



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

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PARKS, RECREATION, AND FORESTRY COMMISSION AGENDA

Tuesday, October 24, 2023 at 5:30 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 September 26, 2023 meeting minutes
- 4) Agenda items
 - a. Consider increase in developer street tree fee
 - b. Consider Mount Horeb Gators swim meet dates and times
 - c. Consider Grundahl Park batting cage
 - d. Discuss Garfield Park ice skating rink
 - e. Lukken property update
 - f. Consider setting aside funds for future park development/acquisition
 - g. Consider hawk pole at Himsel Park's community garden
 - h. Discuss request from MOHOP for park shelter at Viking Park
 - i. Recreation Director's report
 - j. 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

September 26, 2023, 5:30 PM, Municipal Building Board Room

PRESENT: Halverson, White, Adler, Webber, Hogseth

ABSENT: Honore, Mertz

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

Consider minutes of the August 22, 2023 meeting.

Webber moved; Adler seconded to approve the minutes of the August 22, 2023 meeting.

Motion carried.

Discussion on Grandma Foster Park

Owen informed the Commission that the plan by the adjacent property owner to donate land to the south of the park is not moving forward. Owen also said the CDA was looking into purchasing the land to the south of the park. Owen is not aware of an asking price for the parcel and the Village is moving forward with an appraisal to determine the value of the land, however there is no timeline for this.

Webber moved, White seconded to approve the Grandma Foster Park master plan and send it to the Village Board for their approval along with the master plan for Grundahl Park. Motion carried.

Discussion on batting cages at Grundahl Park

Gorman and Dudley explained that the Mt Horeb Youth Baseball Association and the Recreation Dept. were interested in installing batting cages at Grundahl Park. This has become a priority with both groups to help with limited practice space/times for the YBA and the Recreation Dept. The YBA was unable to attend the meeting tonight but are working on getting quotes so we should have more information for next months meeting. The Commission agreed to table the discussion to next month.

Recreation Director's Report

Dudley reviewed her report.

Discussion on solar potential at parks with guest speaker Jackie Harrison-Jewell from Couillard Solar Foundation

Harrison-Jewell, Executive Director of the Couillard Solar Foundation provided some background information on the foundation. The organization provides grants to lower the cost for nonprofits to install solar at their properties. She also explained the solar canopies that they sell that could potentially be used for park areas. The grant program is run two times per year – April and September.

Public Services Director's Report

Gorman reviewed his report.

Future agenda items

Grundahl Park batting cages; Lukken property update; Garfield Ice Rink

Set next meeting date and time

October 24, 2023 at 5:30 pm

Adjourn

Webber moved, Adler seconded to adjourn at 6:23 pm. Motion carried.

Minutes prepared by Jeff Gorman, Public Services Director

DRAFT



AGENDA ITEM REPORT

MEETING DATE

October 24, 2023

PREPARED BY

Jeff Gorman, Public Services
Director

AGENDA ITEM # 4.a

Consider increase in developer street tree fee

BACKGROUND

The Village charges a fee for new street trees when they enter into a development agreement with a developer. The Village uses these funds set aside in the Terrace Tree Fund to acquire and plant street trees. It is the role of the PRF Commission to periodically review these fees. Our current fee of \$300/tree has been in place for several years. Due to increased tree and labor costs, I am proposing a new fee of \$407/tree.

RECOMMENDATION

I am recommending a new fee of \$407/tree be proposed to the Village Board for approval.

ATTACHMENTS

1. street tree fee proposal 10.2023

**DEVELOPER FEES
STREET TREE PLANTING
FEE INCREASE PROPOSAL
OCTOBER 2023**

	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>
Average tree cost including delivery	\$184	\$245
Administrative Cost (10%)	\$18	\$25
Planting Cost (wages+benefits)	<u>\$98</u>	<u>\$137</u>
TOTAL	\$300	\$407



AGENDA ITEM REPORT

MEETING DATE

October 24, 2023

PREPARED BY

Jill Dudley, Recreation Director

AGENDA ITEM # 4.b

Consider Mount Horeb Gators swim meet dates and times

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. 2024 MoHo Gators Swim Meet Info

