

## Minutes

### Parks & Recreation Committee

January 4, 2016

5:45 PM

1. Meeting was called to order at 5:45 PM by Chair LaBudda
2. Members present were Tiffany Kramer, Chair Shayne LaBudda, Mark Dieter, Jan Block and Don Chappell. Also present were Administrator Winger and Heidi Klaas.
3. Motion by Don Chappell, Second by Jan Block. Motion carried.
4. Heidi Klaas has served as an intern with the City since March 2015. The City felt it would be beneficial to have someone handle the administrative end of summer recreation events and scheduling. Heidi has a degree Accounting/Finance. She will be camp coordinator as well as assist Dave with various tasks. She will also develop a check-out system for supplies. Two positions were eliminated to create this position. This year, summer recreational sports will exhibit a camp style format. Those sports will be: Volleyball, Basketball, Tennis, T-ball, Little Tykes Soccer, Tumbling, Peewee Baseball and Theatre. The camp style format allows the City to recruit higher level of coaches/instructors. It also eliminates splitting families up to attend multiple children's events. The camp style format came about due to the survey results from last summer recreational activities. 57% preferred camp style. The camps will be 5 days. Times and fees will stay the same as the previous year. Baseball, Soccer (U7 – U14), swim, golf, and softball will remain as previous years (not camp style). So far, the coaches that have agreed to the camps this summer are: Missy Sperle for Basketball, Rich for Tennis, Enzo from Platteville for Little Tykes Soccer, Haylee for Tumbling, Josh Jensen for PeeWee Baseball, and Ann Dolan for Theatre. The City has agreed to pay each coach \$599.00 for their service. Committee members feel that the \$599.00 is a large amount to pay coaches for 5 days of commitment where the softball/baseball coaches are still volunteer basis for a longer season. Maybe should interview prospective coaches to ensure they are equipped to be camp coach. Softball/Baseball: club style is how the City has participated in past. The City pays a fee to be a part of the league. (\$700.00). Families feel that the travel is quite extensive in this league. The City still has to hire umpires, prepare fields, take complaints, etc. Platteville participates as a private club and share revenue. The committee feels the City should find out what leagues/clubs are available so we can detach from current league. Would be beneficial to play ourselves, more local teams from our neighboring communities. If this league is our only option, we need to be clear as to what we will do and will not do. Cuba City is in a Tri-State League similar to what we have been a part of in the past. The committee would like information on different options by next meeting. The committee is willing to hold a special meeting if necessary to accommodate time table for current league deadlines should there be no other option.
5. Peter Nordlow was in attendance at approximately 6:15 p.m. He would like to see the golf course groomed for cross country skiing. Steve expressed that he had contacted a gentleman who was building a groomer type apparatus. We are waiting to hear back on the status. Peter feels if the City offered this recreational option, more people would travel to our community to utilize the trails. The City is going to try and purchase a used groomer so that the golf course can be used for cross country skiing. The trial would need to be consistent from one year to the

next. The committee would love to see the private land from the county farm and out by Kondyke consecutively utilized for trials for additional options. The committee would like to see a year round director to provide activities for all ages groups all year round. The pool exterior has been completed. There will be a head pool manager and an assistant manager this year. The committee agrees that the pool cannot close early this year. There is a company from Platteville that is completing the pool evaluation. The committee would like to discuss pool concessions in the future. The ice rink will be flooded this week. The ice will then be added in layers. Aja completed a press release to inform the community about the ice rink.

6. Meeting motioned by Don Chappell to be adjourned at 7:15 p.m., second by Tiffany Kramer.  
Meeting Adjourned.

Respectfully Submitted by:

Tiffany Kramer

**Minutes**  
**Parks and Recreation Committee**  
**March 7, 2016**

**Agenda:**

1. **Call meeting to order:** Shayne LaBudda called the Parks & Recreation Committee meeting to order at 5:45 PM
2. **Roll call:** Mark Dieter, Shayne LaBudda and Don Chappell. Absent: Jan Block and Tiffany Kramer. Also in attendance were Heidi Klaas, Camp Coordinator, Ron Mara Parks Director and Steve Winger, City Administrator
3. **Approve Minutes:** Motion by Chappell second by LaBudda to approve meeting minutes of 1/4/16. All Ayes.
4. **Preview spring/summer recreation programming:** Chairman LaBudda noted members of the audience wanted to make comments about the summer programming which the committee allowed. Administrator Winger and Camp Coordinator Klaas reviewed and commented on the 2016 summer program and each event the city runs. It was noted that some programming had been modified so as not to have conflicting events but that many of the programs would not change. LaBudda noted that the modified programs will be run by coaches with significant coaching experience and that this is beneficial to the children participating in our programs. The Parks Committee was satisfied with the programming for summer 2016.
5. **Memorial Trail continuation:** Administrator Winger updated the Park Committee that the city might be eligible for a trail grant from Saputo Cheese, formerly Woolwich Cheese. Winger noted that the Lancaster Community Foundation is also considering a grant proposal that the city had submitted in 2015. Both grants would be used for the expansion & completion of the Memorial trail.
6. **Winter recreation closure and review:** Parks Director Ron Mara gave an update on the ice skating rink. He commented that there was good usage even though it was a warm winter. Dieter commented that he would like to see the ice rink expanded next year. Winger commented that the Library is willing to rent ice skates if the city is able to attain the ice skates. Mara stated the rink had been taken down and the infield will be smoothed out. Mara noted the ice rink did not have a detrimental effect on the softball field.
7. **Adjourn:** Motion by Dieter second by Chappell to adjourn at 7:10 PM.

