



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, October 22, 2024 at 5:30 PM

Municipal Building Board Room

138 E. Main Street

Mount Horeb, WI

- 1) Call to order
- 2) Consent agenda
 - a. Consideration of September 24, 2024 meeting minutes
- 3) Agenda items
 - a. Discuss and consider MoHo Gator's 2025-2027 agreement
 - b. Discuss revenue sharing regarding MHASD's advertisement, donations, and sponsorship guide
 - c. Discuss outdoor AED's at area parks
 - d. Lukken property update
 - e. Consider estimate for electrical upgrades at Boeck's Park pavilion
 - f. Discuss Garfield Park ice rink and warming shelter
- 4) Department Reports
 - a. Recreation Director's Report
 - b. 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.



AGENDA ITEM REPORT

MEETING DATE

October 22, 2024

PREPARED BY

Jill Dudley, Recreation Director

AGENDA ITEM # 2.a

Consideration of September 24, 2024 meeting minutes

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. prf minutes 9.24.24

MINUTES

PARKS, RECREATION AND FORESTRY COMMISSION

September 24, 2024, 5:30 PM, Municipal Building Board Room

PRESENT: Adler, Halverson, Hogseth, Honore, Webber, White

ABSENT: Mertz

OTHERS PRESENT: Owen, Dudley – Village of Mount Horeb

Consider minutes of the August 27, 2024 meeting.

White moved; Adler seconded to approve the minutes of the August 27, 2024 meeting. Motion carried.

Review of Concept Park and trail dedication for residential development

Brian Durtschi gave a background of the 83 acres of land he owns on the East side of the Village on the North side of Springdale Street. Durtschi wanted to discuss a potential trail network that would connect his property, and other nearby properties, with the Military Ridge Bike Trail. Durtschi was interested in getting feedback from the commission regarding this and stated that he would be happy to give a walking tour of the land if the commission feels it is worth pursuing. Members of the commission stated that it is something they would like to discuss further with Durtschi as specifics of the development are ironed out.

Discuss and consider MoHo Gators new contract

This item was tabled for next month, as further discussion with the MoHo Gators regarding the new contract is needed.

Discuss Summer Frolic Committee's donation to Grundahl Park

Adler stated that the Summer Frolic Committee approved a contribution of \$50,000 towards the playground portion of the park for next year's budget.

Discuss and consider parks and recreation fees

Owen stated that he thinks it is a good idea to look at our rates and see how they compare to other communities. Dudley handed out the current fees relating to recreation programs, Aquatic Center, and rentals. White asked when the fees have been increased and how they relate to other communities. Dudley explained that she did not have enough time to obtain other communities fees, but that some fees have slightly increased over the last year or two due to increased supply costs and staying consistent with other recreation department's that participate in similar leagues. Honore suggested looking at raising prices on our most popular programs and base increases on where we have invested money in our parks. Adler stated that he would like to see the rates remain on the lower end, so children can explore many different activities to find out what they are really interested in, as that can get expensive. Owen stated that spring of next year would be a good time to start looking at our fees and how they compare to other communities and look at potentially establishing a growth schedule moving forward.

Consider purchasing picnic tables for Viking Park

Gorman's written recommendation was to allocate up to \$3,600 for purchasing three tables at Viking Park. Webber motioned; Adler seconded to approve this purchase.

Discuss Grandma Foster Park development and phasing options

Owen stated he does not have an update on this, as he has not been successful in getting a date set with the DNR for discussion. This item has been tabled for next month.

Discuss revenue sharing regarding MHASD's Advertisements, Donations, and Sponsorship Guide

This discussion was tabled for next month. Still trying to get a meeting set up with the School District so they can hammer out the details before they present.

Discuss outdoor AED's at park facilities

Honore mentioned that she has a meeting with someone from Wesco Distribution/Conney Safety yet this week, so she will have more information on this for the next meeting. Dudley handed out a document showing which type of AED cabinet she feels would be best to have outside year-round at the parks. White mentioned that having a non-locked cabinet might be a better decision based on the lower cost and ease of accessibility. Dudley explained that those type of cabinets would not be able to stand up to our harsh winter weather, so the AED may not work properly when needed. Further discussion on this will take place at next month's meeting.

Lukken Farm Update

Owen stated that there is no update at this time. Halverson thanked everyone who was able to attend the walking tour last week.

Recreation Director's Report

Dudley reviewed her written report and expressed a need for volunteers for the Creepy Crawl haunted hike event that will take place on Thursday, October 24th.

Public Services Director's Report

Gorman submitted a written report, but was not present at the meeting for review.

Future agenda items

- Gator's 2025-2027 agreement
- MHASD Sponsorship and Donations Guide
- AED's
- Grandma Foster Park development

Set next meeting date and time

October 22, 2024 at 5:30 pm

Adjourn

Adler moved, White seconded to adjourn at 6:25 pm. Motion carried.

Minutes prepared by Jill Dudley, Recreation Director



Village of Mount Horeb

138 E. Main Street
Mount Horeb, WI 53572
Phone (608) 437-6884

2025-2027 MOHO GATORS AGREEMENT

This document is designed to set guidelines by which the MoHo Gators will operate during the 2025-2027 season. A season is defined as one that includes the summer session generally from late May to middle of August. The Mount Horeb Recreation Department and Mount Horeb Public Services Department, in conjunction with the Mount Horeb Parks, Recreation, and Forestry Commission, reserve the right to dissolve this agreement should it feel any or all of these guidelines are not being followed.

ROLE OF MOUNT HOREB RECREATION DEPARTMENT AND MOUNT HOREB PUBLIC SERVICES DEPARTMENT

The Mount Horeb Recreation Department and Mount Horeb Public Services Department will work closely with the MoHo Gators to set up practice times, swim meets, and other swim team sponsored events. A representative from the Mount Horeb Recreation Department and/or Mount Horeb Public Services Department shall be available to attend any organizational meetings necessary to insure proper handling of this agreement. In addition, the department shall make available to MoHo Gators any information necessary towards the smooth operation of this program.

MOUNT HOREB SWIM TEAM POLICIES, RULES, AND REGULATIONS REGARDING USE OF THE MOUNT HOREB FAMILY AQUATIC CENTER

The following policies are to be used as guidelines in establishing and outlining rules and regulations for the MoHo Gators. All policies, rules, and regulations that govern the MoHo Gators use of all park, recreation, and forestry run facilities are subject to change at the discretion of the Mount Horeb Park, Recreation, and Forestry Commission.

1. All members of MoHo Gators shall, for their own safety, follow the rules that govern all patrons of the outdoor pool.
2. There must be a certified lifeguard present at any swim team practice and/or event. A certified lifeguard is defined as one who holds current certifications in American Red Cross Lifeguard Training inclusive of First Aid training and holds a current certification in Cardio-Pulmonary Resuscitation for the Professional Rescuer. The required number of guards for the outdoor pool is: 1 guard for 1-67 patrons, 2 guards for 68-104 patrons, and 3 guards for 105-200 patrons. During competitive meets, a minimum of one adult (minimum age of 16 years old) who is a certified lifeguard must be on deck and on duty. This is a Wisconsin Interscholastic Athletic Association (WIAA) regulation, a United States Swimming (USS) regulation, as well as a state regulation.
3. All practices and/or events conducted by MoHo Gators shall maintain high safety standards and follow all Public Health Madison Dane County orders and guidelines. It is not permissible to conduct swim practice with the overhead lights turned off, on-deck running, dangerous play, etc.
4. MoHo Gators will be responsible for vacuuming the bottom of the main pool once every other week. On the opposite weeks, the Recreation Department lifeguards will vacuum the bottom of the main pool. The equipment for this will be kept in the storage room, and MoHo Gators staff will be responsible for

getting the equipment out and returning it to the storage room when finished. Village of Mount Horeb staff will train swim team staff on proper use and care of the equipment. The vacuuming schedule will be agreed upon prior to the start of the season.

