

Village of Cottage Grove
PARKS, RECREATION and FORESTRY COMMITTEE
Meeting Minutes for Thursday July 18, 2019

1. **Call to order meeting at Municipal Services Building.** The meeting was called to order by Heidi Murphy 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 Heidi Murphy (chair), Penny Aguilera, Jay Kiefer, and Kevin Laufenberg. Jennifer Pickel was absent and excused. Also present were Parks, Recreation and Forestry Director Sean Brusegar, Parks and Recreation Administrative Assistant Kristen Krause, Director of Planning and Development Erin Ruth, and Jay Weiss.
3. **Public appearance: Public's opportunity to speak about any subject that is not a specific agenda item.**

No public appearances.
4. **Discuss the Cambridge Tree Project.**

Jay Weiss from the Cambridge Tree Project was present to discuss the program he helped initiate in Cambridge. He explained how the idea originated when he bought too many trees for his yard and started selling them to neighbors and friends. As the idea caught on, it was decided to use the proceeds from the tree sales to purchase trees for the Village of Cambridge. This soon began to be considered the Cambridge Tree Project. The Cambridge Tree Project program allowed for the Village to plant terrace/public trees for no cost, other than labor. The Village's trees are planted by Public Works staff in Cambridge. Homeowners are also given the choice to pick from a variety of trees that can be planted in the terrace on their properties. Having this option gets people more engaged in their community and makes them more likely to care for the trees. Weiss explained that it is important to get a variety of tree species so that a village/town/city doesn't have a major loss of public trees if disease strikes a single species of trees. He presented the tree trial records of growth and fatalities in the trees that have been planted so far in Cambridge and went over the most popular species and their benefits. In 2006, it was the Cambridge Tree Project Group's goal to plant and establish 1,000 canopy trees by 2020 and they have already met that goal. The group sold 1,200 trees in 11 years. People from all over purchase their own trees through this project. Weiss presents the Cambridge Tree Project to area communities in hopes that others will follow in Cambridge's steps. The committee commented that they are intrigued by this program and appreciated the information. No formal action was taken.
5. **Discuss and consider park improvement fees.**

After some discussion and comparisons with other communities, Committee members agreed to increase the Fee in Lieu of Parkland Dedication amount to double its current amount. Committee members also felt a change to Park Improvement and Park Development Fees was needed to be able to develop parklands. They decided it was appropriate to increase the fees in total to \$2,100, with \$600 being collected in improvement fees and \$1,500 being collected in

development fees. **Motion** by Murphy, seconded by Aguilera, to recommend changing the Village of Cottage Grove Park Improvement Fee to \$600, changing the Park Development Fee to \$1,500 and changing the Fee In Lieu of Parkland to \$2,784, pending approval by Village staff and attorney. Motion carried with a voice vote of 4-0-0.

6. Discuss and consider MG Youth Soccer using the greenspace at the MSB for practice.

Brusegar stated that the Monona Grove Youth Soccer Club asked him if they could utilize the greenspace next the Municipal Services Building, 210 Progress Drive. Since the Village does not currently program or utilize the area for Village programs, committee members felt it would be okay as long as the soccer club removed the goals at the end of their seasons. **Motion** by Kiefer, seconded by Aguilera, to recommend allowing the Monona Grove Youth Soccer Club to use the greenspace at the Municipal Services Building with the condition that the club remove the goals when their seasons are over in the spring and fall. Motion carried with a voice vote of 4-0-0.

7. Update on Bakken Park shelter and splash pad.

Next week, Brusegar and the Miracle League group will be meeting with the Rennebohm Foundation regarding possible sponsorship/donations towards the future Miracle League Field at Bakken Park. Brusegar showed the committee the preliminary site plan that has been created to show Miracle League Field, splash pad and park shelter at Bakken Park. Brusegar has fielded questions about the possibility of conflicts between the rugby club events and the Miracle League programs. He stated that they will not conflict as the rugby events are typically held on weekends and the Miracle League runs on weekdays. The splash pad will likely be most visited during the afternoon hours. The Miracle League is hoping to break ground in 2020, with a completion and opening in 2021. The splash pad and park shelter are also hoping to be along this timeline.

