



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

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PARKS, RECREATION, AND FORESTRY COMMISSION AGENDA

Tuesday, July 25, 2023 at 5:00 PM

Municipal Building Board Room

138 E. Main Street

Mount Horeb, WI

- 1) Call to order
- 2) Roll call
- 3) Consent agenda
 - a. Consideration of April 25, 2023 meeting minutes
- 4) Agenda Items
 - a. Consider draft master plans from MSA for Grundahl and Grandma Foster parks
 - b. Consider 2024 capital budget requests and setting aside funds for future years
 - c. Consider draft plan for Viking Park sign
 - d. Consider Mt. Horeb Area Community Garden Group request to install a hawk pole at Himisel Park
 - e. Discuss and consider pool usage for Mount Horeb High School Girls Swim Team
 - f. Recreation Director's Report
 - g. Public Services Director's Report
- 5) Future agenda items
- 6) Set next meeting date and time
- 7) Meeting adjournment

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT ALYSSA GAFFNEY, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-9404.

MINUTES

PARKS, RECREATION AND FORESTRY COMMISSION

April 25, 2023, 5:30 PM, Municipal Building Board Room

PRESENT: Halverson, White, Webber, Adler, Honore
Honore left the meeting at 6:11pm.

ABSENT: None

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

Public Comments – non agenda items.

There were no public comments.

Consider minutes of the March 28, 2023 meeting.

Webber moved; Halverson seconded to approve the minutes of the March 28, 2023 meeting.
Motion carried.

Consider Mt Horeb Area Community Garden Group request to install hawk pole at Himsel Park

Lynn Messenger, MHACG President, said the group would like to have a hawk pole created and installed next to the community garden to help keep the rodent population down in the garden. The hawk pole would also serve as a piece of sculpture art created by a local artist. Halverson thought the Himsel Park neighbors should be made aware of it in case they have any concerns. The Commission was supportive of the idea. The garden group will bring more information to the Commission when they have a design.

Discussion with MSA Professional Services on concept plans for Grundahl and Grandma Foster parks

Dan Schmidt and Emma Wenman from MSA Professional Services reviewed the results of the public survey and stakeholder feedback with the Commission, then reviewed some concept plans for the two parks. The Commission, along with representatives from the Summer Frolic, Wednesday Nite Live and pickleball gave their feedback on the concept plans. MSA will refine the concept plans for the public informational meeting scheduled for June 12.

Consider playground proposals from Gerber Leisure Products for Waltz Park

Gorman reviewed two options for the playground equipment to be installed at Waltz Park.
Webber moved, Adler seconded to move forward with option #2. Motion carried.

Consider replacing basketball goal at Nesheim Park

Gorman was contacted by a resident willing to donate \$1000 toward a new, adjustable height basketball goal at Nesheim Park. He has had other requests for this in the past. Gorman reviewed a quote from Play N Wisconsin for the install of a heavy duty commercial, adjustable goal for \$3150. Webber moved, White seconded to move forward with the installation and take the remaining funds from the Park Development Fund. Motion carried.

Update on Meylor property and Community Recreation Complex

Owen stated that the potential Meylor property purchase will be going to the Plan Commission on April 26 for a recommendation. The Village Board voted down the conditional use permit

for the community recreation complex, so that is on hold until the applicants decide what they want to do.

Recreation Director's Report

Dudley reviewed her report.

Public Services Director's Report

Gorman reviewed his report.

Future agenda items

Setting aside funds in capital budget for future needs; Viking Park sign; hawk pole; MSA park plans; lifeguard pay

Set next meeting date and time

May 23, 2023. Commission discussed moving future meetings to 5:00 pm if necessary to allow time prior to the Sustainability and Natural Resource Committee

Adjourn

Webber moved, Adler seconded to adjourn at 7:00 pm. Motion carried.