5. Starting platforms shall be covered, or otherwise rendered unusable for entries into water when there are no experienced adults to supervise the proper use of the platforms.
6. MoHo Gators will limit the space used in the pool storage room area and put most of their belongings in their storage shed. Items stored in the pool storage room will need approval prior to each pool season.
7. MoHo Gators personnel shall develop an emergency action plan (EAP) using available personnel. A copy of the EAP needs to be given to the Mount Horeb Recreation Department and posted at the Aquatic Center.
8. Village of Mount Horeb equipment utilized by the MoHo Gators during practice, swim meets, or other events may be used if permission has been granted by the Village of Mount Horeb. Any equipment that has been destroyed or damaged due to misuse or abuse shall be replaced at the expense of the MoHo Gators.
9. The MoHo Gators will pay a pool use fee of \$4,400.00 for the 2025, 2026, and 2027 summer season. This fee will be payable to the Village of Horeb and is due on or before September 1st of each year. Hours per year may not exceed 336 without approval from the Village of Mount Horeb Recreation Director.
10. MoHo Gators staff must record any incidents, injuries, or accidents on forms provided by the Recreation Department. These reports shall remain at the Mount Horeb Family Aquatic Center as part of the department's records.
11. All swim meets or other events must be cleared through the Mount Horeb Recreation Department and Mount Horeb Public Services Department. These events shall be cleared as early as possible in the season.
12. The MoHo Gators end of the season pool party will be staffed by the Mount Horeb Recreation Department with Village lifeguards. In addition, there must be a minimum of three adult parents present with the swimmers at all times to enforce pool rules. A pool party application will need to be filled out prior to the pool season. All pool rules are required to be followed. The Mount Horeb Recreation Department will pay for the lifeguard wages for this pool party up front and then the MoHo Gators will reimburse the Recreation Department for this cost at the end of the season when they submit their payment for pool usage.
13. The MoHo Gators may use the locker rooms during practice, but need to clean them thoroughly when they are finished.
14. ONLY MoHo Gators coaches and adult volunteers will be allowed in the Aquatic Center guard room. The lifeguard office must remain locked during MoHo Gators use.
15. Spectator fees may be charged at MoHo Gators events. All fees shall be left to the discretion of the MoHo Gators.
16. MoHo Gators may sell concessions in and around the pool during MoHo Gators functions only. When selling concessions, please observe the following regulations:
 - A. No glass containers will be allowed in and around the facility.
 - B. Prior to leaving the facility, all areas such as the locker rooms, deck areas, hallways, and on, under, and around the bleachers, shall be thoroughly cleaned and cleared of all debris.

C. All guidelines set by the Wisconsin Department of Health Services and orders set by Public Health Madison Dane County must be followed.

17. MoHo Gators may schedule practices at times other than the agreed upon time if, and only if, they first clear their request with the Mount Horeb Recreation Department and Mount Horeb Public Services Department. Deviating from the current schedule to include increased hours would require a formal meeting and possible increased fees.
18. At the beginning of each summer session representatives of the MoHo Gators staff shall be provided with a schedule from the Mount Horeb Recreation Department and Mount Horeb Public Services Department that outlines program details as part of this agreement. Failure to comply with this agreement may result in loss of pool time.
19. MoHo Gators shall provide proof of \$1,000,000.00 liability insurance coverage with the Village listed as an additional insured at the time this contract is signed.
20. Should any MoHo Gator specific equipment (starting blocks, flag poles, lane lines) break or become damaged due to regular wear and tear, the MoHo Gators will be responsible for the cost to cover all items. If the equipment is damaged due to misuse outside of MoHo Gator use, it will be covered by the Village.
21. In consideration for receiving permission to use the Aquatic Center the MoHo Gators Organization fully releases and discharges the Village of Mount Horeb, its officers, agents, and employees (collectively, the "Village") from any and all claims or damages, including those arising from injuries, death, or property damage, which may arise out of or occur in connection with the MoHo Gators Organization's use of the Aquatic Center, including, but not limited to, use of the Aquatic Center by members, employees, or guests of the MoHo Gators.

In addition, the MoHo Gators Organization agrees to indemnify and hold harmless the Village from any and all claims, damages, costs, and expenses, including reasonable attorney's fees, incurred by the Village, or to be incurred by the Village, that result from or relate to the MoHo Gators Organization's use of the Aquatic Center, including, but not limited to, use of the Aquatic Center by members, employees, or guests of the MoHo Gators.
22. The MoHo Gators agree that before a member, employee, or guest of the MoHo Gators can use the Aquatic Center, the member, employee, or guest must execute the attached Liability Waiver and Indemnification Agreement. Copies of all executed agreements must be provided to the Mount Horeb Recreation Department.

TERM OF AGREEMENT

The terms of this agreement will extend through the end of the 2027 summer season.

Date: _____
 Month Day Year

MoHo Gators President Signature: _____

MoHo Gators President Printed Name: _____

Village of Mount Horeb Recreation Director Signature: _____

Village of Mount Horeb Recreation Director Printed Name: _____

LIABILITY WAIVER AND INDEMNIFICATION AGREEMENT

IN CONSIDERATION FOR RECEIVING PERMISSION TO USE THE MOUNT HOREB FAMILY AQUATIC CENTER (THE "AQUATIC CENTER") AS A MEMBER, EMPLOYEE, OR GUEST OF THE MOHO GATORS ORGANIZATION, I FULLY RELEASE AND DISCHARGE THE VILLAGE OF MOUNT HOREB, ITS OFFICERS, AGENTS AND EMPLOYEES (COLLECTIVELY, THE "VILLAGE") FROM ANY AND ALL CLAIMS OR DAMAGES, INCLUDING THOSE ARISING FROM INJURIES, DEATH, OR PROPERTY DAMAGE, WHICH MAY ARISE OUT OF OR OCCUR IN CONNECTION WITH MY USE OF THE AQUATIC CENTER, EXCEPT IN CASES OF RECKLESSNESS OR WILLFUL MISCONDUCT BY THE VILLAGE.

I FURTHER AGREE TO INDEMNIFY AND HOLD HARMLESS THE VILLAGE FROM ANY AND ALL CLAIMS, DAMAGES, COSTS, EXPENSES, AND ATTORNEY FEES INCURRED BY THE VILLAGE, OR TO BE INCURRED BY THE VILLAGE, THAT RESULT FROM OR RELATE TO MY USE OF THE AQUATIC CENTER, EXCEPT IN CASES OF RECKLESSNESS OR WILLFUL MISCONDUCT BY THE VILLAGE.

- ☐ I HAVE BEEN OFFERED THE OPPORTUNITY TO NEGOTIATE THE TERMS AND CONDITIONS OF THIS LIABILITY WAIVER AND INDEMNIFICATION AGREEMENT. HOWEVER, I CHOOSE TO ACCEPT THE TERMS AND CONDITIONS OF THIS AGREEMENT AS THEY ARE, WITHOUT NEGOTIATION.

SIGNATURE _____ DATE _____

- ☐ I WANT TO NEGOTIATE THE TERMS AND CONDITIONS OF THIS LIABILITY WAIVER AND INDEMNIFICATION AGREEMENT BEFORE PROCEEDING. I UNDERSTAND THAT I MUST CONTACT THE MOUNT HOREB RECREATION DIRECTOR.



Mount Horeb Area School District

Advertising, Donations, & Sponsorship Guide



Effective as of April 11, 2024



Table of Contents

Who We Are	03
Purpose of This Guide	04
Contact	04
Public Records	04
Summary of Key Terms	05
Advertisement Opportunities	06
Donation Opportunities	08
Sponsorship Opportunities:	10
a. Academic	11
b. Team	13
c. The Arts	16
d. Innovation	18
e. Other	19
Advertising & Sponsorship Application	21
Donor Application	22
Advertising Agreement	23
Sponsorship Agreement	25
Sample Signage	27
Appendix	28



Who We Are

The foundation of any vibrant community is its schools. Our young people will be responsible for carrying forward our legacy; therefore, we have a duty to leave a positive, lasting imprint on their impressionable lives.

Our District's mission, "Prepare – Learn – Lead," may seem daunting, but anything worth doing usually is. Collectively, we can keep the light of our mission shining brightly with the dedication, conviction, resolve, and stamina each of us possess.

Our District's strategic plan includes four substantial goals: providing support systems for our students and staff, ensuring the long-range viability of the District, graduating college and career-ready students, and partnering with our community.

Join us in our promise to do all that we can do to reach out and help each and every student. It is very hard work; however, it is important and worthwhile. By partnering with our community, we can move our students to even higher heights.

I invite you to consider partnering with us in our investment in the Mount Horeb Area School District.



Dr. Steve Salerno
Superintendent

Purpose Of This Guide

The purpose of this guide is to provide information regarding the advertisement, donation, and sponsorship opportunities within the Mount Horeb Area School District and the appropriate processes.

Contact

If you would like more information or if you have questions, please contact:



Ms. Aubree Hanks
Resource Development and Public Relations Coordinator
1304 East Lincoln Street, Mount Horeb, WI 53572
hanksaubree@mounthorebschools.org | 608.437.7015

Public Records

Please note that all documents, email correspondence, etc., related to any proposal or agreement are a public record and could be made available to anyone that may inquire under the State of Wisconsin Open Records Law.

Legal: Wis. Stat. s. 120.13(28).



