

## Village of Cottage Grove

### **PARKS, RECREATION and FORESTRY COMMITTEE Meeting Minutes for Thursday, July 28, 2016**

- 1. Call to order meeting at Municipal Services Building.** The meeting was called to order by Pickel at 5:02 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, Jay Kiefer, and Kevin Laufenberg, Shane Genschaw arrived at 5:05 pm. Staff present were Parks, Recreation and Forestry Director Sean Brusegar, Recreation Supervisor Reese MacAskill, Parks & Recreation Administrative Assistant Kristen Krause and Recreation Intern Sam Frederickson. Two members of the public were also in attendance.
- 3. Public appearance: Public's opportunity to speak about any subject that is not a specific agenda item.**

None.
- 4. Forestry Report.**

Village Forester James Rothman is continuing EAB treatments throughout the Village. At this time about 2/3 of the Village is done. Some pruning has been done recently in the Sandpiper Trail area as stop signs were obstructed. Two terrace trees were also recently removed due to storm damage.
- 5. Update on Griff Haase Eagle Scout project.**

Griff Haase was present to discuss his project and handed out cost estimates to committee members for materials related to his project. He had contacted Lycon and it was determined that he will need 7 yards of concrete (Lycon will provide 6 yards for free and Haase will pay \$90 for the additional yard). Haase will be using steel for the roofing material at a cost of approximately \$1,600. Brusegar will provide the benches for the dugouts. Village staff will be utilized for digging the post holes and bringing concrete from the truck. Haase mentioned that he has a limited time frame to work on the project before school starts. His preference would be to do the hole digging and concrete August 14-16. Since Village Board approval is needed before the project can commence, and the next meeting to get his project on the agenda would be August 15, Brusegar suggested digging the holes and pouring concrete on August 16. Brusegar and Haase will discuss this further tomorrow. No formal action was taken.
- 6. Fireman's Festival.**

Paula Severson was present to give an update on this year's festival. The festival went very well and received great support. Two items that Severson wanted to discuss with the committee were an email from the DNR and upgrades to Fireman's Park. Severson received the email from the DNR after the event that was prompted by a complaint that there were no recycle bins in the beer tent. She explained to the DNR that the local Boy Scouts go through the trash after each night and separate the recycling. For public purposes, they will have something different set up next year in the beer tents. The other item Severson brought to the committee is the need for some aesthetic updates. She mentioned the need for painting the hamburger stand and restrooms, as well as the possibility of removing the two little brown outbuildings that are in poor shape. Laufenberg thought it would be okay to remove the buildings. Severson stated that she would be willing to be the go-between for different groups in order to help get these things accomplished. No formal action was taken.

## **7. Players Health Update.**

After receiving feedback from Village Attorney Lee Boushea regarding the Players Health contract, Brusegar explained that he is not sure that using Players Health is a good fit for what we do on the recreation side, and thinks that we should hold off for now. He also stated that Atty. Boushea is not comfortable with some of the wording in the contract. Pickel was also concerned with the practical implementation and how much time rec staff would have to commit to making sure information was put in. Genschaw said that his sons are on teams that utilize Players Health and he will give the committee feedback in the future on how it works. Committee members agreed with Brusegar and said that the committee could re-visit the idea in the future/next year. No formal action was taken.

## **8. Designated and Undesignated Park Funds.**

Today, Brusegar received information regarding the Quarry Ridge development from Erin Ruth, the Director of Planning and Development. In the plans for the development, there may be a potential 1.263 acres of green space/park space allotted, which may have potential to expand east in the future depending on the final location of the green/park space. Once housing units are brought into the development, the Village would have the choice to accept the land designated for park/green space or forego the land in lieu of approximately \$100,000. Erin Ruth's unofficial recommendation would be to keep the land. Brusegar asked the committee to start considering whether to keep the land or take the money in lieu of land. There is no set timeline for an official recommendation at this time. Committee members discussed taking the money in lieu of land and using it towards amenities at Bakken Park, especially a splash pad. Pickel feels very strongly about utilizing the money for the big park projects, including Bakken Park. Genschaw agreed with Pickel and would like to see Bakken Park built upon further. Kiefer sees both sides, in that he would like to see things completed at Bakken, but also understands that once land is given up, it is gone forever. Overall, he would prefer to see the money used for other parks projects. Pickel noted that Parks and Rec doesn't often get the opportunity to get money to use towards other park projects. Laufenberg would like to see a splash pad and shelter at Bakken Park and feels that the community would appreciate the addition of a splash pad in lieu of more park land. He also stated that if the money could not be used for projects at other parks, such as Bakken, he would keep the land instead. Pickel reiterated that there is already \$119,000 in park development, so the \$100,000 would be in addition to that.

