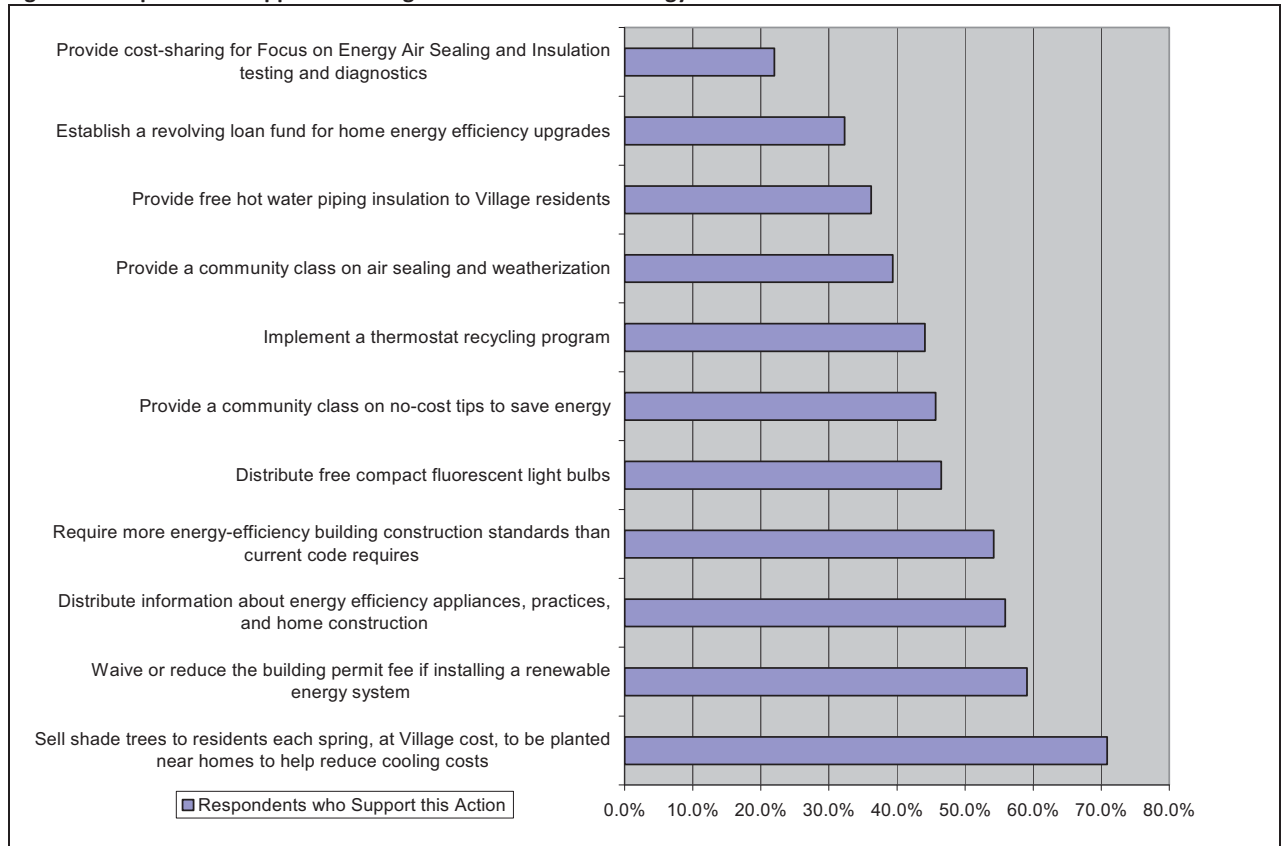
The transportation section asked questions about the respondents' preferences for different modes of alternative transportation. In general, there was more interest in biking and walking than there was for other modes of transportation such as Madison Metro service, carpooling, and light rail. Indeed most respondents strongly disagreed that they would utilize either the bus or light rail system if it were extended to Cottage Grove. On the other hand, there were several actions/activities that respondents felt would make them more likely to walk or bike: more bike paths or marked bike lanes (51.7%); shopping opportunities closer to my home (50.8%); and working closer to my home (47.5%).

Energy

Most of the survey respondents supported the Village implementing strategies and technologies to reduce per capita electricity and natural gas use, with the caveat that the measures taken must pay for themselves within their expected lifecycle. In general, many respondents did not support measures that they felt would result in increased taxes or spending. There was also concern that the Village not try to duplicate actions and activities which are already being provided by other organizations, such as Focus on Energy.

The following table shows which measures garnered the most support:

Figure 3: Respondents Support for Village Actions Related to Energy



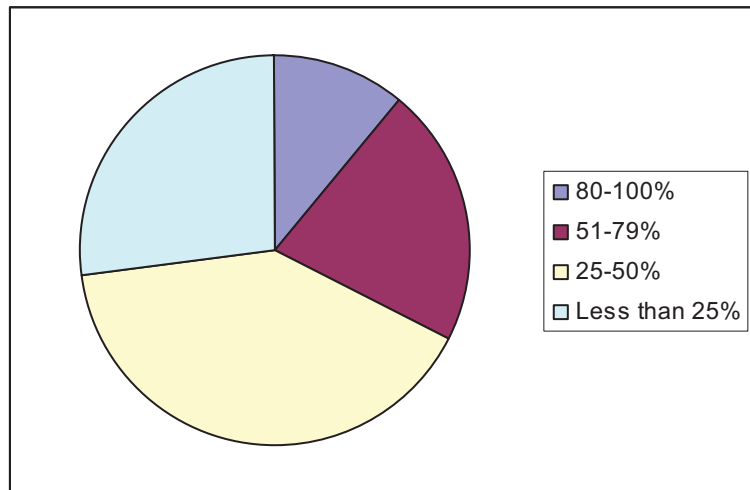
Land Use and Density

In general, respondents were in favor of encouraging more retail and service businesses within walking distance of existing neighborhoods, as well encouraging the mixing of retail, office, and multifamily residential uses within individual developments. There was, however, caution as the type of development. Survey respondents wanted to ensure that any new development would enhance the existing character of the Village. Similarly, survey respondents felt that new development should maintain the present mix of densities, and that the Village should not allow more small lots, multifamily, and mixed use buildings in order to become more dense.

Economy

Figure 4: Percentage of retail goods and services from merchants within Cottage Grove

Most of the survey respondents shopped for their retail goods and services in both Cottage Grove and elsewhere. 70.7% of the survey respondents reported that they leave the Village in order to get better prices; 69.3% reported that they leave the Village for better selection.