Summary of Key Terms

1. **Advertisement:** Advertisement refers to a paid promotional message or announcement that is typically used to promote a product, service, event, or organization. The primary purpose of advertising is to attract the attention of potential customers and persuade them to take action. Advertisement does not include traditional fundraising activities or outright gifts or other economic benefit for which no quid-pro-quo exists. The use of funds derived from advertisements cannot be directed. Examples: the placement of a written statement or sign, display, logo, etc., on District property; the inclusion of a written statement in District publications, such as District website; and the inclusion of an announcement at public events.
2. **Donation:** A donation is a voluntary contribution of money, goods, or services given by individuals or organizations to support a cause, charity, or nonprofit organization. Please refer to Board of Education policy [840 "Public Gifts to the Schools."](#) The primary purpose of a donation is to provide financial assistance or resources to help the recipient achieve its goals or fulfill its mission. The donor may elect to direct their gift for a specific purpose, with the approval of the Board of Education. If the donor allows, the District will thank the donor publicly. Examples: scholarships, equipment or material gifts, lunch debt funds, etc. The Mount Horeb Area School District is unable to provide tax advice. **If you have any questions about the tax implications of a contemplated donation, please contact your accountant or tax professional*
3. **Sponsorship:** Sponsorship involves a collaborative partnership between a sponsor and the Mount Horeb Area School District. This is synonymous with the term "naming rights." In a sponsorship arrangement, the sponsor provides financial support, resources, or services for an extended period of time in exchange for promotional opportunities and exposure to a specific audience. The use of funds derived from sponsorship may not be directed by the partner. Sponsorship agreements may incorporate advertisements, but at their core, sponsorships are a longer-term partnership than advertisements. Examples: stadium scoreboard sponsorship, classroom sponsorship, auditorium sponsorship, etc.



ADVERTISEMENT OPPORTUNITIES



STADIUM SCOREBOARD PREMIERE ADVERTISING PACKAGE

\$1,500 per year

- Minimum of one (1) full screen advertising exposure shown during six (6) events
- Minimum of one (1) rotating logo exposure shown per six (6) events
- District social media recognition
- Five (5) year agreement with first right of refusal at renewal time

ADVERTISEMENT OPPORTUNITIES

GRADUATION

\$20,000 per year

- Name signage featured at the event
- Any announcements regarding the event would utilize the appropriate name

ANNUAL VIKING BAND SHOW

\$5,000 per event

- Name signage featured at the event
- Any announcements regarding the event would utilize the appropriate name

ANNUAL HIGH SCHOOL MUSICAL

\$5,000 per event

- Full-page ad in program
- Board featuring logo displayed at event
- Any announcements regarding the event would utilize the appropriate name

ANNUAL MIDDLE SCHOOL FUN RUN

\$5,000 per year

- Name signage featured at the event
- Any announcements regarding the event would utilize the appropriate name

PRIMARY CENTER FIELD DAY

\$5,000 per year

- Name signage featured at the event
- Any announcements regarding the event would utilize the appropriate name

INTERMEDIATE CENTER FIELD DAY

\$5,000 per year

- Name signage featured at the event
- Any announcements regarding the event would utilize the appropriate name

ANNUAL MIDDLE SCHOOL MUSICAL

\$1,000 per event

- Board featuring logo displayed at event
- Any announcements regarding the event would utilize the appropriate name

ONE DISTRICT CO-CURRICULAR EVENT

\$1,000 per event

- Name signage featured at the event
- Any announcements regarding the event would utilize the appropriate name

STAFF APPRECIATION DAY

\$1,000 per event

- Name signage featured at the event
- Any announcements regarding the event would utilize the appropriate name

STUDENT SUCCESS SUMMIT

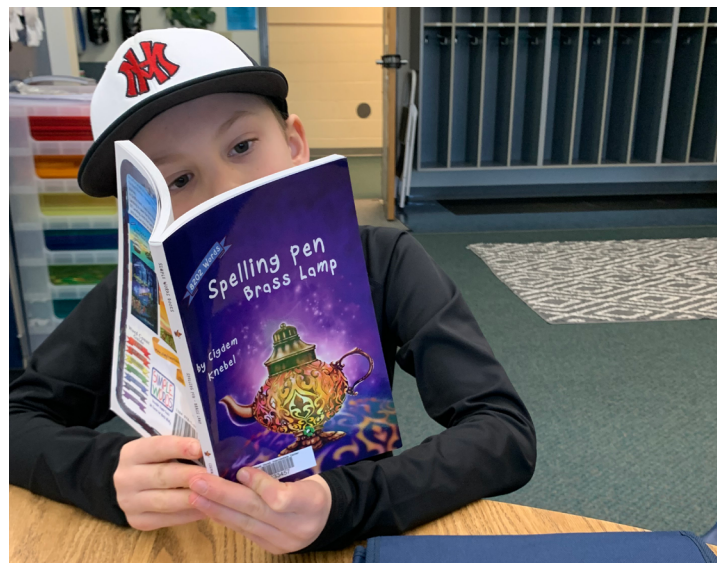
\$1,000 per event

- Name signage featured at the event
- Any announcements regarding the event would utilize the appropriate name

*Please refer to Advertising Agreement on page 23



DONATION OPPORTUNITIES



DONATION OPPORTUNITIES

Your support is crucial in helping us achieve our mission and make a positive impact in our community. We offer various ways for individuals and organizations to contribute and make a difference. Donations can be a great vehicle for individuals, businesses, and/or organizations to direct their giving (with Board of Education approval). If you are interested in learning more about our donation opportunities or have any questions, please feel free to reach out to the Resource Development & Public Relations Coordinator. Thank you for considering supporting us!

Opportunities include but are not limited to:

1. Scholarships
2. Bequests
3. Student lunch support
4. Team sport support
5. School supplies
6. Scholastic book fair voucher program
7. Food drive
8. Holiday gifts for families in need
9. Winter clothing drive

** Please note, the Mount Horeb Area School District is unable to provide tax advice. If you have any questions about the tax implications of a contemplated donation, please contact your accountant or tax professional.*







ACADEMIC

High School

LIBRARY NAMING RIGHTS

\$15,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor name signage at library's entrance
- Any announcements regarding an event at the venue would utilize sponsor's name

INDIVIDUAL CLASSROOM NAMING RIGHTS

\$2,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor name signage at classroom's entrance
- Any announcements regarding an event at the venue would utilize sponsor's name

Middle School

LIBRARY NAMING RIGHTS

\$15,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor name signage at library's entrance
- Any announcements regarding an event at the venue would utilize sponsor's name

INDIVIDUAL CLASSROOM NAMING RIGHTS

\$2,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor name signage at classroom's entrance
- Any announcements regarding an event at the venue would utilize sponsor's name

*Please refer to Sponsorship Agreement on page 25

ACADEMIC

Intermediate Center

LIBRARY NAMING RIGHTS

\$15,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor name signage at library's entrance
- Any announcements regarding an event at the venue would utilize sponsor's name

INDIVIDUAL CLASSROOM NAMING RIGHTS

\$2,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor name signage at classroom's entrance
- Any announcements regarding an event at the venue would utilize sponsor's name

Early Learning & Primary Center Center

LIBRARY NAMING RIGHTS

\$15,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor name signage at library's entrance
- Any announcements regarding an event at the venue would utilize sponsor's name

INDIVIDUAL CLASSROOM NAMING RIGHTS

\$2,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor name signage at classroom's entrance
- Any announcements regarding an event at the venue would utilize sponsor's name

*Please refer to Advertising Agreement on page 25



GAME TIME

STADIUM SCOREBOARD PLATINUM PARTNER

\$8,000 per year

- One (1) sponsor logo featured above the stadium video display
- One (1) 30-second video OR advertising exposure at an event
- One (1) 15-second video OR advertising exposure at an event
- Minimum of one (1) full screen advertising exposure shown during six (6) events
- Minimum of one (1) rotating logo exposure shown per six (6) events
- One (1) game day sponsorship per year
- District social media recognition
- Five (5) year agreement with first right of refusal at renewal time

STADIUM SCOREBOARD GOLD PARTNER

\$5,000 per year

- One (1) sponsor logo featured below the stadium video display
- One (1) 15-second video OR advertising exposure at an event
- Minimum of one (1) full screen advertising exposure shown during three (3) events
- Minimum of one (1) rotating logo exposure shown per six (6) events
- District social media recognition
- Five (5) year agreement with first right of refusal at renewal time

TEAM

High School

STADIUM NAMING RIGHTS

\$20,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage on facility
- Any announcements regarding an event at the venue would utilize sponsor's name
- Designation as official sponsor of athletics programs that compete in the stadium

MAIN GYM NAMING RIGHTS

\$25,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage on facility
- Any announcements regarding an event at the venue would utilize sponsor's name

*Please refer to Sponsorship Agreement on page 25

TEAM

AUXILIARY GYM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage on facility
- Any announcements regarding an event at the venue would utilize sponsor's name

WRESTLING ROOM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage on facility
- Any announcements regarding an event at the venue would utilize sponsor's name

FITNESS CENTER NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage on facility
- Any announcements regarding an event at the venue would utilize sponsor's name

VARSITY OR JUNIOR VARSITY SOFTBALL FIELD NAMING RIGHTS

\$7,000 per year for either field

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage
- Designation as official sponsor(s) of the softball programs
- As this space is co-owned, revenue earned will be shared with the Village of Mount Horeb

STADIUM CONCESSION STAND

NAMING RIGHTS

\$5,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage at center's entrance
- Designation as official sponsor of the concession stand

