

1. Agenda

Documents:

[4.26.22-PRF-AGENDA \(AGENDA\).PDF](#)

2. Meeting Materials

Documents:

[2022-APRIL-PARK-AND-REC-MEETING-PACKET \(MEETING PACKET\).PDF](#)



HERITAGE  
COMMUNITY  
OPPORTUNITY

# Village of Mount Horeb

138 E Main St  
Mount Horeb, WI 53572

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THE APRIL 26<sup>th</sup>, 2022 PARKS, RECREATION, AND FORESTRY COMMISSION MEETING WILL BE HELD ***BOTH VIRTUAL AND IN PERSON***. YOU CAN WATCH THE MEETING LIVE VIA THE VILLAGE WEBSITE BY CLICKING "WATCH LIVE" UNDER THE TROLLWAY GRAPHIC ON THE RIGHT SIDE OF THE HOME PAGE AT [WWW.MOUNTHOREBWI.INFO](http://WWW.MOUNTHOREBWI.INFO). THE MEETING IS ALSO BROADCAST LIVE ON THE MHTC CHANNEL 181 AND CHARTER CHANNEL 981. YOU CAN ALSO JOIN THE MEETING USING THE FOLLOWING:

**Join the meeting from your computer, tablet or smartphone:**

<https://global.gotomeeting.com/join/861739589>

**Join the meeting using your phone:** United States: [+1 \(408\) 650-3123](tel:+14086503123)

**Access Code:** 861-739-589

PARKS, RECREATION, AND FORESTRY COMMISSION  
TUESDAY, APRIL 26, 2022

The Parks, Recreation, and Forestry Commission of the Village of Mount Horeb will meet virtually and in person on the second floor of the Municipal Building on the above date at 5:30 pm.

Agenda as follows:

- 1) Call to order - Roll call
- 2) Consider minutes of the February 15, 2022 meeting
- 3) Consider request by Mount Horeb Youth Baseball Association to install shed at Sunrise Park
- 4) Discuss Village/School District meeting regarding High School Varsity Softball Diamond lights and Tennis Court improvements
- 5) Discuss potential park improvements
- 6) Update on parkland acquisition
- 7) Update on Dog Park
- 8) Recreation Director report
- 9) Public Services Director report
- 10) Future agenda items
- 11) Set next meeting date and time
- 12) Adjourn

A QUORUM OF THE VILLAGE BOARD/VILLAGE COMMITTEE MEMBERS MAY BE PRESENT AT THIS MEETING. ONLY NOTICED AGENDA ITEMS WILL BE ACTED ON BY THE GOVERNMENTAL BODY SPECIFIED ABOVE. PLEASE NOTE THAT, UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR ADDITIONAL INFORMATION OR TO REQUEST THIS SERVICE, CONTACT ALYSSA GAFFNEY, CLERK, AT (608) 437-6884.



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## MINUTES

### PARKS, RECREATION AND FORESTRY COMMISSION

February 15, 2022, 5:30 PM, Municipal Building Board Room

**PRESENT:** Halverson, Fendrick, Smith, Webber

**ABSENT:** Monroe

**OTHERS PRESENT:** Dudley, Gorman, Owen – Village of Mount Horeb

#### **Consider minutes of the January 25, 2022 meeting.**

Webber moved; Halverson seconded to approve the minutes of the January 25, 2022 meeting. Motion carried.

#### **Discuss and consider shelter fees for daycare groups**

Brenda Moore Fritz from Little Vikings Childcare said they were interested in renting the Sunrise Park shelter for 53 days this summer, Monday - Friday from 7am to 4pm. She said there will be construction going on next to Little Vikings this summer and wanted to get away from the construction activities. There would be approximately 55 children using the facility. On Mondays and Wednesdays, the camp goes to the aquatic center, so the group would not be at the park much on those days. The kitchen area will be used to keep the children's backpacks secure.

Fendrick moved to allow Little Vikings to rent the facility with a rental fee discount of one day per week. Webber seconded with the condition that we have a follow-up discussion at the end of the summer to see how things went. Motion carried.

#### **Discuss Mount Horeb Gators pool use contract**

The Gator's president Joy Newman and vice president Rebecca Nelson were present. They would like to see a three-year contract at \$4,000/year which is the amount agreed upon prior to COVID restrictions. Gorman reviewed the aquatic center's operating costs for maintenance, utilities and chemicals. Some questions were discussed about allowing the Gators to use up to two lanes the first week that the pool is open for practice and questions on pool vacuuming. Gorman said the pool should be vacuumed at least once per week and would be happy to train staff or volunteers on using the vacuum. The Commission agreed that allowing the Gators to use two lane lines for practice during the first week should not be a problem because they don't anticipate heavy attendance that week with school still in session. Webber moved, Halverson seconded to approve the Gator's three-year contract at \$4,000/year and to allow up to two lanes for practice prior to the first swim meet. Motion carried.

