

**CITY OF LANCASTER
PARK & RECREATION COMMITTEE
MEETING MINUTES
JANUARY 7, 2013
5:30 PM**

1. Call meeting to order

Chairperson LaBudda called meeting to order at 5:30 PM.

2. Roll call

Members present were LaBudda, Schroeder, Kramer and Block. Others present were Administrator Crane and Director of Public Works Carroll.

3. Approve Minutes

Motion by Schroeder, second by LaBudda to approve minutes of July 2, 2012 meeting. Motion carried.

4. Discuss options for an ice skating rink

LaBudda stated residents have asked about ice skating.

DPW Carroll stated that the City has a 60'x 90' liner. There was vandalism 2 years ago with cars driving on it when it was tried at Baus Park. Skating used to be on Memorial Pond but springs pop up causing thin spots in the ice.

DPW Carroll stated that there just aren't any good sites with adequate water supply. Some members recalled that many kids do not have skates and the rink wasn't highly used. Administrator Crane noted that demand could be enhanced with a partnership with the school district.

LaBudda asked for an analysis of options. One options discussed would be to at rehabilitate the basketball court by ball diamonds with concrete base for a dual use.

DPW Carroll noted that many other communities have volunteers that maintain the ice.

5. Committee member comments

Schroeder commented about evaluating the trees around the ball diamond.

LaBudda asked about the location of the ball diamond.

6. Staff reports

DPW Carroll informed the Committee that the contractor that did the pool house floor went out of business voiding the 10 year warranty.

Administrator Crane noted that the City would be planning operations for the Golf Course and some parks resources (personnel, equipment) could be used.

7. Adjourn

Motion by Kramer, second by Schroeder to adjourn meeting at 6:18 PM.

Respectfully Submitted,
Stephen Crane, Administrator

MINUTES
PARK & RECREATION COMMITTEE
APRIL 1, 2013
5:30 P.M.

1. Call meeting to order

Chairperson LaBudda called meeting to order at 5:34 p.m.

2. Roll call

Members present were LaBudda, Schroeder, Kramer (Late) and Block. Others present were Clerk Kurihara, DPW Carroll and Jessica Potrament (SWTC student).

3. Approve Minutes

Motion by Block, second by Schroeder to approve minutes of January 17, 2013 meeting. Motion carried.

4. Discuss Resurfacing of Tennis Courts

Clerk Kurihara stated that he recently had a phone conversation with Rob Wagner, Lancaster School District Administrator, to inquire if the City would fiscally assist the school with resurfacing their tennis courts since it is also a community asset. The estimated cost is \$40,000 with the request of splitting the cost 50/50. Furthermore, the School only seems committed to the project if the City is willing to assist with it in which it likely would occur sometime this summer or fall

Kramer arrived at 5:40 p.m.

The Committee then discussed two (2) questions:

1. Are the courts a valuable City amenity? The Committee did agree so.
2. Available Funding? Clerk Kurihara stated that there were likely no available funds in this year's operating budget; however, the funds could be budgeted next year or use available Park Trust funds.

The Committee reached a consensus to continue moving forward with the School's request for City assistance in its tennis courts resurfacing project.

There will be further information at the next meeting.

5. Discuss Ice Skating Options for Next winter

DPW Carroll presented an idea of using the swimming pool as an ice skating rink.

Pros: Ice would be stable and rink would be in a controlled fenced area.

Cons: Porta-potty restrooms and access for snow removal equipment.

One additional cost would be the purchase of side panels for \$3,800.

The Committee was highly in favor of the idea which they supported implementing next winter.

The Committee also suggested that the idea be put in the newsletter to let the public be aware of it.

6. Details of Last Timber Sale

Clerk Kurihara stated that the last timber sale was November of 2005 in which all the proceeds with put in the City's General Fund. He further mentioned that it appeared that the Committee had wanted to designate those proceeds for the Park Trust fund but that the action by the Council did not mention any designation, whether no designation was intended or not.

The Committee felt that any proceeds from any future timber sale on City park or recreation land should be put in the Park Trust fund for capital improvement needs.

Motion by Schroeder, second by Kramer to recommend that all proceeds from future timber sales on City park and recreation land be designated to the Park Trust fund. Motion carried.

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7. Committee member comments

Kramer inquired about the status of member Harpin on whether she is or not on the Committee. Clerk Kurihara will email Connie (Harpin) to see if she still wants to remain a member or not.

Block asked about the Golf Course clubhouse improvements and alcohol on the golf course.

8. Staff reports

DPW Carroll informed that he has advertised for another part-time parks worker in lieu of the retirement of Roger Miles.

Clerk Kurihara stated that an update of the Park Trust fund will be provided at the next meeting.