SOCCER FIELD NAMING RIGHTS

\$5,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage on facility
- Any announcements regarding an event at the venue would utilize sponsor's name

VARSITY BASEBALL FIELD NAMING RIGHTS

\$5,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage on facility
- Any announcements regarding an event at the venue would utilize sponsor's name

HOME OR VISITOR BASEBALL AND SOFTBALL DUGOUTS

\$5,000 per year for each dugout

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage on facility
- Any announcements regarding an event at the venue would utilize sponsor's name
- As this space is co-owned, revenue earned will be shared with the Village of Mount Horeb

*Please refer to Sponsorship Agreement on page 25

TEAM

SPORT OR EXTRACURRICULAR TEAM

\$5,000 per year for each team

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage on facility
- Any announcements regarding an event at the venue would utilize sponsor's name

Middle School

GYMNASIUM NAMING RIGHTS

\$15,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage on facility
- Any announcements regarding an event at the venue would utilize sponsor's name

PICKLEBALL COURT

\$10,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage on facility
- Any announcements regarding an event at the venue would utilize sponsor's name
- As this space is co-owned, revenue earned will be shared with the Village of Mount Horeb

SPORT OR EXTRACURRICULAR TEAM

\$5,000 per year for each team

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage on facility
- Any announcements regarding an event at the venue would utilize sponsor's name

Intermediate Center

GYMNASIUM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage on facility
- Any announcements regarding an event at the venue would utilize sponsor's name

Early Learning & Primary Center Center

GYMNASIUM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage on facility
- Any announcements regarding an event at the venue would utilize sponsor's name

JUNIOR VARSITY BASEBALL FIELD NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage on facility
- Any announcements regarding an event at the venue would utilize sponsor's name

*Please refer to Sponsorship Agreement on page 25



ARTS

High Schools

AUDITORIUM NAMING RIGHTS

\$30,000 per year

- Venue named after sponsor
- Five (5) year agreement with five (5) year signage renewal
- Sponsor logo and name signage
- Public address announcements at all District events using this venue
- Any announcements regarding an event at the venue would utilize sponsor's name

MUSIC CLASSROOM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Signage indicating sponsorship
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

CHOIR CLASSROOM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Signage indicating sponsorship
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

ART CLASSROOM NAMING RIGHTS

\$10,000 per year for each room

- Venue named after sponsor
- Signage indicating sponsorship
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

Middle School

STEP ROOM NAMING RIGHTS

\$25,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage
- Any announcements regarding an event at the venue would utilize sponsor's name

MUSIC CLASSROOM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Signage indicating sponsorship
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

*Please refer to Sponsorship Agreement on page 25

ARTS

Intermediate Center

STEP ROOM NAMING RIGHTS

\$15,000 per year

- Venue named after sponsor
- Five (5) year agreement with first right of refusal at renewal time
- Sponsor logo and name signage in close proximity to stage
- Any announcements regarding an event at the venue would utilize sponsor's name

MUSIC CLASSROOM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Signage indicating sponsorship
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

ART CLASSROOM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Signage indicating sponsorship
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

Early Learning & Primary Center Center

MUSIC CLASSROOM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Signage indicating sponsorship
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

ART CLASSROOM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Signage indicating sponsorship
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

*Please refer to Sponsorship Agreement on page 25



INNOVATION

High School

FAB LAB NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Sponsor logo and name signage in close proximity to cafeteria
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

AUTO SHOP NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Sponsor logo and name signage in close proximity to cafeteria
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

WELDING SHOP NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Sponsor logo and name signage in close proximity to cafeteria
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

GREENHOUSE NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Sponsor logo and name signage in close proximity to cafeteria
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

Middle School

TECH ED CLASSROOM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Sponsor logo and name signage in close proximity to cafeteria
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

*Please refer to Sponsorship Agreement on page 25



OTHER

High School

CAFETERIA NAMING RIGHTS

\$50,000 per year

- Venue named after sponsor
- Sponsor logo and name signage in close proximity to cafeteria
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

CAFE NAMING RIGHTS

\$15,000 per year

- Venue named after sponsor
- Sponsor logo and name signage in close proximity to cafeteria
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

PROFESSIONAL LEARNING CTR NAMING RIGHTS

\$15,000 per year

- Venue named after sponsor
- Sponsor logo and name signage at entrance
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

ADMIN CONFERENCE ROOM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Sponsor logo and name signage at entrance
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

Middle School

CAFETERIA NAMING RIGHTS

\$25,000 per year

- Venue named after sponsor
- Sponsor logo and name signage in close proximity to cafeteria
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

CONFERENCE ROOM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Sponsor logo and name signage at entrance
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

*Please refer to Sponsorship Agreement on page 25

OTHER

Intermediate Center

CAFETERIA NAMING RIGHTS

\$15,000 per year

- Venue named after sponsor
- Sponsor logo and name signage in close proximity to cafeteria
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

PLAYGROUND NAMING RIGHTS

\$15,000 per year

- Playground named after sponsor
- Sponsor logo and name signage on location
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

CONFERENCE ROOM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Sponsor logo and name signage at entrance
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

SENSORY ROOM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Sponsor logo and name signage at entrance
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

Early Learning & Primary Center Center

CAFETERIA NAMING RIGHTS

\$15,000 per year

- Venue named after sponsor
- Sponsor logo and name signage in close proximity to cafeteria
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

PLAYGROUND NAMING RIGHTS

\$15,000 per year

- Playground named after sponsor
- Sponsor logo and name signage on location
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

CONFERENCE ROOM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Sponsor logo and name signage at entrance
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

SENSORY ROOM NAMING RIGHTS

\$10,000 per year

- Venue named after sponsor
- Sponsor logo and name signage at entrance
- Five (5) year agreement with first right of refusal at renewal time
- Any announcements regarding an event at the venue would utilize sponsor's name

*Please refer to Sponsorship Agreement on page 25

ADVERTISING & SPONSORSHIP APPLICATION

Details about the procedures may be found in administrative regulation [851A - "Advertisements and Sponsorships in the Schools."](#)

PLEASE CHECK ONE: ☐ SPONSORSHIP ☐ ADVERTISING			
ORGANIZATION OR INDIVIDUAL'S NAME	AUTHORIZED CONTACT	PHONE NUMBER	FAX
STREET ADDRESS			
CITY, STATE, ZIP		FEDERAL TAX ID NUMBER <i>(If applicable)</i>	YEARS IN BUSINESS
TYPE OF ORGANIZATION (CHECK ONE): ☐ CORPORATION ☐ LLC ☐ SOLE PROPRIETOR ☐ INDIVIDUAL ☐ TRUST			
BANK REFERENCE	CONTACT PERSON	PHONE NUMBER	
SUPPLIER/VENDOR REFERENCE	CONTACT PERSON	PHONE NUMBER	
Please list and describe the sponsorship or advertising opportunity you are applying for (attach additional pages if needed).			
Please list/describe the materials attached with this form and how it is intended to be used in the sponsorship or advertising opportunity (attach additional pages if needed).			
PLEASE ANSWER THE FOLLOWING QUESTIONS BY INITIALING NEXT TO "YES" OR "NO":			
1. Have you fully read and understand the school District's administrative regulation 851A - "Advertisements and Sponsorships in the Schools" ?		YES ____ NO ____	
2. Are you the authorized party permitted to enter into a legally binding financial agreement?		YES ____ NO ____	
3. Does your company or product(s) meet all school District qualifications and are they free from any discriminating content?		YES ____ NO ____	
4. Have you provided a sample copy of the advertisement, logo, or sample marketing materials to be used with an approved application?		YES ____ NO ____	
5. Do you fully agree that this program does not constitute an endorsement of your business, products, or views of the applicant?		YES ____ NO ____	
6. Do you agree and understand that you may not use the Mount Horeb Area School District, District buildings or grounds, or District employees to advertise or endorse the products at any time other than the locations applied and approved for in your application(s), and that failure to do so is grounds for immediate termination of the agreement(s) and you agree to waiving all rights and financial compensation for failure to comply?		YES ____ NO ____	
THANK YOU FOR SUPPORTING THE MOUNT HOREB AREA SCHOOL DISTRICT!			
AUTHORIZED REPRESENTATIVE SIGNATURE: _____ DATE: _____			
FOR SUPERINTENDENT'S USE ONLY RECEIVED BY: _____ DATE: _____ PAYMENTS RECEIVED BY: _____	DATE REVIEWED BY THE BOARD OF EDUCATION: _____ ☐ APPROVED ☐ DENIED NOTES REGARDING DECISION OF ADVISORY COMMITTEE (IF ANY): AUTHORIZED CONTACT NOTIFIED OF DECISION BY: _____ DATE: _____ TIME: _____		

DONATION APPLICATION

Details about the procedures may be found in administrative regulation [840A – “Public Gifts to the Schools.”](#)

