

Village of Mount Horeb

138 E Main St
Mount Horeb, WI 53572
Phone (608) 437-6884/Fax (608) 437-3190
Email: mhinfo@mounthorebwi.info Website: www.mounthorebwi.info

PARKS, RECREATION, AND FORESTRY COMMISSION TUESDAY, JANUARY 24, 2012

The Parks, Recreation, and Forestry Commission of the Village of Mount Horeb will meet on the above date at 5:00pm in the Conference Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order - Roll call.
- 2) Consider minutes of the November 22, 2011 meeting.
- 3) Discuss the Blue Mound Nordic Ski Club with Pat Conway.
- 4) Consider resident vs. non-resident registration deadlines for Recreation Dept. programs.
- 5) Consider Dane County Environmental Council Grant.
- 6) Recreation Director's report.
- 7) Park and Urban Forestry Director's report.
- 8) Set next meeting date and time.
- 9) 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.

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PARKS, RECREATION AND FORESTRY COMMISSION
JANUARY 24, 2012

The Parks, Recreation and Forestry Commission of the Village of Mount Horeb met on the above date in the Conference Room of the Municipal Building, 138 E. Main Street, Mount Horeb, Wisconsin. Chairman Randy Littel called the meeting to order at 5:00 pm with members Mary Anderson, Mary McDonough Sutter, Tom Shay and Mark Webber present. Recreation Assistant Matt Skibba, Parks and Forestry Director Jeff Gorman and Village Administrator Dave Ross were also present. Commission members Mary Seidl and Doug Kellogg were absent.

MINUTES: McDonough Sutter moved, Shay seconded to approve the minutes of the November 22, 2011 meeting. Motion carried. Anderson suggested sending a thank you letter from the Commission to the Mounds View Garden Club for their recent tree donations. Gorman will prepare a letter for the next meeting for members to sign.

DISCUSS THE BLUE MOUND NORDIC SKI CLUB: Pat Conway was unable to attend the meeting to give his report regarding the ski club. Gorman gave a brief update on the club and mentioned that the club may be interested in using some Village park facilities in the future. The club will be using Liberty Park for the Winter Festival that takes place in February.

RESIDENT VS. NON-RESIDENT REGISTRATION DATES FOR RECREATION DEPT. PROGRAMS: Skibba explained that Village residents are allowed to register for Recreation Department programs earlier than non-residents and in many cases it is significantly earlier. When the Recreation Department proposed changing the residency status and increasing non-resident fees, it did not intend to have different registration dates for residents and non-residents, however that was overlooked. Skibba researched registration dates in other communities and found that the majority have the same dates for residents and non-residents.

Brian and Tanya Droessler were in attendance and spoke against the current policy of having different registration dates. The Droesslers are non-residents and stated they understand having to pay more for programs, but would like to see the same registration dates for residents and non-residents because they fear some programs will fill up before they have a chance to register. Brian Droessler stated that he thinks non-residents make up a significant percentage of recreation program participants and he feels if the current policy is left in place, there will be a lot of complaints received from non-residents during upcoming program registrations.

Webber moved, Shay seconded to change the current policy to allow non-residents to register at the same time as residents for Recreation Department programs. Motion carried.

DANE COUNTY ENVIRONMENTAL COUNCIL GRANT: Gorman proposed applying for a \$2500 grant through Dane County Environmental Council for ecological restoration at the Hofstetter Conservation Park. If successful, Gorman would contract a forestry mower to remove 5-7 acres of high density buckthorn and provide follow-up burning to suppress the regeneration of the buckthorn. Shay mentioned that he could help write an educational portion for the grant and he may be able to secure some matching funds through the high school's ecology club. McDonough Sutter moved, Anderson seconded to approve applying for the grant. Motion carried.

