

# VILLAGE OF RIDGEWAY

*Iowa County, Wisconsin*

## PARK & RECREATION COMMISSION MEETING AGENDA

March 01, 2022 at 6:30 PM

Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582

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### CALL TO ORDER AND ROLL CALL

### CONFIRMATION OF OPEN MEETING

1. Posted on February 25, 2022 at the Ridgeway Community Center, the Village website and Facebook page and notification sent via email/text to subscribers.

### CONSENT AGENDA

- [2.](#) Minutes from 02.01.2022
3. Adoption of Agenda

### CORRESPONDENCE, ANNOUNCEMENTS, AND REPORTS

- 1: Gym floor covers - arrived 2/18
- 2: Internship update
- 3: Library/Community Center Summer Kickoff will be June 4th

### ITEMS FOR CONSIDERATION AND ACTION

4. Farmers Market Updates (Amy/Amber)
  - 1: Winter market update
  - 2: Summer market
- [5.](#) Dog Park Update (Maggie)
- [6.](#) Park and Community Center Movie Licenses Update (Maggie)
7. Baseball Updates (Maggie)
- [8.](#) Baseball Field Rental Agreement (Maggie)
9. Next Park and Recreation Commission Meeting Date (Maggie)
10. 2022 Event Planning (Michele)
  - 1: Easter
  - 2: 4th of July
  - 3: Halloween
  - 4: Holiday Celebration

## ADJOURNMENT

**VILLAGE OF RIDGEWAY****PARK & RECREATION COMMISSION MEETING MINUTES****February 01, 2022 at 6:30 PM****Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582**

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**CALL TO ORDER AND ROLL CALL****Meeting called to order by Chair Casper at 6:35 pm.**

PRESENT: Chair Michele Casper, Kellee Venden, Julene Garner, Megan James, John McSherry, Tanner Cullen

**CONFIRMATION OF OPEN MEETING**

M Johnson confirmed this was a properly noticed meeting posted on **January 27, 2021**, at the Ridgeway Community Center, the Village website and Facebook page and notification sent via email/text to subscribers.

**CONSENT AGENDA**

Motion to adopt the consent agenda made by Venden, Seconded by James.

Voting Yea: Chair Casper, Venden, Garner, James, McSherry, Cullen

1. Minutes from 01.04.2022
2. Adopt this meeting's agenda  
Adopt the consent agenda as presented.

**CORRESPONDENCE, ANNOUNCEMENTS, AND REPORTS**

B Paul mentioned that Bloomfield Manor closed.

**ITEMS FOR CONSIDERATION AND ACTION**

3. Community Garden (Hailey)  
H Roessler updated the commission on the Ridgeway Garden Club's plans for spring planting and trail designation. In 2022, the club plans on adding a natural prairie and shrubs to the retention pond and maintaining the welcome home gardens and bridge garden.
4. Farmers Market Updates (Amy/Maggie)  
M Johnson updated the Commission regarding the first winter farmers market on January 29th. There were 11 vendors that participated. The next market is February 12th from 10am to noon.

5. Ridgeway Volunteer Library Updates (Carol Murphy/Maggie)

1: Library updates and progress

Carol Murphy and Vickie Stangel from the Dodgeville Public Library presented feedback on the Ridgeway Volunteer Library and its first year of operation. The Dodgeville Public Library was pleased with the reception and feedback and increased usage of the interlibrary loan system available at the Ridgeway Volunteer Library. As volunteers come in, we expanded hours of operation to Monday 3-6pm, Tuesday 8-10am, Wednesday 10am-pm, and Saturday 9am-noon. In 2021, the library was open 35 weeks, over 370 people have visited, and 229 books were checked out, with 164 of them being juvenile books. Vickie Stangel updated the Commission on her retirement from the Dodgeville Public Library, and that the Dodgeville Public Library Outreach Program would still staff the library on Wednesdays. Carol Murphy will staff the morning and Maggie Johnson will staff the afternoon with Brooklyn Murphy will continue to work as the high school staff. Stangel also informed the Commission that the United Way Fund approved the grant funding for the movie license at the Ridgeway Community Center for 2022. Stangel will discuss with office staff how to have movie nights available to families in the community. The Dodgeville Library also applied for a grant to host an outdoor event to potentially kick off summer with a band, refreshments, and a story walk. Details will be finalized at a later date.

6. Park and Community Center Movie Licenses (Maggie)

M Johnson outlined the different quotes from companies for movie rentals, rental screens, and various options for outdoor movie viewing. The Commission discussed the different options presented and M James shared her experience running different outdoor movie events. M Johnson will continue to research equipment and pricing.

7. Dog Park (Maggie)

M Johnson presented different estimates she received for woven wire and galvanized chain link fencing options. Options, amenities, and accessibility were discussed. Staff will explore grant funding opportunities through the DNR and other organizations to address funding the village dog park.