ORGANIZATION OR INDIVIDUAL'S NAME	AUTHORIZED CONTACT	PHONE NUMBER	FAX
STREET ADDRESS			
CITY, STATE, ZIP		FEDERAL TAX ID NUMBER <i>(If applicable)</i>	YEARS IN BUSINESS
TYPE OF ORGANIZATION (CHECK ONE): ☐ CORPORATION ☐ LLC ☐ SOLE PROPRIETOR ☐ INDIVIDUAL ☐ TRUST			
Please list the value of your donation and, if you are directing your donation, describe the opportunity you would like your donation to fund (attach additional pages if needed).			
PLEASE ANSWER THE FOLLOWING QUESTIONS BY INITIALING NEXT TO “YES” OR “NO”: 1. Have you fully read and understand the District’s administrative regulation 840A – “Public Gifts to the Schools” which outlines the criteria for approval and donation procedure? YES ____ NO ____ 2. Do you / does your company meet all of the District’s criteria for approval as outlined in the District’s administrative regulation 840A – “Public Gifts to the Schools”? YES ____ NO ____ 3. Do you fully agree that this donation does not constitute an endorsement of your business, products, or views of the applicant? YES ____ NO ____ 4. Can the District thank you publicly for your donation? YES ____ NO ____ If yes, which of the following methods of gratitude are prefer: ☐ SOCIAL MEDIA POST ☐ PRESS RELEASE ☐ BOARD MEETING RECOGNITION * For donations greater than \$250,000, the board may consider additional means of recognition prior to any acceptance. 5. Do you / does your company accept that the donation provided does not require public fund matching? YES ____ NO ____			
THANK YOU FOR SUPPORTING THE MOUNT HOREB AREA SCHOOL DISTRICT!			
AUTHORIZED REPRESENTATIVE SIGNATURE: _____ DATE: _____			
FOR SUPERINTENDENT’S USE ONLY RECEIVED BY: _____ DATE: _____ PAYMENTS RECEIVED BY: _____	DATE REVIEWED BY THE BOARD OF EDUCATION: _____ ☐ APPROVED ☐ DENIED NOTES REGARDING DECISION OF THE FINANCE COMMITTEE/ BOARD OF EDUCATION:: AUTHORIZED CONTACT NOTIFIED OF DECISION BY: _____ DATE: _____ TIME: _____		

** Please note, the Mount Horeb Area School District is unable to provide tax advice. If you have any questions about the tax implications of a contemplated donation, please contact your accountant or tax professional.*

ADVERTISING AGREEMENT

THIS AGREEMENT, is made on the _____ of _____, 20____, by and between _____ (hereinafter the "Advertiser") and the Mount Horeb Area School District (hereinafter the "School District").

THE PARTIES AGREE AS FOLLOWS:

I. Objective of the Agreement

The Advertiser has expressed its desire to advertise _____. The advertisement shall be operated and shown in accordance with this agreement and the District policies, procedures and guidelines. Advertiser understands and accepts this Agreement shall not be construed as the Advertiser's ability to direct the Mount Horeb Area School District's use of revenue derived. In consideration for said advertisement, Advertiser shall pay School District the sum of \$ _____ in accordance with Section II(a).

Performance, Role, and Responsibility of the Advertiser

a. Fee Arrangement – advertiser shall pay school District in accordance with the following schedule:

Due Date	Amount
Upon Signing Agreement	\$ _____
Cost of Advertising	\$ _____
Event(s) Date(s)	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

- b. Advertiser shall prepare and provide to the School District all necessary media to execute this Agreement at no cost to the School District. All media is subject to review and approval of the District in accordance with the terms of this agreement and related policies (165 – "Conflicts of Interest," 374 – "Fundraising Activities," 850 – "Public Solicitations/Promotions on School Premises," 851 – "Advertisements and Sponsorships in the Schools"), procedures and guidelines. Advertiser shall directly pay for, or reimburse the School District for the cost of the signage necessary to execute this Agreement in addition to the overall advertisement amount. The signage shall be reflective of the District's branding style and will be approved by the Resource Development Coordinator.
- c. Advertiser understands and agrees that Board of Education policy 851, administrative regulations 851A as well as 850A, and all rules and regulations contained therein are incorporated herein by this reference and shall be a part of this agreement and must be complied with by Advertiser.

III. Performance, Role, and Responsibility of the School District

In consideration of the payment of the advertisement fee, the District shall provide the following:

- a. Advertiser logo/signage on/at _____.
- b. An announcement regarding the event would utilize Advertiser's name.

IV. Term

The term of this Agreement shall be from _____, 20____ through _____, 20____. If you have selected the Stadium Scoreboard Premiere Advertising Package, upon the end of this term, you shall have a first right of refusal to renew the Stadium Scoreboard Premiere Advertising Package, in priority over any other pending applications, at the then current rate. However, the District reserves the right to cancel this Agreement, with or without reason or cause, on thirty (30) days written notice to the other party. Should this agreement be terminated without cause, the School District shall return to Advertiser a prorated amount of the advertising fee paid by Advertiser.

V. Indemnifications

Advertiser hereby agrees to hold harmless, defend and indemnify the Mount Horeb Area School District, its officers, agents, and employees from and against any and all claims, liability, demands, causes of action, damages, costs, and attorney fees arising from this Agreement, and to the delivery of advertisement hereunder, except to the extent that any such claim or demand arises from or is caused by the negligence or willful misconduct of the District, its agents, or employees.

VI. Non-Endorsement/No Agency

Advertiser agrees that all written material and items in connection with this Agreement does not imply that Advertiser is endorsed by the Mount Horeb Area School District or any of its agents or employees and will not communicate that the District is endorsing Advertiser or its products or services in any way. Advertiser further agrees that it has no right to act on behalf of the District in any way as a result of entering into this agreement.

ADVERTISING AGREEMENT

VII. Miscellaneous

- a. Modifications. Except as may otherwise be expressly stated in this Agreement, all modifications to this Agreement shall be in writing and signed by both parties.
- b. Waiver. The waiver of any term, provision or condition of this Agreement by either party shall not be construed to be a waiver of any other term, provision or condition.
- c. Assignability. Neither party's rights nor obligations under this Agreement may be transferred, conveyed or assigned without the express prior written consent of the other party.
- d. Severability. In the event that any portion of this Agreement is held to be contrary to the law or otherwise unenforceable, it shall be severed from the remaining provisions of this Agreement which shall continue to remain in full force and effect.
- e. Governing Law. This Agreement shall be governed by the laws of the State of Wisconsin with regard to formation, construction, and performance.
- f. Notices. Any notice required or permitted to be given under this Agreement shall be sufficient if in writing and if sent by mail to the home office of the Advertiser or the District, as appropriate.
- g. District Influence. Advertiser shall not have any right or expectation of right to control or influence any District operations or decisions as a result of this agreement.
- h. Make Good Activity. If any of the recognition activities identified in Section III hereof do not occur as contemplated, the parties may mutually agree upon another recognition activity to compensate for the non-occurrence of the scheduled recognition activity. Any such recognition activity must be scheduled to occur during the term hereof.
- i. Complete Agreement. This agreement is the complete agreement between the parties hereto. This agreement supersedes any and all prior agreements, discussions or other communications of any kind.

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THE FOREGOING AGREEMENT:

Advertiser

By: _____

Printed Name: _____

Title: _____

Date (mm/dd/yyyy): _____

Superintendent

By: _____

Printed Name: _____

Title: _____

Date (mm/dd/yyyy): _____

SPONSORSHIP AGREEMENT

THIS AGREEMENT, is made on the _____ of _____, 20____, by and between _____ (hereinafter the "Sponsor") and the Mount Horeb Area School District (hereinafter the "School District").

THE PARTIES AGREE AS FOLLOWS:

I. Objective of the Agreement

The Sponsor has expressed its desire to sponsor _____. The sponsorship shall be operated and shown in accordance with this agreement and the District policies, procedures and guidelines. Sponsor understands and accepts this Agreement shall not be construed as the Sponsor's ability to direct the Mount Horeb Area School District's use of revenue derived. In consideration for said sponsorship, Sponsor shall pay School District the sum of \$_____ in accordance with Section II(a).

II. Performance, Role, and Responsibility of the Sponsor

a. Fee Arrangement – sponsor shall pay school District in accordance with the following schedule:

Due Date	Amount
Upon Signing Agreement	\$ _____
Cost of Signage	\$ _____
Year 1 June 1, 20____	\$ _____
Year 2 June 1, 20____	\$ _____
Year 3 June 1, 20____	\$ _____
Year 4 June 1, 20____	\$ _____
Year 5 June 1, 20____	\$ _____
<i>*Signage Renewal/Upkeep</i>	
Year 6 June 1, 20____	\$ _____
Year 7 June 1, 20____	\$ _____
Year 8 June 1, 20____	\$ _____
Year 9 June 1, 20____	\$ _____
Year 10 June 1, 20____	\$ _____

b. Sponsor shall prepare and provide to the Mount Horeb Area School District all necessary media to execute this Agreement at no cost to the School District. All media is subject to review and approval of the District in accordance with the terms of this agreement and related policies, procedures and guidelines. Sponsor shall directly pay for, or reimburse the School District for the cost of the signage necessary to execute this Agreement in addition to the overall sponsorship amount. The signage shall be reflective of the District's branding style and will be approved by the Resource Development Coordinator.

c. Sponsor understands and agrees that Board of Education policy 85I, administrative regulations 851A and 850A, and all rules and regulations contained therein are incorporated herein by this reference and shall be a part of this agreement and must be complied with by Sponsor.

