

Village of Cottage Grove

PARKS, RECREATION and FORESTRY COMMITTEE Meeting Minutes for Wednesday, March 27, 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 and Kevin Laufenberg. Penny Aguilera and Jennifer Pickel were absent and excused. Also present were Parks, Recreation and Forestry Director Sean Brusegar, Parks and Recreation Administrative Assistant Kristen Krause, Village Board Trustee Melissa Ratcliff and Laura Wick from Boy Scout Troop 145. 1 member of the public was also in attendance.
3. **Public appearance: Public's opportunity to speak about any subject that is not a specific agenda item.**

None.
4. **Discuss and consider bee houses in Village parks.**

Laura Wick presented her idea for a Mason Bee House conservation project to the committee and asked for their approval and recommendation for locations. She explained the importance of the Mason Bees and how they are better than Honey Bees at pollinating. It was noted that Mason Bees rarely sting and if they do, it is very mild compared to that of a Honey Bee or wasp. Wick stated that Boy Scout Troop 145 would maintain the bee houses. She also explained that the location of the houses would need to face the southeast for maximum sunlight in the winter. Brusegar and committee members agreed that the bee houses would be an asset at parks and would like to have signage installed by the houses to both educate and alert the public as to what the houses are for. Elmore suggested that the Village pay for the signs and committee members agreed. Wick is hoping that the bee houses and signage will help people to start talking more about the environment and the importance of bees. **Motion** by Laufenberg, seconded by Kiefer, to recommend to the Village Board approval of the installation of Mason Bee Houses in select Village parks at the Park Director's discretion. Motion carried with a voice vote of 3-0-0.
5. **Discuss and consider applying for a Stewardship Grant for Bakken Park shelter construction.**

The updated land appraisal for the rugby land and 1+acre east of the Kids Park at Bakken Park came back at approximately \$230,000. Brusegar explained that by converting the land out through other Village passive recreation projects including the bike path along CTH N and the park shelter, the Village would satisfy the DNR requirement to replace the rugby land plus 1 acre and would also be able to build the Miracle Field at Bakken Park. Once the land conversion is approved by the DNR, the Village would be able to apply for a Stewardship Grant for the Bakken Park Shelter. MSA would write the grant which is to be used for passive recreation such as a park shelter. The grant would cover approximately half of the cost of the park shelter. Bill Schultz with the Miracle Field is trying to fundraise for a Miracle Field in

Cottage Grove but is finding it difficult without a location guaranteed. Brusegar is hoping the land conversion will be approved soon so that plans at Bakken Park can proceed. **Motion** by Kiefer, seconded by Elmore, to recommend to the Village Board to approve spending \$4,000 of Park Development Funds to have MSA write a Stewardship Grant in late 2019 for the Bakken Park Shelter. Motion carried with a voice vote of 3-0-0.

6. Update on Stewardship Grant conversion at Bakken Park.

Please see item #5.

7. Update on land appraisal at Bakken Park.

Please see item #5.

8. Parks and Recreation Director's Report.

The new session of fitness classes has begun. The morning classes of Bootcamp and Cardio/Strength/Core both have 12 participants, Zumba has 8, Strength & Abs has 12 with 4 drop-ins, Yoga has 11, Senior Fitness has 15 and Active Adults afternoon class has 6. Beginning on April 11, we will be offering two new STEM programs that will be held at both Taylor Prairie and Cottage Grove Schools. As of now, we have 9 signed up for the K-1st grade program and 15 for the 2nd-4th grade program. These classes are set up to teach Science, Technology, Engineering and Math related activities.

There are still summer rec positions available. We are looking for Playground Camp Counselors and softball/baseball umpires. Job postings and applications are located on the website and at our office.

New lights were installed today in the cheer and tumbling rec area. The lights are brighter and more efficient than what was previously there.

Sponsorships for the upcoming seasons are at \$6,900 so far with Wohler's Heating at \$3,000, Culver's at \$2,000, Hydrite at \$1,000 (Day of Giving May 30th) and Johnson Health Tech at \$900.

Seasonal staff for the Parks began today. Brusegar is also looking to hire an additional parks employee for the 20-25-hour mowing position. Currently, parks staff are working on getting mowers ready for the season. The newly landscaped area at Northlawn was recently fenced off to keep people off of the area until the landscaping is complete. Water at the park shelter was also turned on. Partitions will be installed at the Lions Shelter (Fireman's Parks) on 4/2/19 to help make the restroom ADA accessible/compliant.

Brusegar, along with a few other Village Board Trustees and staff received a letter from a Waunakee resident urging both the Village and Town of Cottage Grove to cease using Round-Up at its parks and other public spaces because of the possible link to cancer. Brusegar explained that Round-Up is only using sparingly along the fence lines and is applied by full-time staff with the proper equipment.

9. Approve the minutes of the February 27, 2019 meeting.

Motion by Kiefer, seconded by Elmore, to approve the minutes from the February 27, 2019 meeting as presented. Motion carried with a voice vote of 2-0-1, with Laufenberg abstaining.

10. Future Agenda Items

- Update on the Stewardship Grant conversion at Bakken Park.
- Update on Stewardship Grant and land appraisal.
- Update on rugby.
- Discuss Bakken Park Shelter design.
- The next PRFC meeting is scheduled for **Wednesday, April 24, 2019 at 6:30 pm.**

11. 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 Kiefer to enter into closed session at 7:18 p.m., seconded by Laufenberg. Motion carried with a roll call vote of Elmore AYE, Kiefer AYE, Laufenberg AYE.

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

Motion by Kiefer to reconvene into open session at 7:49 p.m., seconded by Laufenberg. Motion carried with a roll call vote of Elmore AYE, Kiefer AYE, Laufenberg AYE. No action taken at this time.

13. Adjournment.

Motion by Kiefer, seconded by Laufenberg, to adjourn the meeting at 7:50 pm. Motion carried with a voice vote of 3-0-0.

Respectfully submitted by Kristen Krause, Parks and Recreation Administrative Assistant.
Approved on: 5/22/19

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.