



VILLAGE OF MOUNT HOREB

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PARKS, RECREATION, AND FORESTRY COMMISSION AGENDA

Tuesday, September 23, 2025 at 5:30 PM

Municipal Building Board Room

138 E. Main Street

Mount Horeb, WI

- 1) Call to order
- 2) Roll Call
- 3) Public Comments
- 4) Consent Agenda
 - a. Consideration of August 26, 2025 Meeting Minutes
- 5) Agenda Items
 - a. Consider budget request for Recreation Department software
 - b. Discuss Recreation Department's fee survey
 - c. Discuss Grundahl Park Improvement Plan phasing
 - d. Grundahl Park baseball concession and restroom building update
- 6) Department Reports
 - a. Recreation Director's Report
 - b. Public Services Director's Report
- 7) Future agenda items
- 8) Set next meeting date and time
- 9) Meeting adjournment

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MINUTES

PARKS, RECREATION AND FORESTRY COMMISSION

August 26, 2025, 5:30 PM, Municipal Building Board Room

PRESENT: Fendrick, Adler, Honore, Hogseth, Webber, Arrigoni

ABSENT: White

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

Consider minutes of the July 22, 2025 meeting.

Webber moved, Adler seconded to approve the July 22, 2025 meeting minutes. Motion carried.

Consider Lukken property park concept plans A and B

Owen reviewed the two concept plans that were presented by JSD at the last public input meetings in July. The participants of the two input meetings that were held on the same night voted on their preferred concept plan and the vote ended in a tie. Therefore, Owen would like the Commission to make a recommendation to the Village Board for either Concept A, Concept B or a combination of the two. One of the main items discussed by the Commission was to maximize parking. Webber moved, Arrigoni seconded to recommend Concept plan B to the Village Board with the suggestion to add a basketball court, if possible. Motion carried.

Discuss Grundahl Park storage/concession building plans

The Summer Frolic Committee and Village are looking to replace the old scorekeeper's building at Grundahl Park to address storage needs, increase space for concessions, add a larger, reservable covered shelter area, and add restrooms.

The Summer Frolic Committee is interested in contributing toward the project but has not determined an amount yet. The youth baseball association is interested in contributing toward a storage area for their needs. The Lion's Club has expressed interest in a donation to the project and Adler said it is the type of community project that should be able to get other community support and perhaps donated labor and other cost savings.

Adler has been working with an architect to develop conceptual floor plans and initial cost estimates. Initial cost estimates including architect fees and contingency are about \$418,000. For initial discussions, Gorman suggested using \$250,000 from Village capital budget, \$50,000 from Park Development Fund and the remaining \$100,000+ from Summer Frolic, other organizations, donations and labor. Hogseth asked how this project would fit into or affect the existing Grundahl Park improvement plan. The Commission will consider including this into the 2026 budget during the next agenda item.

Consider capital budget requests

Dudley said that due to budget constraints, the flooring replacement at the Recreation Department was not done in 2024. She is requesting new flooring in the entrance area and into the two public restrooms. Dudley is requesting \$8000 in 2026 to cover the flooring replacement which is the last part of the Recreation Dept. office upgrades.

Dudley is also looking at getting new software for the Recreation Dept. and for shelter reservations. She has had several problems with her current programs - Activenet and Spotz. Honore suggested that Dudley look into options and bring more information to the September meeting for budget discussion. Webber moved to approve \$8000 to replace the floors at the Recreation Department. Adler seconded. Motion carried.

Gorman reviewed his capital budget requests that he submitted at the last meeting. Webber moved, Honore seconded to recommend approval of the requests to the Finance and Personnel Committee, with the additional \$250,000 in capital funds toward the new park building at Grundahl Park. Adler abstained due to his role with the Summer Frolic Committee. Motion carried.

Discuss recreation and aquatic center fees

Dudley wanted to start discussions on how the Village's recreation program and aquatic center fees compare with other agencies. Dudley recently sent out a survey to other communities and is currently waiting for responses. She will bring the results to a future meeting. Fendrick asked if the survey included resident vs. non-resident fees and Dudley stated it did.

Recreation Director's Report

Dudley reviewed her written report

Public Services Director's Report

Gorman reviewed his written report.

Future agenda items

- Discuss Grundahl Park improvement phasing
- Capital budget request for Recreation Dept. software
- Recreation fee survey results
- Grundahl concession building updates

Set next meeting date and time

September 23, 2025 at 5:30 pm

Adjourn

Webber moved, Hogseth seconded to adjourn at 6:37 pm. Motion carried.

Minutes prepared by Jeff Gorman, Public Services Director



AGENDA ITEM REPORT

MEETING DATE

September 23, 2025

PREPARED BY

Jill Dudley, Recreation Director

AGENDA ITEM # 5.a

Consider budget request for Recreation Department software

BACKGROUND

We are exploring the purchase of a new software system that will serve as a one-stop shop for our customers while also helping reduce unnecessary steps in our current processes. Here are two case studies highlighting how CivicPlus helped communities save both time and money. 1. <https://www.civicplus.com/case-studies/pr/marengo-park-district-boosted-revenue-recreation-management/> 2. <https://www.civicplus.com/case-studies/pr/ramsey-mn-saves-times-with-civicrec/>

RECOMMENDATION

ATTACHMENTS

1. Civic Rec Mount Horeb Quote.1



CivicPlus

302 South 4th St. Suite 500
 Manhattan, KS 66502
 US

Quote #:
Date:
Expires On:

Statement of Work
 Q-107049-1
 8/28/2025 3:12 PM
 10/27/2025

Client:
 Village of Mount Horeb, WI

Bill To:
 MOUNT HOREB VILLAGE, WISCONSIN

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Billy Harris		billy.harris@civicplus.com		Net 30

One-time(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	Recreation Management Economy	Economy Package - Training Library Access- Project Coordination - Branded Public Portal -Help Center Access
1.00	Recreation Management Virtual Training (Half Day Block)	Training (Virtual) - half day, up to 4 hours
1.00	Recreation Management Virtual Consulting (Half Day Block)	Consulting (Virtual) - half day, up to 4 hours
3.00	Terminal Ingenico Lane 3000	Terminal Ingenico Lane 3000
1.00	CivicPlus Payments	CivicPlus Payments to be applied to product

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	Recreation Management Annual Fee	Recreation Management Annual Fee
1.00	Recreation Management GIS Integration	GIS Integration - Integrate with GIS software to continually provide updated address information into the new system. ArcGIS from ESRI is only option. We do not support other GIS options.
3.00	Terminal Support Annual Fee	Terminal Service Annual Fee -Per Terminal
1.00	CivicPlus Payments - Merchant Fees (MFTCPA)	Per Tran .30 ACH 1% ACH Max \$5 ACH Reject \$15 CC 3% AMEX 3.5% Dispute \$15

Total Investment - Initial Term	USD 12,024.38
Annual Recurring Services (Subject to Uplift)	USD 7,954.38

Initial Term	12 Months Beginning at Signing
Initial Term Invoice Schedule	100% Invoiced upon Signature Date

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Annual Uplift	5% to be applied in year 2

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"), By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.