III. Responsibility of the School District

In consideration of the payment of the sponsorship fee, the District shall provide the following:

- a. _____
- b. _____
- c. _____
- d. _____

IV. Term

The term of this Agreement shall be from _____, 20__ through _____, 20__. Upon the end of this term, you shall have a first right of refusal to renew any sponsorships, in priority over any other pending applications, at the then current rate. However, the District reserves the right to cancel this Agreement, with or without reason or cause, on thirty (30) days written notice to the other party. Should this agreement be terminated without cause, the School District shall return to Sponsor a prorated amount of the sponsorship fee paid by Sponsor.

V. Indemnifications

Sponsor hereby agrees to hold harmless, defend and indemnify the Mount Horeb Area School District, its officers, agents, and employees from and against any and all claims, liability, demands, causes of action, damages, costs, and attorney fees arising from this Agreement, and to the delivery of sponsorship hereunder, except to the extent that any such claim or demand arises from or is caused by the negligence or willful misconduct of the District, its agents, or employees.

VI. Non-Endorsement/No Agency

Sponsor agrees that all written material and items in connection with this Agreement does not imply that Sponsor is endorsed by the Mount Horeb Area School District or any of its agents or employees and will not communicate that the District is endorsing Sponsor or its products or services in any way. Sponsor further agrees that it has no right to act on behalf of the District in any way as a result of entering into this agreement.

SPONSORSHIP AGREEMENT

- VII. **Miscellaneous**
- a. **Modifications.** Except as may otherwise be expressly stated in this Agreement, all modifications to this Agreement shall be in writing and signed by both parties.
 - b. **Waiver.** The waiver of any term, provision or condition of this Agreement by either party shall not be construed to be a waiver of any other term, provision or condition.
 - c. **Assignability.** Neither party's rights nor obligations under this Agreement may be transferred, conveyed or assigned without the express prior written consent of the other party.
 - d. **Severability.** In the event that any portion of this Agreement is held to be contrary to the law or otherwise unenforceable, it shall be severed from the remaining provisions of this Agreement which shall continue to remain in full force and effect.
 - e. **Governing Law.** This Agreement shall be governed by the laws of the State of Wisconsin with regard to formation, construction, and performance.
 - f. **Notices.** Any notice required or permitted to be given under this Agreement shall be sufficient if in writing and if sent by mail to the home office of the Sponsor or the District, as appropriate.
 - g. **District Influence.** Sponsor shall not have any right or expectation of right to control or influence any District operations or decisions as a result of this agreement.
 - h. **Make Good Activity.** If any of the recognition activities identified in Section III hereof do not occur as contemplated, the parties may mutually agree upon another recognition activity to compensate for the non-occurrence of the scheduled activity. Any such recognition activity must be scheduled to occur during the term hereof.
 - i. **Complete Agreement.** This agreement is the complete agreement between the parties hereto. This agreement supersedes any and all prior agreements, discussions or other communications of any kind.

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THE FOREGOING AGREEMENT:

Sponsor

By: _____

Printed Name: _____

Title: _____

Date (mm/dd/yyyy): _____

Superintendent

By: _____

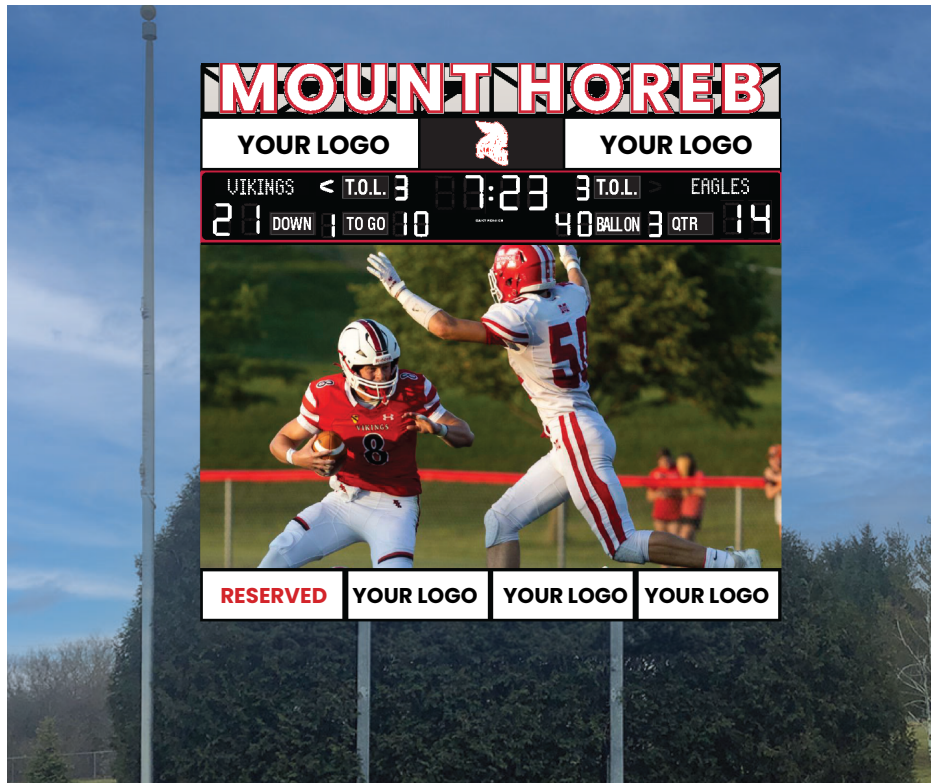
Printed Name: _____

Title: _____

Date (mm/dd/yyyy): _____

SIGNAGE SAMPLES

Scoreboard sponsorship and advertisement examples. Subject to change.



Plaque design to be used for indoor and outdoor venues example. Subject to change.



APPENDIX

ADVERTISING OPPORTUNITIES

1. Graduation
\$20,000 per year
2. Annual Viking Band Show
\$5,000 per event
3. Annual High School Musical
\$5,000 per event
4. Annual Middle School Fun Run
\$5,000 per event
5. Primary Center Field Day
\$5,000 per event
6. Intermediate Center Field Day
\$5,000 per event
7. Annual Middle School Musical
\$1,000 per event
8. Stadium Scoreboard Premiere Advertisements
\$1,500 per year
9. One District Extracurricular Event
\$1,000 per year
10. Staff Appreciation Day
\$1,000 per year
11. Student Success Summit
\$1,000 per event

DONATION OPPORTUNITIES

1. Scholarships
2. Student lunch support
3. Team sport support
4. School supplies
5. Scholastic book fair voucher program
6. Food drive
7. Holiday gifts for families in need
8. Winter clothing drive

SPONSORSHIP OPPORTUNITIES

ACADEMIC – HIGH SCHOOL

1. Library Naming Rights
\$15,000 Per Year
2. Individual Classroom Naming Rights
\$2,000 Per Year

ACADEMIC – MIDDLE SCHOOL

1. Library Naming Rights
\$15,000 per year
2. Individual Classroom Naming Rights
\$2,000 per year

ACADEMIC – INTERMEDIATE CENTER

1. Library Naming Rights
\$15,000 per year
2. Individual Classroom Naming Rights
\$2,000 per year

ACADEMIC – EARLY LEARNING & PRIMARY CENTER

1. Library Naming Rights
\$15,000 per year
2. Individual Classroom Naming Rights
\$2,000 per year

TEAM – GAME TIME

1. Stadium Scoreboard Platinum Partner
\$8,000 per year
2. Stadium Scoreboard Gold Partner
\$5,000 per year

TEAM – HIGH SCHOOL

1. Stadium Naming Rights
\$20,000 per year
2. Main Gym Naming Rights
\$25,000 per year
3. Auxiliary Gym Naming Rights
\$10,000 per year
4. Wrestling Room Naming Rights
\$10,000 per year
5. Fitness Center Naming Rights
\$10,000 per year
6. Stadium Scoreboard Platinum Partner
\$8,000 per year
7. Varsity Or Junior Varsity Softball Field Naming Rights
\$7,000 per year for either field
8. Stadium Scoreboard Gold Partner
\$5,000 per year
9. Stadium Concession Stand Naming Rights
\$5,000 per year
10. Soccer Field Naming Rights
\$5,000 per year
11. Varsity Baseball Field Naming Rights
\$5,000 per year
12. Home Or Visitor Baseball And Softball Dugouts
\$5,000 per year for each dugout
13. Sport Or Extracurricular Team
\$5,000 per year for each team