Minutes prepared by Jeff Gorman, Public Services Director



AGENDA ITEM REPORT

MEETING DATE

July 25, 2023

PREPARED BY

Jeff Gorman, Public Services
Director

AGENDA ITEM # 4.a

Consider draft master plans from MSA for Grundahl and Grandma Foster parks

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. Character Imagery Boards.v3
2. Master Plans Cost Estimates
3. Master Plans

Grandma Foster Park

CHARACTER IMAGERY

Village of Mount Horeb, Wisconsin
March 27th, 2023



AMENITIES

Open-Air Shelter



Wayfinding Sign



ACTIVITIES

Troll Play Feature (Earthscape)



Sensory Play



Wayfinding - Troll Footprints



Traditional Play



Grand Entrance Stairs



Plaza - Pavement Pattern



Plantings



EXPERIENCE

STRUCTURES + SPACE

Multi-Use Event and Programming Space



Wednesday Night Live Concert Series



ACTIVITIES

Pickleball Courts



Basketball Courts



3-Season Park Shelter



Native Plantings



Playground



Octagonal Shelter (Existing)



Sledding Hill



Batting Cages



PLACES

Mount Horeb Parks Master Plan
ESTIMATE OF PROBABLE COST
VILLAGE OF MOUNT HOREB, WI
GRANDMA FOSTER PARK

ESTIMATE YEAR:

2023

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>QTY.</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
1	Open Prefabricated Park Shelter (25x40)	1	LS	\$65,000	\$65,000
2	6' Benches	5	EA	\$2,000	\$10,000
3	Bike Racks	4	EA	\$700	\$2,800
4	Trash Cans	2	EA	\$1,500	\$3,000
5	6' Picnic Tables	3	EA	\$2,500	\$7,500
6	Concrete Park Path - 5' + Pads (est.)	3,000	SF	\$10	\$30,000
7	Playground Area (3,200 SF)	1	LS	\$150,000	\$150,000
8	ADA Parking	1	LS	\$3,500	\$3,500
9	Grand Entrance Stairs	1	LS	\$50,000	\$50,000
10	Earthwork (est.)	1	LS	\$10,000	\$10,000
11	Site Restoration - Lawn (est.)	220	SY	\$4	\$880
12	Landscaping (est.)	2,070	SF	\$8	\$16,560
13	Trees	3	EA	\$500	\$1,500
14	Park Sign	1	LS	\$5,000	\$5,000
15	Shelter Electrical Service (est.)	1	LS	\$5,000	\$5,000
16	Water Service (est.)	1	LS	\$3,000	\$3,000
17	Stormwater (est.)	1	LS	\$10,000	\$10,000
18	Erosion Control	1	LS	\$5,000	\$5,000
19	General Conditions/Mobilization (8%)	1	LS	\$31,000	\$31,000
CONSTRUCTION SUBTOTAL					\$410,000
	Contingency	10%			\$41,000
	Design Engineering & Bidding	6%			\$25,000
	Construction Administration	6%			\$25,000
TOTAL COST:					\$501,000

Mount Horeb Parks Master Plan
ESTIMATE OF PROBABLE COST
VILLAGE OF MOUNT HOREB, WI
GRUNDAHL PARK

ESTIMATE YEAR:

2023

ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Multi-Use Event Building (20,000 SF)	1	LS	\$4,500,000	\$4,500,000
2	New Restroom/Kitchen/Shelter Facility (4,500 SF)	1	LS	\$650,000	\$650,000
3	Existing Octagonal Shelter Improvements	1	LS	\$100,000	\$100,000
4	Improve/Addition to Existing Concessions	1	LS	\$150,000	\$150,000
5	6' Benches	10	EA	\$2,000	\$20,000
6	Trash Cans	10	EA	\$1,500	\$15,000
7	Bike Racks	20	EA	\$500	\$10,000
8	6' Picnic Tables	4	EA	\$2,000	\$8,000
9	Concrete Park Path - 5' + 10' + Pads (est.)	35,500	SF	\$10	\$355,000
10	Asphalt Path - 10'	11,000	SF	\$8	\$88,000
11	New Asphalt Parking (# stalls)	3,500	SF	\$8	\$28,000
12	Improved Asphalt Parking	3,500	SF	\$8	\$28,000
13	Playground Area (# SF)	1	LS	\$200,000	\$200,000
14	Pickleball Courts	2	EA	\$60,000	\$120,000
15	Basketball Court	1	LS	\$90,000	\$90,000
16	Improve Existing Baseball Field	1	LS	\$150,000	\$150,000
17	Earthwork (est.)	1	LS	\$80,000	\$80,000
18	Landscaping (est.)	600	SF	\$8	\$4,800
19	Site Restoration - Lawn	4,375	SY	\$3	\$13,125
20	Stormwater Areas	5,800	SF	\$8	\$46,400
21	Native Areas - seeding and maintenance (est.)	4,000	SY	\$4	\$16,000
22	Trees	20	EA	\$500	\$10,000
23	Park Sign	1	LS	\$5,000	\$5,000
24	Upgrade Electrical Service (est.)	1	LS	\$25,000	\$25,000
25	Water Service (est.)	1	LS	\$10,000	\$10,000
26	Sanitary Sewer (est.)	1	LS	\$15,000	\$15,000
27	Storm Sewer (est.)	1	LS	\$50,000	\$50,000
28	Erosion Control	1	LS	\$25,000	\$25,000
29	General Conditions/Mobilization (8%)	1	LS	\$545,000	\$545,000
CONSTRUCTION SUBTOTAL					\$7,358,000
Contingency 10%					\$736,000
Design Engineering & Bidding 6%					\$442,000
Structural Assessment of Existing Shelter LS					\$15,000
Construction Administration 6%					\$442,000
TOTAL COST:					\$8,993,000



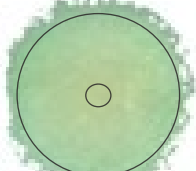
Grandma Foster Park

Master Plan

Mount Horeb, WI
JULY, 2023

LEGEND

 Proposed Tree

 Existing Tree



SCALE

0 5' 10' 20'



Grundahl Park

Master Plan

Mount Horeb, WI
JULY 2023



LEGEND

- Proposed Tree
- Existing Tree

- | | | |
|---|--|--|
| 1 Maintain Ex. Parking, New Sidewalk (25 stalls) | 7 Stormwater Area | 13 Multi-Use Event Building |
| 2 Announcer Booth Addition | 8 Basketball Court (1) | 14 New Shelter, Restrooms and Kitchen |
| 3 Dugout Improvements | 9 Playground (5,800 SF) | 15 Native Plantings |
| 4 Field Improvements | 10 Maintain Existing Shelter | 16 Regrade for Open Field Space |
| 5 Batting Cages (2) | 11 Maintain Ex. Parking (56 stalls - 2 ADA) | 17 Maintain Community Stage |
| 6 Pickleball Courts (2) | 12 Expand Parking (19 stalls - 1 ADA) | 18 Angled Parking (11 stalls - 1 ADA) |



AGENDA ITEM REPORT

MEETING DATE

July 25, 2023

PREPARED BY

Jeff Gorman, Public Services
Director

AGENDA ITEM # 4.b

Consider 2024 capital budget requests and setting aside funds for future years

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. capital requests PRF 2024
2. capital improvement plan 2024-2028



Village of Mount Horeb

Public Services Department

138 E Main St
Mount Horeb, WI 53572
Phone (608) 437-3351/Fax (608) 437-3190
www.mounthorebwi.info

2024 CAPITAL BUDGET REQUESTS **PARKS, REC AND FORESTRY COMMISSION**

REPLACE JOHN DEERE MOWER/SNOWBLOWER/BROOM \$60,000

This is a mower used during the spring through fall and we use it in the winter for snowblowing/brooming over 2 miles of sidewalks and our ice-skating rink. Sloans offered \$22,000 for a trade on our old unit or we may be able to get more by selling at Wisconsin Surplus.

REPLACE OLD RUSTED BENCHES AT AQUATIC CENTER \$7000

We have six park benches at the aquatic center that are rusting out and in need of replacement. I am requesting purchasing four new benches at an estimated cost of \$1700 each.

