

Village of Cottage Grove

PARKS, RECREATION and FORESTRY COMMITTEE Meeting Minutes for Thursday, January 21, 2016

1. **Call to order meeting at Municipal Services Building.** The meeting was called to order by Pickel at 6:30 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. Present for the meeting were Jennifer Pickel, Shane Genschaw, Jay Kiefer, and Kevin Laufenberg. Staff present were Parks, Recreation and Forestry Director Sean Brusegar, Recreation Supervisor Reese MacAskill, and Parks and Recreation Administrative Assistant Kristen Krause. Also present was one (1) member of the public.
3. **Public appearance: Public's opportunity to speak about any subject that is not a specific agenda item.**

None.
4. **Forestry Report.**

Rothman is currently pruning trees around the village. Once the weather cooperates, the 12 remaining hazardous trees at Governor Taylor Park will be felled. One of the original 13 hazardous trees dropped on its own, so the price to remove the remaining 12 was adjusted. Brusegar brought up the idea of buying a small scale bucket truck, which could then be used for a variety of purposes around the village, including removal of hazardous trees.
5. **Update on the Dog Park.**

Brusegar presented a map and some ideas for the 8.8 acre dog park that would be located next to the newly proposed Horizon Property off of East Cottage Grove Road. The ideas that Brusegar presented were from other area communities that have established dog parks. Some of those features include: a separate timid/small dog area, non-chain link fencing, an information station with rules and waste bags, concrete transition area, shaded area or covered picnic table, dogs sleds for emergencies, water station, maintenance gate, segregated entrance and exit, security cameras, and lighting. Concerns about the proposed dog park plan included the small amount of parking stalls allotted and whether or not to fence off the retention pond. After some discussion, committee members agreed that the following features would be desirable in the dog park: shade/shelter, transition area for entrance and exit, timid/small dog area, fencing, cameras, water station, lighting, cement/blacktop by the entrance and approximately 20 parking stalls. Brusegar will present these ideas to the developer before moving forward. No formal action was taken.
6. **Bakken Shelter Update.**

Brusegar recently met with Kathy Klinke, Kurt Femrite of Monona Grove Soccer Club and Skip Heffernan of the rugby club. The group decided that the biggest issue is fundraising for the proposed park shelter at Bakken Park. The rugby club is willing to donate volunteer hours. Since there is not going to be a golf outing this year, it was suggested possibly having an informational meeting where interested persons could come together to discuss ideas. Another idea is to start increasing/accumulating the maintenance funds until there is enough to build the shelter. Kiefer asked if the school district was interested in helping with the shelter, to which Brusegar replied not at this time.

7. Update on Athletic Field timing.

MacAskill and Brusegar recently met with Jeff Schreiner and Kristy Massey of the Monona Grove School District. The meeting went very well and the school district agreed to submit their field requests online going forward. Massey will do all of the scheduling. The Monona Grove Youth Soccer Club and Wisconsin Rugby Club will be met with in the near future to also discuss submitting their field requests online.

8. Donation catalog.

The donation catalog was presented to committee members with Brusegar highlighting the key areas of sponsorship opportunities. He organized the beginning of the catalog around the Music in the Grove events, of which there will be five (5) next year (on Thursdays 5/19, 6/16, 7/21, 8/18 and 9/15). Also included in the catalog are opportunities to sponsor youth sports programs and create personal memorials (benches, picnic tables, etc.).

9. Parks and Recreation Directors Report

Winter programs are in full swing and going well. Basketball has strong numbers this year and the high school students helping with the programs are doing a great job. For the younger rookie basketball leagues, an adjustable hoop was purchased and is being stored at Cottage Grove School. The ski club has not had as much success yet this winter, with the cancellation of the first two events due to weather. Registration numbers for the ski club have been good despite the need to cancel the first couple of trips. The next trip is scheduled for February 5 at Tyrol Basin. New this year are some afterschool clubs held at Glacial Drumlin School. Parks and Rec will be handling registrations for the new Model Club, which is for 5th-8th grades. The Gaming Club will also be offered, but the instructor has decided to handle those registrations as he is trying to keep the cost as free or minimal. The GDS Glass Fusion classes have shown high registrations for this year, with the two classes offered filling completely up. Some other clubs have been discussed with the Glacial Drumlin School and may be offered in the future. Portable flooring was recently installed in the back room of the Municipal Services Building so that tumbling and cheer classes can be held here. The Spring/Summer Program Guide will be coming out in the February 25 free edition of the Herald-Independent. There will be an additional ten (10) pages included with the guide as it will serve as a community resource guide, making it an all-inclusive guide for Village residents. Also new, will be some adult fitness classes starting in March. The previous instructor from last year is returning to teach more classes, some of which will be held at the Monona State Bank and some at the Municipal Services Building. Other new programs that have been added to the spring and summer lineup include Flag Rugby for middle school students and senior programs for those over 65. A new Village website is also coming this year.

The ice rink was a no-go this year, as the weather has not been cooperating. Once the weather gets a little bit nicer, the trees at Governor Taylor Park can be taken care of. Brusegar is also almost ready to purchase new mowers. An ad for seasonal mowing/parks maintenance was recently put on the Village website, Facebook and Craigslist. MacAskill will also be doing job shadowing, which could potentially lead to a summer internship.

10. Approve the minutes of the November 19, 2015 meeting.

Motion by Laufenberg, seconded by Genschaw, to approve the minutes from the November 19, 2015 meeting as presented. Motion carried with a voice vote of 4-0-0.

11. Future Agenda Items.

- Update on dog park
- Discuss Fireman's Festival
- The next PRFC meeting will be held on February 18, 2016.

12. Adjournment.

Motion by Kiefer, seconded by Genschaw, to adjourn the meeting at 8:03 p.m. Motion carried with a voice vote of 4-0-0.

Respectfully submitted by Kristen Krause, Parks & Recreation Administrative Assistant

Approved on: 2/17/16

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.