RECREATION DEPARTMENT UPDATE: Skibba informed the Commission that Recreation Director Jill Dudley is recovering well from surgery and will be returning on a part-time basis tomorrow and full-time

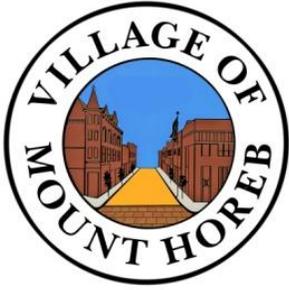
in the next couple weeks. Skibba also stated that the skating rinks are now open and are staffed and the activity guide is set to go out on February 15.

PARKS AND URBAN FORESTRY DIRECTOR'S REPORT: Gorman handed out his report which included updates on equipment purchases, ball diamond and soccer field improvements, tree pruning and a conference that he will be attending next week.

The next meeting is scheduled for Tuesday, February 28, 2012 at 5:00 pm.

Motion made by Webber, seconded by McDonough Sutter to adjourn at 5:40 pm.

Jeff Gorman
Parks and Forestry Director



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PARKS, RECREATION, AND FORESTRY COMMISSION TUESDAY, FEBRUARY 28, 2012

The Parks, Recreation, and Forestry Commission of the Village of Mount Horeb will meet on the above date at 5:00pm in the Conference Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order - Roll call.
- 2) Consider minutes of the January 24, 2012 meeting.
- 3) Consider park signs for Lions Park and Hofstetter Conservation Park.
- 4) Discuss required modification to Sunrise Park playground equipment.
- 5) Consider changes to the Recreation Department staff wage ranges.
- 6) Recreation Director's report.
- 7) Park and Urban Forestry Director's report.
- 8) Set next meeting date and time.
- 9) 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.

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PARKS, RECREATION AND FORESTRY COMMISSION
FEBRUARY 28, 2012

The Parks, Recreation and Forestry Commission of the Village of Mount Horeb met on the above date in the Conference Room of the Municipal Building, 138 E. Main Street, Mount Horeb, Wisconsin. Chairman Randy Littel called the meeting to order at 5:00 pm with members Doug Kellogg, Mark Webber, and Tom Shay present. Commission member Mary Anderson arrived at 5:04. Recreation Director Jill Dudley, Parks and Forestry Director Jeff Gorman and Village Administrator Dave Ross were also present. Commission members Mary Seidl and Mary McDonough Sutter were absent.

MINUTES: Shay moved, Webber seconded to approve the minutes of the January 24, 2012 meeting. Motion carried.

PARK SIGNS FOR LIONS PARK AND HOFSTETTER CONSERVATION PARK: Gorman reviewed three design options and costs for the Lion's Park sign and two design options and costs for the Hofstetter Conservation Park sign. All options are from Vital Signs in Verona and both signs would be made of high-density urethane, routed and painted. Gorman stated that the Mount Horeb Lion's Club has agreed to donate \$500 for the Lion's Park sign. Anderson moved, Shay seconded to approve design option "C" and cost option 1 (\$1400) for the Lions Park sign and design option "B" for the conservation park sign at a cost of \$1750. Shay said the High School Ecology Club is willing to donate \$150 for the school forest sign that would be mounted just below the Hofstetter Conservation Park Sign. Motion carried.

SUNRISE PARK PLAYGROUND EQUIPMENT REMOVAL: Gorman reviewed a letter from Landscape Structures, the playground manufacturer, requesting the removal of the Slalom Glider from the Sunrise Park playground. The U.S. Consumer Product Safety Commission has reported several injuries from this piece of equipment and is now reclassifying the glider as a slide, which it does not meet the safety requirements for. Landscape Structures has offered three options as compensation for the removal of the Slalom Glider:

1. \$4000 one time credit on future Landscape Structure purchases. Deadline 12/31/2013.
2. \$2000 reimbursement
3. A choice of one of two spinners to replace the Slalom Glider plus \$1000 for removal and installation costs.

Webber moved, Shay seconded to accept the \$2000 reimbursement from Landscape Structures and request to Dave Ross that those funds remain in the Parks budget. Motion carried.