#### **Discuss and consider 2022 Aquatic Center dates and hours of operation**

Dudley proposed the 2022 aquatic center hours of operation including an opening date of June 6 and closing date of August 20. Smith moved, Webber seconded to approve the dates and hours presented by Dudley. Motion carried.

#### **Update on high school softball field lights**

Halverson is working on setting up a meeting with the school district to discuss softball field lights and the tennis courts.

### **Discuss tennis court evaluation**

Gorman reviewed the tennis court evaluation provided by Fred Kolkman and discussed what all needs to be considered for this project. Sarah Straka from the school district was present and stated the school district does not have money budgeted for this and it may have to go to referendum. Webber stated that the project should move forward due to the condition of the courts and safety concerns. Also, since the high school does not have a tennis team, Webber said consideration should be given to installing some pickleball courts. Gorman recommended forming a sub-committee between the Village and school district to further discuss the project. Halverson would like a group to start meeting regularly and move this project forward. Dudley asked if the high school phy. ed. department has certain standards that they have to meet with tennis instruction. Straka said they continue to have conversations with the phy. ed staff regarding the tennis curriculum. Halverson and Gorman plan to meet with school staff to continue this conversation.

### **Update on parkland acquisition**

Owen reviewed four parcels currently on the market to compare prices. He has not had any discussions with property owners and have not done any park feasibility studies. Fendrick likes the idea of getting a large amount of land. The Commission expressed interest in exploring the property on Town Hall Road further and forwarding it on to the Village Board at some point.

### **Discuss Dog Park Update**

No report at this time.

### **Recreation Director's Report – 2021 overview**

Dudley presented her 2021 overview slideshow that she will be sharing at the next Village Board meeting.

### **Public Services Director's Report**

Gorman reviewed his report.

### **Consider items for future agendas**

- Discussions with school district on tennis courts and softball field lights
- Fendrick thought it would be a good idea to get copies of the Good Neighbor Agreements from the community garden group
- Fendrick asked if this might be an appropriate time to start having discussions with the school district on an indoor aquatic center
- Gorman's handout on future park improvement projects

### **Set next meeting date and time**

The next meeting was set for March 22, 2022 at 5:30 pm

### **Adjourn**

Webber moved, Halverson seconded to adjourn at 6:52 pm.

Minutes prepared by Jeff Gorman, Public Services Director



# Village of Mount Horeb Recreation Department

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## PARKS, RECREATION, AND FORESTRY COMMISSION

April 26, 2022

### Recreation Director's Report

1. April Program Numbers:

<u>Program Name</u>	<u>Participants</u>	<u>Past Participant Numbers</u>
Fun with Volleyball	62	2019 – 53
Martial Arts – Spring #1	30	2021 – 19
Adult Dance (April)	0 (cancelled – low enrollment)	N/A (new program)
Painting Class	20	2021 – 11
Strength Fusion – Spring #2	31	2021 – 12
Fit For Life - Spring #2	13	2021 – 13
ESPORTS	4	N/A (new program)
Little Star Kickers Soccer - Spring	67	2021 – 62
Drawing Class	29	N/A (new program)
Card Making	0 (cancelled – low enrollment)	N/A (new program)
Babysitting Class	14	2021 – 12

- Upcoming May Programs: Tot Ball, Martial Arts (spring #2), Adult Dance (May), Teen Art Camp, Adult Open Basketball (summer session), Adult Pickleball, Machine Pitch Baseball, Fit For Life (summer #1).
- Megan and I will be attending a PARR3 meeting in Waunakee on Thursday, April 21<sup>st</sup>.
- Megan is currently looking for volunteer coaches for our machine pitch, t-ball, and coach pitch programs.
- I interviewed and hired three of our lifeguards for head lifeguard positions. We did not have anyone interested in the lifeguard manager position, so that position will not be filled for this summer. I believe we will have enough lifeguards at this point, but are still in need of pool attendants.
- We are currently looking for a summer office assistant at the Recreation Department. This position is very helpful during our busiest season, so we are hoping to get someone hired before June.
- I spoke to 7<sup>th</sup> grade students at the Middle School on March 14<sup>th</sup> for career day.



# Village of Mount Horeb

## Public Services Department

138 E Main St  
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### **Parks, Recreation and Forestry Commission**

**April 26, 2022**

### **Public Services Director's Report**

1. The Garfield ice skating rink closed on February 27. The rink was open for skating a total of 45 days.
2. Our crew completed grinding 60 stumps last week. We will begin digging/backfilling tree planting locations later this week.
3. Unfortunately, the person we hired to fill the Arborist/Parks Maintenance position did not work out so we had to advertise for the position again. We interviewed three candidates last week and hope to make an offer to one of the candidates by April 20.
4. With the weather finally warming up and the long-range forecast looking favorable, we will be turning the water on and opening the restrooms at Waltz, Sunrise and Liberty parks the week of April 18.
5. We are still waiting for the contractor to install the concrete for the batting cage at Sunrise Park. They were hoping for April but it looks like it will get pushed back into May. The labor and materials are to be donated.