BASEBALL/SOFTBALL FIELD IMPROVEMENTS AT WALTZ PARK \$15,000

Extend infield to foul line fence. Regrade and add infield material to infield. Install new bases. Make improvements to dugouts.

Mount Horeb Public Services Dept.
Capital Improvement Plan
2024-2028

ITEM	2024	2025	2026	2027	2028
Street Projects	728,000	948,000	753,000	906,000	
Street Maintenance	363,000	100,000	100,000	100,000	100,000
Hwy. 92 pavement project - DOT				65,000	
Lake Street stormwater improvements	???				
Municipal Building security cameras	???				
Replace 1998 pressure washer - Village garage	???				
Replace Village Garage overhead doors	50,000				
2014 Chevrolet Silverado 3500 replacement	85,000				
Replace retaining wall at Comm. Center			30,000		
2008 ODB Leaf Vac		??			
Replace 2013 Western Star dump truck/plow				225,000	
Exterior improvements to community center		??			
Repair/replace salt storage shed					
Address storage space needs					
2016 John Deere 1585 mower/snblo/broom	60,000				
2018 John Deere 1580 mower		35,000			
2015 Ford F-250 Pickup		50,000			
Comp. Outdoor Recreation Plan		25,000			
Replace Grundahl Park ball diamond lights					
Sunrise Park ball diamond #1 lighting					
Waltz Park baseball/softball improvements	15000				
Pool painting - Wading/Plunge pools			12,000		
Replace benches at Aquatic Center	7,000				
Playground equipment replacement-Foster		50,000			
Playground equipment replacement-Grundahl			150,000		
Playground equipment replacement-Himsel				100,000	
Playground equipment replacement-Lions					100,000
Recreation Dept Renovations					
TOTALS	1,308,000	1,208,000	1,045,000	1,396,000	200,000



AGENDA ITEM REPORT

MEETING DATE

July 25, 2023

PREPARED BY

Jeff Gorman, Public Services
Director

AGENDA ITEM # 4.c

Consider draft plan for Viking Park sign

BACKGROUND

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

July 25, 2023

PREPARED BY

AGENDA ITEM # 4.d

Consider Mt. Horeb Area Community Garden Group request to install a hawk pole at Himisel Park

BACKGROUND

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

July 25, 2023

PREPARED BY

Jill Dudley, Recreation Director

AGENDA ITEM # 4.e

Discuss and consider pool usage for Mount Horeb High School Girls Swim Team

BACKGROUND

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
July 25, 2023	
AGENDA ITEM # 4.f	
Recreation Director's Report	
BACKGROUND	
RECOMMENDATION	
ATTACHMENTS	
None	



AGENDA ITEM REPORT

MEETING DATE

July 25, 2023

PREPARED BY

AGENDA ITEM # 4.g

Public Services Director's Report

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. prf report 7.25.23



Village of Mount Horeb

Public Services Department

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Parks, Recreation and Forestry Commission

July 25, 2023

Public Services Director's Report

1. The new playground equipment for Waltz Park is scheduled to be installed on September 18. Our crew will be removing the old equipment and excavating the site for the new equipment.
2. The new adjustable basketball goal at Nesheim Park was installed in late June. As you probably recall, we received a \$1000 donation from a nearby resident.
3. The tennis court reconstruction has been moving along pretty well. The finish course of asphalt was applied on June 16. After the 21-day cure time, the contractor will be saw cutting joints and installing the posts, nets and re-installing the fencing.
4. We have an accepted offer for our vacant Crewperson position. Brian Schult is planning to start on July 31. He has spent the last 13 years working for the City of Verona Public Works and prior to that was the Public Works Director for the Village of Blue Mounds. We also have an accepted offer for our Crewperson/Mechanic position. Dan Emberson will also be starting on July 31. He is currently working for the Dane County Landfill as an equipment operator.
5. With the drought conditions, our crew has been doing very little mowing but we have been busy watering trees planted over the last three years and watering some of the plants in landscaped areas.
6. MSA conducted a public information/input meeting June 12 to review feedback from public surveys and to get additional feedback to further develop concept plans. MSA will be meeting with Village staff on July 12.