RECREATION DEPARTMENT SEASONAL EMPLOYEE WAGE CHART: Dudley reviewed her proposed changes to the 2012 Recreation Department Wage Chart which included changes to the Concession/Admission Supervisor and Assistant Supervisor, basketball referees, ice rink staff and kid's camp staff. Dudley explained that she is eliminating the Aquatic Center Coordinator position and as a result, there will be no net increase in the 2012 wages. Ross asked Dudley to perform a budget analysis to see exactly where the increases and decreases will be in the 2012 budget. Anderson moved, Kellogg seconded to table the item until the March meeting and review the figures at that time. Motion carried.

Commission member Mary Seidl arrived at 5:25pm.

RECREATION DIRECTOR'S REPORT: Dudley suggested an agenda item for the March meeting which includes reviewing the current policy on Recreation Department financial assistance scholarships. The spring/summer activity guide was recently mailed out and so far they have about 150 registrations for

spring activities and 300 for summer. Dudley informed the Commission that they have received a few complaints about the new non-resident policy, but most non-residents understand the reason for the additional charge. Dudley also stated that she has filled almost all seasonal staff positions.

PARKS AND URBAN FORESTRY DIRECTOR'S REPORT: Gorman reviewed a draft thank you letter from the Commission to the Mound Vue Garden Club expressing their gratitude for the club's continued donation of trees, plants and landscaping labor over the past few years. All present Commission members signed the letter. Gorman suggested reviewing the 5-year capital improvement schedule at the March meeting since all capital requests for 2013-2017 are due to the Village Administrator by May 1. Gorman informed the Commission that he had submitted a Dane County Environmental Council Grant to accomplish forestry mowing of 5-7 acres of buckthorn at the Hofstetter Conservation Park and to purchase some equipment for prescribed burning. Gorman also stated that he had to replace the water fountain at the Mount Horeb Station. The new unit is intended for outdoor use and is vandal resistant. The cost was \$682. Gorman reviewed a proposal for \$1200 to construct a new base for the cannon at Boeck's Park. He will include this as an agenda item for the March meeting.

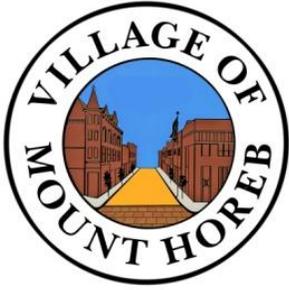
Shay had to leave at 5:43pm.

Gorman also reviewed a \$2000 estimate to rebuild the old, masonry grill located at Boeck's Park. The Commission agreed that if there is no historical significance associated with the grill, that it should just be removed. Ross will explore the historical aspect.

The next meeting is scheduled for Tuesday, March 27, 2012 at 5:00pm.

Motion made by Anderson, seconded by Kellogg to adjourn at 5:48pm.

Jeff Gorman
Parks and Forestry Director



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PARKS, RECREATION, AND FORESTRY COMMISSION TUESDAY, APRIL 24, 2012

The Parks, Recreation, and Forestry Commission of the Village of Mount Horeb will meet on the above date at 5:00pm in the Conference Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order - Roll call.
- 2) Consider minutes of the February 28, 2012 meeting.
- 3) Consider youth football field at Sunrise Park.
- 4) Consider quotes for new cannon base.
- 5) Consider Parks and Forestry five year capital improvement plan.
- 6) Consider changes to the Recreation Department staff wage ranges.
- 7) Consider changes to the Recreation Department financial assistance guidelines.
- 8) Consider dates and days of the Swim Team Masters Swim program.
- 9) Consider donation of a daily pool pass to the Dane County Humane Society.
- 10) Recreation Director's report.
- 11) Park and Urban Forestry Director's report.
- 12) Set next meeting date and time.
- 13) Adjourn.

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PARKS, RECREATION AND FORESTRY COMMISSION
APRIL 24, 2012

The Parks, Recreation and Forestry Commission of the Village of Mount Horeb met on the above date in the Conference Room of the Municipal Building, 138 E. Main Street, Mount Horeb, Wisconsin. Chairman Randy Littel called the meeting to order at 5:02 pm with members Mary Seidl, George Seivers, Mark Webber and Mary McDonough Sutter present. Commission member Tom Shay arrived at 5:22. Recreation Director Jill Dudley and Parks and Forestry Director Jeff Gorman were also present. Commission member Doug Kellogg was absent.

