

1. Agenda

Documents:

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

2. Meeting Materials

Documents:

[5.24.22-PRF-MEETING-PACKET \(MEETING PACKET\).PDF](#)



HERITAGE  
COMMUNITY  
OPPORTUNITY

# Village of Mount Horeb

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THE MAY 24<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, MAY 24, 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 April 26, 2022 meeting
- 3) Discuss park improvement projects
- 4) Discussion with Summer Frolic Committee on park projects
- 5) Discuss and consider request by Mount Horeb High School Swim Team to keep the Aquatic Center open through September
- 6) Discuss and consider High School Varsity Softball Diamond lights and Tennis Court improvements
- 7) Update on parkland acquisition
- 8) Update on Dog Park
- 9) Recreation Director report
- 10) Public Services Director report
- 11) Future agenda items
- 12) Set next meeting date and time
- 13) 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

April 26, 2022, 5:30 PM, Municipal Building Board Room

**PRESENT:** Halverson, Monroe, Smith, Webber  
Fendrick arrived at 5:33pm

**ABSENT:**

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

**Consider minutes of the February 15, 2022 meeting.**

Smith moved; Webber seconded to approve the minutes of the February 15, 2022 meeting.  
Motion carried.

**Consider request by Mt Horeb Youth Baseball Assoc. to install a shed at Sunrise Park**

The MHYBA would like to install a shed near the new batting cage to store a pitching machine and possibly other equipment. The size of the shed would be approximately 8'x10'. Kurt Adler from the softball club gave some background information to the Commission on how the softball club built the shed at the middle school field. The Commission asked Gorman about the timeline and location of the shed, which would be placed to the north of the new batting cage. Smith moved, Monroe seconded to approve the shed at Sunrise Park. Webber amended the motion to have Gorman approve the final location. Halverson seconded. The amended motion carried. Fendrick abstained because he arrived during the conversation and did not hear the entire conversation.

**Discuss Village/School District meeting regarding High School varsity softball diamond lights**

Kurt Adler spoke about the request to add lights to the varsity softball field which is also Viking Park. The request is for a four-pole configuration with an estimated cost of \$150,000 with the option of installing it over two years to spread out the costs. Webber asked Dave Reed, school district building services coordinator, about the need for this to go to a referendum. Reed says he does not have that kind of money in his capital budget and this would be a discussion for the Finance Committee and School Board. Owen stated that this would be a Village Board discussion as well.

Todd Gundlach and Linda Farris spoke in favor of installing pickleball courts in the Village and suggested a location at Grundahl Park as well as the tennis courts near the middle school. They pointed out that there is a suggestion in the 2020-2025 Comprehensive Outdoor Recreation Plan to install pickleball courts at Grundahl Park. Gundlach said the estimated cost to build one pickleball court is roughly \$40,000. He said the pickleball group may be able to raise \$80,000. Fendrick and Halverson agreed that constructing dedicated pickleball courts at Viking Park is probably the best solution for the short-term pickleball needs.

**Discuss potential park improvements**

Gorman reviewed his handout of future park improvement projects to help develop the five-year capital improvement plan and beyond. Halverson asked Gorman what he thought were the greatest needs at this time. Gorman felt that the tennis courts and playground equipment were probably most important. Fendrick said that regarding joint Village/school facilities, someone needs to make the first move to commit the funds. Fendrick supports putting the Viking Park projects on the 2023 budget to help get the school district on board with funding the project. The Commission agreed. Gorman suggested inviting the Summer Frolic

Committee to the next meeting since they have been looking for a park project to get behind and help fund. Fendrick suggested the Village also look into getting corporate sponsorships.

**Update on parkland acquisition**

Owen said the Village Board will be discussing the Town Hall Road property next week. The property has potentially 40-50 acres of park land.

**Discuss Dog Park Update**

Owen had nothing specific but did say the Town Hall property may have room for a dog park.

**Recreation Director's Report**

Dudley reviewed her report.

**Public Services Director's Report**

Gorman reviewed his report.