Public Education and Outreach

Most of the survey respondents preferred to be informed about Village news, initiatives, and events via the Village website (63.4%), email/listserves (61.3%), and the local newspaper (51.4%). Throughout this section, as well as other sections, it was noted that in order to be sustainable, the Village ought to exercise electronic means of communication, so as to not unnecessarily waste paper.

While the majority of the survey respondents did not agree on a particular education forum, the most highly supported educational forums to promote greater sustainable practices were environmental service-learning projects with the schools (49.6%), sustainability related presentations at a school or Village Hall (40.2%), and neighborhood action teams (ie. Madison EnAct groups) (33.1%).

PUBLIC DRAFT REVIEW MEETING

On February 23, 2010, the Sustainability Committee hosted a Public Meeting to present and discuss the draft *Village of Cottage Grove Sustainability System*. The Committee wanted input from Cottage Grove residents and business owners prior to presenting the final draft to the Plan Commission and the Village Board.

Sustainability Committee members presented an overview of information from each of the seven systems, as well as a summary of the community survey. A leader from the community garden also presented information on the new community garden site.

In addition, representatives from Alliant Energy presented information about two pilot programs in which Cottage Grove was selected to participate. Alliant Energy chose Cottage Grove to be a Home Energy Management Pilot and Business Pilot community because of the community's efforts in creating this Sustainability System. The Home Energy Management Pilot program provides participants with tools to help educate them on their energy use, and show participants when and where tweaking electric usage can help save money on their monthly utility bill. Currently, participation is free but it is limited to residents of Cottage Grove and Fond du Lac. The Business Pilot program provides similar services to businesses in Cottage Grove.

The System was very well received by the people in attendance. There were no negative comments, though there were some questions about specific data and interest in additional action steps.

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4. SUSTAINABILITY FRAMEWORK

The Sustainability Framework is the core of the Village of Cottage Grove Sustainability System. This System is organized into seven interrelated categories: Energy, Land Use, Transportation, Water, Waste, Economy, Public Outreach and Education.

Within each category are five types of information:

- Vision Statement
- Sustainability Indicators (performance, baseline calculated in 2009¹)
- Performance Trends (the Village's improvement goals)
- Progress Indicators (future performance, to be updated annually)
- Actions

¹ Most of the 2009 baseline indicators use data for 2008, unless otherwise noted.

ENERGY

VISION STATEMENT - Cottage Grove values the smart and efficient use of energy from diverse, local, renewable sources. Public buildings and infrastructure are designed and operated for low life-cycle cost using the most cost-effective energy efficiency methods available.

How much energy does the Cottage Grove community consume each year?

| Indicator | Baseline | Trend | Performance | | |
|---|---------------|-------------|-------------|------|------|
| | | | 2009 | 2010 | 2011 |
| Total electricity per use (kWh) per capita | 12,176 | (No Target) | | | |
| Residential electricity use (kWh) per capita | 6,204 | ↓ | | | |
| Total natural gas use per capita (CF) | 799 | (No Target) | | | |
| Residential natural gas use per capita | 404.39 | ↓ | | | |

How much energy does the Cottage Grove government consume each year?

| Indicator | Baseline | Trend | Performance | | |
|--|----------|-------|-------------|------|------|
| | | | 2009 | 2010 | 2011 |
| Municipal electricity use per year per square foot (KWh/sq. ft.) | 64.75 | ↓/↔ | | | |
| Municipal natural gas use per year per square foot of municipal buildings (CF/sq. ft.) | 0.82 | ↓/↔ | | | |
| Percent of municipal electricity supplied by renewable sources | 0% | ↑ | | | |

How much of the energy consumed in Cottage Grove comes from renewable sources?

| Indicator | Baseline | Trend | Performance | | |
|---|----------|-------|-------------|------|------|
| | | | 2009 | 2010 | 2011 |
| Percent of electrical energy supplied from renewable sources | 1.12% | ↑ | | | |
| Percent of residential customers enrolled in Second Nature (subsidizes the development of wind energy generation) | 2.20% | ↑ | | | |
| Number of public and private renewable energy systems installed in the Village | 2 | ↑ | | | |