2024 SWIM MEET DETAILS

Program Hosted By: Mount Horeb Gators

Home Swim Meet Schedule and Times:

Swim Meet #1

Date: June 15, 2024

Pool Rental Time: 6:00 am to 1:00 pm

Shelter Rental Time: 6:00 am to 1:00 pm

Swim Meet #2

Date: June 22, 2024

Pool Rental Time: 6:00 am to 1:00 pm

Shelter Rental Time: 6:00 am to 1:00 pm

Swim Meet #3

Date: July 13, 2024

Pool Rental Time: 6:00 am to 1:00 pm

Shelter Rental Time: 6:00 am to 1:00 pm

Swim Meet #4 (Tri-County Invite)

Date: July 23, 2024

Pool Rental Time: *1:00 pm to 10:00 pm

Shelter Rental Time: 1:00 pm to 10:00 pm

*Pool would not open to the public on this day.



AGENDA ITEM REPORT

MEETING DATE

October 24, 2023

PREPARED BY

Jeff Gorman, Public Services
Director

AGENDA ITEM # 4.c

Consider Grundahl Park batting cage

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. Grundahl batting cage options 9.28.23
2. Grundahl batting cage quote 9.28.23



OUTDOOR BATTING TUNNEL FRAMES



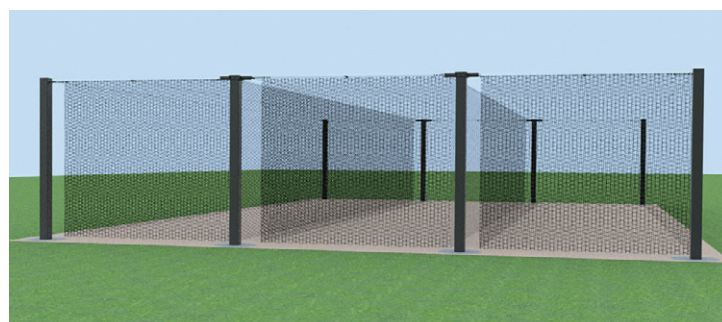
MEGA OUTDOOR BATTING TUNNEL FRAMES

Sturdy frame design lets the tunnel net hang freely reducing the chance for ricochet

Easily slide net to one end for storage or remove snap hooks to pack net away during the off-season!

Recommended for:

Collegiate and **High School Programs**



Features:

- 8" steel pole design with black powder coat finish
- Net attaches to tensioned galvanized aircraft cable
- Single tunnel and double tunnel models (permanent installation)
- #36 black knotted nylon net with 1 $\frac{3}{4}$ " sq. mesh included
- Stack multiple tunnels side by side with stackable tunnel kits

Single 55' MPCTF-55S (EACH)

Single 70' MPCTF-70S (EACH)

Double 55' MPCTF-55D (EACH)

Double 70' MPCTF-70D (EACH)



PROFESSIONAL OUTDOOR BATTING TUNNEL FRAMES

Tunnel frame is offset
away from net. Reduces
the chance for ricochets

Individual hoist lines make it easy
for both installation and removal
of net!

Recommended for:

Collegiate and High School Programs

*Available as single, double or stackable tunnel kits. Design
compatible with both 12' and 14' wide tunnel nets.*

Single 55'	PROTF-55 (EACH)
Single 70'	PROTF-70 (EACH)
Double 55'	PROTF-55T (EACH)
Double 70'	PROTF-70T (EACH)

Features:

- 4" curved aluminum tubing provide 2' offset
- Single tunnel and double tunnel models
(permanent installation)
- Ground sleeves included
- Recommended net (BBCP-7014 or BBCP-5514)
sold separately



SEMI-PERMANENT AND SURFACE-MOUNTED TUNNEL FRAMES

Economical and durable
this easy to install
Batting tunnel offers the
best value for a wide
variety of programs

Recommended for:

High School and Recreational Programs

Design compatible with both 12' and 14' wide tunnel nets.