**Attest: Steve Winger, City Administrator**

**Minutes**  
**Parks and Recreation Committee**  
**May 2, 2016**

1. Mark Dieter called meeting to order at 5:45 P.M.
2. Members present were Mark Dieter, Don Chappell, Tiffany Kramer, Jan Block, Heidi Klaas, Ron Mara, and Administrator Steve Winger.
3. Don Chappell motion to approve minutes from 3-7-16 Mark Dieter second, motion carries.
4. Heidi provided a handout with updates on the summer recreational programs.
5. Ron explained that many summer projects have not yet begun. General spring time clean-up is taking place. The four new hires are being trained.  
Pool tentatively will open June 10 and close August 27. The committee hopes to walk through the facility at next meeting. The community garden will have a sign displayed soon. The committee feels the City of Lancaster would benefit from a full time recreational director. The committee discussed the lack of adult softball/baseball teams/leagues in the community. The committee plans to meet at the pool at June meeting and will bring snacks and discuss the Five Year Plan.
6. Tiffany motioned to adjourn the meeting at 6:49 p.m., Don second. Meeting adjourned.

Respectfully Submitted,  
Tiffany A. Kramer

City of Lancaster  
Parks and Recreation Committee Meeting  
Minutes  
June 6, 2016

1. Shayne LaBudda called meeting to order at 5:57 p.m.
2. Chappell, Kramer, LaBudda, present, Dieter was a little late, Block absent, also present were John Hauth, Dave Timmerman, and Kelsey Hughey.
3. Chappell motion, Kramer second, motion carried.
4. John Hauth led tour of pool house and discussed issues and possible updates needed.
5. The committee discussed the improvement schedule status. LaBudda motion to consolidate expenditures allocated for ice rink and ADA restrooms for 2016 and 2017 to all be used towards completion of ADA restrooms. Chappell second. Motion carried.
  - 5.5. The summer recreational scholarship program will donate a family pass to Family Promise for the use of the occupants for summer of 2016.
6. Kramer motion to adjourn meeting at 7:13 p.m. LaBudda second. Meeting adjourned.

Respectfully submitted:

Tiffany A. Kramer

**City of Lancaster**  
**Notice of**  
**Parks and Recreation Committee Meeting**  
**Minutes**

**Date:** Monday, August 1, 2016

**Time:** 5:45 PM

**Place:** 206 S. Madison St, City Hall – Council Chambers

**Agenda:**

1. Call meeting to order – at 5:45 by S. Labudda.
2. Roll call – members present were S. Labudda, M. Dieter, D. Chappell, T. Kramer as well as Jerry Vesperman, David Timmerman, City Administrator and John Hauth.
3. Approve Meeting minutes of 6/6/2016 – motion by D. Chappel, second by M. Dieter, m/c
4. Discuss playground equipment donation – Elite raised money and wants to add equipment by ball diamond. Need approximately \$12,000.00 for sufficient equipment. Will look for cooperative donations from other groups or organizations.
5. Discuss future disk golf course – City Administrator distributed a hand out and committee discussed.
6. Discuss dog park/ donation – There is a donor to complete a dog park North of Vet clinic – at this time committee feels this is a City Council issue and not a Parks Board issue.
7. Discuss additional ballfield – Jerry Vesperman discussed need for a third diamond. Proposed site is where Community Garden is located.
8. Adjourn – motion by T. Kramer at 6:45 p.m., second by D. Chappell, m/c

Respectfully submitted by Tiffany A. Kramer

City of Lancaster

Parks and Recreation Committee Meeting

Wednesday, September 7, 2016

Minutes

1. Meeting was called to order at 5:45 p.m. by S. LaBudda
2. J. Block, S. LaBudda, D. Chappell, T. Kramer, Administrator Winger, J. Hauth, H. Klaas present; absent was M. Dieter
3. Motion by D. Chappell, second by S. LaBudda, m/c
4. H. Klaas distributed a very detailed hand out that was discussed by committee members. Platteville and Lancaster are the only communities that employ a city recreation director.
5. J. Hauth distributed 5 layout options – the city engineer will need to review designs.
6. S. LaBudda walked possible course and his nephew who is an avid disc golf player gave input, specifically that a hard surface is needed for t-box. Committee agreed to purchase baskets. The library suggested the City purchase discs and that they would check them out.
7. Struck from the agenda
8. Motion by T. Kramer, second by J. Block, meeting was adjourned at 6:54 p.m.

Respectfully submitted by Tiffany A. Kramer