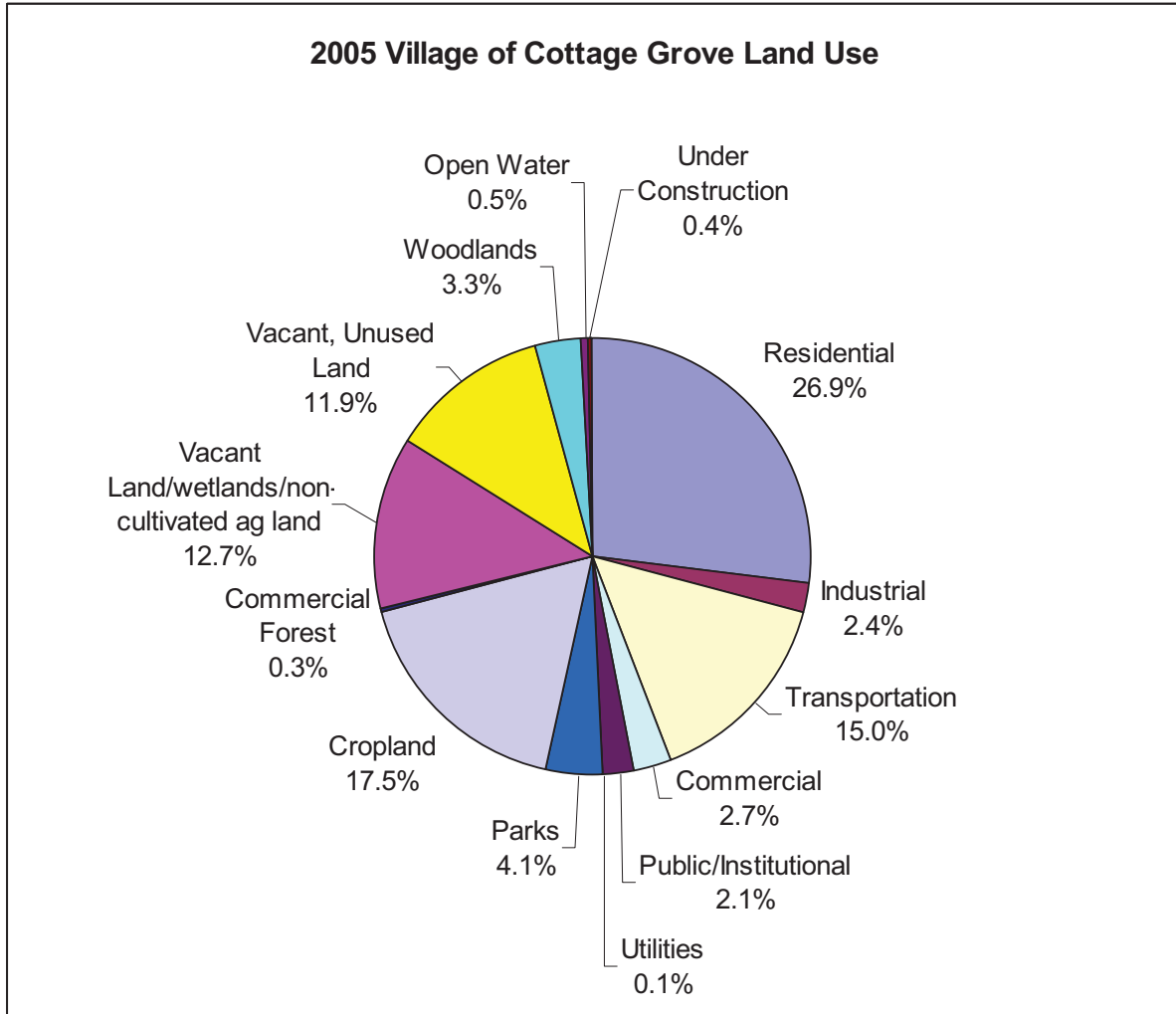
| Actions that are highlighted in orange have already begun and/or been completed. These actions should be celebrated! | | | |
|--|---------------------------|------------------------------------|---|
| ENERGY Actions | Timeframe | Responsible Party | Estimated Cost |
| Encourage Alliant Energy to upgrade all Village street lights to more efficient fixtures/bulbs | Begin 2010 | Village/Department of Public Works | Alliant pays for this - minimal cost to Village for 5% Village-owned lights |
| Complete the Focus on Energy municipal building energy audit which has already begun. Consider completing building energy audits on other municipal buildings | Focus on Energy 2010 | Public Works | Focus free. More in-depth audits have varying prices |
| Department heads will be encouraged to review and adjust vehicle use practices to eliminate any unnecessary idling | By July 2010 | Village Board | No cost |
| Work with utility companies and their energy efficiency programs, including Focus on Energy and the Shared Savings Program, to help fund municipal building efficiency improvements | 2010 | Administrator/Public Works | |
| Investigate an Energy Service Contract arrangement (offered by companies such as Honeywell and Johnson Controls) to select and finance major energy-efficiency projects in Village facilities. | 2010 | Village Board/Public Works | Cost varies |
| Coordinate with private vendors to hold a tree fair each spring or fall to encourage the purchase and planting of shade trees in locations that will reduce summer cooling costs. | Spring/Fall 2011, ongoing | Sustainability Committee | No cost to the Village |

LAND USE

VISION STATEMENT - Cottage Grove has a lively, walkable Village center surrounded by traditional neighborhoods that include a variety of safe and affordable housing types. Residents have access to a range of natural and recreational areas within the Village.

What is the mixture of land uses within the Village of Cottage Grove?

Baseline



How much Village land is protected as open space, either for public use or preservation?

| Indicator | Baseline | Trend | Performance | | |
|------------------------------------|-----------------------|-------|-------------|------|------|
| | | | 2010 | 2015 | 2020 |
| Acreage of Public Parks | 83.4 acres/ 4.14% | ↔ | | | |
| Acreage of Open Space and Wetlands | 255.1 acres/ 12.7% | ↔ | | | |
| Acreage of Woodlands | 67.4 acres/ 3.34% | ↔ | | | |
| Community garden sites | 0 | ↑ | | | |

| LAND USE Actions | Timeframe | Responsible Party | Estimated Cost |
|--|-------------------------|--|--------------------|
| Designate a community garden site | 2010 - completed | Sustainability Committee/ Village Board | No cost to Village |
| Encourage mixed-use infill when existing non-residential sites are redeveloped | Ongoing | Plan Commission | |

Note: Actions that are highlighted in orange have already begun and/or been completed. These actions ought to be celebrated!

TRANSPORTATION

VISION STATEMENT - Cottage Grove has a safe transportation network that enables residents to travel locally and regionally by a variety of co-existing modes—including car and carpool, walking, and biking. This network is affordable, convenient, and accessible to residents of all ages and differences in mobility.

To what extent does the Village enable alternative modes of transportation?

*For the purposes of these indicators, “collector streets” are County Highways N and BB

| Indicator | Baseline | Trend | Performance | | |
|--|----------|-------|-------------|------|------|
| | | | 2009 | 2010 | 2011 |
| Percent of collector street* miles with sidewalk on both sides of street | 31.80% | ↑ | | | |
| Percent of collector street* miles with marked bike lanes | 19.10% | ↑ | | | |
| Off-street bike path miles | 1.08 | ↑ | | | |
| Ratio of total sidewalks to total streets | 133.31% | ↔ | | | |
| Shared ride trips per capita per year | 1.31 | ↑ | | | |

| TRANSPORTATION Actions | Timeframe | Responsible Party | Estimated Cost |
|--|-----------------|---|---|
| Encourage carpooling by identifying safe carpool locations for Village residents to park their cars. Provide information about existing carpooling services, such as UW Vanpool. | Short Term | Sustainability Committee / Administrator | Limited staff time |
| Consider the completion an off-road bike path that links the Glacial Drumlin Trail Link to Madison's Capital City Trail. | 2013 | Village Board, Bicycle Federation, DNR, City of Madison | ~\$100,000 |
| Add marked bike lanes to Highways N and BB as road segments are reconstructed. | 2012 and beyond | Public Works / Village Board | |
| Encourage new non-residential buildings or facilities to have bike racks and bike parking when feasible | 2010 | Village Board/ Public Works/Planning Commission | For public buildings, the Village will pay for bike racks; for all other non-residential facilities, no cost to Village |

WATER

VISION STATEMENT - Cottage Grove has an abundance of clean water, including surface water and groundwater resources. The Village understands how its practices affect and are affected by other communities in the Lower Rock River Basin. The Village values efficiency, safety and quality in the pumping and use of groundwater and in the design and maintenance of stormwater management systems.

How efficient is our use of water in the Village?

| Indicator | Baseline | Trend | Performance | | |
|---|----------|-------------|-------------|------|------|
| | | | 2009 | 2010 | 2011 |
| Gallons of groundwater pumped per capita | 31,223 | (No Target) | | | |
| Peak daily gallons of groundwater pumped, per capita | 165 | ↔ | | | |
| Gallons of groundwater delivered to residential customers, per capita | 21,315 | ↓ | | | |
| Gallons of wastewater treated per capita | 41,540 | ↓ | | | |

Note: The Village has not selected any action items related to water at this time.