AGENDA ITEM REPORT

MEETING DATE

September 23, 2025

PREPARED BY

Jill Dudley, Recreation Director

AGENDA ITEM # 5.b

Discuss Recreation Department's fee survey

BACKGROUND

I recently sent out a survey to surrounding communities regarding their program/pool fees. I received responses from seven communities, and their information is attached. The first attachment includes youth programs and the second attachment includes adult programs, special events, and pool information.

RECOMMENDATION

ATTACHMENTS

1. 2025 Rec Fee Survey Results for PRF
2. 2025 Adult.Sp Events.Pool Survey Results for PRF

Municipality Name	Population	Non-Resident Fee	Youth Soccer Fee/Info	Youth Basketball Fee/Info	Youth Volleyball Fee/Info	Flag Football Fee/Info	T-Ball/Coach Pitch Fee/Info	Swim Lesson Fee/Info
City of Verona	16796	\$10 for under \$100, \$20 for over \$100	\$39 - 6 weeks	4K-2nd=\$34 - 6 wks, 3rd-8th=\$68 - 10 wks	\$62 - 10 weeks	\$68 k-2nd, 1x/wk, 7 wks, \$72 3rd, 2x/wk, 8wks; \$86 4-8th,	\$37, 1x/wk, 7 wks	NA
McFarland Recreation	9200	30% higher than residents	NA	1st-2nd: \$65R, 1x/wk, 8 wks (shirt & paid staff) 3rd/4th gr, \$100R, 1x/wk, 14-15 wks	\$80R/\$104NR, 2x/wk, 8 wks	NA	\$60.00R/\$78NR, 1x/wk, 7-8 weeks	\$80R/ \$120NR, 8 days
Village of DeForest	20,000	4 Tiers: \$5 (\$1-\$20) \$10 (\$21-\$40) \$15 (\$41-\$60) \$20 (\$6)	\$60 (U6 & U8), \$75 (U10). 2x/wk, 7 wks	K-2nd: \$60, 1x/wk, 6 wks; 3rd/4th: \$80, 5th-8th: \$90, 2x/wk, 11wks	\$75; 2x/wk. 8 wks	\$60 (K-3rd); \$85 (4th - 8th); 2x/wk, 7-8 wks	\$55-\$60, once a week, some teams might add a practice. 6	NA
City of Monroe	11000	\$10 per rec program	NA	NA	\$50 - 1x/wk, 7 wks	\$60 - 8 weeks (6 weeks of games)	T-Ball: \$30 - 1x/week, 6 wks Coach Pitch: \$60 - 2x/week, 6 wks	\$40 for 12 days
City of Fitchburg	30,000	\$5 - \$10	Ages 4-5, \$30, 1x/wk, 4 wks. Ages 6-11, \$60, 1x/wk, 5 wks	Ages 4-7, \$30, 1x/wk, 4 wks; 2nd/3rd Grade, \$80, 2x/wk, 10-11 wks; 4th-8th, \$85, 2x/wk, 12-13 wks.	\$70, 1x/wk, 10 wks	K-3rd, \$60, 1x per week, 7 weeks 4th-8th, \$75, 2x per week, 9 weeks	\$40, 2x per week, 7 weeks.	NA
Cottage Grove	10,000	Non-resident Fees \$10 extra (\$1-\$30) \$20 extra (\$31-\$50) \$30 extra (\$51+)	Start smart soccer (3-5 yo), 1x/wk, 6 wks, \$55R, get shirt and ball	\$55R, 1x/wk, 6 wks; 3rd/4th gr \$65R, 2x/wk, 6-7 wks; 4th-8th gr, \$85R, 2x/wk, 7 wks	5-6th grade vball BIG 10 league. \$70R, \$100NR, 2x/wk, 8 wks	K-3rd, \$60R, \$80NR 2x/wk, 8 wks; 4th-8th, \$90R, \$120 NR, 2x/wk, 9 wks	\$50 R, \$70 NR, 1x/wk, 7-wks. Participants receive a hat and a t-shirt	NA
Fort Atkinson Parks & Recreation	12,000	Only for Pool Passes. \$15 more for NR	Indoor: \$25 - 1hr, 1x/wk, 4 wks; K-3rd, \$85, 1x/wk, 6 wks	4K-2nd, \$30, 1x/wk, 4-5 weeks; 3rd-8th gr, \$40, 2x/wk, 12 wks	\$25, 1 hr, 1x/wk, 5 wks. Camp: \$35, 2-3 hours, 4x/wk, 1 wk	\$25 - 1-1.5 hrs, 1x/wk, 5 wks	30, 45min-1hr, 2x/wk, 5-6 wks	\$23 (w/ swim pass) or \$28, 30 min, 10 days

Municipality Name	Population	Adult Fitness Classes	Adult Sports Programs	Special Events	Pool/Beach Daily Admission	Pool/Beach Family Pass	Pool/Beach Individual Pass	Pool/Beach Hours
City of Verona	16796	NA	Pickleball Courts, \$10/hr	Frozen Fest-Free, Haunted Hike - \$2/person	Beach \$4 R/\$6 NR	\$100R/\$200NR Pass can include 6 members + a nanny	Res \$50, NR \$100	June 10 to August 17 1:00-6:00pm 7 days/wk
Village of McFarland	9200	\$10R/\$13NR per class	\$60R/\$78NR, 6wks	Most of our special events are free	NA - Indoor Pool Only	NA - Indoor Pool Only	NA - Indoor Pool Only	NA - Indoor Pool Only
Village of DeForest	20,000	\$5 per class	\$15 per season	All our events are Free: Cars & Coffee, Summer Series, Holiday Tree Lighting, Candlelight Hike, Comm. Service Day, Night Markets, Make Music Day	NA	NA	NA	NA
City of Monroe	11000	NA	NA	We run 4-6 special events that are Free, we get sponsors	\$5 R/ \$8 NR	Family is \$140R/200NR; Sr couple is \$90R/\$115NR, \$25 for babysitter pass	Individual is \$70 R/\$100 NR; Senior individual is \$60 R/\$85 NR	1-4pm open swim, 4-5pm lap swim, 5-7:30pm open swim
City of Fitchburg	30,000	Varies	NA	NA	NA	NA	NA	NA
Village of Cottage Grove	10,000	\$35, 1x/wk, 6wks; \$50, 2x/wk, 6wks	Adult open gym, \$2 drop-in, 1x/wk	All free: Community Night Out, Music in the Grove, Santa on the Line, Touch a Truck	NA	NA	NA	NA
City of Fort Atkinson	12,000	\$40, 3x/wk, 8wks; \$53, 4x/wk, 8 wks	Karate, 6 day, \$44; Pickleball, 3 days, \$20; Tennis, 4-5 days,\$25	Youth Tri: \$40, Deck the House bus tour: \$5, FREE: World of Wheels,Adult Recess, Boo-tiful House Contest	\$3.50 youth (3-18), \$4.5 adult (18+)	\$100R/\$115NR, \$15 babysitter or granparent pass	\$45R/\$55NR	M-F: 12-4pm & 6-8:30pm; S-S: 12-6pm



AGENDA ITEM REPORT

MEETING DATE

September 23, 2025

PREPARED BY

AGENDA ITEM # 5.c

Discuss Grundahl Park Improvement Plan phasing

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. Grundahl.Foster master plan final memo report
2. Grundahl.Foster master plan powerpoint

Grandma Foster Park and Grundahl Park Master Plans Project Memo Report



Provided For: The Village of Mount Horeb

From: MSA Professional Services, Inc.