9. Adjourn

Motion by Schroeder, second by Block to adjourn meeting at 6:22 p.m.

Respectfully Submitted,
David A. Kurihara, City Clerk

Minutes
Park & Recreation Committee
August 5, 2013
5:30 pm

1. Call meeting to order

Chairperson LaBudda called meeting to order at 5:30 pm

2. Roll Call

Members present were LaBudda, Schroeder, and Kramer. Absent was Jan Block-excused. Others present were City Administrator Steve Winger and Tina and Joel Ames.

3. Approve Minutes

Motion by Schroeder, second by Kramer to approve minutes of the April 1, 2013 meeting. Motion carried.

4. Discuss Land for comprehensive bike path

Tina and Joel would like to donate their land along the creek by Linden Street to the City to use for bike path. Shawn Reuter has neighboring land and both owners are willing to donate. Administrator Winger would like to acquire land and try to obtain grants. This land donation would complete the path north and south. The options would be to get an easement or cede land to the City. Land would need to be replatted. The owner's preference is to cede the land in order to avoid taxes and maintenance. The next step is to survey where the path would actually be. City needs to value land for tax purposes. Owners would like to see where the actual path would be before donating the land and taking action. Part of the land does lie in flood plain. Land will be flagged to show where path would be. Need to officially discuss with other land owner before process begins. City engineer would mark path. There is a spring fed creek so would need to contact DNR. Traffic control for path maybe necessary. City engineer will move forward with paperwork and bring to next meeting. Will use GIS system to map out the path.

5. Committee Member comments & Staff Reports

Tennis courts are finished and turned out lovely. Haven't seen a bill. Bill was shared with school and all six courts were redone. Life expectancy is four to five years. Regular maintenance will extend the life of the courts.

Schroeder requested a balance on park trust fund account.

Need to contact Connie to see if she would like to remain a member

The city pool will be utilized as an ice skating rink this winter

Batting cages are installed. See if pad can be dual purposed for ice skating. Single lane as of now so it is not feasible for ice skating.

Committee was wondering if there will be a change in summer recreational staff this summer. Not sure at this time. Need to review golf and summer recreational employees. Need to hire for Jerry Carroll's position.

There was vandalism on the dock at Memorial Park. The tops were broke off the posts. They have been temporarily fixed and a police report has been filed.

There are trees that need to be removed from Memorial Park in Southwest corner. There are also trees at the golf course that needs to be removed.

The Boy Scouts will be camping at Klondike soon.

6. Adjourn

Motion by Kramer, second by Schroeder to adjourn at 6:15 pm

Respectfully submitted,
Tiffany A. Kramer

**MINUTES
PARK & RECREATION COMMITTEE
SEPTEMBER 3, 2013
5:30 P.M.**

1. Call Meeting to Order

Meeting was called to order by Chair LaBudda at 5:30pm

2. Roll Call

Members present were Tiffany Kramer, Jan Block and Chair Shayne LaBudda. Mark Schroeder was absent (excused). Also present were City Administrator Steve Winger and Mary Peterson.

3. Approve Minutes

Motion by Block, second by Kramer to approve minutes of the August 5, 2013 meeting. Motion carried.

4. Discuss land donation for City Trail

5. Discuss trail planning map

City Administrator Steve Winger met with property owner and Mark Fisher and walked the path. Mr. and Mrs. Ames are willing to donate a large portion of land. The path would run along the back side of the school and the property to the north. The City has an easement to Freedom Court and at Valley View the City has a partial easement and will need a table top speed bump near school. The City has not spoke to school district yet regarding proposed path that runs along their land. Will need to address the bridge issues and need to speak to one property owner yet.

The Alternate proposed route allows for less grating and is not in the flood plain. Eventually the entire path will be paved with asphalt.

It was suggested to talk to the school district before applying for grants. Mr. and Mrs. Ames are very much in favor of the alternate proposed plan. Pigeon Creek runs throughout the land and the trail marked out if anyone is interested in seeing where the path will lie.

6. Discuss ice skating

Hoping for a cold winter. Plan is to make ice 18 inches from the top of pool and block the deep end of pool for snow removal. Need to plug pool pipes; if cannot plug them, will need to come up with a different scenario on how to get more ice and enter the rink as the ice level will be lower in the pool.

7. Committee member comments

Would like to revisit the idea of a dog park in the near future.

The Veteran's Memorial will be dedicated next summer, date not yet determined. Benches will be installed soon.

8. Staff reports

The dock damage was temporarily fixed and it is holding up well. Needs new posts and City Administrator Steve Winger is going to get someone to repair it.

9. Adjourn

Motion by Block, second by Kramer to adjourn at 6:10 pm.

Respectfully submitted:

Tiffany A. Kramer