

Village of Cottage Grove

PARKS, RECREATION and FORESTRY COMMITTEE

Meeting Minutes for Thursday, March 18, 2021

1. **Call to order virtual Zoom meeting.** The meeting was called to order by Heidi Murphy 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. Committee members present for the meeting were Heidi Murphy (chair), Penny Aguilera, Amy Brice and Kevin Laufenberg. Jay Kiefer was absent and excused. Staff present were Parks, Recreation and Forestry Director Sean Brusegar, Village Planner Erin Ruth and Utility Clerk Kristen Krause. Also present was Dan Schmitt of MSA.
3. **Public appearance: Public's opportunity to speak about any subject that is not a specific agenda item.**

None.
4. **Update on Continental Properties plans.**

Ruth reported that Continental Properties revised their plans, so there is no new update yet for this committee. Continental Properties will be meeting with Ruth and Brusegar next week to work on the details for the park that would be adjacent to their complex. Brusegar will report back to the committee next month.
5. **Discuss and consider park fee comparison.**

Ruth explained that there is no new information from what was discussed at last month's meeting, he simply included the updated park fee format and the various ordinances that are being affected in the packet. The next step will be a legal review by the attorneys and then a public hearing at the Plan Commission. If any changes are made, Ruth will bring them back to the committee. **Motion** by Laufenberg, seconded by Aguilera, to approve the park fees as presented. Motion carried with a unanimous voice vote of 4-0-0.
6. **Discuss and consider allowing alcohol in the parks for 2021 Music in the Grove events.**

Brusegar is requesting that the committee approve suspending the alcohol ordinance for 1½ hours for each Music in the Grove event this summer at both Bakken and Dublin Parks. The first concert will be May 27 at Bakken Park. **Motion** by Murphy, seconded by Laufenberg, to approve suspending the alcohol ordinance and allowing for sound amplification at Bakken and Dublin Parks for all 2021 Music in the Grove events. Motion carried with a unanimous voice vote of 4-0-0.
7. **Update on Westlawn 1-acre Red Hawk Park plans.**

Murphy received an email from resident John Sinclair, 3017 Red Hawk Trail, voicing concern of having an inline hockey rink at the Red Hawk pocket park. He feels that the rink would be

better suited at a larger park. Brusegar noted that the plans for Red Hawk Park were created based on feedback from residents at the public information meetings and through survey results. Committee members also commented that the rink can serve as a flat, multi-purpose area as well as an inline skate rink. There will also be access to the park from the north and south side of the park. Consensus of the committee is to keep the inline rink in the plans. Brusegar stated that the rink would not be part of the 2021 park construction phase.

Playground equipment will be installed this year by Lee Recreation (Burke equipment). Brusegar will bring the equipment configuration options to the committee in April.

8. Discuss Bakken Park Master Plan.

No changes since February meeting. Schmitt spoke with Kevin Lord and Eric Thompson of MSA and they were comfortable with the plans. There will be some stormwater elements to that will need to be addressed during the time of construction. Brusegar stated that the park plans provide a lot of options for the community. Schmitt has started working on some rough preliminary costs but said it will really depend on the amenities and when they are completed. He also reported that the grading work around the athletic fields will lessen a bit due to the bike trail extension through the park that is currently in progress, and that a portion of the existing trail through the park will be widened during this time as well. Laufenberg also suggested having a poster of the plans on display at the upcoming opening of the splash pad and park shelter to create interest in the future park amenities. **Motion** by Laufenberg, seconded by Aguilera, to approve the Bakken Park Master Plan as presented. Motion carried with a unanimous voice vote of 4-0-0.

9. Discuss and consider ideas for a grand opening for the Bakken Park shelter and splash pad.

The t-shirt design contest will be open a little while longer, near the end of March, and then voting for the winning design will commence. Brusegar reported that the Chamber of Commerce will be at the grand opening on June 5th, but he has not heard back from the Rugby Club or Miracle Field group on if they will be participating. Committee members had some more ideas for the grand opening including having a DJ, food carts or concessions, handing out Icee treats and possibly having the EMS and Fire Department attend with vehicles. The committee also decided on a time for the event, 10:00 am – 2:00 pm. The rain date for the grand opening will be on June 6 at the same time.

10. Covid-19 Parks and Recreation update.

With the newest public order, we are planning on running the normal spring/summer programming. A lot of baseball and softball registrations are coming in late this year. Brusegar and Recreation Supervisor Trista Taylor recently attended training and became certified pool operators for the new splash pad. Interviews were also recently conducted for the Parks Maintenance Supervisor position. There were very qualified candidates and the position was offered. Pending a background check and preemployment drug screening, Brusegar hopes to have the candidate start the first week of April.

11. Approve the minutes of the February 18, 2021 meeting.

Motion by Laufenberg, seconded by Aguilera, to approve the minutes of the February 18, 2021 meeting as presented. Motion carried with a voice vote of 4-0-0.

12. Future Agenda Items

- Update on Continental Properties plans.
- Discuss Red Hawk Park playground equipment selections.
- Discuss grand opening for Bakken Park shelter and splashpad in June 2021.
- Discuss CIP updates for 2022.
- Covid-19 update.
- Discuss updating ordinance regarding pets in the parks .
- The next PRFC meeting is scheduled for **Thursday, April 15, 2021 at 5:00 pm and will be a virtual Zoom meeting.**

13. Adjournment.

Motion by Laufenberg, seconded by Brice, to adjourn the meeting at 5:56 pm. Motion carried with a voice vote of 4-0-0.

Respectfully submitted by Kristen Krause, Utility Clerk.

Approved on: ____

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.