

**Village of Cottage Grove**  
**PARKS, RECREATION and FORESTRY COMMITTEE**  
**Meeting Minutes for Thursday, April 27, 2023**

- 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 and Jay Kiefer. Amy Brice and Kevin Laufenberg arrived later. Staff present were Parks, Recreation and Forestry Director Sean Brusegar and Utility Clerk Kristen Krause. Andrea Vandeberg of the Badger Challenge was 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 The Badger Challenge (formally The Ride) using Community Park as a rest stop on September 24, 2023.**

Andrea Vandeberg spoke on behalf of The Badger Challenge and what this year's event would look like. The course will remain the same as it was last year, and they are estimating similar numbers. Set up and clean up will take place the day of the event, with the exception of the portable restrooms which will be delivered the day before the event. **Motion** by Aguilera, seconded by Kiefer, to approve use of Community Park as a rest stop for the September 24, 2023 Badger Challenge event. Motion carried with a voice vote of 3-0-0.
- 5. Discuss and consider Bakken Park agreement with MUR.**

Brusegar has been working with the Village's legal team on creating a formal agreement between the Village and Madison United Rugby (MUR) in regard to use of Bakken Park. Committee members discussed items in the agreement including the use of the parking lot, soccer fields and renting of the park shelter. Painting of designated stalls and signage for parking was also discussed. Kiefer questioned whether the agreement would cover use of the additional parking lot that will be added to the eastern side of the park this summer. Brusegar said that language should be added to the agreement excluding use of the eastern parking lot off Grove Street. Brusegar will go back to the legal team with the language to be added and will bring the updated agreement back to next month's meeting. **Motion** by Murphy, seconded by Brice, to table the Bakken Park agreement until next month. Motion carried with a unanimous voice vote of 5-0-0.
- 6. Discuss and consider extending park hours at Fireman's Park for Home Talent night games.**

Home Talent is back in the night league and has requested an extension of park hours at Fireman's Park until 11:30 p.m. for the night league games. Since there is no option for the

team to play earlier in the night due to conflicts with the Legion teams, the night games will be starting at 8:00 p.m. Brusegar also reached out to the resident who lives next to Fireman's Park to explain the situation. After some discussion about the length of the games if starting at 8:00 p.m., committee members felt that 11:00 p.m. was a reasonable time to close the park.

**Motion** by Laufenberg, seconded by Aguilera, to extend the Fireman's Park hours to 11:00 p.m. on noted dates for the Home Talent games. Motion carried with a unanimous voice vote of 5-0-0.

**7. Discuss and consider using \$5,200 of Park Development money to prepare a new map rendering of Bakken Park and a conceptual design of Shady Grove Park.**

Brusegar would like to put together a complete updated rendering of Bakken Park since the amenities and layout have changed since it was originally designed. He would also like to get a design put together for the Shady Grove Park since he has received some calls from residents living in Shady Grove inquiring about the park. **Motion** by Murphy, seconded by Brice, to recommend using \$5,200 of Park Development funds to prepare a new map rendering of Bakken Park and a conceptual design of Shady Grove Park as outlined in the memo. Motion carried with a unanimous voice vote of 5-0-0.

**8. 2023 Parks and Recreation project updates.**

Spohn Ranch is expected to be on site at the Wheels Park at Bakken Park starting next week. The updated time frame for the Wheels Park is now May through the last week of July. At this time, there is no plan to assess liquidated damages to the company so long as they continue to be on site and progress is occurring. With a drone, Brusegar was recently able to get some aerial pictures of the progress at Bakken Park which highlighted the grading and tree clearing work. Substantial completion of the overall park is anticipated to be at the end of September, with final completion by November.

Ground sleeves were set at the pickleball courts at Community Park. Finishing the courts surfaces will have to wait until the weather warms up over 50 degrees.

The curbing around the zip-line at Red Hawk Park will be completed soon.

Benches along the paths will be installed in the next week or so.

**9. Director's Report.**

In recreation news, Program Coordinator Riley Berning has done a great job creating teams and holding team meetings for the summer baseball and softball leagues. Most teams are starting practice this week. Cottage Grove will have two (2) 7<sup>th</sup> grade baseball teams, two (2) 5<sup>th</sup>/6<sup>th</sup> grade teams and one (1) 3<sup>rd</sup>/4<sup>th</sup> grade team this year and schedules are complete for the 7<sup>th</sup> grade team. 8U-14U softball has a total of nine (9) teams this year. Adult enrichment programs are going well. There will be some new additions from Hammer & Stain and some popular ones being brought back from Art-Vark Paint & Sip this spring and summer. Youth enrichment will also include programs from Hammer & Stain, Art-Vark and art classes with Jessica's Art Studio. Staff are still working on hiring for the Playground Camp this summer. Recreation Supervisor Trista Taylor has put the job posting out on a variety of platforms. If the adequate number of staff needed is not met by May 22, the camp will be canceled for this

summer. Taylor and Berning have a list of alternative programs that could run to help offset some of the revenue that would be lost if Playground Camp is canceled. Berning also recently became certified in archery and staff are hoping to add some archery programs in the next few months.

The Community Night Out event has been scheduled for Thursday, August 17<sup>th</sup> at Bakken Park from 4-10 p.m. Staff are working with the Chamber of Commerce and CG Police Department on the event, and are looking to incorporate business organizations with tables, Music in the Grove, National Night Out vehicles and a movie at the rugby complex.

On April 13<sup>th</sup>, a community pickleball meeting was held and approximately 25 people were in attendance. Many ideas were shared about the use of the newly constructed courts. The first ever puzzle exchange was also recently held and was very successful.

In parks news, staff have started mowing sporadically, working on restoring snow removal damage in the parks and on trails, preparing ball diamonds for weekly use and opening park shelters for the season. Upon opening the shelters, some plumbing issues have occurred, mostly at the Fireman's Park hamburger stand. The new scoreboard was recently installed at Fireman's Park and the old scoreboard has been repurposed at Northlawn Park. The AED in the parks project is moving forward and we hope to have them installed in the next month or so.

#### **10. Approve the minutes of the March 23, 2023, Parks, Recreation and Forestry Committee meeting.**

**Motion** by Kiefer, seconded by Laufenberg, to approve the minutes of the March 23, 2023, meeting as presented. Motion carried with a unanimous voice vote of 5-0-0.

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

- Update on Bakken Park agreement.
- Discuss Park Development Funds.
- Project updates.
- Discuss Parks & Open Space Plan.
- The next regular PRFC meeting is scheduled for **Thursday, May 25, 2023 at 5:00 pm and will be a virtual Zoom meeting.**

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

**Motion** by Laufenberg, seconded by Brice, to adjourn the meeting at 5:56 p.m. Motion carried with unanimous voice vote of 5-0-0.

Respectfully submitted by Kristen Krause, Utility Clerk.

Approved on: 5/25/23

*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.*