SOLID WASTE

VISION STATEMENT - *The residents, businesses, and government of Cottage Grove utilize the most efficient and effective methods available to reduce, reuse, compost, and recycle waste.*

How much waste does the Village produce?

| Indicator | Baseline | Target | Performance | | |
|--|----------|--------|-------------|------|------|
| | | | 2010 | 2011 | 2012 |
| Pounds of residential solid waste collected per capita | 690 lbs | ↔/↓ | | | |
| Percentage of residential waste that is recycled | 14.70% | ↑ | | | |
| Reported Use of Clean Sweep Program | 55.60% | ↑ | | | |

Note: Actions that are highlighted in orange have already begun and/or been completed. These actions ought to be celebrated!

| SOLID WASTE Actions | Timeframe | Responsible Party | Estimated Cost |
|--|--------------------------------|-------------------------|--------------------|
| Investigate the provision of recycling receptacles in Village Parks and in the downtown area | 2010 - completed | Public Works Department | |
| Offer a low-cost recycling program for appliances | Will begin Jan. 1, 2010 | Solid Waste contractor | |
| Provide information about Clean Sweep and Med Drop opportunities in the Village newsletter and website | Annual | Administrator | No cost to Village |

ECONOMY

VISION STATEMENT - Cottage Grove has a growing and diversified local economy that provides jobs to local residents. An increasing percentage of local residents can find employment, goods, and services within Cottage Grove. The Village values locally-produced goods and services.

To what extent are Village residents able to work and purchase goods and services within the community?

| Indicator | Baseline | Trend | Performance | | |
|---|----------|-------|-------------|------|------|
| | | | 2010 | 2015 | 2020 |
| Number of local jobs per capita (base year 2000) | 0.273 | ↑ | | | |
| Percentage of residents employed within the Village limits (base year 2000) | 5.54% | ↑ | | | |
| Number of businesses operating within the Village limits (base year 2008) | 142 | ↑ | | | |

| ECONOMY Actions | Timeframe | Responsible Party | Estimated Cost |
|---|------------|---|---------------------|
| Complete a market study to identify unserved commercial niches within the Village | Short Term | Economic Development Committee and Chamber of Commerce | ~\$5000 |
| Determine whether a community branding and marketing plan to help Cottage Grove differentiate itself and attract businesses should be developed | Short Term | Village Board, in cooperation with Economic Development Committee, Plan Commission, and the Chamber of Commerce | ~\$5,000 - \$25,000 |

PUBLIC OUTREACH

VISION STATEMENT - Citizens of all ages are aware of the Village's sustainability initiatives and know where to find information to inform their individual efforts. Citizens have access to this information and are actively informed about programs and events through a wide variety of digital and traditional media.

What is the awareness level of Cottage Grove's sustainability initiatives?

| Indicator | Baseline | Trend | Performance | | |
|--|----------|-------|-------------|------|------|
| | | | 2012 | 2015 | 2018 |
| Percentage of survey respondents who are aware of the Village's sustainability goals | 23% | ↑ | | | |

| PUBLIC EDUCATION AND OUTREACH Actions | Timeframe | Responsible Party | Estimated Cost |
|---|---|--------------------------|-------------------------------------|
| Provide the Village newsletters online and via email for residents who elect a "paper-less" version | 2010, ongoing | Administrator/Staff | No cost |
| Have a <i>Sustainability Corner</i> in the Village newsletter, on the Village website, and on the local cable access channel which provides information on existing sustainability resources, tips on how to save energy, water, etc., and programs such as the Clean Sweep | 2010, ongoing, already started | Administrator/Staff | No cost |
| Coordinate with local schools to provide Sustainability workshops for students | 2010, ongoing | Sustainability Committee | Low cost |
| Inform/remind residents of their options to get a trash container smaller than 95 gallons | 2010 | Sustainability Committee | No cost |
| Assist with workshops and seminars providing information about sustainable practices such as composting, gardening, energy efficiency, etc. | 2010, ongoing | Sustainability Committee | Low cost |
| Establish a Green Star program that celebrates commercial businesses and local residences for incorporating sustainable principles into their home or business. Public recognition would most likely include a sign and a brief write-up in the Village newsletter | 2012 | Sustainability Committee | Low cost - just price of the signs |
| Have a community-wide litter pick up day | 2010, annual, civic clubs already do | | Minimal - trash bags, refreshments? |

Note: Actions that are highlighted in orange have already begun and/or been completed. These actions ought to be celebrated!

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5. COMMITMENT TO CONTINUAL IMPROVEMENT

Annual Updates should be completed with Village Board approval prior to the Village's budgeting process each year.

- 1) Sustainability Committee updates indicators with assistance from Village staff (Begin in June)
- 2) Sustainability Committee reviews prior year action plan to celebrate successful completed efforts and identify possible actions for the next year
- 3) Sustainability Committee prepares a brief report summarizing successes of the past year and proposed revisions to the Cottage Grove Sustainability System. Revisions will include updated indicator performance and a new action plan, and may include amendments to the rest of the system, including targets. The report and update is then posted on the Village website and distributed to Village Board.
- 4) Sustainability Committee presents its annual report to the Village Board (~5-10 minutes) and invites public discussion (~10-20 minutes) at this meeting (September)
- 5) Village Board approves the updated Sustainability System (October/November)

The Village has been provided with tools to aid the update process, including the Sustainability System Tool - an excel-based data management system. Village Staff and Sustainability Committee Members should use that tool to help determine what data need to be collected each year and to calculate the indicators from those data.

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APPENDIX A: INDICATOR CALCULATIONS

The indicator calculations are based upon obtainable data that is normalized for the community in order to compare similar data from year to year. This data generally has several components and ensuring that the same calculation occurs every year, the following data is required.

GENERAL DATA

The most common way to normalize data is to provide a common denominator that can be used by all components of the indicator category. Community wide data can most commonly be normalized using the following data:

- ❖ **Population** – Village of Cottage Grove
 - **Source:** Annual Department of Administration Estimate
 - **Baseline:** 2008 Estimate = 5,525
 - **Update:** Annually
 - **Purpose:** This number is used to calculate all “per capita” indicators

- ❖ **Land Area** – Village of Cottage Grove
 - **Source:** Dane County Land Information Office
 - **Baseline:** 2008 = 2,026.4 acres
 - **Update:** Annually, or as updated by Dane County
 - **Purpose:** This number is used to calculate indicators based on land area.

- ❖ **Building Square Footage - Residential** – Village of Cottage Grove Residential Buildings
 - **Source:** Village Assessor’s Office
 - **Baseline:** Not obtained at this time
 - **Update:** Annually
 - **Purpose:** This number can be used to obtain a measure of residential building energy efficiency in the Village that can be compared to the rest of Wisconsin and the nation.