Daniel Schmitt, PLA, Project Manager – Emma Wenman, Landscape Designer



Introduction

The Village of Mount Horeb is seeking master planning documents to assist in the redevelopment of two of its parks, Grandma Foster Park and Grundahl Park. are two parks that have unique histories and relationships to the Village and its residents due to their unique histories. Of particular importance is Grundahl Park, which is home to the annual Summer Frolic event each June. These parks offer a wide range of amenities to the community, including sports facilities, playgrounds, shelters, and event spaces. To ensure that these spaces remain safe and accessible to the community, the Village is planning to make improvements based on community feedback and create a guiding vision for unique and accessible Village parks. The park master plans will seek to meet the community's needs by enhancing existing amenities with new programming, accessible routes, and defining features.

Park Histories

The land that became Grandma Foster Park was land dedicated by 'Grandma Foster', to become "a place where older people could go and sit down to visit, and a place for children to play". Her family donated play equipment and furnishings to the park after initial dedication in 1970.

Grundahl Park was formerly the location of the Mount Horeb water treatment facility. The existing octagonal shelter sits on the original foundation of the treatment lagoon. The park itself was developed in phases over the course of the 1980s, with proceeds from the Summer Frolic Festival. Besides the Frolic, recreational programming, club sports, and a summer concert series (Wednesday Night Live), still utilize this park space.

Inventory and Analysis

Soils and Topography

Grandma Foster Park consists of one soil type, Edmund Silt Loam (2-6% slopes, eroded). This soil is known to be well-drained and sufficient for structures to be built. The grade change from Main Street to the southern end of the parcel is approximately seven (7) feet. With strategic design, this can allow for maintaining a grade separation from Main Street as a safety precaution and providing accessible paths into the park space.

Grundahl Park includes seven (7) different soil types which range from well to poorly drained. Edmund Silt Loam, Huntsville Silt Loam, Port Byron Silt Loam, Radford Silt Loam, and Sogn Silt Loam at varying slopes provide some challenges within the park space for structures and stormwater management. Depth to bedrock is another concern for any major structure or possibility of regrading. In general, western Dane County, including Mount Horeb, has greater than 70% of the area with bedrock within five feet of the surface. The topography of Grundahl Park will add to these challenges for park accessibility. Additional parking and pedestrian routes will be proposed to create an equitable park for all.

Wetlands

Grandma Foster Park has no indication of wetlands or hydric soils. Grundahl Park however, has wetland indicators that will need to be delineated prior to any major additions or construction within the park. There are also two (2) NRCS wet spots which are areas known for poor drainage due to soil type and topography, but too small to be specifically mapped.

October 4th, 2023

Full Inventory and Analysis Summary can be found in Appendix A.

Planning Process

Through the design development of these park spaces, MSA conducted a public survey and public meetings, to guide and gather public input on the design and programming of each park space. Discussions were also held with community stakeholders. Each park received feedback through these methods and programming was based largely on the public input with steering committee/Village direction and approval.

Public Survey

At the beginning of the project, a public survey was conducted to gather interest, input, and comments about the existing parks. The survey results helped to display what the community would like to see for the future of these spaces. The survey ran for a two-week period at the end of January 2023. It received 743 responses. Of the respondents, 31.8% of residents had never been to Grandma Foster Park and only 0.62% had never been to Grundahl Park.

At Grandma Foster Park community members indicated that they use the current space for the play equipment and benches the most, but the park space could use more amenities. The most popular responses to additional amenities included: a drinking fountain and/or water bottle filler, public restrooms, play equipment, splash/spray pad, and public plaza/event space. In addition to those items, more visibility to Downtown, wayfinding to the bike trail, and parking were common suggestions.

For Grundahl Park, the most-used facilities included: restrooms, parking, shelters, playground equipment, and a community stage. Proposed amenities that received the most interest were drinking fountains, restrooms, splash pad, site furnishings, event building and playground equipment. A specific question about a four-season programming multi-use space was probed to gauge public interest in a community-like center. Of 649 responses, 408 people (62%) voted, "Yes, I'd love to see a multi-purpose building" while only 154 (23.7%) voted against it.

Full Survey Results can be found in Appendix B.

Stakeholder Input

At a meeting in February, community stakeholders were gathered to discuss the park spaces, their programming and needs for each group. Representatives from the Summer Frolic Committee, Club and Youth Baseball, Basketball, Football, Softball, Mountain Biking, Pickleball, the Lion's Club, and Knights of Columbus all attended the meeting. The outcomes of the meeting resulted in good discussion points with the Village on programming for both parks. MSA also met with the Chamber of Commerce to discuss Grandma Foster Park and the role it has in the downtown corridor.

At Grandma Foster Park, stakeholders would like to see restrooms, an interactive play feature for families with children, providing better visual access into the park and wayfinding to the downtown corridor and Military Ridge State Trail. It was noted that planned developments in this area, and the potential for more, will activate this park and justifies the need for improvements. There was a concern about parking availability if this park becomes a draw in the downtown corridor.

The Grundahl Park discussion dove into community programming and Frolic needs. A multi-use event building was emphasized as a desire by many at the meeting. People would also like to see more active recreation/sports space, updates to restrooms, more storage, updating the playground and lighting. Overall, the discussions on either park space somewhat aligned with the outcomes of the public survey.

Park Concepts

Through direction from the Village and public input, concepts were developed for Grandma Foster and Grundahl Parks. Quickly through discussions with Village staff, Grandma Foster Park was narrowed down to one concept, while Grundahl was presented as three (3) different concept layouts due to the complexity of the park space and consideration of a proposed multi-use event building.

Grandma Foster

The Grandma Foster Park concept acts as a gateway on the west end of Main Street into the Downtown corridor. A set of stairs invites people into a plaza that could host small events or performances. This provides an opportunity for the park to be included in programming by the Chamber of Commerce and Village events. The existing ADA parking stall is maintained, and plantings are revised along the north side of the park to create an aesthetically pleasing safety barrier. Further into the park, a shelter with restrooms and a play area is proposed. This will provide needed amenities for daily use or a small gathering i.e. birthday party or other celebration. Other site amenities and furnishings would include bike racks, benches, wayfinding features, and accessible routes.

Grundahl Park

The first concept for Grundahl Park is the only concept without a multi-use event building. It instead proposes a new restroom/shelter/warming shelter building in a centralized location, adjacent to parking, and paired with a basketball court that could be utilized as a hard surface for shelter events. The existing parking, baseball field, field space, community stage, and drive on the top of the hill are all improved but generally maintained. The baseball dugout area and concessions building are proposed to have improvements and supplemented with two (2) batting cages in the outfield. Improvements are shown to the existing playground, a splash pad, shelter, and restrooms are added to the play area. Two (2) pickleball courts are located down the hill. Additional angled parking is proposed in each concept along Parkway Drive near the existing community stage.