MINUTES: Webber moved, Seidl seconded to approve the minutes of the February 28, 2012 meeting. Motion carried.

CONSIDER YOUTH FOOTBALL FIELD AT SUNRISE PARK: Members of the Mount Horeb/Barneveld Youth Football program were scheduled to appear to present a proposal, but did not show up. The proposal involved adding a considerable amount of fill to increase the size of the baseball outfield so it would be large enough to accommodate a full-sized football field that could be utilized in the fall for the youth football program. Gorman informed the Commission that the Village already had plans to install baseball fencing this spring. If the football field is installed, the ball diamond fencing could not be installed because it would conflict with the football field. Also, the pathway that is planned around the perimeter of the park would not be able to be installed.

Dave Phillips was present and is involved with coaching both youth football and youth baseball. Mr. Phillips spoke in opposition to the proposal, stating that the Sunrise park baseball field is a very nice facility and it would be detrimental to the facility if it did not have a fence.

Seidl moved, Webber seconded to not allow the football field construction and move forward with the plans to install the baseball fence. The Commission would consider helping the youth football program find space in the future as land becomes available. Motion carried.

CONSIDER QUOTES FOR CANNON BASE: Gorman informed the Commission that he is in the process of obtaining quotes to build a new base for the cannon at Boeck's Park and is considering moving it to Liberty Park where it would be more visible. Gorman is also looking at different funding sources to cover most of the costs. No action was required.

CONSIDER PARKS AND FORESTRY FIVE YEAR CAPITAL IMPROVEMENT PLAN: Gorman reviewed his proposed capital improvement plan for 2013-2017. McDonough Sutter moved, Webber seconded to approve the plan as proposed.

CONSIDER CHANGES TO THE RECREATION DEPARTMENT STAFF WAGE RANGES: Dudley reviewed her 2012 department staff wage chart. The highlights included eliminating the aquatic center coordinator position, adding a pool concession/admissions supervisor and changing the starting wages for basketball referees, kid's camp staff and ice rink staff. Dudley stated that these changes will not affect the 2012 operating budget.

CONSIDER CHANGES TO THE RECREATION DEPARTMENT FINANCIAL ASSISTANCE GUIDELINES: Dudley proposed establishing an annual cap for financial assistance scholarships for Recreation Department programs. Currently there is no cap. Dudley is proposing a cap of \$150 for families with 1-2 children and \$200 for families with 3 or more children. McDonough Sutter recommended increasing the

scholarship caps as program cost rise. Webber moved, Shay seconded to approve the proposed caps. Motion carried.

CONSIDER DATES AND DAYS OF THE SWIM TEAM MASTERS SWIM PROGRAM: Seidl recommended expanding the Masters Swim program from 3 days per week to 5 days by adding Tuesday and Thursday. Masters Swim is held from 6:00 am to 7:00am. Shay moved, McDonough Sutter seconded to approve the request. Seidl abstained from voting. Motion carried.

CONSIDER DONATION OF A DAILY POOL PASS TO THE DANE COUNTY HUMANE SOCIETY: Dudley reported that the Dane County Humane Society had requested the donation of a daily pool pass to be used in their upcoming fundraiser. Seidl questioned whether that would be a good idea considering that the Village recently raised the non-resident fees. Seidl moved, Shay seconded to allow the donation, but fund it through the dog day event held on the last day of the pool season. Motion carried.

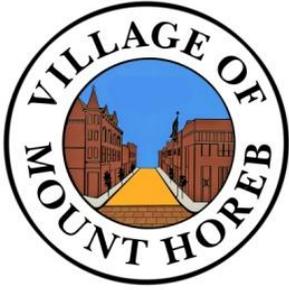
RECREATION DIRECTOR'S REPORT: Dudley reported that she recently received a \$1600 donation from the Optimists' Club for scholarships and team sponsorships. She also asked the Commission if they had any proposals for new programs that could be offered through the Recreation Department. Dudley and Seidl recommended an agenda item for the next meeting regarding a reduction of the 20% registration fee that the Gators Swim Team pays to the Village.

