

Village of Cottage Grove

PARKS, RECREATION and FORESTRY COMMITTEE Meeting Minutes for Thursday, August 25, 2016

- 1. Call to order meeting at Municipal Services Building.** The meeting was called to order by Pickel at 5:05 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 Penny Aguilera, Shane Genschaw, Kevin Laufenberg, and Jennifer Pickel (chair). Jay Kiefer arrived at 5:30 pm. Staff present were Parks, Recreation and Forestry Director Sean Brusegar, Recreation Supervisor Reese MacAskill, and Parks & Recreation Administrative Assistant Kristen Krause.
- 3. Public appearance: Public's opportunity to speak about any subject that is not a specific agenda item.**

None.
- 4. Forestry Report.**

Village Forester James Rothman has completed EAB treatments on 95% of all Village ash trees. Brusegar and Rothman will be creating a video of the treatments being done so that residents are aware of what is involved in the process. Many trees have also been pruned recently because of the issues that they were causing with school busses.
- 5. Update on Griff Haase Eagle Scout project.**

Last week the poles were put in and set for both dugouts at Huston Park. If the ground dries out, the forms and concrete work can be completed next week.
- 6. Update on preliminary budget.**

The Personnel and Finance Committee met last week and is giving the direction to put together a budget that will not raise taxes. Since the equalized value is up, there is some room for improvements in all departments that can be accomplished without raising taxes. The Parks, Recreation and Forestry budget for 2017 will be discussed at next month's meeting.
- 7. Discuss shade structures and pricing for Bakken Park.**

Brusegar reiterated that it will cost approximately \$15,000 to install the shade structures at Bakken Park and that there is currently \$7,554 in the Kids Park Golf Outing account that could be used towards this project. Brusegar asked the committee if they wanted to use the golf outing funds towards the shade structure installation. Pickel believes those funds should be used towards this project, but said that it can be discussed further next month while discussing the budget for next year. Laufenberg suggested waiting until next spring or summer to install the structures, as did Genschaw. Aguilera wondered if the installation of the shade structures will impede getting a park shelter and splash pad at Bakken Park, to which Brusegar replied no it would not. No formal action was taken.
- 8. Discuss Quarry Ridge.**

Pickel explained that the committee needs to discuss whether or not it would prefer the money in lieu of land or the land in the Quarry Ridge Development, as the topic will be coming up in the Developer's Agreement. If the committee decides to take the land for park/green space in Quarry Ridge, the Village would receive \$38,452 in park development funds. If the committee decides to take

the money in lieu of land, the Village would receive \$115,744 to be put towards other parks. Brusegar reminded committee members that the decision of taking land or money comes down to bettering a neighborhood or the whole community. Committee members could see the reasoning behind both the land and the money. Pickel believes that some very good things could be accomplished with the money being used for Bakken Park improvements. Aguilera noted that Willow Run Park, which would be comparable in size, could be reached by Quarry Ridge residents without crossing major streets. Laufenberg talked to some residents in the area of Quarry Ridge, but unfortunately, none were in attendance tonight. He would like to see the larger amount of money be used at Bakken Park as well. Kiefer agreed that the funds would best be used to support existing parks. Kiefer also asked how much of the land/green space at Quarry Ridge would be usable, to which Brusegar did not know at this time. Aguilera asked if there is still potential for acquiring more land next to the approximate 1.2 acres in Quarry Ridge, to which Brusegar replied yes that it was possible. She also noted that while she would like to see a park in that area, she doesn't want it if there won't be any funds to put anything in the park, such as play equipment. Genschaw would also prefer the money in lieu of land. **Motion** by Kiefer, seconded by Genschaw, to recommend that the Village of Cottage Grove take money in lieu of land for the Quarry Ridge Development. Motion carried with a voice vote of 5-0-0

9. Parks and Recreation Directors Report.

Flag football numbers are up this year, with teams ranging from Kindergarten through 8th grade. The new fall and winter program listings went out in the Village of Cottage Grove Resource Guide on August 11th. MacAskill went to Taylor Prairie School Registration Night and handed out the new program/resource guides as well as took registrations and answered questions. She will also be attending Cottage Grove School's Back-To-School Night to do the same thing. The Village had a booth at the Family Fun Night this month and handed out guides during that event as well. A new program that was added this year is the competitive cheer program, which will likely be three (3) teams based on the number of people who have turned out for the registration meetings.

MacAskill gave a short video presentation to the committee on the new Village of Cottage Grove website which will be going live on September 6.

Brusegar informed the committee that Village Administrator Matt Giese was approached by Town of Cottage Grove Chairperson Kris Hampton about what it would cost the Town to be considered residents for recreation programs. This item will be discussed at the next meeting.

The last day for the college summer staff is August 26. They did a great job painting garbage cans and doing fence repairs. This year there will be four (4) flag football fields at Northlawn Park. Mowing has picked up again and mowers have been dropped back down to 3".

Brusegar met with the MG School District about what was needing or wanting to be done at Fireman's Park in Cottage Grove. There was a lot of discussion, including bringing the field out to the baselines with sod and continued maintenance. Brusegar suggested that all entities that utilize the field at Fireman's Park could contribute \$1,000 per year to help with the cost of field maintenance. After the meeting Brusegar received an email from Jeff Schreiner of the MG School District and was told that the school district wasn't interested in contributing funds since the baseball team only played on the field for approximately a month in the spring. Brusegar is looking to charge the Home Talent Baseball League for field usage at Fireman's Park and he will also be looking at opening the field up to other leagues in the area.

10. Approve the minutes of the July 28, 2016 meeting and the August 4, 2016 meeting.

Motion by Kiefer, seconded by Laufenberg, to approve the minutes from the July 28, 2016 meeting as presented. Motion carried with a voice vote of 5-0-0. **Motion** by Kiefer, seconded by Laufenberg, to approve the minutes from the August 4, 2016 meeting as presented. Motion carried with a voice vote of 5-0-0.

11. Future Agenda Items.

- Discuss 2017 Park & Rec budget
- Discuss installing shade structures at Bakken Park.
- Discuss adding the Town of Cottage Grove as residents for recreation programs.
- Update on the Griff Haase Eagle Scout project.
- The next PRFC meeting will be held on **Wednesday, September 21, 2016 at 5:00 pm.**

12. Adjournment.

Motion by Genschaw, seconded by Aguilera, to adjourn the meeting at 6:47 p.m. Motion carried with a voice vote of 5-0-0.

Respectfully submitted by Kristen Krause, Parks & Recreation Administrative Assistant

Approved on: _9/20/16_

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.