Concept 2 adds the multi-use event building in the southwest corner along with expanded parking to help support the need for the building. The baseball field and existing parking are maintained. Dugout area improvements, additional storage to the concession building and batting cages are all supplementing the baseball field use. The community stage is relocated to a central location with restrooms, closer to parking, and would double as a park shelter other times of the year. Pickleball courts (2) are proposed in the same location as concept one. The existing octagonal shelter is maintained and supports the playground and basketball court. The field space at the bottom of the hill would have to be relocated with this concept due to the multi-use event building.

In the final concept, the multi-use event building is proposed in a centralized location. Parking would be expanded as shown in Concept 2, yet field space would mostly be maintained at the bottom of the hill. Like the other concepts the baseball field and improvements would complement the use of the park for

baseball and softball events. The existing drive on the top of the hill is maintained, while the community stage is relocated down the hill near the playground, basketball (1) and pickleball courts (2). The angled parking is paired with an ADA accessible overlook for the Wednesday Night Live concert series.

Public Information Meeting

In June, a public meeting was held to gather public comments on the park concepts. Attendees were asked to provide written comment on feedback forms and engage in discussion with MSA designers. A presentation was given summarizing the public engagement and design process and to introduce each concept. Comments included people that were concerned about the need for such improvements into Grandma Foster Park, increase of taxes, and the actual need for every proposed sport facility and an event space at Grundahl Park. Overall, attendees were on board with improvements if it did not affect the character of the parks and cause a major increase in taxes to make the improvements. All received comment forms can be found in Appendix B.

Park Master Plans

Overall, the proposed master plan designs meet goals for the current and future needs of the Mount Horeb community. Providing amenities that are adaptable and accessible, while promoting the health and safety of the users, will make these parks destinations within the Village. Providing modern amenities in community and neighborhood parks, safety, flexibility of uses in amenities and accessible routes, will provide adaptability in the park spaces. A brief description of each master plan is included in this section.

The full plans along with character images of the proposed improvements, can be found in Appendix C.

Grandma Foster Park

The final plan for Grandma Foster Park represents the first concept presented to the public and Village staff throughout the process. The main difference is that this plan does not include a restroom, but instead an expansion of the open-air shelter. In conversation with the Village, a restroom could be added if this park space were to expand based on community need and land availability. This determination will come as new development is planned and built in the Downtown district.

This plan will meet the current and future needs of the community by providing space for play features, a shelter for gatherings, and small plaza for events. Wayfinding signs will be placed in coordination with the shelter to guide park visitors to nearby amenities, businesses, and the Military Ridge State Trail. The park will also have a drinking fountain, bike racks, ADA parking stall and benches for resting. Updates to the landscaping will provide a safety barrier from Main Street and visual barrier to the south. Removal of the declining trees and additions of new ones will make this space more visible from the east and west sides of Main Street and provide shade for the plaza area. The yearly lighting of the Christmas tree will still be held within this park space, and with these improvements, the park will be more accessible for more people to join the festive event.

Grundahl Park

Grundahl Park's master plan picks design, programming and amenities from each concept and combines them into one master plan. Within this plan the existing parking is maintained and expanded on to

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create more access to the park space. These additions are made expanding off the existing parking lot, and along parkway drive by the community stage. Part of this parking will also help to serve the proposed multi-use facility. This facility's size is shown to hold two indoor basketball courts, but the use and amenities of this building would be determined after further development of the park and a building feasibility study. A feasibility study would consider the Village's needs for an indoor facility of this size and potential use/uses for the space based on existing facilities. The master plan also proposes improvements to the ball diamond and baseball facility upgrades. Additional storage and remodel of the existing concessions/announcement building, updated dugouts, batting cages, and drainage improvements will provide a better facility that can hold more practices and games.

Replacement of the existing 4-season shelter in a central location of the park will provide restrooms, open-air and closed shelter, and kitchen. This will become a great place for family or group gatherings within the park. Play elements are expanded upon in the park as well. Pickleball courts (2), basketball court (1) and new playground equipment will all be improvements which promote active play for people of all ages. Proposed pathways to each of these amenities will make sure the amenities are accessible for those with strollers or in wheelchairs throughout the park space. The existing octagonal shelter also remains within this plan. This shelter needs a structural assessment done to determine if refinishing/upkeep is warranted. If not, removal would be suggested once it reaches its useable lifespan. In one of the concepts, a splashpad was explored for this area. That could still be a viable option for the future of this shelter location. The community stage maintains its venue for Wednesday Night Live concerts and will be more accessible with the additional angled parking shown. Finally, if/when the multi-purpose building is built the current field space utilized by recreational sports and others would be relocated to the top of the hill or to other park spaces in the Village. The hill location would require regrading a portion of the hill for a flattened field space. In this case, a fence, plantings, or other form of barrier would need to be installed to prevent balls from rolling down the hill. Native plantings are suggested for the steepest slopes and tied together to create and separate spaces, while providing natural erosion control. Stormwater areas are added throughout the park to consider the need for drainage improvements as new facilities are installed.

Costs and Phasing

To fully realize improvements, each park plan will require a phased approach for implementation. Dividing up capital expenditures into reasonable groups, also allowing the Village to pursue outside funding opportunities including donors and grants.

Costs for each park space can be seen in the tables in Appendix C.

Grandma Foster Park

The plan for Grandma Foster Park was broken into three phases. First, the southern end of the park would be improved by replacing the existing shelter and playground with new play features and open-air shelter. Additional bike racks, pathways and utility updates would be completed in this phase. The second phase would include updating safety measures of the park space – including barrier plantings, wayfinding features and the ADA stall. The proposed plaza, grand entrance stairs more accessible pathways and benches are noted in the final phase. In conversation with the Village, this park has the potential to expand if it is deemed necessary through the planning and development of the downtown

district. In that case, restrooms, parking, and more park amenities would be considered for Grandma Foster Park.

Grundahl Park

The plan for Grundahl Park was split into four separate phases. The initial phase would be to update the playground equipment, basketball court, have a structural analysis done for the existing octagonal shelter, and phase one of field improvements. Phase One of the field improvements would include: addressing drainage on the field by introducing drain tile and minor regrading and updating and expanding on the existing concessions building for more storage.

Phase Two of the park would finish the baseball improvements and introduce additional parking and accessible routes. Baseball improvements for this phase would include dugout drainage and updates, as well as new pavement and stormwater area, and batting cages.

Phase Three at Grundahl Park would introduce updates to the existing community stage, existing octagonal shelter, and a new shelter/restroom/kitchen facility. This phase would also complete the pickleball courts.

The final phase is the implementation of the multi-purpose building and relocation of field space. This addition to the park would provide indoor space for recreation and events during rainy weather, it would also be a resource for the summer frolic to use as they need. The extent of the facility's amenities would be further explored through a feasibility study. The field space is regularly used for recreational programming, relocating this to the top of the hill would require some additional work, but is one of the only other areas for this field space to be maintained within Grundahl Park.