8. Park and Recreation Intern (Michele/Maggie)

M Johnson presented the Park and Recreation Internship flyer. Commission members provided feedback and changes. M Johnson will make changes based on the Commission's feedback.

9. Baseball Updates (Maggie)

1: Youth baseball

2: Home Talent

M Johnson indicated that Rock Reeson and Ernie Rikli were organizing a home talent team for Ridgeway. Rock was also collecting names for participants and coaches for youth baseball. The village office has promoted youth baseball signup via Facebook, the village website, text and email subscribers. A public informational meeting will be held March 2, 2022 for youth baseball.

10. 2022 Event Planning (Michele)

1: Community survey results

Survey results were reviewed and event feedback was discussed. The Commission recommended the following 2022 events:

- 1: Easter
- 2: 4th of July
- 3: Halloween
- 4: Christmas

More details regarding 2022 events will be released at a later date.

**ADJOURNMENT**

Motion to adjourn at 8:52 pm. Motion made by Trustee Venden, Seconded by Garner.  
Voting Yea: Chair Casper Casper, Venden, Garner, James, McSherry, Cullen

DRAFT

## Dog Park Options

Fence pricing:

**DRH:** \$6,750

- Install roughly 900' of a 4' woven wire fence (4x4 squares) to create the dog park area. Includes one 10' utility gate and one 8x8 enter and exit area that will include two 4' gates.
  - DRH "If I get the job I may be able to donate some labor if I can put a bigger than normal sign on the fence. I think they are 3x3 for size."

**Driftless Fencing:** \$8,400

- 900 sq. feet of 48", 12.5ga, 4"x4" opening woven wire, double braced 6"x8' corner post, line post 5.5x7' w 6.5 steel, (1) 10' gate, (2) 4' gate

**S&M:** \$10,361.48

- 6" treated post, t-posts, concrete, braces, staples, clips, steel post, (32) cedar 8' 2x4, (262) cedar pickets, screws

**Too Tall, LLC:** \$12,000-\$14,000

- 6' tall 12.5 gauge. Posts and all hardware included. Leashing area has 2 gates for entrance and one gate for final entrance into dog park. One 10' gate for mower access.

Dog waste stations:

- \$289.99 per waste station \* 2 = **\$580**

Other signage (rules):

- \$52 each
- If we want something different, we can contact Mueller Graphics

Boot scraper:

- \$19.99

Gravel for entrance:

- Still waiting to hear from JI Construction

Items we already have:

- Picnic table for sitting

**ESTIMATED TOTAL COST:** \$7,402 + gravel for entrance

Fundraising ideas:

- [St. Charles Park Foundation](#)
  - We can find a local artist that can help us create something similar
- Business donations – each business gets a sign
  - Bigger donation = bigger sign
- Incorporate dog park fundraiser within a community event

Grants:

- Land and Water Conservation Fund
  - This is a federal program administered in all states that encourages the creation and interpretation of high-quality outdoor recreational opportunities. Funds received by the DNR for this program are split between DNR projects and grants to local governments for outdoor recreation activities. Grants cover 50% of eligible project costs.
  - Due May 1, will not know until July
  - DNR contact thought a dog park might qualify for the grant

## Movie Rental Prices

### Party Company: Racine, WI

- Date requested: Saturday, June 4, 2022
- Time requested: 8:30-10:30pm
- Items included:
  - 25' Movie Screen (perfect for groups of up to about 300)
  - Professional sound system
  - Movie crew
  - Up to 3 hours of movie time, cartoons and music prior to the movie, and more.
- **Overall price: \$1,350**
- Deposit: \$675

### Fun Flicks: Milwaukee, WI

- Date requested: Saturday, June 4, 2022
- Time requested: 8:30-10:30pm
- Items included:
  - 25' Movie Screen
  - Projection, sound, and Blu-ray player
  - FREE weather policy
- **Overall price: \$815.91**
- Deposit: None (that we know of)

### Fox City Flix: Fox City, WI

- Date requested: None – just reached out for pricing
- Time requested: 8:30-10:30pm
- Items included:
  - 20' Movie Screen
  - Projection, sound, and Blu-ray player
  - FREE weather policy
- **Overall price: \$525 or \$675 for 33' screen + staff hotel accommodations +travel fee**
- Deposit: None (that we know of)
- Other costs: Depending on the movie time, staff may need hotel accommodations + travel fee

## Movie Screen and Accessories Prices

### **Inflatable Screens:**

[28' Inflatable Screen](#): \$589.99

- Screen is 19' wide
- Comes with: Blower, tethers, base stakes, storage bag and repair kit

[25' Inflatable Screen](#): \$385

- Screen is 19' wide
- Comes with: Blower, four sandbags, storage bag, pegs, tie down ropes

[25' Inflatable Screen](#): \$299.99

- Screen is 17.8' wide
- Comes with: Blower, large storage bag, sandbag, repair kit, ropes, stakes

