

Village of Cottage Grove

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

1. **Call to order meeting at Municipal Services Building.** The meeting was called to order by Pickel at 6:33 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, Jay Kiefer, Kevin Laufenberg and Shane Genschaw. Staff present were Parks, Recreation and Forestry Director Sean Brusegar, Recreation Supervisor Reese MacAskill, Parks and Recreation Administrative Assistant Kristen Krause and one 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.**
 - a. **Cemetery Tree.**

The tree at the cemetery that was hanging over the sidewalk along CTH BB across from the Piggly Wiggly was determined to be the Village's. Brusegar stated that it cost \$2,000 to have the tree removed and that the funds came from the leftover money that was budgeted for the Governor Taylor Park project. It will cost approximately \$500 in the future to have the stump removed.

In other forestry news, terrace trees in the 3rd Addition to Westlawn are going to be planted tomorrow, April 22. There will also be 8 trees planted in the Quarry Ridge area. Three trees are slated for planting at Strouse Park on Arbor Day with the 4th graders from Cottage Grove School.
5. **Players Health Presentation.**

There was no presentation due to the presenter not being able to make the meeting tonight.
6. **Discuss Impact Fee Survey.**

Brusegar highlighted other area communities' impact fees. Brusegar noted that the Village of Cottage Grove's improvement fee is lower than most other area communities and in turn, does not provide enough funds for improvements to parks. After looking over other communities' impact fees, increasing Cottage Grove's improvement fee from \$84.36 to \$250 was suggested as a possible solution. Committee members agreed that there needs to be an increase for the good of the community and were pleased with the work that Brusegar did in comparing area community's fees. **Motion** by Kiefer, seconded by Laufenberg, to recommend to the Village Board to increase the improvement fees to a total of \$250, contingent on Brusegar's discussion with staff. Motion carried with a voice vote of 4-0-0.
7. **Discuss Monona Grove High School Sports Camps.**

The Parks and Rec Department will no longer be taking registrations for the Monona Grove Summer Sports Camps, as the school district is incorporating the camps with summer school. All registrations will be handled by the school district going forward. Brusegar wanted committee members to be

aware of this change as it will affect the parks and rec participation numbers this year. Since the department incurred Activenet fees and staff time spent on the registration of camps, the loss of the little bit of revenue will not be significant.

8. Discuss additional committee member appointment.

Pickel stated that there is interest from a couple of residents and that the decision is now resting with the Village President Jack Henrich. He will select the candidate and then have it approved by the Village Board.

9. Parks and Recreation Directors Report.

Spring and summer programs are starting up. Last night, a free demo of the WERQ adult fitness class was held. The class filled up very quick once registration opened and we received very good feedback today from participants, with the only negative comment being the warm temperature of the room. The senior fitness class currently has 7 people enrolled and it will be catered to the make-up of the class. At this point, we have not had any participants sign up for the senior card games.

In youth programs, the Start Smart Sports Development just finished up for the season and went really well. In softball, the league is three teams larger than last year, due in part to the addition of the 8U softball league. The 7th grade baseball league will be a co-op with Monona this year, with 13 Cottage Grove residents and 8 Monona residents. Looking to use some left over MG uniforms for this league, which are in great shape. This league is going to try to split time between Monona and Cottage Grove for practices. The department is also currently looking for tennis instructors, a lead playground staff supervisor and Start Smart supervisor.

The summer intern will start on May 16. This position will be responsible for a lot of the baseball and softball logistics and umpire scheduling. The intern will also run the Kindergarten T-Ball and Coach Pitch league.

On the parks side, there is currently one person working on parks right now, who is temporary. May 2 and May 16 are the start times for the two individuals that are the long-term parks guys. The seasonal college kids will start around May 16, with the high school kids starting after graduation in June.

The batting cages at Fireman's Park are complete and look great. Growing grass at the field is what is currently being worked on. Other field issues are at Bakken Park right now. Brusegar is very concerned about the goal areas of the soccer fields, as the grass is very thinned out. The Monona Grove Soccer Club (MGSC) had asked the school district to move the goals and field lines for this year, but unfortunately they were laid out the same as last year. Brusegar would like to have soccer stop practicing on the fields before they need to be taken offline for repairs again. The committee recommended that Brusegar send pictures of the fields to the MG Athletic Director Jeff Schreiner and Facilities Supervisor Jeff Carr. They also suggested reminding the MGSC that they should not practice on those fields right now. Brusegar will report back on this issue.

Music in the Grove has seen decent sponsorship up until this point, with \$4,040.00 so far. Brusegar is still looking for some more sponsorships, as only three of the five concerts are fully sponsored so far. If all goes well this year, Brusegar and concert organizer Chris Nelson are looking at possibly having two concerts a month next year.

10. Approve the minutes of the March 17, 2016 meeting.

Motion by Laufenberg, seconded by Genschaw, to approve the minutes from the March 17, 2016 meeting as presented. Motion carried with a voice vote of 3-0-1 with Genschaw abstaining.

11. Future Agenda Items.

- Griff Haase Eagle Scout Project update.
- Discuss additional committee member.
- Update on Fireman's Festival
- The next PRFC meeting will be held on **May 26, 2016 at 5:00 pm.**

12. Adjournment.

Motion by Kiefer, seconded by Laufenberg, to adjourn the meeting at 8:06 p.m. Motion carried with a voice vote of 4-0-0.

Respectfully submitted by Kristen Krause, Parks & Recreation Administrative Assistant

Approved on: 5/26/16

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.