Brusegar also brought up the shade structures at Bakken Park that were purchased by previous Parks and Rec Director Jacob Tisue. He has received two quotes for installing the structures: one for \$15,000 and one for \$36,000. Brusegar asked the committee if they would prefer to request money in the budget for the installation or would they want to use some of the undesignated funds. Committee members asked Brusegar to look into whether the installation price could be locked in and have the installation scheduled out for next year. He will bring his findings to a future meeting.

## **9. Quarry Ridge.**

See above agenda item.

## **10. Parks and Recreation Directors Report.**

Summer programs are winding down and Brusegar noted that it has been a good year with very few cancellations or rainouts. The most recent cancellations occurred due to the extreme heat. Kickball was cancelled due to a lack of teams signed up. Music in the Grove was cancelled on July 21 due to weather, but is re-scheduled for August 4. On July 14, air conditioning was installed in the back recreation program room. This will allow for more programming in the summer. The new program guide will come out with the free issue of the Herald-Independent on August 11. Some program

updates for the fall include expanding adult fitness classes and an additional instructor, expanding cheer and tumbling classes, the addition of a new competitive cheer program, a 5K and 1-mile kids run incorporated with the Haunted Trail in October, and changing the Rookie Basketball program to only K-1<sup>st</sup> grades while having the 2<sup>nd</sup> grade basketball do more 3-on-3 games on weeknights. As of now, the NFL Flag Football numbers are looking good, with more participants than last year in the 4<sup>th</sup>-8<sup>th</sup> grade leagues. Flag football is starting earlier this year due to daylight savings. The new Village website will be going live sometime in September. Brusegar also reported that both he and MacAskill will be attending the National Recreation and Parks Association conference this October in St. Louis, Missouri.

Rec Intern Sam Frederickson reported that the Coach Pitch league from this summer had to be rescheduled twice (due to weather). He also stated that the numbers for the Start Smart programs were good this year. Extra participants were added to the Start Smart T-Ball league and a golf course was created for the Start Smart Gold program. Frederickson also helped out with the boys 3<sup>rd</sup>/4<sup>th</sup> grade baseball tournament at Northlawn Park on July 30. There were 8 teams competing and concessions were run throughout the day. Next week will be Frederickson's last week at Rec Intern.

On the parks side, Brusegar commented on what a great crew of hardworking young men he had this summer as parks staff. Bleacher pads at Huston and Community were installed so that the bleachers no longer have to be moved. Watering has occurred all summer long at both Bakken Park and Fireman's Park. Restoration has been done on the soccer fields at Bakken Park near the goals and at Northlawn Park soccer fields. The expansion cracks at Dublin Park have also been filled.

**11. Approve the minutes of the June 23, 2016 meeting.**

**Motion** by Genschaw, seconded by Laufenberg, to approve the minutes from the June 23, 2016 meeting as presented. Motion carried with a voice vote of 4-0-0.

**12. Future Agenda Items.**

- Griff Haase Eagle Scout Project update.
- Shade structures at Bakken Park & pricing.
- Quarry Ridge.
- Preliminary budget update.
- The next PRFC meeting will be held on **August 25, 2016 at 5:00 pm.**

**13. Adjournment.**

**Motion** by Kiefer, seconded by Laufenberg, to adjourn the meeting at 6:47 p.m. Motion carried with a voice vote of 4-0-0.

Respectfully submitted by Kristen Krause, Parks & Recreation Administrative Assistant

Approved on: \_\_8/25/16\_\_

*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.*