### **Projectors:**

- We have two that were purchased by the Advancement

### **Speakers and stands:**

- We have two speakers and stands that were tested and they work

### **Subwoofer:**

- Odin Roessler will get us recommendations

### **Tarp:**

[Woven Poly Tarp - Blue, 20 x 30'](#): \$28

### **DVD Player:**

[Philips Blu-Ray and DVD Player - BDP1502/F7](#): \$49.97

### **Cords:**

[Amazon Basics High-Speed HDMI Cable – 6'](#): \$6.99

### **Surge protector:**

[Alestor Surge Protector with 12 Outlets and 4 USB Ports, 6 Feet Extension Cord](#): \$21.98

### **Misc. items that we might need:**

- Extension cords
  - [50' Extension cord](#): \$34.24
- Totes for everything to be packed into.
  - [45 gallon totes](#): \$19.98 per tote \*2

ESTIMATED TOTAL: \$570 + subwoofer



Village of Ridgeway | 208 Jarvis Street | Ridgeway, WI 53582

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## **Baseball Field Rental Agreement Terms and Conditions:**

### **Rules and Guidelines:**

- A separate \$100 refundable deposit is required in addition to the rental fee of the facilities
- **NO** glass bottles, foul language, intoxicated person(s), lewd or abusive behavior, or open fires allowed in the village park
- The Village of Ridgeway assumes no liability/responsibility for personal injuries, lost or stolen personal property or personal property damage
- The Village of Ridgeway reserves the right to make decisions regarding sports programming and facilities that is in the best interests of the community and staff
- The Village of Ridgeway reserves the right to cancel/reschedule rental due to weather or poor field conditions
- The renter will comply with state laws, village ordinances, and field and park rules
- The renter will be responsible for all damage to the field or park during rental period
- The renter will lose their deposit or permit if damage occurs during rental period
- If you have any special requests, please contact the village office at 608-924-5881
- Field and park priority will be given to the Ridgeway Farmers Market and Ridgeway baseball teams

### **Garbage and Recycling:**

All park patrons are responsible for keeping the park clean. Put trash in receptacles provided. A deposit is required with the rental fee of the facilities. The person renting the facilities is responsible for any mess left or damage that was done during the use of the facilities. If there is clean-up to do or damage which needs to be repaired, you will forfeit your deposit and possibly be billed for costs over the amount of the deposit. Costs for Clean-up or damage repair is \$25 per hour. If any clean-up or repair requires work to be done by a third party a copy of the bill will be sent to you for reimbursement.

### **Hours of Availability:**

Park is open every day from 8:00 am to 10:00 pm, unless otherwise approved. This is a public family park, and is available to everyone. Although you are reserving the use of the ball field, the general public could also be present in the park, shelter, and/or restrooms.

### **Emergency Contacts:**

Jeff Brindley – Director of Public Works  
Cell Phone: 608-669-0977

Village Cell Phone: 608-574-1797



Village of Ridgeway | 208 Jarvis Street | Ridgeway, WI 53582

**Agreement and Waiver**

*By signing this reservation, you are agreeing to the conditions and agreements stated herein and agree to hold harmless the Village of Ridgeway.*

Contact person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Group or organization name: \_\_\_\_\_

**Adult or Youth** (CIRCLE ONE) Grade Level of Youth: \_\_\_\_\_ Anticipated # of attendees: \_\_\_\_\_

Field requested:  **ADULT** (SCOREBOARD, LIGHTS, FENCE, LARGER FIELD)  **YOUTH** (SMALLER FIELD)

Rental dates: \_\_\_\_\_ Rental times: \_\_\_\_\_

Special Instructions: \_\_\_\_\_

| FACILITIES REQUESTED: | MONTHLY RATE | ONE TIME USE | DEPOSIT |
|-----------------------|--------------|--------------|---------|
| Youth                 | \$125        | \$15         | \$100   |
| Adult                 | \$175        | \$25         | \$100   |

|                             |              |
|-----------------------------|--------------|
| <b>Facility Fee per day</b> |              |
| <b>Total # of Days</b>      |              |
| <b>Subtotal:</b>            |              |
| <b>Deposit:</b>             | <b>\$100</b> |
| <b>Total Due:</b>           |              |

**Make Checks Payable To:**  
 Village of Ridgeway  
 208 Jarvis Street  
 Ridgeway WI 53582

Print contact person name: \_\_\_\_\_

Contact person signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICE USE ONLY:**

Deposit paid: \_\_\_\_\_ Date: \_\_\_\_\_ Check/receipt #: \_\_\_\_\_  
 Rental fees paid: \_\_\_\_\_ Date: \_\_\_\_\_ Check/receipt #: \_\_\_\_\_  
 Security deposit returned: \_\_\_\_\_ Date: \_\_\_\_\_ Additional fees: \_\_\_\_\_