



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

Phone: (608) 437-6884 Fax: (608) 437-3190

Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

PARKS, RECREATION, AND FORESTRY COMMISSION AGENDA

Tuesday, August 22, 2023 at 5:30 PM

3rd Floor Conference Room

138 E. Main Street

Mount Horeb, WI

- 1) Call to order
- 2) Roll Call
- 3) Agenda Items
 - a. Consideration of July 25, 2023 Meeting Minutes
 - b. Consider draft master plan for Grandma Foster Park
 - c. Tennis / Pickleball Court Update
 - d. Consider setting aside funds for future park development/acquisition
 - e. Recreation Director's Report
 - f. Public Services Director's Report
- 4) Future agenda items
- 5) Set next meeting date and time
- 6) 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.



AGENDA ITEM REPORT

MEETING DATE

August 22, 2023

PREPARED BY

AGENDA ITEM # 3.a

Consideration of July 25, 2023 Meeting Minutes

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. prf minutes 7.25.23

MINUTES

PARKS, RECREATION AND FORESTRY COMMISSION

July 25, 2023, 5:00 PM, Municipal Building Board Room

PRESENT: Halverson, White, Adler, Honore

ABSENT: Webber

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

Consider minutes of the April 25, 2023 meeting.

White moved; Adler seconded to approve the minutes of the April 25, 2023 meeting. Motion carried.

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

MSA reviewed the draft master plans for both parks with the Commission. Gorman asked to include new ball diamond lights in the Grundahl master plan. White asked about solar capabilities and suggested installing a concrete slab at Foster Park for potential portable restroom use.

MSA discussed how community input was incorporated into the plans.

Halverson moved to approve the Grundahl Park master plan, including the ball diamond lights and to review the phasing plans at the next Commission meeting. White seconded. Motion carried. The Commission will consider Foster Park and the phasing plans at the next meeting.

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

Gorman reviewed his capital budget requests for 2024 and the five-year capital improvement plan. Adler moved, White seconded to approve the 2024 requests and CIP. Motion carried.

Halverson asked for discussion from the group regarding budgeting funds for future park purchases. Owen stated that this will be dependent on what happens with the consideration of purchasing the Lukken property. The Commission spoke in favor of setting aside money for future years but an actual amount was not considered. The Commission will revisit this item when they have more information on the budget situation.

Consider draft plan for Viking Park sign

Gorman reviewed the proposed sign design from Signart Studios for the tennis and pickleball courts. Gorman said funding could include the school district, park development fund and/or donations. The cost has not been determined but should be around \$2000. Honore moved, Adler seconded to approve the design of the sign with two changes: red accent on the helmet at the top and adding "s" to "court". Motion carried.

Consider Mount Horeb area community garden group request to install a hawk pole at Himsel Park

The garden group was not present so there was no action taken.

Discuss and consider pool usage for Mount Horeb High School girl's swim team

Dudley reviewed the request from the high school girl's swim team to use the outdoor pool for practices until September 1. The facility closes to the public on August 19. The Commission discussed possible charges to the school district. White moved, Honore seconded to agree to charge the school district the same amount that was charged to them last year, which was a

substantially lower than anticipated operational costs. Motion carried. In 2022, the Village charged the school district a flat fee of \$2,000 to use the pool at the end of the season.

Recreation Director's Report

Dudley reviewed her report. The Rec soccer program was the largest ever at 304 participants.

Public Services Director's Report

Gorman reviewed his report.

Future agenda items

Setting aside funds in capital budget for future needs; master plan for Grandma Foster park; hawk pole; solar smart program for park shelters

Set next meeting date and time

August 22, 2023.

Adjourn

Adler moved, White seconded to adjourn at 6:28 pm. Motion carried.

Minutes prepared by Jeff Gorman, Public Services Director



AGENDA ITEM REPORT

MEETING DATE

August 22, 2023

PREPARED BY

Jeff Gorman, Public Services
Director

AGENDA ITEM # 3.b

Consider draft master plan for Grandma Foster Park

BACKGROUND

At the July meeting, the master plan for Foster Park was not approved. The Commission wanted more information on possible phasing of the improvements. MSA has provided a memo report draft which is attached to this agenda.

RECOMMENDATION

Approving the park master plan does not approve any budgetary or spending plans. Budgeting is done later based on the priorities of this Commission, the Village Board, staff and the public.

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
August 22, 2023	Jeff Gorman, Public Services Director
AGENDA ITEM # 3.c	
Tennis / Pickleball Court Update	
BACKGROUND	
RECOMMENDATION	
ATTACHMENTS	
None	



AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
August 22, 2023	

AGENDA ITEM # 3.d

Consider setting aside funds for future park development/acquisition

BACKGROUND

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
August 22, 2023	
AGENDA ITEM # 3.e	
Recreation Director's Report	
BACKGROUND	
RECOMMENDATION	
ATTACHMENTS	
None	

August 22, 2023

AGENDA ITEM # 3.e

Recreation Director's Report

BACKGROUND

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
August 22, 2023	
AGENDA ITEM # 3.f	
Public Services Director's Report	
BACKGROUND	
RECOMMENDATION	
ATTACHMENTS	
None	

August 22, 2023

AGENDA ITEM # 3.f

Public Services Director's Report

BACKGROUND

RECOMMENDATION

ATTACHMENTS

None