- ❖ **Building Square Footage - Commercial** – Village of Cottage Grove Commercial Buildings
 - **Source:** Village Assessor’s Office
 - **Baseline:** Not obtained at this time
 - **Update:** Annually
 - **Purpose:** This number can be used to obtain a measure of commercial building stock energy efficiency in the Village that can be compared to the rest of Wisconsin and the nation.

- ❖ **Building Square Footage - Industrial** – Village of Cottage Grove Industrial Buildings
 - **Source:** Village Assessor’s Office
 - **Baseline:** Not obtained at this time
 - **Update:** Annually
 - **Purpose:** This number can be used to obtain a measure of industrial energy use in the Village.

ENERGY INDICATORS

Energy indicators will measure the amount of energy consumed in different sectors of Cottage Grove and how it is produced. A table following indicator definitions has the relevant data from the past five year and a duplicate blank table to be filled in future years:

❖ How Much Energy does the Cottage Grove Community Consume Each Year?

- **Indicator:** Total Electricity Use per Capita
 - **Calculation:** Total community electricity delivered through regulated electric distribution grid ÷ Population
 - **Source:** Alliant Energy (Harvey Dorn)
 - **Update:** Annually from Electricity supplier
 - **Definition:** This number is obtained by adding together the residential, commercial, industrial, agricultural and municipal consumption.

- **Indicator:** Residential Electricity Use per Capita
 - **Calculation:** Electricity delivered to residential customers of the regulated electric distribution grid ÷ Population
 - **Source:** Alliant Energy (Harvey Dorn)
 - **Update:** Annually from Electric utility
 - **Definition:** This number is obtained by summing the monthly data provided by the Electric utility based upon billing record breakdown.

- **Indicator:** Commercial Electricity Use per Square Foot commercial space
 - **Calculation:** Total Electricity delivered to commercial customers through regulated electric distribution grid ÷ Building Square Footage Commercial
 - **Source:** Alliant Energy (Harvey Dorn)
 - **Update:** Annually from Electric utility
 - **Definition:** This number is obtained by summing the monthly data provided by the Electricity provider based upon billing record breakdown.
 - **Note:** The commercial building square footage was not obtained by the deadline for the report. In order to track this indicator, the square footage will have to be obtained from the assessor's office.

- **Indicator:** Industrial Electricity Use per Square Foot industrial space
 - **Calculation:** Total Electricity delivered to industrial customers through regulated electric distribution grid ÷ Building Square Footage Industrial
 - **Source:** Alliant Energy (Harvey Dorn)
 - **Update:** Annually from Electric utility
 - **Definition:** This number is obtained by summing the monthly data provided by the Electricity provider based upon billing record breakdown.
 - **Note:** The industrial building square footage was not obtained by the deadline for the report. In order to track this indicator, the square footage will have to be obtained from the assessor's office.

- **Indicator:** Total Natural Gas Use per Capita
 - **Calculation:** Total community natural gas delivered through regulated electric distribution system ÷ Population

- **Source:** Alliant Energy (Harvey Dorn)
 - **Update:** Annually from natural gas supplier
 - **Definition:** This number is obtained by adding together the residential, commercial, industrial, agricultural and municipal consumption.
- **Indicator:** Residential Natural Gas Use per Capita
- **Calculation:** Natural gas delivered to residential customers of the regulated gas distribution grid ÷ Population
 - **Source:** Alliant Energy (Harvey Dorn)
 - **Update:** Annually from natural gas supplier
 - **Definition:** This number is obtained by summing the monthly data provided by the natural gas supplier based upon billing record breakdown.
- **Indicator:** Commercial Natural Gas Use per Square Foot commercial space
- **Calculation:** Total natural gas delivered to commercial customers through regulated gas distribution system ÷ Building Square Footage Commercial
 - **Source:** Alliant Energy (Harvey Dorn)
 - **Update:** Annually from natural gas supplier
 - **Definition:** This number is obtained by summing the monthly data provided by the natural gas provider based upon billing record breakdown.
 - **Note:** The commercial building square footage was not obtained by the deadline for the report. In order to track this indicator, the square footage will have to be obtained from the assessor's office.
- **Indicator:** Industrial Natural Gas Use per Square Foot industrial space
- **Calculation:** Total natural gas delivered to industrial customers through regulated gas distribution system ÷ Building Square Footage Industrial
 - **Source:** Alliant Energy (Harvey Dorn)
 - **Update:** Annually from natural gas supplier
 - **Definition:** This number is obtained by summing the monthly data provided by the natural gas provider based upon billing record breakdown.
 - **Note:** The industrial building square footage was not obtained by the deadline for the report. In order to track this indicator, the square footage will have to be obtained from the assessor's office.
- ❖ **How Much Energy does the Cottage Grove Government Consume Each Year?**
- **Indicator:** Municipal Electricity Use
- **Calculation:** Annual total electricity consumed by Village operations
 - **Source:** Alliant Energy (Harvey Dorn)
 - **Update:** Annually from electricity provider
 - **Definition:** This number is obtained by summing the monthly data provided by the electricity provider based upon billing records of the Village of Cottage Grove.
 - **Note:** This item is not normalized, but rather is a straight measurement of energy. Normalization should be per square foot of Village facilities.
- **Indicator:** Municipal Natural Gas Use
- **Calculation:** Annual total natural gas consumed by Village operations
 - **Source:** Alliant Energy (Harvey Dorn)

- **Update:** Annually from natural gas supplier
- **Definition:** This number is obtained by summing the monthly data provided by the natural gas provider based upon billing records of the Village of Cottage Grove.
- **Note:** This item is not normalized, but rather a straight measurement of energy.

❖ How much of the Energy Consumed in Cottage Grove Comes from Renewable Resources?