Conclusion

The final master plans for Grandma Foster and Grundahl Parks present park spaces that will provide the Mount Horeb community with safer and enjoyable park spaces. They will function with the events they currently hold and have the potential to expand their everyday use by residents and visitors alike. The implementation of these plans will take effort from the Village through fundraising, grant opportunities and the design and construction process. However, the benefits of having accessible and safe parks for the future will provide a draw for visitors, current and future residents.



VILLAGE BOARD MEETING

GRANDMA FOSTER + GRUNDAHL PARK

October 4th, 2023



Grandma Foster Park

CHARACTER IMAGERY

Village of Mount Horeb, Wisconsin
March 27th, 2023



AMENITIES

Open-Air Shelter



Wayfinding Sign



Grand Entrance Stairs



ACTIVITIES

Troll Play Feature (Earthscape)



Sensory Play



Wayfinding - Troll Footprints



Traditional Play



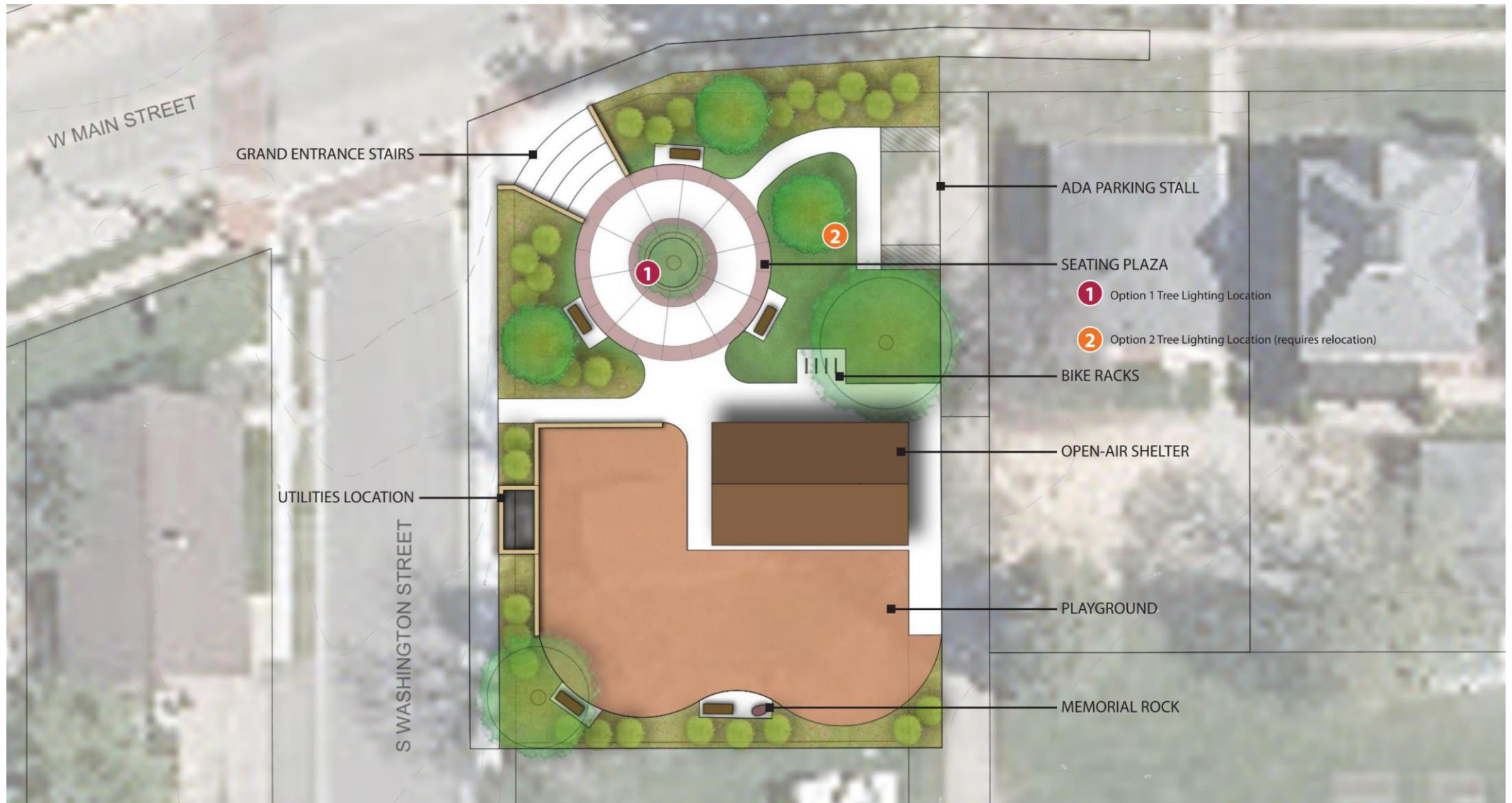
Plaza - Pavement Pattern



Plantings



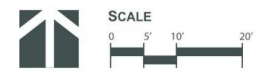
EXPERIENCE

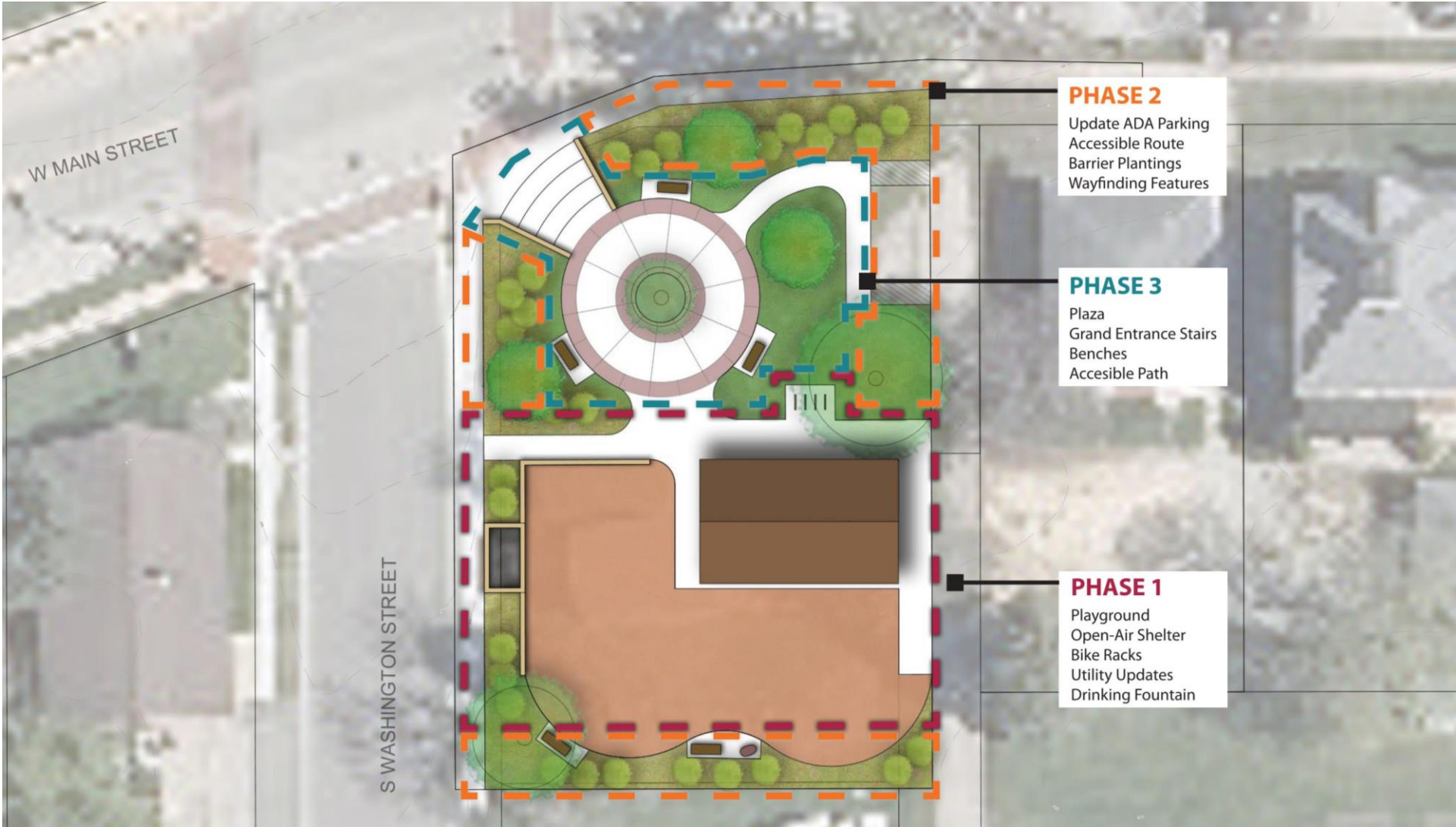


Master Plan

LEGEND

-  Proposed Tree
-  Existing Tree





Phase 1: \$360,000

Phase 2: \$37,000

Phase 3: \$119,000

Phasing Plan

TO FRONT STREET
↓

STRUCTURES + SPACE

Multi-Use Event and Programming Space



Wednesday Night Live Concert Series



ACTIVITIES

Pickleball Courts



Basketball Courts



3-Season Park Shelter



Native Plantings



Playground



Octagonal Shelter (Existing)



Sledding Hill



Batting Cages



PLACES

Master Plan

LEGEND



Proposed Tree



Existing Tree

- 1 Maintain Ex. Parking, New Sidewalk (25 stalls)
- 2 Announcer Booth Addition
- 3 Dugout Improvements
- 4 Field Improvements
- 5 Batting Cages (2)
- 6 Pickleball Courts (2)
- 7 Stormwater Area
- 8 Basketball Court (1)
- 9 Playground (5,800 SF)
- 10 Maintain Existing Shelter
- 11 Maintain Ex. Parking (56 stalls - 2 ADA)
- 12 Expand Parking (19 stalls - 1 ADA)

Total Cost: \$8,993,000

Inflation Total: \$11,906,725

Items >\$250,000

Multi-Use Event Building \$450,000

New Restroom/Kitchen/Shelter Facility \$650,000

Accessible Pathways - \$355,000

- 13 Multi-Use Event Building
- 14 New Shelter, Restrooms and Kitchen
- 15 Native Plantings
- 16 Regrade for Open Field Space
- 17 Maintain Community Stage