PARKS AND URBAN FORESTRY DIRECTOR'S REPORT: Gorman handed out a written report for the Commission.

The next meeting is scheduled for May 29, 2012 at 5:00pm.

Motion made by McDonough Sutter, seconded by Shay to adjourn at 6:55pm.

Jeff Gorman
Parks and Forestry Director



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PARKS, RECREATION, AND FORESTRY COMMISSION
TUESDAY, AUGUST 28, 2012

The Parks, Recreation, and Forestry Commission of the Village of Mount Horeb will meet on the above date at 5:00pm in the Conference Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order - Roll call.
- 2) Consider minutes of the April 24, 2012 meeting.
- 3) **Discuss and consider request from the Wisconsin DECA to install a "Little Free Library" at a Mount Horeb park.**
- 4) Discuss the Recreation Department coed softball league.
- 5) Consider a reduction in the Gator Swim Team registration fees.
- 6) Recreation Director's report.
- 7) Park and Urban Forestry Director's report.
- 8) Set next meeting date and time.
- 9) 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.

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PARKS, RECREATION AND FORESTRY COMMISSION
AUGUST 28, 2012

The Parks, Recreation and Forestry Commission of the Village of Mount Horeb met on the above date in the Conference Room of the Municipal Building, 138 E. Main Street, Mount Horeb, Wisconsin. Chairman Randy Littel was absent; therefore Commission member Mark Webber called the meeting to order at 5:02 pm with members Doug Kellogg, Mary McDonough Sutter, Mary Seidl and George Sievers present. Assistant Village Administrator Kathy Hagen, Recreation Director Jill Dudley and Parks and Urban Forestry Director Jeff Gorman were also present. Commission member Tom Shay was also absent.

MINUTES: Mc Donough Sutter moved, Seidl seconded to approve the minutes of the April 24, 2012 meeting. Motion carried.

CONSIDER REQUEST FROM WISCONSIN DECA TO INSTALL "LITTLE FREE LIBRARY" AT A VILLAGE PARK: Gus Quade from the Mount Horeb DECA was present to request that the Mount Horeb High School Chapter of DECA could install one "free library" at a local park. The library is basically a wooden box on a post, similar to a mailbox, which contains several books that people may take, read and return. The primary goal of the free library is to promote literacy in the community. The DECA chapter would perform the installation. McDonough Sutter moved, Kellogg seconded to allow DECA to install one free library at a park of their choice. It was recommended that they work with Parks Director Gorman to find a proper location. Motion carried.

DISCUSS THE RECREATION DEPARTMENT'S CO-ED SOFTBALL LEAGUE: Dudley is considering a proposal to have the 10-week, Sunday co-ed softball league run by an outside group instead of the Recreation Department. She reviewed the revenues and expenses related to the league and stated that many communities are turning to outside groups to run their leagues. This would be similar to the way the Thursday night men's league is currently run. The Parks Department would still prepare the fields for games and that cost would be covered by registration fees. Dudley plans to put this on a future agenda, but wanted to give the Commission some background information first.

CONSIDER A REDUCTION IN THE GATOR SWIM TEAM REGISTRATION FEES: Gator President and Commission member Seidl did not discuss the registration fees since she did not have a chance to meet with Village Administrator Dave Ross ahead of time. Instead, she handed out information on the Gator's season and the 2012 finances. Seidl stated that she would like to keep the Gator's structure the same in 2013 as it was in 2012. She recommended no action until she can meet with Ross and would like to put this on the next agenda.

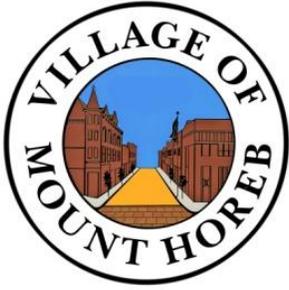
RECREATION DIRECTOR'S REPORT: Dudley handed out her written report for the Commission.