- **Indicator:** Percent of Electrical Energy supplied from renewable sources
 - **Calculation:** Annual quantity of electricity provided through Alliant Energy Second Nature program + estimated output of Focus on Energy supported on-site renewable energy installation ÷ Total Electricity supplied by electric distribution grid.
 - **Source:** Alliant Energy (Harvey Dorn) & Focus on Energy
 - **Update:** Annually from electric supplier and Focus on Energy
 - **Definition:** This indicator represents a percentage of total electricity usage beyond the mandated renewable energy supplied through the regulated distribution grid that is supplied to customers in the Village of Cottage Grove.
 - **Note:** The Alliant Energy Second Nature program provides the electricity from wind turbines under a different rate structure at 25%, 50%, & 100% of the billing. In this calculation, the billing report from Alliant Energy for these meters must multiply the billed kWh by the proper fraction to get the amount of electricity supplied by the wind turbine generators. This program is only open to residential customers in 2008.
 - **Note:** The electricity supplied by the second nature program is purchased by the participants, although the actual energy is most likely supplied in another location. The onsite renewable energy electricity production is generally provides renewable electricity to Cottage Grove customers.
- **Indicator:** Percentage of Residential Customers Enrolled in Second Nature
 - **Calculation:** Number of residential billing codes with a 25%, 50%, or 100% Factor Second Nature billing code ÷ total number of residential meters.
 - **Source:** Alliant Energy (Harvey Dorn)
 - **Update:** Annually from electric supplier
 - **Definition:** This indicator will provide the amount of residences that are utilizing a more typical renewable energy rate structure to purchase electricity. Partial residences are counted as partial meters (25%, 50%, or 100%).
- **Indicator:** Number of Public and Private Renewable Energy Systems Installed in the Village
 - **Calculation:** A count of Renewable Energy systems installed within the Village Limits
 - **Source:** Focus on Energy
 - **Update:** Add to Count Annually as Focus on Energy provides installation incentives to residents.
 - **Definition:** This indicator is a number that is not normalized per capita. The goal set should be an annual increase.
 - **Note:** The size of the systems is not being measured in this indicator, but rather the participation in producing on-site renewable energy.

LAND USE INDICATORS

Land Use indicators provide a comparative measurement of the existing Village community. Goals can be set to alter the makeup of the community make up or they can be compared against similar communities.

❖ What is the mixture of Land uses within the Village of Cottage Grove?

- **Indicator:** Pie chart of land uses
 - **Calculation:** Individual land use area ÷ Total Village area
 - **Source:** 2005 Dane County Land Use data, Dane County LIO
 - **Update:** Annually, or when GIS mapping land use layer is updated.
 - **Definition:** These percentages should add up to 100% of the village land area.

❖ How Much Village Land is Protected as open Space, either for public use or Preservation?

- **Indicator:** Acreage of Public Parks
- **Indicator:** Acreage of Open Space and Wetlands
- **Indicator:** Acreage of Woodlands
 - **Calculation:** Use percentages from Pie chart of Land Uses
 - **Source:** 2005 Dane County Land Use Map
 - **Update:** Annually, or when GIS mapping land use layer is updated.
 - **Definition:** These three numbers provide a public health and ecological health indicator for the community.

- **Indicator:** Community Garden Sites
 - **Calculation:** Count of Community Garden locations (collection of plots)
 - **Source:** Village records
 - **Update:** Annually, or when community garden is set up.
 - **Definition:** The number of Community garden locations is an indicator of the potential for all residents to supply a portion of their own food from within the Village limits.

❖ Is the Supply of Housing Balanced and Meeting the Needs of All that Would Like to Live Here?

- **Indicator:** Percentage of Housing that is other than single family detached.
 - **Calculation:** Number of housing units in multi-family buildings ÷ total housing units
 - **Source:** U.S. Census
 - **Update:** When Census is updated
 - **Definition:** This indicator is based upon the number of units available. It does not matter the size of each of the units.
- **Indicator:** Percentage of Housing that is owner-occupied.
 - **Calculation:** Number of housing units that are owner-occupied ÷ total housing units
 - **Source:** U.S. Census
 - **Update:** When Census is updated

- **Definition:** This indicator is based upon the number of units available. It does not matter the size of each of the units.

❖ How Efficiently Are We using land?

- **Indicator:** Density
 - **Calculation:** Number of residents ÷ Total land area
 - **Source:** General Data; 5,525 residents ÷ 3.16 sq. miles = 1745
 - **Update:** Annually
 - **Definition:** This indicator of residents per square mile is easily calculated by many communities. It measures how efficiently we are using land annexed to the Village.

TRANSPORTATION INDICATORS

Transportation indicators provide a measurement of the opportunity for all forms of transportation within the Village of Cottage Grove.

❖ To What Extent Does the Village Enable Alternative Modes of Transportation?

- **Indicator:** Percent of Collector Street miles with sidewalk on both sides.
- **Indicator:** Percent of Collector Street miles with marked bike lanes.
 - **Calculation:** Collector street miles with sidewalk on both sides/marked bike lane ÷ Total collector street miles.
 - **Source:** Village Mapping (MSA)
 - **Update:** Annually
 - **Definition:** These percentages measure the opportunity for bicycle and pedestrian travel on the major roads within the Village of Cottage Grove.
 - **Notes:** Collector Streets are County Highways N and BB.
- **Indicator:** Off-Street Bike Path Miles
 - **Calculation:** Measurement of total off-street bike path miles.
 - **Source:** Village Mapping (MSA)
 - **Update:** Annually
 - **Definition:** The number of miles of off-street paths create an alternative transportation system for non-motorized transportation where they are not competing with motor vehicles for space. It increases the safety of these types of travels.
- **Indicator:** Ratio of Total Sidewalk to Total Street
 - **Calculation:** Total sidewalk length ÷ Total roadway length (miles)
 - **Source:** GIS Mapping (MSA)
 - **Update:** Annually
 - **Definition:** The total length of sidewalk as compared to the total length of roadway is indicative of the ease of pedestrian transportation throughout the community.
- **Indicator:** Shared ride trips per capita per year
 - **Calculation:** Estimated total number of public shared rides per year ÷ residents
 - **Source:** Survey of Shared Ride Suppliers, 7254 estimated rides in 2008

- **Update:** Annually
- **Definition:** An increasing number of shared rides indicated the ease of travel within and outside the Village without operating a personal vehicle.
- **Notes:** The total number of shared ride suppliers is relatively small in the Village. The estimated number of rides was collected by contacting each of the providers to get an estimate of rides provided per year. Below is the information collected.

| | |
|--|---------------------------|
| C) Commerce Park ride pool passengers per year | C) 7 x 250 business days |
| D) Park and Ride passenger trips per year | D) 13 x 250 business days |
| E) State van pool trips | E) 1 x 250 business days |
| F) Angelus Retirement Community | F) 157 passenger trips/mo |
| G) Taylor Ridge Senior Apartments passenger trips per year | G) 10 passenger trips/mo |

WATER INDICATORS

Water indicators provide a measurement of the clean water used per resident in the community. Once extracted from the ground the water is subject to water quality issues and can carry those pollutants back to the underground aquifer. Extracting the water and treating it also consumed electricity within the municipal energy consumption indicator. The indicators measure the amount of use and the efficiency of the delivery and collection system.

❖ How Efficient is Our Use of Water in the Village?