- 18 Angled Parking (11 stalls - 1 ADA)



PHASE 1

LEGEND



Proposed Tree



Existing Tree

PHASE 1

- Playground 1
- Basketball Court 2
- Existing Shelter Structural Analysis (Octagonal) 3
- Baseball Improvements Phase #1 4

PHASE 2

- Batting Cages
- Baseball Improvements Phase #2
- Accessible Routes and Parking

PHASE 3

- Community Stage Updates
- Existing Shelter Updates (Octagonal)
- Pickleball Courts
- Restroom/Kitchen/Shelter Facility

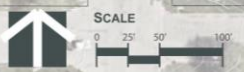
PHASE 4

- Multi-Purpose Building
- Field Space Renovation



Phase 1: \$975,450 (2025)

Total: \$11,906,725

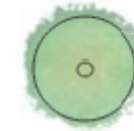


PHASE 2

LEGEND



Proposed Tree



Existing Tree

PHASE 1

- Playground
- Basketball Court
- Existing Shelter Structural Analysis (Octagonal)
- Baseball Improvements Phase #1

PHASE 2

- Batting Cages **1**
- Baseball Improvements Phase #2 **2**
- Accessible Routes **3**
- Parking Additions **4**

PHASE 3

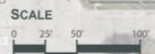
- Community Stage Updates
- Existing Shelter Updates (Octagonal)
- Pickleball Courts
- Restroom/Kitchen/Shelter Facility

PHASE 4

- Multi-Purpose Building
- Field Space Renovation

Phase 2: \$1,460,800
(2027)

Total: \$11,906,725



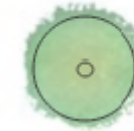
MEADOW VIEW ROAD

Phase 3

LEGEND



Proposed Tree



Existing Tree

PHASE 1

- Playground
- Basketball Court
- Existing Shelter Structural Analysis (Octagonal)
- Baseball Improvements Phase #1

PHASE 2

- Batting Cages
- Baseball Improvements Phase #2
- Accessible Routes and Parking

PHASE 3

- Community Stage Updates ①
- Existing Shelter Updates (Octagonal) ②
- Pickleball Courts ③
- Restroom/Kitchen/Shelter Facility ④

PHASE 4

- Multi-Purpose Building
- Field Space Renovation



Phase 3: \$1,552,175
(2030)

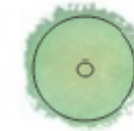
Total: \$11,906,725

Phase 4

LEGEND



Proposed Tree



Existing Tree

PHASE 1

- Playground
- Basketball Court
- Existing Shelter Structural Analysis (Octagonal)
- Baseball Improvements Phase #1

PHASE 2

- Batting Cages
- Baseball Improvements Phase #2
- Accessible Routes and Parking

PHASE 3

- Community Stage Updates
- Existing Shelter Updates (Octagonal)
- Pickleball Courts
- Restroom/Kitchen/Shelter Facility

PHASE 4

- Multi-Purpose Building ①
- Field Space Renovation ②
- Native Plantings ③



Phase 4: \$7,918,300 (2035)