PARKS AND URBAN FORESTRY DIRECTOR'S REPORT: Gorman handed out a written report for the Commission.

The next meeting is scheduled for September 25, 2012 at 5:00pm.

Motion made by McDonough Sutter, seconded by Seidl to adjourn at 5:55pm.

Jeff Gorman
Parks and Forestry Director



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PARKS, RECREATION, AND FORESTRY COMMISSION TUESDAY, SEPTEMBER 25, 2012

The Parks, Recreation, and Forestry Commission of the Village of Mount Horeb will meet on the above date at 5:00pm in the Conference Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order - Roll call.
- 2) Consider minutes of the August 28, 2012 meeting.
- 3) Consider changes to the Recreation Department coed softball league.
- 4) 2012 Aquatic Center Annual Report.
- 5) Discuss and consider pool season dates for 2013.
- 6) Recreation Director's report.
- 7) Park and Urban Forestry Director's report.
- 8) Set next meeting date and time.
- 9) Adjourn.

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PARKS, RECREATION AND FORESTRY COMMISSION
September 25, 2012

The Parks, Recreation and Forestry Commission of the Village of Mount Horeb met on the above date in the Conference Room of the Municipal Building, 138 East Main Street, Mount Horeb, Wisconsin. Chairman Randy Littel called the meeting to order at 5:05 pm with Commission Members Mary Seidl, George Sievers, and Mary McDonough Sutter present. Assistant Village Administrator Kathy Hagen and Recreation Director Jill Dudley were also present. Parks and Forestry Director Jeff Gorman and Commission Members Mark Webber, Doug Kellogg and Tom Shay were absent.

MINUTES: McDonough Sutter moved, Seidl seconded to approve the minutes of the August 28, 2012 meeting. Motion carried.

CONSIDER CHANGES TO THE RECREATION DEPARTMENT COED SOFTBALL LEAGUE: Information on the coed softball league was handed out at the August meeting. Dudley mentioned that Shawn Rasmussen would be the individual taking over the coed league. The recreation department would charge \$50 per week as they do for the men's softball league. Sievers moved, McDonough Sutter seconded to approve the proposed changes to the coed softball league. Motion carried.

2012 AQUATIC CENTER ANNUAL REPORT: Dudley reviewed the 2012 annual report for the Mount Horeb Recreation Department which included information on lifeguards, special events, attendance, revenues and suggestions for 2013. Seidl recommended that Dudley touch base with other area swimming pools to see what their policies are for extreme heat days and what tests are administered in order for swimmers to be allowed in the deep end.

DISCUSS AND CONSIDER POOL SEASON DATES FOR 2013: Dudley distributed information on season dates from the past five summers. Also included were season dates from other area aquatic centers. Dudley proposed that the dates and hours of the pool be similar to last year. Seidl moved with the change of hours on June 15th and June 22nd to be 2:00pm-7:45pm due to swim meets, McDonough Sutter seconded and the motion carried.

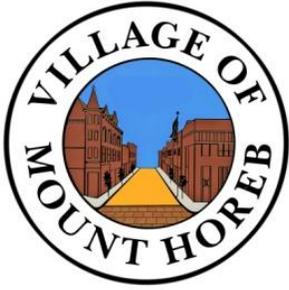
RECREATION DIRECTOR'S REPORT: Dudley mentioned that fall programs have been going very well. Dudley also mentioned that she is applying for a grant with the Community Foundation for a new AED for the aquatic center.

PARKS AND URBAN FORESTRY DIRECTOR'S REPORT: Gorman was absent but included his written report with the agenda.

The next meeting is scheduled for October 23, 2012 at 5:00pm.

Motion made by Seidl, seconded by McDonough Sutter to adjourn at 5:55pm.