- **Indicator:** Gallons of groundwater pumped per capita
- **Indicator:** Peak daily gallons of groundwater pumped per capita
 - **Calculation:** Metered gallons at groundwater extraction point ÷ residents
 - **Source:** Cottage Grove Water Utility annual report
 - **Update:** Annually
 - **Definition:** These indicators measure the amount of water that is extracted to serve the community water distribution and fire protection system.
 - **Notes:** These measurements are taken at the groundwater extraction point prior to insertion into the distribution system.
- **Indicator:** Gallons of groundwater delivered to residential customers, per capita
 - **Calculation:** Billed gallons for residential services ÷ residents
 - **Source:** Cottage Grove Water Utility annual report
 - **Update:** Annually
 - **Definition:** This indicator measures the amount of water that is consumed by each resident at their home per year.
 - **Notes:** This measurement is taken at each customer meter after transmission through the potable water distribution system.
- **Indicator:** Gallons of waste water treated per capita
 - **Calculation:** Billed waste water gallons ÷ residents
 - **Source:** Village of Cottage Grove Public Works Department
 - **Update:** Annually
 - **Definition:** This indicator is a measure of the amount of wastewater that is sent by the Village of Cottage Grove sanitary sewer collection system to the Madison Metropolitan Sewerage District Nine Spring Wastewater Treatment Plant. Since the

plant is not owned and operated by the Village of Cottage Grove, they are provided a billing indicating their waste water treated.

- **Notes:** The measurement is taken at the point of exit from the Village of Cottage Grove Sanitary Sewer collection system.

SOLID WASTE INDICATORS

Solid Waste indicators provide a measurement of the efficiency with which the Village of Cottage Grove residents utilize the materials in the environment. This includes measuring the amount of material disposed, the amount recycled, and the proper disposal of hazardous material.

❖ How Much Waste Does the Village Produce?

- **Indicator:** Pounds of residential solid waste per capita
 - **Calculation:** Total waste collected by Village contracted waste hauler ÷ residents
 - **Source:** Village contracted waste hauler records
 - **Update:** Annually
 - **Definition:** This indicator is a measure of the efficiency of consumption within the community. Decreasing consumption or decreasing the waste associated with the consumption will reduce this number. Recycling is included as collected waste.

- **Indicator:** Percentage of waste that is recycled
 - **Calculation:** Total waste recycled by Village contracted waste hauler ÷ Total waste collected by Village contracted waste hauler
 - **Source:** Village contracted waste hauler records
 - **Update:** Annually, collected monthly
 - **Definition:** This indicator is a measure of the residential use of the recycling system in place to handle their waste. Increasing the types of material and creating easier handling of materials will create increased recycling in the waste stream.

- **Indicator:** Reported Use of the Clean Sweep Program
 - **Calculation:** Percentage of sustainability survey respondents that reported use of the Dane County Clean Sweep household hazardous waste disposal program.
 - **Source:** Village Survey
 - **Update:** Every 3 years with survey
 - **Definition:** This indicator is a measure of the number of residents that properly dispose of hazardous household chemicals, assuming that all homes have the need to dispose some hazardous chemicals.

ECONOMY INDICATORS

Economy indicators provide an estimate of the number of jobs available for residents and the number of different businesses offering jobs and services in the Village.

❖ To What Extent are Village residents able to work and purchase goods and services within the Village?

- **Indicator:** Number of local jobs per capita
 - **Calculation:** Number of jobs within village limits ÷ residents
 - **Source:** U.S. Census Data, 2000
 - ◆ 1,107 jobs within village Limits
 - ◆ 4,059 residents
 - **Update:** Collected every ten years
 - **Definition:** This indicator measures the approximate number of jobs within Village limits available per each resident
- **Indicator:** Percentage of Residents employed within Village limits.
 - **Calculation:** Number of residents that work within village limits ÷ residents
 - **Source:** U.S. Census Data, 2000 (Journey to Work data)
 - ◆ 249 residents employed within Village limits
 - ◆ 57 residents work from home
 - **Update:** Collected every ten years
 - **Definition:** This indicator measures the number of residents that hold jobs within the Village. Residents that work from home are included in residents that work within the Village Limits.
- **Indicator:** Number of Businesses within Village limits.
 - **Calculation:** Count of number of businesses with taxed personal property within Village Limits
 - **Source:** Village of Cottage Grove Tax Rolls (142 businesses in 2008)
 - **Update:** Annually
 - **Definition:** This indicator measures the diversity of companies potentially offering employment, goods, and services within the village limits.

PUBLIC EDUCATION AND OUTREACH INDICATORS

Public Education and Outreach indicators provide a level of knowledge within the community of the work being done. This is critical because the overall success of the communities initiative rely upon the individual actions of the residents. A better informed community will make the best long term decision.

❖ What is the Awareness Level of Cottage Grove's Sustainability Initiatives?

- **Indicator:** Percentage of community survey respondents who are aware of the Village's sustainability goals
 - **Calculation:** Percentage of respondents to survey question
 - **Source:** Community Survey 2009 (23%)
 - **Update:** Every 3 years with Sustainability Survey

- **Definition:** This is an indicator of the success of Village efforts to communicate shared goals and principles to all residents.

APPENDIX B: SUSTAINABILITY VISIONING MEETING RESULTS

On April 22, 2009 the Cottage Grove Sustainability Committee hosted a public meeting for local stakeholders to explore the many interrelated systems that determine the sustainability of a community. Through a series of large-group and small-group discussions, participants generated the following lists of ideas. These ideas have been incorporated into the Sustainability System, especially the Vision Statements.

WHAT IS SUSTAINABILITY?

- Capture, use, and regeneration of resources
- Relationship between humans and the environment
- Preserving the quality of life for future generations
- Allow children and grandchildren to have same quality of life we have
- Creating efficient systems
- Fair, safe, affordable housing choices – housing for everyone in the community

VISIONS FOR A SUSTAINABLE COTTAGE GROVE

Transportation Visions

- Bike and pedestrian opportunities and options – SAFETY
- Ride-share/van pool
- Train to downtown Madison
- Village well planned
- Maintain neighborhood feel of Cottage Grove
- Able to live sustainably in Cottage Grove

Land Use Visions

- Parks and recreation areas would be accessible to all
- Open space, natural wetland, prairies
- Development planned
- Traditional neighborhoods
- Businesses, etc. accessible by means other than car
- Develop from inside – out
- Promote compatible land uses
- Better flow of information to citizens about development
- Promote businesses and commercial uses that are appropriate to neighboring land uses
- Attract businesses that serve tourists as well as residents

Water Visions

- Clean water (in streams, wetlands, etc.)
- Well-managed stormwater (flooding, maintenance, chemical maintenance, etc.)
- Work with neighboring communities on water, does not stop at the border of the Village
- Clean potable water supply
- Water efficiency
- Managing water within the Village (understanding how groundwater, wastewater, etc. is all linked together – how can we manage in a big picture way?)