SEMI-PERMANENT

70'L x 12'H - 5 Wickets	BBTF-70 (EACH)
55'L x 12'H - 4 Wickets	BBTF-55 (EACH)

SURFACE-MOUNTED

70'L x 12'H - 5 Wickets	BBTFSM-70 (EACH)
55'L x 12'H - 4 Wickets	BBTFSM-55 (EACH)

Semi-Permanent Features:

- 2" galvanized steel tubing design
- Net hangs on 3 rows of galvanized aircraft cable
- Ground sleeves included
- Tunnel nets sold separately

Surface-Mounted Features:

- 6" sq. surface-mount plates included



Sales Quote

AAF010095

Bill To	MT. HOREB YOUTH BASEBALL	Order Date	09/28/2023	Ship To	MT. HOREB YOUTH BASEBALL
	BOB STEINICH	Required Date	09/28/2023		MIKE LAESCH
		Cancel Date	06/23/2026		
	MOUNT HOREB WI 53572	PO Number	BATTING CAGE		MOUNT HOREB WI 53572
		Emp\Slsprsn	AM\AM		

BATTING CAGE QUOTE *DOES NOT INCLUDE INSTALL*

Order	D	UPC	Vendor	Style	Description	Color	Size	Unit	Price	Ext
1		07615672042	JAYPRO	MPCTF-70S	SINGLE MEGA TUNNEL BATTING CAGE		14'WX7 5'L X12'H	EA	\$7995.00	\$7995.00
1		01174456831	B1025	QS	QUOTED SHIPPING & HANDLING				\$0.00	\$0.00
1		04704921071	JAYPRO	MPCTF-70D	DOUBLE MEGA TUNNEL BATTING CAGE		30'WX7 5'L X12'H	EA	\$11995.00	\$11995.00
1		01174456831	B1025	QS	QUOTED SHIPPING & HANDLING				\$0.00	\$0.00
1		00677616279	AJPHI	INSTALL	INSTALLATION			EA	\$0.00	\$0.00
TBD										

Subtotal	\$19990.00
Tax	\$0.00
Total	\$19,990.00

Bill To MT. HOREB YOUTH BASEBALL
BOB STEINICH

Order Date 09/28/2023
Required Date 09/28/2023
Cancel Date 06/23/2026
PO Number BATTING CAGE
Emp\Slsprsn AM\AM

Ship To MT. HOREB YOUTH BASEBALL
MIKE LAESCH

MOUNT HOREB WI 53572

BATTING CAGE QUOTE *DOES NOT INCLUDE INSTALL*

AAF010095

MT. HOREB YOUTH BASEBALL

Order Quote
AM



Line #2

StyleMPCTF-70S

Color

Size14'WX75'L X12'H

DescriptionSINGLE MEGA TUNNEL BATTING CAGE

Status

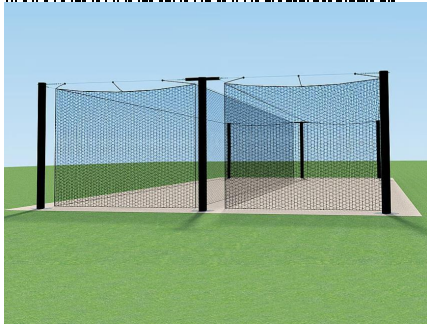
Status Date9/28/2023 12:00:00 AM

Status Note

Line #

*DOES NOT INCLUDE INS

Notes



Line #4

StyleMPCTF-70D

Color

Size30'WX75'L X12'H

DescriptionDOUBLE MEGA TUNNEL BATTING CAGE

Status

Status Date9/28/2023 12:00:00 AM

Status Note

Line #

*DOES NOT INCLUDE INS

Notes





AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
October 24, 2023	
AGENDA ITEM # 4.d	
Discuss Garfield Park ice skating rink	
BACKGROUND	
RECOMMENDATION	
ATTACHMENTS	
None	



AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
October 24, 2023	
AGENDA ITEM # 4.e	
Lukken property update	
BACKGROUND	
RECOMMENDATION	
ATTACHMENTS	
None	

October 24, 2023

AGENDA ITEM # 4.e

Lukken property update

BACKGROUND

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
October 24, 2023	

AGENDA ITEM # 4.f

Consider setting aside funds for future park development/acquisition

BACKGROUND

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

October 24, 2023

PREPARED BY

AGENDA ITEM # 4.g

Consider hawk pole at Himsel Park's community garden

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. hawk pole community garden

