

Village of Cottage Grove

PARKS, RECREATION and FORESTRY COMMITTEE Meeting Minutes for Wednesday, January 23, 2019

- 1. Call to order meeting at Municipal Services Building.** The meeting was called to order by James Elmore 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 James Elmore (chair), Jay Kiefer, Kevin Laufenberg and Jennifer Pickel. Penny Aguilera was absent and excused. Staff present were Parks, Recreation and Forestry Director Sean Brusegar, and Parks and Recreation Administrative Assistant Kristen Krause. Also, in attendance were Village Engineer Mike Maloney of MSA and Bill Schultz of the Miracle League of Dane County.
- 3. Public appearance: Public's opportunity to speak about any subject that is not a specific agenda item.**

None.
- 4. Miracle League Presentation.**

Bill Schultz of the Miracle League of Dane County was present to discuss the possibility of creating a Miracle League Field in Cottage Grove at Bakken Park. The Miracle League is an organization that helps communities build organized baseball facilities for disabled youth ages 3-19. A Miracle League Field allows a community to serve individuals that aren't typically served in most communities. Schultz explained that there are more than 300 Miracle League Fields nationwide and he felt inspired to help bring one to Dane County. After looking at various communities in Dane County, Schultz stated that he would love to have a field in Cottage Grove and that it would make an excellent site for a Miracle League Field because of its convenient location with easy access to the interstate system. The field would be funded by the Miracle League which fundraises through organizations, foundations and private individuals. Operating costs for the field would be built into the fundraising campaign. There is a 10-year warranty with each field and funds would go into escrow each year for an eventual replacement field. Player and coaching insurance would be provided. Schultz has already begun discussions with foundations and has received a positive response. He also stated that he would appreciate any suggestions from committee members on possible businesses, groups or foundations that he could talk to regarding financial contributions. Brusegar noted that the Village's only responsibility regarding maintenance for the field would be to empty the trash containers. He also explained that the Village could program the field when not in use by the Miracle League. Some possibilities for programming would include youth tee ball, soccer in the outfield and kickball tournaments. Schultz said the Miracle League would utilize the field Monday-Friday, June-August, 2 games per night. No formal action was taken.
- 5. Discuss Stewardship Grant conversion at Bakken Park.**

Brusegar gave a brief overview of the DNR Stewardship Grant that was used for the purchase of 35 acres of land at Bakken Park. Since the Village sold a portion of the land to the rugby club and may now allow for an additional ½ acre to be utilized by the Miracle League, the DNR requires the Village to replace that amount of park land somewhere else in the community that

is not already designated by developers as park land. Maloney explained that a capital project could possibly be used instead to offset the amount of land that needs to be replaced. A capital project is defined as passive recreation such as a trail or shelter with restrooms. An appraisal of the land that was sold to the rugby club along with the land that would be utilized by the Miracle League, will need to be conducted in order to verify if this conversion is applicable. If the appraisal of the land comes back less than or equal to the value of the capital project, the conversion could take place.

6. Discuss and consider land appraisal at Bakken Park.

After speaking to the DNR, Maloney was able to secure an appraiser that is familiar with the DNR requirements of Bakken Park. The appraisal is scheduled for February 22 and would cost \$4,000. Motion by Pickel, seconded by Kiefer, to recommend spending \$4,000 of the park development funds for the appraisal of the 7+ acres at Bakken Park. Motion carried with a voice vote of 4-0-0.

7. Discuss and consider suspending *Village Ordinance 230-3 Park Hours for a Family Outdoor Campout special event at Community Park.*

Recreation Supervisor Brooke Friess came up with a new family-oriented, overnight special event to be held on August 10 & 11 at Community Park. There will be a rain date of August 17 & 18. The campout will include dinner, games, crafts, s'mores and breakfast. Motion by Pickel, seconded by Kiefer, to suspend the Village Ordinance 230-3 Park Hours on both August 10 & 17 for the Family Outdoor Campout to be held at Community Park. Motion carried with a voice vote of 4-0-0.

