

**City of Cottage Grove  
Parks, Recreation & Natural Resources Commission  
January 8, 2007**

Pursuant to due call and notice thereof, a regular meeting of the Parks, Recreation, and Natural Resources Commission was duly held at Cottage Grove City Hall, 7516 – 80th Street South, Cottage Grove, Minnesota, on the 8th day of January 2007.

**CALL TO ORDER**

Chair Davy called the meeting to order at 7:00 p.m.

**ROLL CALL**

**MEMBERS PRESENT:** Bob Davy, Paul Poncin, Keith Kleinsasser, Bill Haluzak, Sheri Yaritz

**MEMBERS ABSENT:** Ryan Simmers

**OTHERS PRESENT:** Zac Dockter, Ice Arena/Parks & Recreation Manager  
John Burbank, Senior Planner  
Myron Bailey, City Councilmember

**Notice of Vacancy:**

Burbank reported that two applications for the Parks Commission were received, so we will be working with the Chair and Commission Liaison to set up interviews to get that filled before the next meeting.

**APPROVAL OF THE AGENDA**

A motion was made and seconded to approve the agenda. Motion carried.

**APPROVAL OF THE MINUTES**

Motion to approve the minutes by Kleinsasser, seconded by Poncin. Motion carried.

**OPEN FORUM**

None.

**PRESENTATIONS**

None.

**OLD BUSINESS/PRESENTATIONS**

**A. Comprehensive Plan Steering Committee**

Burbank explained that the city is looking for a representative from each of the city's commissions to serve on the Comprehensive Plan Steering Committee that will make recommenda-

tions to the City Council for the comprehensive plan update that has to be completed in mid-2008. He stated that Simmers has volunteered to serve and asked if any other members were interested. A motion was made and seconded to approve Simmers as the Parks Commission representative to the Comprehensive Plan Steering Committee. The motion passed unanimously.

**B. Parks System Strategic Planning Meeting Summary – Update**

Dockter referenced the Parks Strategic Meeting Report, which includes comments from the October 17, 2006, meeting at St. Croix Bluffs Regional Park attended by the City Administrator, Director of Public Works, Community Development Director, Director of Finance and Administration, City Engineer, Burbank, and Dockter. They met to discuss parks, open space, and trail systems and to gather information from the general public as to what the citizens want and need in our park system. He gave an overview of the discussion and the report. He asked the Commission if they had any comments on the draft report. It was asked if the report has a schedule for maintenance and replacement of equipment. Dockter responded that this report will not go into that detail. There was a question about whether the recommendations from the Ingraham report were applied to the East Ravine park planning process, such as the number of ball fields and soccer fields that will be needed. Burbank responded not specifically in the parks other than to start laying the groundwork for the discussions about the athletic complex, whether it is in the East Ravine or out by Lamar Park.

**C. DNR Grant Applications**

Dockter stated that he is in the process of filing for a \$25,000 grant from the Minnesota Department of Natural Resources to expand the trail that runs through Highlands Park, which was improved last year. He explained that this is a matching grant and staff is estimating the total cost of the project to be \$65,000. He asked that the Commission authorize staff to apply for the Minnesota DNR Local Trail Connections Grant in the amount of \$25,000 and to allow staff to send a letter of support from the Commission with the application. Dockter responded to a question about whether the trail would connect with 65th Street by stating that the access would be on-street until the future Ravine Parkway is completed. There will also be a connection to the active recreational areas on the east side of the park. Kleinsasser expressed concern about the trail that would go behind the properties on Ilden Avenue as it is on a hill that overlooks the backyards and may cause complaints about loss of privacy. Dockter stated that prior to the installation of any trails, the city holds a neighborhood meeting to receive feedback from the residents in the area. He stated that there are also plans for additional tree planting for extra buffering. Yaritz made a motion to authorize sending the draft letter supporting the grant. Haluzak seconded. Motion passed unanimously.

**NEW BUSINESS**

None.

**PLANS AND AMENDMENTS**

**A. Camels Hump Scenic Overlook Improvements**

Burbank summarized the plans for the Camels Hump Scenic Overlook Improvements. Davy asked if there were still plans to put a flag pole on top in the park. Burbank responded that

was discussed initially but given the type of use proposed for that area, it was decided to keep it more natural and to focus on the views. Other possibilities for a flag pole could be at a new government center or other parks in the city.

**B. Ravine Park Master Plan**

Burbank reported on the Ravine Park Master Plan, stating that the County is in the process of updating the master plan for the Cottage Grove Ravine Park. He explained the process and what the goals were for this park. Burbank then noted that there are comment cards available at City Hall or through the County's web site.

**REPORTS**

No comments.

**PARK PLANNING AND MANAGEMENT EDUCATION MATERIALS**

No comments.

**COMMISSION COMMENTS**

Davy stated that the CGAA soccer group expressed concern about overuse of the some of the fields. It was determined that field usage would be spread around to more fields for the different groups so that the fields don't sustain as much damage. He also stated that it is important that the city and the athletic association communicate with each other regarding field usage and other issues.

Burbank reported that there will be some field improvements at Park High School, including replacing the eight-lane track with a nine-lane track and putting in synthetic turf with a drainage system at the soccer and football field.

**COUNCIL COMMENTS**

Bailey introduced himself to the Commission. He reported that the Strawberry Fest will be held June 14 to 17 and asked if anyone was interested in serving on the committee to contact him. He stated that the Kingston Park lighting is now working and should hopefully help curtail some of the vandalism occurring at that park. He reported that the speed limit on Hinton Avenue was increased to 35 miles per hour. He noted that staff will make a presentation on the ice arena expansion to the City Council on January 17.

**STAFF COMMENTS**

Burbank stated that the City will hold another Arbor Day event this year. Information on this event will be posted on the City's web site.

**ADJOURNMENT**

Motion by Kleinsasser to adjourn the meeting, Poncin seconded by. Motion carried. The meeting adjourned at p.m.