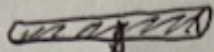
Hawk pole

Installation: End of Summer '24

FOR - Mt. Horeb Area Community Garden

2'

E-W facing perch



15' flagpole
aluminum

6' no decorations for preventing injury

tri-twist cable steel

Ground

18" x
4' base
hole

- concrete



AGENDA ITEM REPORT

MEETING DATE

October 24, 2023

PREPARED BY

Jeff Gorman, Public Services
Director

AGENDA ITEM # 4.h

Discuss request from MOHOP for park shelter at Viking Park

BACKGROUND

The Mt Horeb Pickleball group (MOHOP) would like to install a park shelter at Viking Park next to the tennis and pickleball courts. They are willing to donate a portion of the costs and are asking if the Village would be in support of it and help with funding. Approval from the school district would also be required and we would also ask if the school would be willing to contribute to the project. Details on the shelter will have to be discussed.

RECOMMENDATION

Recommend further exploration.

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

October 24, 2023

PREPARED BY**AGENDA ITEM # 4.i**

Recreation Director's report

BACKGROUND**RECOMMENDATION****ATTACHMENTS**

1. 10.24.23 rec directors report



Village of Mount Horeb

Recreation Department

105 North Grove Street
Mount Horeb, WI 53572

Phone (608) 437-3400 | Email: jill.dudley@mounthorebwi.info

PARKS, RECREATION, AND FORESTRY COMMISSION

October 24, 2023

Recreation Director's Report

1. October Program Numbers:

<u>Program Name</u>	<u>2023 Participant Numbers</u>	<u>2022 Participant Numbers</u>
Adult Ballroom Dance (sess. 2)	0 (cancelled - low enrollment)	4
Afterschool Art Class (sess. 2)	10	13
Babysitting Class	11	9
Basketball Camp (YEL!)	62	77
Bricktopia Catapults (YEL!)	16	N/A (new program)
Coding for Kids (YEL!)	8	N/A (new program)
Exploring Clay	0 (cancelled - low enrollment)	16
Intro to Pottery	8	6
Kiddie Folk Art	6	N/A (new program)
Martial Arts (fall session 1)	16	25
Painting Class	14	13

- Upcoming November Programs: Big Ten Basketball (3rd-6th grade), Indoor Pickleball, Learn to Play Hockey, Martial Arts (Fall sess. 3), and Tae Kwon Do.
- We are gearing up for our Creepy Crawl event that will take place on October 26th. Right now, we have 12 spook stations and a handful of other volunteers who will be helping us in admissions, passing out cider/candy, and driving the tractor for the hay wagon rides. MHTC is sponsoring this event, so we will be adding an inflatable clown archway, a balloon arch, and a balloon artist.
- This year, our flag football tournaments will be held in Stoughton and DeForest on Saturday, October 21st. We have 11 teams partaking in the tournaments and seven of our referees will head to Stoughton to help with games at that location.
- I received a \$250 grant from the WPRA Community Foundation to use towards my Leadership Academy registration fee. This academy will be held in Oshkosh from November 29 – December 1.
- I continue to work on our upcoming winter/spring guide. Our plan is to email it out on Friday, November 10th with online registration starting November 13th and in-person starting November 14th. A few new programs we have for this guide include: Coding for Middle Schoolers, and Can't Qit Basketball Trainings. We will also be bringing back our floor hockey program.



AGENDA ITEM REPORT

MEETING DATE

October 24, 2023

PREPARED BY

AGENDA ITEM # 4.j

Public Services Director's report

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. prf report 10.24.23



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

Parks, Recreation and Forestry Commission

October 24, 2023

Public Services Director's Report

1. We are having our final inspection/walk through for the tennis court project on October 20. As of October 18, Century Fence has not installed the posts and nets.
2. The new playground equipment has been installed at Waltz Park and our crew finished installing the safety surfacing on October 18.
3. Our fall trees are scheduled to be delivered on October 24.
4. We are planning to spray Spongy Moth egg masses again this fall, winter or early next spring. We will be targeting the trees at Boeck's Park and will also be spraying oak trees at the Mount Horeb Union Cemetery. The cemetery board will be paying for the chemical and we will be supplying the labor and equipment.