

**Village of Cottage Grove**  
**PARKS, RECREATION and FORESTRY COMMITTEE**  
**Meeting Minutes for Thursday, March 3, 2022**

- 1. Call to order virtual Zoom meeting.** The meeting was called to order by Heidi Murphy 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. 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, Parks Maintenance Supervisor Josh Bennett and Utility Clerk Kristen Krause. Zach Simpson of Strand Associates, Blake Theisen of Parkitecture, Vince Onel of Spohn Ranch Skateparks, and five 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.**

There were no public appearances.
- 4. Discuss and consider Bakken Park skate park and pump track.**

Theisen explained that the skate park and pump track had to be flipped in direction (from the original placement in the Master Plan) due to the topography of the area. He also went over the plans, highlighting the track elevations, landscaping, lighting, bike rack and seating areas. Onel added that he believes that this may be the first, or at least one of the first, concrete pump tracks in Wisconsin. After viewing the plans, Bennett requested that consideration be taken for the landscaping portion of the skate park and pump track, in order to accommodate the mowers that are used for park maintenance. Onel replied that artificial turf is already planned for the center of the pump track and that it can also be added to any other tight spaces. Public in attendance liked the plans. When asked about the timeframe for the project, Theisen explained that it will be coordinated with the Clark Street construction project. Onel added that it will be approximately 3 months from start to completion, with an anticipated finish in September. No formal action was taken.
- 5. Community Park redevelopment plan update.**

Murphy reported that the Village Board preferred option 3 (Concept C). Board members were excited to see the connection that will be made through the park between Cottage Grove Road and Weald Bridge. Theisen stated that the pickleball court and playground are currently in design. He also noted that the committee will need to decide how much of the path will be included in the first phase this year. Theisen then asked for color preferences for the three parts of the pickleball court. Light blue was chosen for the field, darker blue was chosen for the main play area and silver/grey was chosen for the kitchen area. Residents in the area will

be notified of the project via mail. There was also an article in the local newspaper recently highlighting the project.

**6. Discuss and consider Red Hawk Park phase 2 construction.**

Brusegar explained that the new Village engineers and Theisen recently looked at the phase 2 plans of Red Hawk Park and had some concerns about inline hockey rink. They discussed the size of the rink and how it would fit properly in a neighborhood Park. Another concern was that the rink would likely increase traffic and cause parking issues in the neighborhood. Simpson noted that a rink like this would become a destination amenity and should probably be located in a larger space. Committee members understood these concerns and began discussing other possible amenities to place in the park. Some ideas mentioned included swings, green space, ½ basketball court, exercise stations and a net structure. Ultimately, committee members liked the idea of a poured in place area with swings and a wheelchair accessible swing, a net structure and spring rider. Theisen will put together a rough draft rendering of the plan for the March 24 meeting. Simpson reminded the committee that the new playground amenities that were discussed tonight would need to be bid out separately, since the inline rink was previously included in the original bid. No formal action was taken.

**7. Discuss and consider 5-year Parks & Open Space Plan.**

Brusegar asked the committee for comments on the previous goals list and survey from 2017/2018. Committee members agreed that both the goals and survey seemed to still be accurate. There were a few items that were mentioned as possible additions to the goals/survey. Striving for connectivity between all Village parks and highlighting our area parks as incentives for renters to look at remaining in the Village as either a renter or homeowner. Brusegar will meet with Village Planner Erin Ruth tomorrow to go over tonight's discussion. He also noted that we will be planning to move forward with goals and the survey after the next meeting. No formal action was taken.

**8. Update on Program Coordinator position.**

Received 19 applications that came with a variety of experience. There was one interview this Tuesday, with seven more next week. It is the goal to extend an offer at the end of next week, with an anticipated start date of the first or second week in April.

**9. Director's Report.**

In Recreation news, the Spring/Summer Guide went out to all Cottage Grove residents on February 17. The Be Active Wisconsin challenge began this week. Last year, CG finished 14<sup>th</sup> out of 40, and this year there are 50 communities participating. There is still time to sign up, either on the website or through social media. The 3<sup>rd</sup>-8<sup>th</sup> grade basketball season wrapped up recently. A 6<sup>th</sup> grade boys basketball tournament was held in CG on February 26, with one of the CG teams finishing in 2<sup>nd</sup> place. There are three more weeks of programming left from the Fall/Winter Guide where Recreation Supervisor Trista Taylor will be taking over for Sam Frederickson. Adult open-gyms, 2<sup>nd</sup> grade basketball and Start Smart basketball will be overseen by Taylor. Our Big-10 Volleyball league is going well. Taylor coached teams in Middleton a few weeks back. There are 18 5<sup>th</sup>/6<sup>th</sup> graders signed up for the

volleyball program and there are two more weeks of games. The volleyball staff have been great to work with this year, and a few plan to return next year. Monona Bank has recently started allowing use of their community room again. We have a lot of programming planned there, so that we can hopefully utilize the fitness room for in-person classes soon. Brusegar, Taylor and Bennett all attended the WPRA annual conference and trade show last week. This was the first time in two years that the conference was held in-person and it was the first conference for both Taylor and Bennett. It was an enjoyable experience for all with lots of networking and beneficial learning sessions.

In Parks news, staff officially closed the ice rink for the season. Staff have also been busy with snow clearing, adding the new Village logo to existing park signs and extending the fence height in front of the bleachers at Northlawn Park. There was some vandalism at the Lions Shelter and Community Park Shelter recently. It was the same person in both incidents, and they were ultimately caught.

#### **10. Approve the minutes of the February 2, 2022, Parks, Recreation and Forestry Committee meeting.**

**Motion** by Laufenberg, seconded by Aguilera, to approve the minutes of the February 2, 2022, meeting as presented. Motion carried with a unanimous voice vote of 5-0-0.

#### **11. Future Agenda Items**

- Discuss and consider Parks & Open Space Plan.
- Discuss skate park.
- Discuss Red Hawk Park plan.
- Update on Community Park redevelopment.
- Update on the Program Coordinator position.
- The next regular PRFC meeting is scheduled for **Thursday, March 24, at 5:00 pm and will be a virtual Zoom meeting.**

#### **12. Adjournment.**

**Motion** by Aguilera, seconded by Brice, 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: 3/24/22

*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.*