

Parks and Recreation Committee Meeting

Minutes

Thursday, January 5, 2017

1. Meeting was called to order at 5:45 p.m. by Shayne LaBudda
2. S. LaBudda, J. Block, M. Dieter, T. Kramer present along with Heidi Klaas and John Hauth. Absent were D. Chappell and Administrator Winger
3. There was not a meeting in October so no minutes to approve
4. John Hauth said the skate rink is functioning weather permitting. Snowmobile will be purchased to drag trails at golf course.
5. The par course was built in 1981. The Lions club wants to know what City's intent is for course – they are willing to provide funds if City is willing to provide labor. Committee suggest to obtain community feedback to see if course is worth being fixed – maybe make more kid friendly – Committee wants to find out from Lions what exactly their intent is.
6. Would like to place at Veteran's Memorial and/or Pool. There is one on West Elm and at the Bakery. Committee would like to know what the usage is – if not being used in five years time would like it removed. Concern is that books will end up in pond or pool – Committee asks this by put on next meeting's agenda.
7. There is more life in pool than expected 12 + years. John Hauth says 5 to 10 years is more realistic. Next step is to get community ideas (see city council minutes)
8. There is a large amount of public in attendance. Community members that voiced concern were: Melissa Wolf, Lisa Reuter, Rick Place, Dave Bowen, Lynn Wolf, Tabitha Jackering, Abby Fotzler, Shannon Mergen, Carrie Schnmitz, Margaret Bussan, and Parker Jackering. The committee expressed that it is NOT their desire to end any program within Summer Rec. Community members expressed that the camp style is not preferred and that the feedback that the City received was self-selecting.
 - b. The committee agrees that the \$599.00 is too high
 - c. Pee-Wee and T-ball will be two weeks this year and tumbling may not happen due to lack of location.
9. Information was shared on Chicago Fire Soccer Camp
10. Hope to have in January or February - working on getting a group to run concessions
11. Feels City would benefit from a full-time Summer/Winter Recreational director
12. Splash pad
13. T. Kramer motioned to adjourn meeting at 7:00 p.m., J. Block second, meeting adjourned.

Respectfully Submitted:

Tiffany A. Kramer

City of Lancaster

Parks and Recreation Committee Meeting

Monday, February 6, 2017

1. Meeting was called to order by Shayne LaBudda at 5:45 p.m.
2. Members present: T. Kramer, J. Block, S. LaBudda, D. Chappell, M. Dieter; also present was Administrator Winger and H. Klaas
3. Motion by J. Block, second by D. Chappell, m/c
4. T. Kramer will contact an Odd Fellow member to gain more information – committee is open to idea, but would like option to remove if no usage.
5. Committee entertained idea – premature at this point – would like to integrate with new pool facility.
6. Completed as of 2/17/2017 – purchased for \$700.00
7. Some committee members attended their meeting – items were discussed and agreed upon for 2017 – committee would like to schedule a meeting for August to gain input as to how season went.
8. Committee would like to see a tiered compensation for 2018. Program has already been initiated for 2017.
9. The committee feels there is a strong need for a full-time director to establish programming and to present topics to committee so meetings are more brief and more topics are accomplished. The Committee acts as advisors to council, but the committee needs a director. The committee would like to review the city code and propose a change –members are to have copy of code before next meeting.
10. There is going to be a new committee formed to discuss the future of the pool - would like to see school support as well as an indoor facility.
11. Postpone until March meeting
12. March or April weather permitting
13. SCRATCH
14. None
15. D. Chappell motion to adjourn, J. Block second, meeting adjourned at 6:58 p.m.

Respectfully Submitted by:

Tiffany A. Kramer

Parks and Recreation Committee Meeting

Monday, March 13, 2017

5:45 p.m. – Department of Public Works Office

1. S. LaBudda called meeting to order at 5:45 p.m.
2. S. LaBudda, J. Block, T. Kramer and Administrator Winger present. M. Dieter and D. Chappell absent.
3. J. Block motion to approve minutes, second by S. LaBudda, m/c.
4. Reviewed document Chapter 8 of Boards, Commissions, and Committees. Committee feels duties portion is vague. Committee agrees that a full time recreational coordinator would be beneficial.
5. The directors for pool are hired. Looking for lifeguards. Dates for pool are 6/5 through 8/26. S. LaBudda motion to approve dates, J. Block, second, m/c.
6. Should be completed by summer break. Looking for sign sponsors.
7. Blues and Brews committee would like to incorporate a disc golf tournament the morning of Blues and Brews. Committee welcomes the tournament.
8. Move horseshoe pit to a more visible site; little free library is a go; committee should meet every month during summer on regular meeting day.
9. Progress on full time recreation director.
10. Motion to adjourn by T. Kramer, second by S. LaBudda, meeting adjourned at 6:51 p.m.

