

Village of Cottage Grove

PARKS, RECREATION and FORESTRY COMMITTEE Meeting Minutes for Thursday, May 26, 2016

- 1. Call to order meeting at Municipal Services Building.** The meeting was called to order by Pickel at 5:00 pm.
- 2. Roll call and confirm that the meeting was properly posted.**

It was determined that a quorum was present and that the agenda had been properly posted. Present for the meeting were Jennifer Pickel, Kevin Laufenberg, Penny Aguilera and Shane Genschaw. Jay Kiefer was absent and excused. Staff present were Parks, Recreation and Forestry Director Sean Brusegar, Recreation Supervisor Reese MacAskill, Parks and Recreation Administrative Assistant Kristen Krause. 5 members of the public were present.
- 3. Public appearance: Public's opportunity to speak about any subject that is not a specific agenda item.**

Boy Scout Noah Dockter presented a prototype of the bike rack that he is doing for his Eagle Scout project. The bike rack is made of PVC piping, held together by PVC concrete and filled with sand. It was suggested to go with black PVC instead of painting due to possible chipping. Dockter is currently working on funding and has a project completion deadline of December 31, 2016. Each rack will allow for six (6) bikes. It was requested that six (6) racks be made. Brusegar recommended placing the racks at the Kids Park and Northlawn Park. Pickel explained to Dockter that the next step is to present a formal plan to the Village Board.
- 4. Forestry Report.**

Village Forester James Rothman completed EAB training on May 2. He will begin treating Village trees on June 13. There are approximately 260 Village owned ash trees. Rothman will treat as many as possible (with approximately half as the low-end goal). On June 6, Village staff will begin planting 15 terrace trees, of which some will be replacement trees.
- 5. Update on Fireman's Festival.**

Erik Severson of the Cottage Grove Fire Department was present to give committee some updates on the upcoming Fireman's Festival. He explained that some of the changes that were made this year are to make the festival more community and family friendly. The goal of the festival is to help Cottage Grove thrive as a community. Severson listed events that will be included in this year's festival which include: Music in the Grove concert, the carnival, Hot 2 Trot Run, BBQ contest, rugby game, parade, arts/craft vendors fair, euchre tournament, presentations by the local dance studio and Karate USA, bands in the beer tent, pancake breakfast, kids' tractor pull, horse pull and fireworks. The old timers tent will be used as a family pavilion this year with local businesses/organizations presenting shows and demonstrations, and it will be where the euchre tournament is held. The fireworks will be launched from the grassy area by the soccer fields at Bakken Park. The Fireman's Festival will begin on Thursday, June 16 and go through Sunday, June 19.
- 6. MG Facilities Meeting Update.**

Pickel stated that Brusegar, MacAskill, Village Administrator Matt Giese and herself recently met with members of the Monona Grove School District (MGSD), Jeff Schreiner, Jeff Carr, and Jerrod Rossing. Currently the Village and MGSD have one (1) facilities agreement which only includes Taylor Prairie playgrounds and Glacial Drumlin School. Pickel explained that there will be benchmark

meetings throughout the next year between the village and school district. The meetings will allow for everyone to ask questions and keep the lines of communication open, while addressing gym space, field usage and field over-usage. After one year, the group will take the information from the benchmark meetings and form an agreement.

7. Parks and Recreation Directors Report.

At this time, the newest committee member, Penny Aguilera was formally introduced to the committee.

Softball games began this week, with teams playing through rainy conditions. Feedback from parents of softball players has been very positive so far. This is the first year for 8U softball and it has been going well. Baseball practices have begun as well, with games starting the first week of June. Baseball numbers are pretty good, although down one team compared to last year. Legion baseball numbers are up this year. Online field rentals for both softball and baseball have been going well this year. Coaches are able to submit their requests online which allows for less work on our end and also prevents double-booking. Adult fitness is going strong with some changes coming in June. The next session of classes is proposed to be M/Th classes instead of the originally scheduled T/Th classes, and this would apply to Intervals and Strength & Core. We will also be adding morning fitness classes, P90X and Insanity, which will be held on M/W and T/Th mornings, respectively, from 6-6:45am at the Municipal Services Building. Brusegar also mentioned that he will be attending the Public Works and Properties Committee meeting next week to talk about getting air conditioning and fresh paint for the adult fitness/rec program room.

Brusegar and MacAskill met with representatives of Futura Language Professionals to discuss assisting with the language program that is held at both Taylor Prairie and Cottage Grove Schools. Moving forward, Futura instructors will work more closely with the Parks and Rec Department by including the use of check-in/out sheets, and the department will continue to distribute flyers and book space at the schools. In turn, Parks and Rec will receive \$10 per enrollee.

The new summer intern, Sam Frederickson, began on May 16. He is currently enrolled in the Madison College Recreation program. So far, he is doing a great job!

In the parks update, five of the seven parks staff are currently working, with the two high school aged staff starting soon. It is taking the parks staff about 2 ½ -3 days per week to mow the entire village and it is going very well. The first Music in the Grove concert went well with great attendance. So far, Brusegar stated that the department has received \$6,700 in sponsorship funds for both Music in the Grove and sports team sponsorships. He would like to get more, especially for the upcoming fall sports. Brusegar also thanked Laufenberg for being the first sponsor of a trash receptacle. Lastly, Brusegar reported that Andrew Homburg was notified of the increasing impact fees going forward, and that Homburg was ok with new fees.

8. Approve the minutes of the April 21, 2016 meeting.

Motion by Genschaw, seconded by Laufenberg, to approve the minutes from the April 21, 2016 meeting as presented. Motion carried with a voice vote of 4-0-0.

9. Future Agenda Items.

- Griff Haase Eagle Scout Project update.
- The next PRFC meeting will be held on **June 23, 2016 at 5:00 pm.**

10. Adjournment.

Motion by Genschaw, seconded by Laufenberg, to adjourn the meeting at 5:55 p.m. Motion carried with a voice vote of 4-0-0.

Respectfully submitted by Kristen Krause, Parks & Recreation Administrative Assistant

Approved on: 6/23/16

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.