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102 W Main St. - PO Box 168 - Dane, WI 53529-0168  
(608) 849-5422 • [www.villageofdane.gov](http://www.villageofdane.gov)

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**VILLAGE OF DANE  
PARK, RECREATION & FORESTRY COMMITTEE  
MEETING MINUTES  
Day & Date: December 11, 2024  
Time: 6:30 PM  
Location: Village of Dane Community Center  
102 West Main Street  
Dane, WI 53529**

1. Call to Order
  - a. Chairperson Morgan called the meeting to order at 6:35 PM in the large meeting room at Village Hall.
2. In attendance: Village Trustee/Committee Chair Joe Morgan, Emily Culp, Joe Fleischmann, Joan Karls, Derek Ripp, Jean Steele & Jacob Lehr.

Not present & excused: Cathy Brodbeck & Jackie Wheeler

3. Public input – No registrants/no public input received
4. Old Business
  - a. We reviewed all the 125<sup>th</sup> Village Anniversary events held in 2024.
  - b. We reviewed the recent updates to Capitol Valley Park
5. New Business
  - a. We discussed a possible final 125<sup>th</sup> Anniversary Event in Spring. This event should happen before the Villages next birthday. The Committee is very much in favor of this. The proposed date at the meeting was Sunday April 6, but the Village Hall is not available that date. We have now “booked the hall” for Saturday, April 5 in order to host this event. Jean Steele suggested the activity of kids decorating flower pots, then filling them with potting soil and seeds. They can then take these pots home and watch them grow, and possible plant them outside once it warms up. This idea was popular. Other suggestions were refreshments, a display of some Dane History again, Village Equipment display (Fire Dept & Public Works), Coloring Sheets, and Temporary Tattoos (Derek Ripp is looking into this). The proposed event time would be 12:00-3:00.
  - b. We discussed a Ribbon Cutting for the new Multi-Sport Courts at Capitol Valley Park. Exact dates will have to be delayed until we see how early spring comes (allowing work to be completed). Ideally the event will happen between April 6, 2025 and June 15, 2025. Suggestions for activities were Ice Cream from Suzie’s Sweet Treats, Other Refreshments, Free Throw Contest, Other Contests, Prizes, Other Activities, More 125<sup>th</sup> Village of Dane T-Shirts. Members felt that having the event after Memorial Day might get more attendance. Further details tabled until next meeting.

c. We discussed and decided on 4 total events for 2025. April 5, 2025 Final 125<sup>th</sup> Anniversary Event. Ribbon Cutting at Capitol Valley Park (Date TBD). June 26, 2025 Tractor, Bike & Car Show. Fall Harvest Event at Meinrad Karls Park (Date TBD)

d. There was significant discussion about use of the Pickle Ball Courts at Capitol Valley Park. Apparently, word is traveling fast in the “Pickle Ball Community” that these courts exist, and groups from outside of the Village of Dane are talking of “taking them over”. Since these courts were paid for by the residents of the Village of Dane, we feel that Village residents should get “first dibs” for their use. It was suggested that some type of online sign-up be developed, and much like a semi-private golf club, that residents have some times blocked off for resident use only (if needed). I mentioned that this would be discussed with the Village Board & Village Staff.

e. Members of the Committee are getting a lot of feedback from residents that they aren’t getting news about our events. The newsletter has been great for spreading the word, but as more residents are paying their bills online, they aren’t seeing this information as easily. I mentioned that I would pass this on to the Village Board & Village Staff as well for suggestions. Emily Culp has offered to create flyers for events for 2025 that will be distributed to area businesses to help “Spread the Word”.

f. Members of the Committee asked if we have a Village Facebook Page, and how that is being maintained, and by whom? They feel that an active Facebook Page will be a great place the reach residents who aren’t getting the message now. I mentioned that this would be discussed with Village Staff.

6. Dates for next meeting

- a. Wednesday, Feb 12, 2025 (6:30-7:30)
- b. Wednesday, Mar 12, 2025 (6:30-7:30)
- c. Wednesday, May 14, 2025 (6:30-7:30)
- d. Wednesday, Sept 10, 2025 (6:30-7:30)
- e. Wednesday, Nov 12, 2025 (6:30-7:30)

7. Adjournment Motion/Time: 7:40 PM

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Posted:

Posted At: Village of Dane Community Center and village website [www.villageofdane.gov](http://www.villageofdane.gov)

TO: Village of Dane Parks Forestry and recreational committee.

From: Jacob Lehr – Village Forester.

Re: Forester's report for Wednesday, February 12, 2025.

Items of Interest:

- a. Forestry Grant Extended to continue rewrite of village ordinance.
- b. Planning Arbor Day 2025. Plan to work with Blessed Trinity.
- c. Working on pruning park trees and some street trees throughout the winter.
- d. Traveling to Green Bay on Tuesday, February 18, 2025, for the WAA/WIDNR Conference.

## Pickleball Court Rules

- First Come, First Served
- Reservations must be made through \_\_\_\_\_ (Online or clerk's office?)
- Courts will be open from dawn to dusk
- Courts are open seasonally. Official open and close dates will be posted (website and at location?)
- Be courteous of others and the time on the courts
- Limit usage to \_\_\_\_\_ if others are waiting to use a court (time limit or 1 game?)
- Waiting players must place their paddles in the paddle holder to secure their place in the rotation
- Double stacking paddles to reserve both courts is prohibited
- Proper footwear is required
- Courts are for Pickleball use only
- No food, glass, or personal items on the courts
- Use of drugs, alcohol, tobacco, and vape pens are prohibited
- No pets, bicycles, rollerblades, skateboards, scooters, or other wheeled equipment on the courts at any time
- Marking the courts is prohibited
- No sitting or bouncing on the nets
- No play is allowed when standing water is on the courts
- LEAGUES AND LESSONS MUST RESERVE IN ADVANCE
- Dispose of litter in the appropriate receptacles
- Open play times \_\_\_\_\_ (reservations not allowed during Open Play times)

Rental/reservation fees ?

Rental time periods or as the rental is filled out?

Time limit? (1 – 2 hours?)

Signs at courts with rules and link to website page for additional information

Village residents have priority?

Reservations to residents only (will help with charges for damages and better contact information)?

Or possibly non-profit organizations?

How to make reservations – online, app based? Trying to keep added paperwork out of the clerk's office if possible and for ease of use for other to see reservations as well



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## Capitol Valley Park Sports Court Reservation Agreement

I am requesting to reserve

Pickleball 1

Pickleball 2

**Please circle your requested site:**

Name of Applicant: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

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

Date and Time: \_\_\_\_\_

*No Weapons of any kind are permitted in the Community Center, Fire Station, or any Village Park*

The preceding information is correct to the best of my knowledge. I agree to abide by all the regulations and policies set forth for the use of the building and/or grounds. I acknowledge the overall supervision of and responsibility for this event. By offering this service, the Village of Dane does not accept any responsibilities, express or implied for any damage arising out of the use of this service, and I acknowledge that the Village of Dane has no responsibilities, express or implied for any damage arising out of, or connected in any way with the Lessee's use of the facilities. Village of Dane retains the right to revoke this agreement any time prior to or during the scheduled events for any misinterpretation or changes in circumstances pertaining to this event.

**I agree with the policies and procedures set forth by the Village of Dane for this agreement.**

\_\_\_\_\_  
Signature (Must be at least 18 years or older)

\_\_\_\_\_  
Date

### Reservation Confirmation – Office Use Only

Rental fee per court:	Payment Confirmation:	Received and Approved by:  Date:
	<input type="checkbox"/> Check # <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card	