Jill Dudley
Recreation Director



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PARKS, RECREATION, AND FORESTRY COMMISSION TUESDAY, OCTOBER 23, 2012

The Parks, Recreation, and Forestry Commission of the Village of Mount Horeb will meet on the above date at 5:00pm in the Conference Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order - Roll call.
- 2) Consider minutes of the September 25, 2012 meeting.
- 3) Review parks user fees.
- 4) Update on proposed 2013 budget.
- 5) Recreation Director's report.
- 6) Park and Urban Forestry Director's report.
- 7) Set next meeting date and time.
- 8) Adjourn.

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PARKS, RECREATION AND FORESTRY COMMISSION

OCTOBER 23, 2012

The Parks, Recreation and Forestry Commission of the Village of Mount Horeb met on the above date in the Conference Room of the Municipal Building, 138 E. Main Street, Mount Horeb, Wisconsin. Chairman Randy Littel called the meeting to order at 5:02pm with members George Sievers, Doug Kellogg and Mark Webber present. Recreation Director Jill Dudley, Parks and Forestry Director Jeff Gorman and Assistant Village Administrator Kathy Hagen were also present. Commission members Tom Shay and Mary McDonough Sutter were absent. Commission member Mary Seidl arrived at 5:15.

MINUTES: Webber moved, Littel seconded to approve the minutes of the September 25, 2012 meeting. Motion carried.

PARK USER FEES: Gorman reviewed the park user fees that were established in March of 2011, requiring a \$5 fee for participants outside of the Recreation Department using Village athletic fields. Revenue is used to help offset maintenance costs. Last year, the Mount Horeb Soccer club was the only organization charged the fee. The Youth Baseball Association provided the high school field and prepared the field for Recreation Dept. games in lieu of a fee.

Gorman recommended keeping the fee at \$5 per player and Dudley recommended charging the youth baseball association in 2013 since the Recreation Department will not be using the high school field. Webber moved, Kellogg seconded to approve the \$5 fee for the 2013 season and to charge the Youth Baseball Association as well. Motion carried.

2013 BUDGET UPDATE: Gorman reviewed the status of Village budget discussions in regards to the five-year capital improvement plan. To date, the Parks Department items removed from 2013 include the Sunrise Park baseball diamond, Sunrise park perimeter pathway and updating the Comprehensive Outdoor Recreation Plan.

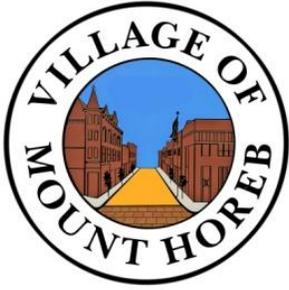
RECREATION DIRECTOR'S REPORT: Dudley reported that the annual Creepy Crawl is scheduled for Friday. The Tri-County girls' basketball program just started. Dudley applied for a Community Foundation Grant to cover the cost of an AED for the aquatic center. She will be meeting with Dave Ross and Greg Steiner in the near future to discuss some issues with the aquatic center.

PARKS AND URBAN FORESTRY DIRECTOR'S REPORT: Gorman reported that the contracted painting at the aquatic center was completed, which included the water slide tower and mushroom fountain. Gorman and Dudley also met with Carl Griswold regarding the problem with the water slide epoxy peeling. Griswold is scheduled to come in the spring and recoat the areas that were peeling. Gorman will be attending an Emerald Ash Borer workshop on October 30.

The next meeting is scheduled for November 27, 2012 at 5:00pm.

Motion made by Webber, seconded by Seidl to adjourn at 5:43pm.

Jeff Gorman
Parks and Forestry Director



Village of Mount Horeb

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PARKS, RECREATION, AND FORESTRY COMMISSION TUESDAY, DECEMBER 18, 2012

The Parks, Recreation, and Forestry Commission of the Village of Mount Horeb will meet on the above date at 5:30pm in the Conference Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order - Roll call.
- 2) Consider minutes of the October 23, 2012 meeting.
- 3) Consider title change of head lifeguard position.
- 4) Consider 2013 hours of operation for the Mount Horeb Family Aquatic Center.
- 5) Recreation Director's report.
- 6) Park and Urban Forestry Director's report.
- 7) Set next meeting date and time.
- 8) 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 CHERYL SUTTER, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

