

Village of Cottage Grove
PARKS, RECREATION and FORESTRY COMMITTEE
Meeting Minutes for Thursday, February 2, 2022

- 1. Call to order virtual Zoom meeting.** The meeting was called to order by Heidi Murphy at 5:01 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, Jay Kiefer and Kevin Laufenberg. Staff present were Parks, Recreation and Forestry Director Sean Brusegar, Village Planner Erin Ruth and Utility Clerk Kristen Krause. Zach Simpson of Strand Associates and Blake Theisen of Parkitecture were also in attendance.
- 3. Public appearance: Public's opportunity to speak about any subject that is not a specific agenda item.**

There were no public appearances.
- 4. Discuss and consider Community Park redevelopment.**

Theisen went over the three different concepts presented. The addition of a pickleball court, the addition of a trail system connecting the southern edge of the park at Weald Bridge to the northern part at Cottage Grove Road, moving and expanding the basketball court, moving the playground, adding an open-air shelter next to the playground and moving the main park shelter were highlighted in the different concepts. Theisen explained that Concept C replaced Concept A due to the change in placement of the shelter and playground. He also stated that there are funds available to make ADA improvements to the park. Concept C was favored by committee members because the site lines to the park amenities were opened up due to the placement of the park shelter, as opposed to Concept B which has the shelter placement blocking the core visibility of the park. When asked about the implementation timeframe of the improvements at the park, Theisen stated that the pickleball court and playground are on track to be completed this year. As for the trail system and open-air shelter, he noted that there is flexibility in placement of both entities. Simpson also noted that the trail system will likely need to be modified a bit. Engineering for the regular park shelter is slated for next year. **Motion** by Laufenberg, seconded by Kiefer, to approve moving forward with the Community Park Concept C plan. Motion carried with a unanimous vote of 5-0-0.
- 5. Discuss 5-Year Parks & Open Space Plan update.**

Ruth explained that the Village needs to update the Parks & Open Space Plan every five (5) years in order to qualify for certain grants. Ruth went over the existing plan, highlighting some of the updates that will need to be made. Brusegar noted that the committee will review different parts of the plan throughout the year. Public participation and goals will be the first step in the process. No formal action was taken.

6. Discuss and consider allowing alcohol in Bakken Park for the 2022 Music in the Grove.

Brusegar explained that a survey went out to ask the community where they prefer to have the Music in the Grove performances this year. 61.3% voted to have the performances at Bakken Park, and 38.7% preferred Dublin Park. As Bakken Park was the venue chosen, the alcohol in the park ordinance will need to be suspended for the dates of the concerts. **Motion** by Kiefer, seconded by Laufenberg, to approve suspending the alcohol ordinance 109-28 and to allow for sound amplification in Bakken Park from 6-8pm on the specified dates for Music in the Grove. Motion carried by a unanimous voice vote of 5-0-0.

7. Miracle Field lighting update.

Brusegar shared the plan for the Miracle Field lighting project which will include two (2) light poles and safety path lighting. The plan has been approved and as of earlier today, approximately \$15,000 more is needed to reach the \$150,000 needed for the lighting project.

8. Discuss February PRFC meeting date.

Due to schedule conflicts, it was suggested that the regularly scheduled February meeting be changed. **Motion** by Kiefer, seconded by Aguilera, to move the regular February PRFC meeting to March 3, 2022 at 5pm. Motion carried by a unanimous voice vote of 5-0-0.

9. Director's Report.

In Recreation news, our Program Coordinator Sam Frederickson will be leaving soon for a similar position in DeForest. He has been an integral part of the department and will be greatly missed. His last day will be February 13, but he will come back on 2/19 and 2/26 to help us close out the basketball program. We have begun the process to hire for this position and will accept applications through February 18.

Basketball is in full swing with 120 kids signed up from K-8th grade. Volleyball began on February 1, with approximately 40+ kids enrolled. And Recreation Supervisor Trista Taylor is working on the final edits of the Resource Guide which will come out in the mail on February 17.

In Parks news, staff continue park rounds on a regular basis and snow removal on all trails and parks in the Village. Parks Maintenance Supervisor Josh Bennett constructed the ice rink at Community Park and has been busy maintaining and adding water to retain a good surface. The department is also searching for and interviewing possible new seasonal staff for the summer of 2022. Bennett has also started installing the new flooring for the back fitness room.

10. Approve the minutes of the November 18, 2021, Parks, Recreation and Forestry Committee meeting.

Motion by Laufenberg, seconded by Aguilera, to approve the minutes of the November 18, 2021, meeting as presented. Motion carried with a unanimous voice vote of 4-0-1 with Kiefer abstaining.

11. Future Agenda Items

- Discuss and consider Parks & Open Space Plan.
- Discuss skate park.
- Update on Community Park redevelopment.
- Update on the Program Coordinator position.
- The next regular PRFC meeting is scheduled for **Thursday, March 3, at 5:00 pm and will be a virtual Zoom meeting.**

12. Adjournment.

Motion by Murphy, seconded by Kiefer, to adjourn the meeting at 6:08 pm. Motion carried with a voice vote of 5-0-0.

Respectfully submitted by Kristen Krause, Utility Clerk.

Approved on: 3/3/22

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.