Energy Visions

- Energy sources are 20-100% renewable
- Shift load from peak time
- 100% LEED accredited building
- 100% recycling of used veggie oil
- Energy is not free
- Use energy efficiently as possible
- Try to use local resources (wind, recycled oil, biofuels, etc.)
- Promote a diversity of energy sources
- Explore the potential of nuclear –
- Set the standard for using energy with the lowest life-cycle costs

Public Outreach and Education Visions

- Students of all levels be engaged in sustainability in school, and bring it home
- Mixed media – Twitter, email, etc.
- Develop education and outreach through community network of schools, parks
- Citizens should be able to receive info on sustainability on demand
- Has clear learning objectives defined – green curriculum
- Educated on sustainability policies and Village’s policy shaping process
- The Herald will be positive, and pro-sustainability
- Education will be used to energize the community
- Use the cultural gems of Cottage Grove to light a fire under the citizens

Solid Waste Visions

- Economic, efficient collection system
- Expanded recycling program
- Educate folks on waste streams and where it goes
- Create proactive activities to make Cottage Grove a greener place
- More education about composting
- Composting on an institutional level
- A budget-neutral municipal leaf collection system
- Recycling for appliances
- Remove compostable materials from land fill
- Volunteer Clean-up Projects for service groups

ACTION STEPS

Water Actions

- Reduce lawn water or use a more efficient system (For example, do not water at noon)
- Modify ordinances to allow for more than turf grass lawns (i.e. more natural vegetation)
- Restore more natural systems to enhance the infiltration of stormwater
- Organize workshops that educate citizens on how to garden and maintain residential yards outside of turf lawns
- Community activity day – label the drain sewers and educate on stormwater
- Clean water in streams (creeks)

Transportation Actions

- Provide driver safety education (how to drive with cyclists?)
- Connect to the DOT vanpool system or offer other carpool options
- Police enforcement of the pedestrian right-of-way
- Add more bike racks
- Build better, safer bike trails including a trail that links Cottage Grove to Madison
- Implement round-about responsibility
- Require emissions testing

Public Outreach and Education Actions

- Provide more information on sustainability to all Village residents
- Promote a better flow of information to citizens about new development, before the planning process begins
- Use digital boards to relay community information/meetings
- Send daily email alerts regarding sustainability
- Utilize an electronic newsletter
- Provide energy monitoring and sustainability websites on the Village website for the schools
- Form study circles (expand beyond the Natural Step)
- Use staff to provide or facilitate community info

Solid Waste Actions

- Educate public on compost site in Cottage Grove
- Educate public on value of composting
- Pick up litter on a community-wide basis. Create a program that awards neighborhoods that are the most litter-free. Create other incentives.
- Educate public on appropriate sewer system use (i.e. what is not OK to flush down the toilet)
- Issue community-citations for litter: those who are caught littering would have to spend community service time picking up litter
- Provide more locations to dispose of “waste” (both trash and recyclables) for the public throughout the community
- Provide more pet waste stations for walkers

Energy Actions

- Utilize diverse, regional resources
- Reduce peak energy demand
- Will keep peak demand time use equal to that of non-peak
- Install wind turbines in Cottage Grove
- Use bio-diesel and fuel efficient vehicles
- Shut off municipal vehicles when idling still
- Police on bikes or motorcycles
- Work with local businesses on alternative fuels
- Provide renewable energy assessments
- Reduce building permit cost when green or LEED initiatives included in plans
- Provide a means for restaurants (and public) to recycle used cooking oil
- Village will set standards to purchase the lowest life-cycle

Land Use Actions

- Promote well-planned development
- Promote compatible uses
- Form community gardens (if not expensive to the Village)
- Do not give up the park dedication requirement
- Reduce or eliminate chemical use on lawns or other green space
- Designate car pool lots
- Promote the cooperative use of athletic fields, parks, etc.
- Involve the NRC on the Sustainability Committee (Natural Resource Consulting, Inc.)
- Get a hotel or bed and breakfast

APPENDIX C: COMMUNITY SURVEY RESULTS

APPENDIX D: OPPORTUNITIES ASSESSMENT

The Sustainable Energy Partners (SEP) consultants assisting the Sustainability Committee with the initial planning process provided the following recommendations for action items and funding opportunities that the Village should pursue.

ACTION ITEM RECOMMENDATIONS

- Complete Energy Audits of all facilities
 - An Energy Audit will build off the information received as part of the Focus on Energy walk through. The Audit will include evaluation of the operation of building systems, estimated costs and savings for potential projects, and an overall benchmarking of the building facilities.
 - A program can be developed or purchased to log the information from the utility bills and produce energy assessments of the operating efficiency of the building compared to historical data or similar building benchmarks.
- Develop a Permanent Cross-Department Green Team
 - The Cross Department team will ease the information sharing enhance collaborative efforts to operate the Village more effectively.
 - The Green Team will also be in charge of centralizing the data collection to provide easy access to aid in decision making.
- Utilize Life Cycle Cost Analysis for capital projects and purchases
 - A Life Cycle Cost Analysis will allow the Village to operate most efficiently over the long term.
- Complete retro-commissioning on existing facilities
 - A retro commissioning process will investigate existing HVAC systems, identify faulty control equipment, and rebalance the system to operate at maximum efficiency.
- Continue to Engage the Community
 - Regular communication with Village residents about the Sustainability System will increase awareness of the various initiatives.
 - Focus efforts on practical things that residents and businesses can do that are consistent with the Visions and Targets in your Sustainability System.

FUNDING RESOURCES

- Wisconsin Financial incentives for the Production of Clean Energy
 - <http://energyindependence.wi.gov/docview.asp?docid=14070&locid=160>
- Got Moo-la? Where to go for Business Assistance in Wisconsin
 - http://www.datcp.state.wi.us/mktg/business/business_resources/pdf/Wisconsin_Business_Resources.pdf
- Focus on Energy

- <http://www.focusonenergy.com/Business/Schools-and-Government/>
- UW Extension – Center for Community and Economic Development Grant Writing
 - <http://www.uwex.edu/ces/cced/communities/grants/grants3.cfm>
 - <http://www.uwex.edu/ces/cced/communities/grants/grants2.cfm>
 - <http://www.uwex.edu/ces/cced/communities/grants/index.cfm>