TEAM – MIDDLE SCHOOL

1. Gymnasium Naming Rights
\$15,000 per year
2. Pickleball Court
\$10,000 per year
3. Sport Or Extracurricular Team
\$5,000 per year for each team

TEAM – INTERMEDIATE CENTER

1. Gymnasium Naming Rights
\$10,000 per year

APPENDIX

TEAM – EARLY LEARNING & PRIMARY CENTER

1. Gymnasium Naming Rights
\$10,000 per year
2. Junior Varsity Baseball Field Naming Rights
\$10,000 per year

THE ARTS – HIGH SCHOOL

1. Auditorium Naming Rights
\$30,000 per year
2. Art Classroom Naming Rights
\$10,000 per year for each room

THE ARTS – MIDDLE SCHOOL

1. Step Room Naming Rights
\$25,000 per year
2. Music Classroom Naming Rights
\$10,000 per year

THE ARTS – INTERMEDIATE CENTER

1. Step Room Naming Rights
\$15,000 per year
2. Music Classroom Naming Rights
\$10,000 per year
3. Art Classroom Naming Rights
\$10,000 per year

THE ARTS – EARLY LEARNING & PRIMARY CENTER

1. Music Classroom Naming Rights
\$10,000 per year
2. Art Classroom Naming Rights
\$10,000 per year

INNOVATION – HIGH SCHOOL

1. Fab Lab Naming Rights
\$10,000 per year
2. Auto Shop Naming Rights
\$10,000 per year
3. Welding Shop Naming Rights
\$10,000 per year
4. Greenhouse Naming Rights
\$10,000 per year

INNOVATION – MIDDLE SCHOOL

1. Tech Ed Classroom Naming Rights
\$10,000 per year

OTHER – HIGH SCHOOL

2. Cafeteria Naming Rights
\$50,000 per year
3. Cafe Naming Rights
\$15,000 per year
4. Professional Learning Ctr Naming Rights
\$15,000 per year
5. Admin Conference Room Naming Rights
\$10,000 per year

OTHER – MIDDLE SCHOOL

1. Cafeteria Naming Rights
\$25,000 per year
2. Conference Room Naming Rights
\$10,000 per year

OTHER – INTERMEDIATE CENTER

1. Cafeteria Naming Rights
\$15,000 per year
2. Playground Naming Rights
\$15,000 per year
3. Conference Room Naming Rights
\$10,000 per year
4. Sensory Room Naming Rights
\$10,000 per year

OTHER – EARLY LEARNING & PRIMARY CENTER

1. Cafeteria Naming Rights
\$15,000 per year
2. Playground Naming Rights
\$15,000 per year
3. Conference Room Naming Rights
\$10,000 per year
4. Sensory Room Naming Rights
\$10,000 per year

March 1, 2004

Village of Mt. Horeb
C/o Jeffrey A. Gorman, Director
Parks and Forestry Department
138 E. Main Street
Mount Horeb, WI 53572

Re: Scope of Services
East Park Master Plan and Preliminary Grading Plan
Proposal Landscape Architectural Services

Dear Mr. Gorman:

I would like to thank you for allowing our firm to submit a proposal to assist your community in developing a Master Plan and Preliminary Grading Plan for East Park.

Enclosed please find our proposal, which is based on our joint meeting of February 24, 2004, as well as our knowledge and work effort on similar projects previously completed throughout the Midwest.

We feel this project suits our firm's expertise and will offer you and the community creative and realistic design solutions for the proposed Community Park.

Upon review of the proposal please feel free to contact our office if you should have any questions or require any additional information. Once again, thank you for allowing our firm to submit this proposal and we look forward to hearing from you in the near future.

Sincerely,


Jeff Bahling, RLA, ASLA
Project Manager

LANDSCAPE
ARCHITECTURE

ENGINEERING

LAND SURVEYING

SITE CONSTRUCTION
MANAGEMENT

SITE MAINTENANCE

PLANNING



Scope of Services
East Park Master Plan and Preliminary Grading Plan
Mount Horeb Parks and Forestry Department
Mount Horeb, Wisconsin
March 3, 2004

I. Data Collection

- A. Obtain Plat of Survey for project site, North Cape Commons Subdivision, from Owner/Developer. Digital files compatible in Auto Cadd 2002.
 - 1. Topographic mapping to include 1' contours. On-site surveying is not included in this proposal.
- B. Obtain Village of Mount Horeb Comprehensive Park and Open Space Plan.
- C. Review aerial maps of project area.
- D. Meet with Owner to review project scope, schedules, existing and proposed site conditions and identify objectives known with respect to development of project.
 - 1. Meet with Strand Associates, Inc. to confirm water tower, well house, possible fire station and other requirements for said project site.
 - 2. Meet with developer's engineer to discuss overall scope and timeline for mass grading and storm water management facilities.
- E. Obtain geotechnical soil information from developer's engineer.
- F. Obtain existing wetland, floodplain, environmental and soils mapping as provided by local regulatory agency.

II. Development Program / Need Assessment

- A. Meet with the Owner to identify and prioritize program elements and generate approximate spatial commitments to each activity identified for the proposed project.
 - 1. Preliminary list of improvements:
 - a) Water tower and required well structures
 - b) Possible fire station facility (concepts provided by Strand Associates, Inc.)
 - c) Parking , approximately 35 spaces
 - d) Sports fields
 - 1) soccer fields (1 or 2 Multi-Size)
 - 2) baseball fields (60' – 75' baselines)
 - 3) open green space

- 4) community paths
- e) Shelter / restroom / storage building
- f) Storm water management requirements
- g) Utility needs
- h) Baseball field lighting
- i) Under drain / soil amendments
- j) Fencing
- k) Electrical needs
- l) ADA compliance
- m) Safety issues
- n) Landscape / aesthetic improvements
- o) Site access / vehicular and pedestrian
- p) Etc.

B. Finalize Need Assessment Criteria

- 1. Review and prioritize all information gathered and finalize list of items to be considered in Conceptual Master Plans.
- 2. Meet with Owner and Park Board to discuss design process to date and Review Board input and recommendations regarding design criteria to be utilized in project.
- 3. Create preferred list of uses to be utilized in planning process. Receive approval of criteria list from Park Board.

III. Site Analysis

A. Prepare a base map of the existing site and analyze the following site issues to determine site suitability:

- 1. Topography and slope
- 2. Views and vistas (positive and negative from adjacent neighborhood)
- 3. Existing drainage features and patterns
- 4. Soils and bedrock (to be provided by the developer)
- 5. Environmentally sensitive areas (if applicable)
- 6. Proposed street locations, elevations, parking, etc.
- 7. Potential vehicle access points
- 8. Proposed utility locations / extensions / laterals
- 9. Proposed well, water tower, and fire station location
- 10. ADA Compliance
- 11. Microclimate, including winds on terrace
- 12. Lighting consideration for neighborhood

IV. Master Plan Development

- A. Create preliminary layouts of parcel utilizing preferred list of site uses.
 - 1. Possible plan elements include the following:
 - a) Joint use development layouts to maximize water utility requirements, possible fire station and community park use.
 - 1) Review placement of uses and elements
 - 2) Specific development criteria needs
 - 3) Parking and/or loading requirements
 - 4) Etc.
 - b) Circulation system design
 - 1) Pedestrian links
 - 2) Automobile, maintenance, and fire equipment access
 - 3) Function, efficiency, safety, and aesthetics
 - c) Theme and perception statements for development
 - 1) Development guidelines
 - 2) Covenants / minimum standards
 - 3) Fire fighter theme
 - 4) Neighborhood continuity
 - 5) Etc.
 - d) Utility corridors and future connections
 - 1) Water supply
 - 2) Sanitary sewer
 - 3) Storm water management
 - 4) Etc.
 - e) Landscape concepts
 - 1) Buffering
 - 2) Image
 - 3) Function
 - 4) Maintainability
- B. Present preliminary conceptual plans to Owner for input and approval.
- C. Provide Master Plan drawing which incorporates input from concept development (24" x 36").
- D. Present Master Plan for review and approval.
- E. Submit line item cost estimates for all improvements, based on 2003 – 2004 construction costs of similar projects completed by Rettler Corporation. Develop phased development strategy and budgets.

- F. Provide one (1) 24" x 36" and (1) 11" x 17" color rendering of the Master Plan.
- G. Identify permit program analysis (if required and/or as determined by project development).
- H. Finalize program development process, site plan analysis, Master Plan development, cost estimates, and phasing scenario.

V. Preliminary Grading Plan

- A. Provide preliminary grading plan for use by Owner and/or developer to create a graded and seeded area in general conformance with Master Plan.
- B. Provide drawings
 - 1. Layout plan
 - 2. Grading plan
 - 3. Storm water management with associated calculations
 - 4. Utility Plan – laterals shown for use by developer
 - 5. Erosion control plan
 - 6. Applicable Details
- C. Specifications
 - 1. Specification sections to guide selected earthwork contractor.
- D. Preconstruction Meeting
 - 1. Meet with Developer, developers engineer and contractor to discuss project and discussion of drawings and intent of project.