Total: \$11,906,725



Discussion - Questions – Comments

GRANDMA FOSTER + GRUNDAHL PARK

October 4th, 2023



ESTIMATE YEAR:					2023
ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
PHASE 1					
1	Open Prefabricated Park Shelter (25x40)	1	LS	\$65,000	\$65,000
2	6' Benches	2	EA	\$2,000	\$4,000
3	Bike Racks	4	EA	\$700	\$2,800
4	Trash Cans	2	EA	\$1,500	\$3,000
5	Drinking Fountain	1	EA	\$9,000	\$9,000
6	6' Picnic Tables	3	EA	\$2,500	\$7,500
7	Concrete Park Path - 5' + Pads (est.)	1,200	SF	\$10	\$12,000
8	Playground Area (3,200 SF)	1	LS	\$150,000	\$150,000
9	Earthwork (est.)	1	LS	\$4,000	\$4,000
10	Site Restoration - Lawn (est.)	100	SY	\$4	\$400
11	Landscaping (est.)	1,000	SF	\$8	\$8,000
12	Shelter Electrical Service (est.)	1	LS	\$5,000	\$5,000
13	Water Service (est.)	1	LS	\$3,000	\$3,000
14	Stormwater (est.)	1	LS	\$5,000	\$5,000
15	Erosion Control	1	LS	\$2,500	\$2,500
16	General Conditions/Mobilization (8%)	1	LS	\$12,000	\$12,000
PHASE 1 CONSTRUCTION SUBTOTAL					\$294,000
Contingency 10%					\$30,000
Design Engineering & Bidding 6%					\$18,000
Construction Administration 6%					\$18,000
PHASE 1 TOTAL					\$360,000

GRANDMA FOSTER PARK COSTS

PHASE 2					
5	Earthwork (est.)	1	LS	\$3,000	\$3,000
6	Site Restoration - Lawn (est.)	60	SY	\$4	\$240
7	Landscaping (est.)	1,000	SF	\$8	\$8,000
8	Trees	3	EA	\$500	\$1,500
9	Park Sign	1	LS	\$5,000	\$5,000
10	Stormwater (est.)	1	LS	\$2,000	\$2,000
11	Erosion Control	1	LS	\$2,000	\$2,000
12	General Conditions/Mobilization (8%)	1	LS	\$8,000	\$8,000
PHASE 2 CONSTRUCTION SUBTOTAL					\$30,000
Contingency 10%					\$3,000
Design Engineering & Bidding 6%					\$2,000
Construction Administration 6%					\$2,000
PHASE 2 TOTAL					\$37,000
PHASE 3					
1	6' Benches	3	EA	\$2,000	\$6,000
2	Concrete Park Path - 5' + Pads (est.)	1,800	SF	\$10	\$18,000
3	ADA Parking	1	LS	\$3,500	\$3,500
4	Grand Entrance Stairs	1	LS	\$50,000	\$50,000
5	Earthwork (est.)	1	LS	\$3,000	\$3,000
6	Site Restoration - Lawn (est.)	60	SY	\$4	\$240
7	Landscaping (est.)	70	SF	\$8	\$560
10	Stormwater (est.)	1	LS	\$3,000	\$3,000
11	Erosion Control	1	LS	\$500	\$500
12	General Conditions/Mobilization (8%)	1	LS	\$12,000	\$12,000
PHASE 2 CONSTRUCTION SUBTOTAL					\$97,000
Contingency 10%					\$10,000
Design Engineering & Bidding 6%					\$6,000
Construction Administration 6%					\$6,000
PHASE 3 TOTAL					\$119,000
PROJECT TOTAL COST:					\$516,000

ESTIMATE YEAR:					2023
ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Improve/Addition to Existing Concessions	1	LS	\$150,000	\$150,000
2	6' Benches	5	EA	\$2,000	\$10,000
3	Trash Cans	6	EA	\$1,500	\$9,000
4	Bike Racks	5	EA	\$500	\$2,500
5	Concrete Park Path - 5' + 10' + Pads (est.)	5,000	SF	\$10	\$50,000
6	Asphalt Path - 10'	1,500	SF	\$8	\$12,000
7	Playground Area (5840 SF)	1	LS	\$200,000	\$200,000
8	Basketball Court	1	LS	\$90,000	\$90,000
9	Improve Existing Baseball Field	1	LS	\$90,000	\$90,000
10	Site Lighting (light poles)	3	EA	\$5,000	\$15,000
11	Earthwork (est.)	1	LS	\$20,000	\$20,000
12	Site Restoration - Lawn	1,000	SY	\$3	\$3,000
13	Stormwater Areas	1,500	SF	\$8	\$12,000
14	Upgrade Electrical Service (est.)	1	LS	\$7,000	\$7,000
15	Storm Sewer (est.)	1	LS	\$15,000	\$15,000
16	Erosion Control	1	LS	\$7,000	\$7,000
17	General Conditions/Mobilization (8%)	1	LS	\$56,000	\$56,000
CONSTRUCTION SUBTOTAL					\$749,000
Contingency 10%					\$75,000
Design Engineering & Bidding 6%					\$45,000
Structural Assessment of Existing Shelter LS					\$15,000
Construction Administration 6%					\$45,000
PHASE 1 TOTAL COST:					\$929,000
					2025 \$975,450

ESTIMATE YEAR:					2023
ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Trash Cans	2	EA	\$1,500	\$3,000
2	Bike Racks	10	EA	\$500	\$5,000
3	Drinking Fountain	1	EA	\$9,000	\$9,000
4	Concrete Park Path - 5' + 10' + Pads (est.)	26,000	SF	\$10	\$260,000
5	Asphalt Path - 10'	9,500	SF	\$8	\$76,000
6	New Asphalt Parking (# stalls)	12,000	SF	\$8	\$96,000
7	Improved Asphalt Parking	27,500	SF	\$8	\$220,000
8	Improve Existing Baseball Field	1	LS	\$60,000	\$60,000
9	Ballfield Lighting (6 poles)	1	LS	\$180,000	\$180,000
10	Site Lighting (light poles)	5	EA	\$5,000	\$25,000
11	Earthwork (est.)	1	LS	\$10,000	\$10,000
12	Landscaping (est.)	50	SF	\$8	\$400
13	Site Restoration - Lawn	800	SY	\$3	\$2,400
14	Stormwater Areas	3,300	SF	\$8	\$26,400
15	Trees	11	EA	\$500	\$5,500
16	Park Sign	1	LS	\$5,000	\$5,000
17	Water Service (est.)	1	LS	\$3,000	\$3,000
18	Storm Sewer (est.)	1	LS	\$15,000	\$15,000
19	Erosion Control	1	LS	\$5,000	\$5,000
20	General Conditions/Mobilization (8%)	1	LS	\$80,000	\$80,000
CONSTRUCTION SUBTOTAL					\$1,087,000
Contingency 10%					\$109,000
Design Engineering & Bidding 6%					\$66,000
Construction Administration 6%					\$66,000
PHASE 2 TOTAL COST:					\$1,328,000
					2027 \$1,460,800

