

Village of Cottage Grove

PARKS, RECREATION and FORESTRY COMMITTEE

Meeting Minutes for Thursday, September 30, 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, Jay Kiefer, and Kevin Laufenberg. Staff present were Parks, Recreation and Forestry Director Sean Brusegar and Utility Clerk Kristen Krause.
3. **Public appearance: Public's opportunity to speak about any subject that is not a specific agenda item.**

None.
4. **Discuss and consider 2022 budget.**

Brusegar went over the proposed updated Financial Management Plan, noting that work on the Westlawn Outlots B,C and D, along with Community Park Shelter engineering and the Northlawn basketball court reconstruction have been moved back to 2023 to make room for improvements at Bakken Park in 2022. Those improvements include adding a skate park, bike track, open air shelter, sidewalks, and stormwater pond. Also remaining in the 2022 plan are the pickleball court construction and playground replacement at Community Park.

Next, Brusegar presented the 2022 Recreation and Parks budgets. Increases in the budgets include costs for publications, certifications for staff, more training opportunities, and the cost for electricity at Fireman's Park. Brusegar is also asking for an increase in the hourly wage for the summer part-time employees. The reasoning for this proposed increase is to stay competitive and attract qualified workers. No changes were made to the Forestry Budget. **Motion** by Laufenberg, seconded by Aguilera, to approve the Financial Management Plan and the 2022 Parks, Recreation and Forestry budgets as presented. Motion carried with a unanimous voice vote of 5-0-0.
5. **Update on the forestry ordinance.**

Murphy reported that there is no update.
6. **Update on Continental Properties plans.**

Brusegar reported that work on the property will begin soon.
7. **Director's Report.**

In Recreation, Touch-a-Truck was a tremendous success. Thirteen different companies/businesses participated in the event. The event was very well attended by the public. We received great feedback and Recreation Supervisor Trista Taylor got to go up in

the bucket on the Fire Department's ladder truck. Pictures of the event are posted online. Fall programming has seen mixed results. There are low enrollment numbers for the YEL programs, which will now be run at our building for the fall. Adult & Me Cookie Classes are seeing good registration numbers and classes will be held in the Monona Bank downstairs activity room. The first two classes of the adult cookie decorating are full. Paint and Sips have been off to a slow start but hoping registrations will pick up. The first Paint and Sip class will be held on 10/21 at BB Jacks.

Taylor has been speaking with the Monona Grove School District about facility usage and availability. She provided the school district with a chart of our programming and what we have reserved. The current registration program that the school district recently implemented is not live for anyone. Amy from the school district said that the district hopes to make an updated decision by mid-October as to what winter programming and accessibility will look like.

The Ghostly Grove Tour will be announced soon, as we are currently waiting on gift card confirmations from area businesses. Staff have also reached out to Lisa Johnson from the UW Extension about the Gardening Educational Series. Currently, all programs are virtual and if we decided to do the series, we would "host" them online. Typically, a \$25 donation to the UW Extension is requested for these gardening programs. We will check with the Village's Sustainability Committee about the topics and if we can bridge a program with an upcoming Sustainability Committee project.

In Parks, at Fireman's Park, two turf coach's boxes were recently installed at 1st and 3rd base along with a blue fence cap. Staff are working on getting the Fireman's Park ball diamond in better shape by fixing lips at the edges of the grass around the entire infield and fixing the pitcher's mound. The bathroom walls at Fireman's Park have been power washed and given a new coat of paint. There will be additional painting on the concession stand in the near future. Picnic tables at the parks are also getting fresh coats of paint. At Bakken Park, the splash pad and pump room have been winterized. There has also been heavy cleaning of the large tank that supplies the splash pad. For a few more weeks, staff will continue to drag and chalk the field at Fireman's Park for upcoming games as well as continue maintenance and painting of the flag football fields at Northlawn Park

8. Approve the minutes of the August 26, 2021, Parks, Recreation and Forestry Committee meeting.

Motion by Murphy, seconded by Laufenberg, to approve the minutes of the August 26, 2021, meeting as presented. Motion carried with a unanimous voice vote of 5-0-0.

9. Future Agenda Items

- Update on 2022 budget.
- The next regular PRFC meeting is scheduled for **Thursday, October 28, 2021, at 5:00 pm and will be a virtual Zoom meeting.**

10. Adjournment.

Motion by Kiefer, seconded by Aguilera, to adjourn the meeting at 5:36 pm. Motion carried with a voice vote of 5-0-0.

Respectfully submitted by Kristen Krause, Utility Clerk.

Approved on: 11/18/21

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.