8. Update on bee houses.

The bee houses were dropped off at the Parks & Rec office but did not have any signage information included. Brusegar will reach out again to Laura Wick of Troop 145, who supplied the bee houses.

9. Parks and Recreation Director's Report.

Our senior fitness instructor, Ron Dorr, was recently featured in an article in the Wisconsin State Journal that talked about the importance of senior fitness. This article has brought about a lot of inquiries from people in and outside of Cottage Grove who are now interested in taking his classes. Our next session of Senior Fitness may have 20 participants. Recreation Supervisor Brooke Friess was also commended recently by Brusegar for her hard work in researching the Safe Kids program and ultimately teaching the classes that help kids who are staying home alone for the first time. The Safe Kids 101 program is a two-hour session with 10 kids maximum, ages 9-14 and covers basic guidelines, first aid, fire safety, family emergency, internet safety and more. We are seeing great interest in this program as both classes scheduled for next week have already maxed out.

Weekends this summer are busy with programs and events. A new event, The Family Campout is being planned for August 10-11, with planned activities by the Cottage Grove Optimist Club

and a presentation by REI staff on family camping basics for parents. The deadline to sign up is July 28th. The MMoCA's Art Cart Extra is scheduled for Saturday, July 27th from 2-4 pm at Northlawn Park. This is a free family event for kids ages 3 and up. No pre-registration is necessary. Last weekend, the Junior Golf Lessons began, with 10 kids participating. This Saturday, we are hosting the 3rd/4th grade baseball tournament at Northlawn Park. Another new weekend event that is planned is the October 5th family-friendly Touch-A-Truck event. It is a free event that will be held at Cottage Grove Elementary in the parking lot. Recreation Supervisor Brooke Friess is still accepting large vehicle entries for the event.

Music in the Grove is going strong with the next concert on Thursday, July 25th at Dublin Park. Marshall, Schram and Mood will be performing. On August 1st, Brass Tacks will be performing.

The Miracle Field recently held a fundraising event in conjunction with the Madison Mallards on July 9th. An allotted amount of tickets were reserved for the event and proceeds from those tickets sold went towards the Miracle Field. There was a 50/50 raffle which also produced around \$1,400 in proceeds to the Miracle Field.

The new program guide will come out on Thursday, August 8th in the free issue of the Herald-Independent newspaper. Registration will open that day as well.

In parks, July 8th was the first day for the new Operations Foreman, Timm Taylor. The tennis courts at Northlawn Park were recently refinished and look great. The Rugby High School Allstar game was recently held in June at Bakken Park. Rugby club members positioned themselves at the entrance of the parking lot and directed everyone attending the game to the overflow lot off of Clark Street. The club stated that they will continue to follow this parking practice in the future. Going forward, Brusegar would like the committee to decide on scheduling rights for the fields in the Village and how to handle different entities wanting the same fields.

10. Approve the minutes of the June 20, 2019 meeting.

Motion by Laufenberg, seconded by Aguilera, to approve the minutes from the June 20, 2019 meeting as presented. Motion carried with a voice vote of 4-0-0.

11. Future Agenda Items

- Discuss MG Soccer Club agreement and field reservations.
- Update on Bakken Park shelter and splashpad
- Update on bee houses.
- The next PRFC meeting is scheduled for **Thursday, August 15, 2019 at 6:30 pm.**

12. Adjournment.

Motion by Murphy, seconded by Laufenberg, to adjourn the meeting at 8:10 pm. Motion carried with a voice vote of 4-0-0.

Respectfully submitted by Kristen Krause, Utility Clerk.
Approved on: 8/15/19

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.