GRUNDAHL PARK COSTS

ESTIMATE YEAR:				2023	
ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	New Restroom/Kitchen/Shelter Facility (4,500 SF)	1	LS	\$650,000	\$650,000
2	Existing Octagonal Shelter Improvements	1	LS	\$100,000	\$100,000
3	6' Benches	5	EA	\$2,000	\$10,000
4	Trash Cans	2	EA	\$1,500	\$3,000
5	Bike Racks	5	EA	\$500	\$2,500
6	6' Picnic Tables	4	EA	\$2,000	\$8,000
7	Drinking Fountain	1	EA	\$9,000	\$9,000
8	Concrete Park Path - 5' + 10' + Pads (est.)	3,500	SF	\$10	\$35,000
9	Pickleball Courts	2	EA	\$60,000	\$120,000
9	Site Lighting (light poles)	2	EA	\$5,000	\$10,000
10	Earthwork (est.)	1	LS	\$10,000	\$10,000
11	Landscaping (est.)	100	SF	\$8	\$800
12	Site Restoration - Lawn	500	SY	\$3	\$1,500
13	Stormwater Areas	500	SF	\$8	\$4,000
14	Trees	9	EA	\$500	\$4,500
15	Upgrade Electrical Service (est.)	1	LS	\$9,000	\$9,000
16	Water Service (est.)	1	LS	\$4,000	\$4,000
17	Sanitary Sewer (est.)	1	LS	\$5,000	\$5,000
18	Storm Sewer (est.)	1	LS	\$10,000	\$10,000
19	Erosion Control	1	LS	\$5,000	\$5,000
20	General Conditions/Mobilization (8%)	1	LS	\$80,000	\$80,000
CONSTRUCTION SUBTOTAL					\$1,082,000
Contingency 10%					\$109,000
Design Engineering & Bidding 6%					\$65,000
Construction Administration 6%					\$65,000
PHASE 3 TOTAL COST:					\$1,321,000
					2030
					\$1,552,175

ESTIMATE YEAR:				2023	
ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Multi-Use Event Building (20,000 SF)	1	LS	\$4,500,000	\$4,500,000
2	Drinking Fountain	1	EA	\$9,000	\$9,000
3	Concrete Park Path - 5' + 10' + Pads (est.)	1,000	SF	\$10	\$10,000
4	Earthwork (est.)	1	LS	\$40,000	\$40,000
5	Landscaping (est.)	450	SF	\$8	\$3,600
6	Site Restoration - Lawn	2,075	SY	\$3	\$6,225
7	Native Areas - seeding and maintenance (est.)	4,000	SY	\$4	\$16,000
8	Stormwater Areas	500	SF	\$8	\$4,000
9	Site Lighting (light poles)	1	EA	\$5,000	\$5,000
9	Upgrade Electrical Service (est.)	1	LS	\$9,000	\$9,000
10	Water Service (est.)	1	LS	\$3,000	\$3,000
11	Sanitary Sewer (est.)	1	LS	\$10,000	\$10,000
12	Storm Sewer (est.)	1	LS	\$10,000	\$10,000
13	Erosion Control	1	LS	\$8,000	\$8,000
14	General Conditions/Mobilization (8%)	1	LS	\$357,000	\$357,000
CONSTRUCTION SUBTOTAL					\$4,991,000
Contingency 10%					\$500,000
Design Engineering & Bidding 6%					\$300,000
Construction Administration 6%					\$300,000
PHASE 4 TOTAL COST:					\$6,091,000
					2035
					\$7,918,300

Phased Costs with Inflation (2.5% per year)			
Phase 1	2025	\$	975,450
Phase 2	2027	\$	1,460,800
Phase 3	2030	\$	1,552,175
Phase 4	2035	\$	7,918,300
TOTAL COST OF ALL PHASES WITH INFLATION			\$ 11,906,725

GRUNDAHL PARK COSTS



AGENDA ITEM REPORT

MEETING DATE

September 23, 2025

PREPARED BY

AGENDA ITEM # 5.d

Grundahl Park baseball concession and restroom building update

BACKGROUND

RECOMMENDATION

ATTACHMENTS

None



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

September 23, 2025

Recreation Director's Report

1. September Program Numbers:

<u>Program Name</u>	<u>2025 Participants</u>	<u>2024 Participants</u>
Fit For Life (Fall)	32	25
Home Recording 101 (Sess. 1)	0 (cancelled – low enrollment)	N/A (new program)
Total Body Fitness (Fall)	14	19
After School Chorus	0 (cancelled – low enrollment)	N/A (new program)
Water Exercise (Fall)	20	15
Cognitive Art Class (55+)	6	N/A (new program)
Toddler Yoga (Sess. 1)	0 (cancelled – low enrollment)	0 (cancelled – low enrollment)
Kids Yoga (Sess. 1)	0 (cancelled – low enrollment)	0 (cancelled – low enrollment)
Coed Volleyball	25	32
Adult Sewing Camp	2	N/A (new program)
Coding for Middle Schoolers (Sess. 1)	0 (cancelled – low enrollment)	0 (cancelled – low enrollment)
Kids Garage Sale	0 (cancelled – low enrollment)	10
Crochet Critters	5	N/A (new fall program)

- Upcoming October Programs: Painting Class, Babysitting Class, Little Folk Art, YEL Basketball Camps, YEL Fencing, YEL Bricktopia Racers, and Macrame – Wall Hanging.
- Our upcoming Family Tennis Day will be held on Saturday, September 27th at 10am at the Tennis/Pickleball Courts. Erik Siefert from USA Tennis will be running this fun event.
- We had to part ways with our Program Coordinator, CeCe, at the end of August. Unfortunately, she was unable to meet the requirements outlined in her performance improvement plan, and we had to make the difficult decision to end her employment.
- I received approval to bring on a Creepy Crawl Event Coordinator since I am currently managing the office on my own. Annie Gallaume-Gantz accepted the position and has been working on the event for about a week. I am confident she will do a nice job in helping make the event successful once again.
- Flag Football has been going well. We currently have 10 referees, all of whom have been doing a nice job. I even had the opportunity to referee a 2nd grade game myself, which I enjoyed.
- We received a \$750 gift card from Dick's Sporting Goods to use on the AD STARR website for sports and recreation equipment. With it, I was able to purchase: 20 youth basketballs,

24 whistles with lanyards, 20 disc cones, 3 first aid kits, 5 water bottles (for event prizes), 3 basketball inflation pumps, 9 mesh ball bags, 18 soccer balls (size 3 and 4), 2 sets of pylons, and 10 reversible jerseys. This was a huge help, especially as our equipment budget is running low.

8. I have registered for the Wisconsin Park and Recreation Association Fall Workshop that will be held in Onalaska from October 1-2.



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

September 23, 2025

Public Services Director's Report

1. Installation of the new Grundahl Park playground equipment, concrete curb, poured in place surfacing and wood fiber was completed on September 8 and open to park users. We have filled in and seeded around the concrete curb but still have to finish the area between the playground and the basketball court.
2. While the contractor was at Grundahl Park installing the poured in place rubber playground surfacing, I had them repair the bad spots at Sunrise Park as well. There were some small areas where the top layer of rubber was peeling off.
3. Badger Swimpools winterized the pools on September 4. We will continue our shut down procedures as well and winterize the bathhouse later this month.
4. Our new arborist/parks crewman, Rob DeRoeck, started September 8. He has been busy on the parks side so far but will be getting into more tree work soon. Utility Sales and Service came to our shop September 11 and did a bucket truck training session with Rob and Chad Schult.
5. Chad Schult rented a stump grinder and cut roots for a sidewalk replacement project that we were doing with Finks Concrete.