8. Discuss and consider Zoozort live animal show.

The Zoozort animal show is slated to return to Cottage Grove on July 3, 2019 and Brusegar asked committee members to consider suspending the ordinance that relates to pets/animals in parks for the event. Motion by Pickel, seconded by Kiefer, to suspend the Village Ordinance 230-2 Pets in Park on Saturday, July 3rd at Northlawn Park for the Zoozort live animal show. Motion carried with a voice vote of 4-0-0.

9. Splash pad update.

On Monday, January 21, the Village Board approved the use of funds from the financial management plan to allow for engineering work on the splashpad at Bakken Park. Brusegar also indicated that since Vortex, the company that created the approved splashpad design, is a preferred partner of the National Purchasing Partner, the bid process could be eliminated for the equipment portion of the splashpad project.

10. Parks and Recreation Director's Report.

Winter basketball programs are well underway, with the Start Smart Basketball maxed out at 15 kids, Rookie Basketball with 17 kids for Kindergarten and 23 kids in 1st grade, 2nd Grade Basketball with 26 kids, 3rd/4th Grade Boys Basketball with 37 kids, 3rd/4th Grade Girls Basketball with 19 kids and the Big 10 League (5th-8th boys and girls leagues) have 64 kids total. The basketball numbers this year are similar to last year. There have been two ski trips so far this season, the first on January 11 to Cascade with 43 kids and the second on January 21 to Cascade with 26 kids from Cottage Grove (partnered with Maple Bluff for a total of 47 kids). Next ski trip is scheduled for February 1 to Devil's Head. Youth enrichment classes have been doing very well. The GDS Drama Club is maxed out with 28 kids and the GDS Learn the Art of

Glass Etching class is maxed out with 23 kids. Adult fitness class numbers for the beginning of the year are as follows: P90x with 14, Cardio/Strength/Core with 10, Zumba with 12, Body Blaster with 7, Strength & Abs to Tighten and Tone with 9, Yoga Flow with 8 and Senior Fitness with 17 (our largest group yet for this class).

The new fitness/cheer area is getting updates soon. Painting of the room will occur this Friday and new lighting will come shortly thereafter. Both updates will help to brighten and make the room more functional.

Parks and Recreation Facebook numbers are up, with more posts by Recreation Supervisor Brooke Friess and more people utilizing the site for class information and updates.

The final 2018 Budget numbers came in with actual expenditures coming in at \$117,000 (\$10,000 over budget) and actual revenues coming in at \$162,000 (\$42,000 over budget). Brusegar also created an annual report which gives an overview of the Parks, Recreation and Forestry Department and its functions, as well as where the Department is at fiscally.

11. Approve the minutes of the November 28, 2018 meeting.

Motion by Laufenberg, seconded by Pickel, to approve the minutes from the November 28, 2018 meeting as presented. Motion carried with a voice vote of 4-0-0.

12. Future Agenda Items

- Update on Stewardship Grant and land appraisal.
- The next PRFC meeting is scheduled for **Wednesday, February 27, 2019 at 6:30 pm.**

13. Closed Session: The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; Negotiate terms involving recreational facilities between Village of Cottage Grove and Wisconsin Rugby Club.

Motion by Elmore to enter into closed session at 7:27 p.m., seconded by Pickel. **Motion** carried with a roll call vote of Elmore AYE, Kiefer AYE, Laufenberg AYE, Pickel AYE.

14. Reconvene into open session and possible consideration of closed session items.

Motion by Pickel to reconvene into open session at 7:35 p.m., seconded by Kiefer. Motion carried with a roll call vote of Elmore AYE, Kiefer AYE, Laufenberg AYE, Pickel AYE. No action taken at this time.

15. Adjournment.

Motion by Pickel, seconded by Kiefer, to adjourn the meeting at 7:35 pm. Motion carried with a voice vote of 4-0-0.

Respectfully submitted by Kristen Krause, Parks and Recreation Administrative Assistant.
Approved on: 2/27/19

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.