

Village of Cottage Grove
PARKS, RECREATION and FORESTRY COMMITTEE
Meeting Minutes for Wednesday, January 24, 2018

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), Penny Aguilera, Jay Kiefer, Kevin Laufenberg and Jennifer Pickel. Staff present were Parks, Recreation and Forestry Director Sean Brusegar, Director of Planning and Development Erin Ruth. Village Board Trustee Jeff Lennberg and two (2) 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.**
None.
4. **Update on Parks & Open Space Plan.**
Committee members reviewed the complete updated Parks and Open Space Plan. **Motion** by Pickel, seconded by Kiefer, to approve and submit the presented Parks and Open Space Plan to the DNR for approval. Motion carried with a voice vote of 5-0-0.
5. **Discuss additional Recreation space.**
The Committee toured the space previously held by renters, located next to the current Parks & Recreation Department in the Municipal Services Building. Discussion was had regarding program opportunities and budgeting for the space. Brusegar will further discuss the matter with the Village Board. No formal action was taken.
6. **Discuss and consider Coaches Contract.**
Brusegar presented the new Coaches Contract. **Motion** by Pickel, seconded by Aguilera, to approve the Coaches Contract as presented. Motion carried with a voice vote of 5-0-0.
7. **Parks and Recreation Directors Report.**
Former Recreation Supervisor Reese MacAskill's last day on the job was December 15. Sam Frederickson has been filling in since MacAskill's departure and has been doing a great job. Brooke Friess was recently hired as the new Recreation Supervisor and will start on February 12. There were 32 applications received for the position.

The GDS Drama Club is now occurring and is going well with 35 participants. Basketball is also going strong with 205 total kids enrolled (4 teams for 3rd/4th boys, 2 teams for 3rd/4th girls, 2 teams for 5th/6th girls, 2 teams for 5th boys, 1 team for 6th boys, 2 teams for 7th boys and 1 team for 8th boys). Volleyball begins on February 6, with current numbers at 15 for the 3rd/4th grade league (up from fall with 11) and 19 for the 5th/6th grade medal league. The next program guide will be coming out on February 22 and we will no longer be assessing convenience fees for online registration as of this date.

In parks, there won't be an ice rink this winter. The ADA Assessment has been completed and will be discussed at the February meeting. Update on the Glacial Drumlin bike trail connect is that the Village is working with MSA to apply for a TAP (Transportation Alternatives Program) grant for \$700,000. The

Village will then need to contribute approximately \$140,000 towards the bike trail project. The hope is that Dane County will cover at least of half of the \$140,000.

Village Forester James Rothman has been pruning trees with the light snow so far this season. A pre-paint inspection was recently performed on the bucket truck, which should be here within the month.

8. Approve the minutes of the October 25, 2017 meeting.

Motion by Elmore, seconded by Laufenberg, to approve the minutes from the October 25, 2017 meeting as presented. Motion carried with a voice vote of 4-0-1 with Kiefer abstaining.

9. Future Agenda Items

- Parks and Open Space Plan update.
- Discuss ADA Assessment.
- The next PRFC meeting is scheduled for **Wednesday, February 28, 2018 at 6:30 pm.**

10. Adjournment.

Motion by Pickel, seconded by Elmore, to adjourn the meeting at 7:30 p.m. Motion carried with a voice vote of 5-0-0.

Respectfully submitted by Jennifer Pickel, Parks, Recreation and Forestry Committee Member

Approved on: 2/28/18

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.