PARKS, RECREATION AND FORESTRY COMMISSION

DECEMBER 18, 2012

The Parks, Recreation and Forestry Commission of the Village of Mount Horeb met on the above date in the Conference Room of the Municipal Building, 138 E. Main Street, Mount Horeb, Wisconsin. Commission member Mark Webber called the meeting to order at 5:34 pm with members Mary McDonough Sutter, George Seivers, Mary Seidl and Tom Shay present. Recreation Director Jill Dudley, Parks and Forestry Director Jeff Gorman, Village Administrator Dave Ross and Assistant Village Administrator Kathy Hagen were also present. Commission member Doug Kellogg was absent. Commission Chair Randy Littel arrived at 5:45pm.

MINUTES: Seivers moved, McDonough Sutter seconded to approve the minutes of the October 23, 2012 meeting. Motion carried.

HEAD LIFEGUARD TITLE CHANGE: Dudley requested a change in title for two positions at the Aquatic Center to better reflect the associated job descriptions. The Head Guard position would be changed to "Lifeguard Manager" under the proposal and the Assistant Head Guard position changed to "Head Guard". McDonough Sutter moved, Shay seconded to approve the change. Motion carried.

CONSIDER AQUATIC CENTER HOURS OF OPERATION FOR 2013: Ross informed the Commission that the Mount Horeb Swim Team is no longer operating under the Village of Mount Horeb, meaning they are now responsible for their own insurance and payroll. He also reviewed a handout summarizing the requested dates and times that the Swim Team would like to utilize the pool for various programs including swim team practices, lessons, Masters Swim and Water Polo. Mount Horeb Gator's Swim Team president, Mary Seidl, further explained the proposed programs and times. The Gators proposed to utilize the pool from May 27 to August 30, six days after the pools closes to the public. They also intend to eliminate the 8:00-10:00 pm practices and instead use the pool from 7:00-9:00 pm on Tuesdays and Thursdays. This would require closing the pool to the public one hour earlier on those two days. There was discussion about how the public would react to the reduction of evening hours on Tuesdays and Thursdays, but the Commission suggested extending the weekend hours to make up for the reduction in public swim on Tuesdays and Thursdays.

Shay moved, McDonough Sutter seconded to allow the Gators to use the pool from May 27-August 24 and to close the pool one hour early on Tuesdays and Thursdays to accommodate the swim team. The pool will open one hour early for public swim on Saturdays and Sundays. The Gators will enter into a contractual agreement with the Village, spelling out Aquatic Center rules, responsibilities and usage. The Gators will also sign a hold harmless agreement with the Village. A fee for the seasonal use of the pool will be recommended by Village Administrator Ross in the near future. Seidl abstained from voting. Motion carried.

RECREATION DIRECTOR'S REPORT: Dudley informed the Commission that the Tri-County Boy's Basketball program has started and that she is working on finalizing the 2013 Spring/Summer Activity Guide. New programs for 2013 include an investment class, softball pitching clinic, softball camp and "parkour". The Recreation Department is also trying to secure part-time staff for the summer.

PARKS AND FORESTRY DIRECTOR'S REPORT: Gorman informed the Commission that the Dane County Environmental Council grant funds of \$1500 have been received and the forestry mowing work has been completed at the Hofstetter Conservation Park. The Parks Department will also receive a \$1500 grant

from the Community Foundation to help move the cannon from Boecks Park to Liberty Park and build a new base for the cannon. The bucket truck is currently in Appleton having a 5-year major inspection performed on the aerial tower along with any necessary repairs. Gorman is also working on bids for the ADA pool lift and 1-ton dump truck and is also working on an Emerald Ash Borer Response Plan, which he hopes to finish this winter.

The next meeting is scheduled for January 22, 2013 at 5:00pm.

Motion made by McDonough Sutter, seconded by Webber to adjourn at 6:50 pm.

Jeff Gorman
Parks and Forestry Director