**Consider items for future agendas**

- Discussion with Summer Frolic Committee on park projects
- Consider requesting funding in 2023 budget for Viking Park improvements and possibly invite Dr. Salerno to the meeting

**Set next meeting date and time**

The next meeting was set for May 24, 2022 at 5:30 pm

**Adjourn**

Webber moved, Smith seconded to adjourn at 7:00 pm.

Minutes prepared by Jeff Gorman, Public Services Director



# Village of Mount Horeb Recreation Department

105 North Grove Street  
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## PARKS, RECREATION, AND FORESTRY COMMISSION

May 24, 2022

### Recreation Director's Report

1. May Program Numbers:

<u>Program Name</u>	<u>Participants</u>	<u>Past Participant Numbers</u>
Tot Ball	49	2021 – 32
Machine Pitch	51	2021 – 40
Adult Dance (May)	2	N/A (new program)
Martial Arts (May)	30	2021 – 19
Fit For Life – Summer #1	8	2021 – 19
Adult Open Basketball (summer)	16	2021 - 15
Adult Pickleball	43	2021 – 59
Teen Art Class	0 (cancelled – low enrollment)	N/A (new program)
Tree Climbing	14	2021 - 8

- Upcoming June Programs: Adult Dance (June), Babysitting Class, T-Ball, Coach Pitch, Adult Strength Fusion (Summer #1), Yoga, Youth Pickleball, Fencing Camp, Baseball Camps, Rec Soccer Camps, Youth Track, Youth Tennis, Adult Zumba, Little Star Kickers Soccer June Session, Engineering for Kids, Youth Art Camp, Swim Lessons (Session #1), Disc Golf, Little Trolls Yoga, Softball Skills Camp, Ultimate Frisbee Camp, Youth Gymnastics.
- We have four teams and eight coaches for our Machine Pitch baseball league that will begin on May 17<sup>th</sup>. We run this league with Verona and Fitchburg and have a total of 11 teams.
- Megan and I have been interviewing candidates for our summer seasonal positions and have most of them hired. We are still looking for a Tennis Coordinator and Kids Camp Coordinator. We have also been trying to get paperwork from staff, which is a big task to get accomplished.
- We have currently sold 128 Family Pool Passes and 16 Individual Pool Passes. At this time last year, we were at 61 family passes and 0 individual passes.
- I am meeting with my head lifeguards on May 18<sup>th</sup> and then we will have our pool staff orientation in early June to go over our policies and procedures before we open on June 6<sup>th</sup>.
- Megan and I have been meeting with Amy Kellesvig (Optimist Club) and Officer Steve Rosemeyer regarding our Cops and Bobbers event that will take place on Saturday, June 4<sup>th</sup> at Stewart Lake.
- I met with a woman who is interested in offering a Taekwondo class this Fall for 3-5 year olds. She is interested in running this year-round, so we are excited to add this to our offerings.



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## Public Services Department

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### Parks, Recreation and Forestry Commission

May 24, 2022

### Public Services Director's Report

1. Our crew finished tree planting on May 18. We still have to go back and do some seeding in the terraces around some of the new trees.
2. Slater Diederich started working for us on May 2 and has been doing a nice job.
3. We have been doing a lot of work at the aquatic center preparing for the upcoming season. The new counters and faucets are installed in the bathhouse changing rooms and are working well. We will be filling the big pool on May 23 and the small pools on May 31.
4. Ron Haag Plumbing and Rue Excavating installed the water service to Himsel Park on May 10. The irrigation system to the community garden was installed on May 17.
5. I took the Aquatic Facility Operator (AFO) certification exam on May 12 and passed with a 48/50. The certification is good for five years.
6. Gerber Leisure Products donated a playground component called a ReviWheel Spinner to the Summer Frolic Committee as part of their sponsorship. The Frolic, in turn, donated it to the Village. Our original plan was to install it at Sunrise Park, but the fall zones were too big for the existing location so Gerber will be installing it at Grundahl Park. To make room, we will be removing the old spring riders and see-saw.