VI. Schedule

- A. The following is a preliminary schedule for the scope of work as described in this proposal.
 - 1. **March 3 – March 23, 2004**
 - a) Develop site analysis and present to park board on March 23, 2004. Introduce proposed design process, and determine need criteria to be included in Master Plan development.
 - 2. **March 23 – April 23, 2004**
 - a) Develop conceptual plans for proposed park site. Provide a workshop session with park board to assist in the development of the preferred conceptual plan.
 - 3. **April 15 – May 15, 2003**
 - a) Develop final Master Plan. Construction cost estimate. Preliminary grading plan.
 - 4. **May 15 – June 30, 2003**
 - a) Develop final grading and erosion control plan for use by owner/developer.

Note: Schedule provided as a typical plan development process. Schedule may be revised based on availability of Owner and Park Board representatives. An abbreviated schedule may be accomplished. The availability of all parties will directly relate to expediting this project.

VII. Compensation for Services

- A. All payments will be billed against a "Not to Exceed" total.
- B. If the Owner changes the Scope of Services after initiation of services the Consultant has the right to renegotiate the compensation for the charged services.
- C. All governmental fees will be paid directly by the Owner.
- D. Periodic invoices will be submitted on a 30-day basis. The billing amount will be determined based upon the current percent completion of services.

VIII. Schedule of Not to Exceed Payment

- A. Master Plan Development
Items I – IV \$ 9,000.00
- B. Grading Plan
Item V \$ 18,500.00 - \$24,500.00
Cost range provided due to unknown scope. Upon development of the Master Plan, we propose to negotiate the final costs for the preliminary grading plan.

IX. Contract Agreement

- A. This proposal shall remain firm for a period of ninety (90) days after the contract date below as signed by Rettler Corporation. The proposal may be withdrawn after this time.

Rettler Corporation



Rick Rettler, RLA, ASLA
President

3-3-04

Date

Mount Horeb Parks and Forestry Department



Jeffrey A. Gorman
Director

3-8-04

Date

**Mt. Horeb Park and Forestry Department
East Side Park Master Plan / Preliminary Grading Plan Project
Concept Plan Review
April 12, 2004
5:30 P.M.**

I. Introduction

- A. Rettler Corporation
 - 1. Jenny Paul, ASLA

II. East Side Park Preliminary Program (Wish List)

- A. Fire station
- B. Well house with restrooms
- C. Parking
 - 1. 30-40 Spaces
 - 2. Curb and Gutter
- D. Shelter
 - 1. 20'x30' Open Shelter
 - 2. 20'x15' Attached Storage Shed
- E. Soccer Fields
 - 1. U10 Fields (105'x150')
- F. Combination Baseball/Softball Fields
 - 1. Skinned Infield
 - 2. Adjustable base paths/pitchers mound
 - 3. Backstop and line fencing to edge of infield
 - 4. Lighting
- G. Playground Area
 - 1. 4,000-5,000 S.F.
- H. Basketball Court-2/3 Size
- I. Site Amenities
 - 1. Flag Pole
 - 2. Gathering Space
 - 3. Drinking Fountain
 - 4. Signage
 - 5. Landscaping
 - 6. Picnicking
 - 7. Perimeter Trail

LANDSCAPE
ARCHITECTURE

ENGINEERING

LAND SURVEYING

SITE CONSTRUCTION
MANAGEMENT

SITE MAINTENANCE

PLANNING

GOLF COURSE
ARCHITECTURE

III. Concept Plan Review Presentation

- A. Concept Plan-1
- B. Concept Plan-2
- C. Concept Plan-3



IV. Discussion/Workshop

- A. Develop final program
- B. Brainstorm ideas for final master plan
- C. Develop preliminary master plan overlay

V. Master Plan Development

- A. Set meeting date to review preliminary master/grading plan
- B. Etc

VI. Miscellaneous



**251 Blue
Mounds St.
P.O. Box 316
Mt. Horeb, WI
53572**

**(608) 437-
5531
Fax (608) 437-
3354
www.eandsel
ectric.com**

Proposal Prepared by Michael Eichorst	Proposal #	Page	of	Pages
--	------------	------	----	-------

DATE: October 15, 2024 SUBMITTED TO: Village of Mt. Horeb Parks & Forestry Department ATTN: Jeff Gorman 138 E Main Street Mt. Horeb, WI 53572 PHONE: 437-7190 EMAIL: jeff.gorman@mounthorebwi.info	JOB NAME: Boecks Park Shelter JOB LOCATION: Park Street Mt. Horeb
--	---

WE ARE PLEASED TO SUBMIT A BID FOR THE FOLLOWING ELECTRICAL WORK:

*Remove five outlets and wiring.
Install five GFI outlets.
Connect each outlet to a dedicated 20 amp circuit.
Install new circuits in exposed conduit.*

\$3,400.00

Option:
If access to the attic is provided, we can investigate if additional circuits can be pulled through the existing conduit. If additional circuits can be pulled, the cost would be \$2,500.00

**We propose to furnish material and labor, complete in
Accordance with above specifications, for the sum of:**

_____dollars

(\$_____). This proposal is valid for 30 days.
**Payment to be made upon progress draws. Balances due
Over 30 days will accrue interest at 1.5% per month.**

Authorized Signature

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED. ALL WORK TO BE COMPLETED IN A WORKMAN LIKE MANNER ACCORDING TO STANDARD PRACTICES. ANY ALTERATION OR DEVIATION FROM ABOVE SPECEFICATIONS INVOLVING EXTRA COSTS WILL BE EXECUTED ONLY UPON WRITTEN ORDER AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS, OR DELAYS BEYOND OUR CONTROL. OWNER TO CARRY FIRE TORNADO, AND OTHER NECESSARY INSURANCE. OUR WORKERS ARE FULLY COVERED BY WORKER'S COMPENSATION INSURANCE.

Acceptance of Proposal
**The above prices, specifications, and conditions are satisfac-
-tory, and are hereby accepted. You are authorized to do the
work as specified. Payment will be made as outlined above.**

Signature

Date

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, BUILDER HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED BUILDER ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS MORTGAGE LENDER, IF ANY. BUILDER AGREES TO COOPERATE WITH THE OWNER AND HIS LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.



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 22, 2024

Recreation Director's Report

1. September/October Program Numbers:

<u>Program Name</u>	<u>2024 Participants</u>	<u>2023 Participants</u>
Babysitting Class	7	11
Basketball Camp {YEL}	47	62
Bricktopia Lego Class {YEL}	14	16
Fit For Life	25	N/A (no instructor able to teach)
Coed Volleyball	32	30
Kids Garage Sale	10	17
Martial Arts (Fall #1)	4	7
Martial Arts (Fall #2)	5	4
Painting Class	13	0 (did not reach minimum)
Taekwondo (Fall #1)	16	0 (instructor not able to teach)
Taekwondo (Fall #2)	11	0 (instructor not able to teach)
Total Body Fitness	19	18
Video Game Design {YEL}	12	N/A (new fall program)
Water Exercise	15	N/A (new program)

- Upcoming Programs: Big Ten Basketball, 3rd Grade Basketball, Indoor Pickleball, Kids Yoga, Learn to Play Hockey, Martial Arts (Fall #3), Painting Class (winter sloth), Taekwondo (Fall #3) and Toddler Yoga.
- Our final flag football tournament will be held in DeForest (4th-5th grades) and Fitchburg (6th grade) on Saturday, October 19th. We will have six of our referees in Fitchburg working the games at that location.
- We have been working with the Mount Horeb Basketball Club to finalize gym time for all of our teams/programs. We hope to work together more next year to ensure maximum gym usage with regards to our basketball programs.
- I have been working on my 2023-2024 evaluation and Megan's evaluation.
- Our 20th annual Creepy Crawl event will be held on Thursday, October 24th. We have a few new additions that will hopefully make this year's crawl the best one yet! We are still looking for spook station volunteers along with trail guides.
- I am continuing to work on our 2024-2025 winter/spring guide.
- Megan accepted a new position and her last day will be October 30th. We received a good number of applications for this position, which was nice to see. We hope to have someone hired on soon, so they can start in November.



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 22, 2024

Public Services Director's Report

1. A contractor started on the Waltz Park infield renovation on October 14. They are cutting the edges of the infield to help with the field drainage, expanding the infield skinned area near the dugouts, adding three loads of new infield mix, laser grading and setting new base anchors. This will be a great project to improve the playability of the field for softball and baseball.
2. Forty-three trees will be delivered on October 18 and we will begin planting October 21.
3. We have continued working at the aquatic center, making repairs and continuing to winterize equipment.
4. I submitted my budget recommendations to the Finance and Personnel Committee on October 2. The committee will continue to work on the 2025 budget over the next month.
5. Our crew ground out 48 stumps. Those tree locations not being replaced are currently being seeded and mulched.
6. Slater Diederich attended the Wisconsin Arborist's Association fall conference October 15. The conference offered several educational tracks both inside and outside.