Respectfully Submitted:
Tiffany A. Kramer

MINUTES
PARK AND RECREATION COMMITTEE MEETING
MAY 1, 2017
5:45 P.M.

1. Call Meeting to Order

Shayne called meeting to order at 5:45 P.M.

2. Roll Call

Members present: Shayne LaBudda, Jan Block, Mark Dieter and Parker Jackering

Members absent: Tiffany Kramer

Also present was Interim Administrator/Clerk Dave Kurihara

3. Minutes

Motion by Mark, second by Shayne to approve the minutes of 3/13/2017 with the amendment of adding the following to the beginning of item 6. "Disc golf". Motion carried.

4. Disc Golf

Dave K stated the course is open with discs available at the Library. Parks and PW departments will begin construction of tee boxes earlier this summer (Committee thought the earlier the better). Administration is working on signage.

5. Summer Recreation

Current program numbers are comparable with last year. All teams, referees and umpires are set. Extra help from Parker and Abby with softball/baseball and Jenny, Aja and Cari with soccer was great assistance to the recreation program.

6. Blues and Brews Disc Golf Tournament

Chamber Director working with someone from Platteville to host a tournament. Progress is still on-going.

7. Lifeguard Staffing

Approximately 16-20 applicants. More than enough to meet this year's need.

8. Horseshoe Pits

Will address next month when Tiffany is back.

9. Committee Comments

- Reiterated the need for enhanced recreation program and staffing.
- Prayers to Don Chappell

10. Future Agenda Items

- a. Other City recreation programs (Administration will conduct survey of cities of similar size).
- b. Discuss summer recreation compensation for non-camp coordinators.

11. Adjourn

Motion by Mark, second by Jan to adjourn at 6:30 P.M. Motion carried.

David Kurihara, Interim Administrator/City Clerk

MINUTES
PARK AND RECREATION COMMITTEE MEETING
JUNE 5, 2017
5:45 P.M.

1. Call Meeting to Order

Shayne called meeting to order at 5:45 P.M.

2. Roll Call

Members present: Shayne LaBudda, Jan Block, Mark Dieter, Parker Jackering and Tiffany Kramer

Members absent: None

Also present was Interim Administrator/Clerk Dave Kurihara and Administrative Assistant Courtney Gundlach

3. Minutes

Motion by Jan, second by Parker to approve the minutes of 5/1/2017. Motion carried.

4. Additional Parking Stalls at Library

An anonymous patron wishes to donate funds to create additional angle parking specifically near the North side of the driveway exiting onto Jefferson Street (A rough drawing by Strand Associates was provided). Much discussion ensued whether additional parking would solve any parking problem (perceived or real) at the Library, if a different location would be considered and if park land should be sacrificed for parking.

Motion by Shayne, second by Mark to recommend to Council not to approve any additional parking stalls at the Library as presented. Motion carried three (3) to two (2) by roll call vote with Jan and Parker voting against.

5. Horseshoe Pits

Committee felt better the current location is adequate but better signage/advertising is necessary.

6. Disc Golf

Dave K stated Administrative is still in progress with signage and tee boxes. There will be no tournament in conjunction with the Brew and Blues event but perhaps late summer one can be organized after course is completed (signage and tee boxes).

7. Discuss Non-Camp Coordinator Compensation

Consensus to let City Administrator determine appropriate compensation for non-camp coordinators.

8. Recreation Survey

A survey of Wisconsin municipalities (5,000 population or less) was presented comparing whether there was a recreation department and if yes, what programs and number of employees involved.

9. Committee Comments

- Jan-Commended the Lancaster Gardening Club on work at the Golf Course.
- Mark-Don Chappell had recently passed away.

10. Future Agenda Items

a. Memorial Trail Update.

11. Adjourn

Motion by Tiffany, second by Parker to adjourn at 6:49 P.M. Motion carried.

David Kurihara, Interim Administrator/City Clerk

Parks and Recreation Committee Meeting
Minutes
Monday, August 7, 2017

1. Shayne called the meeting to order at 5:49 p.m.
2. Shayne LaBudda, Tiffany Kramer, Parker Jackering, Jan Block were present as well as City Administrator Dave Carlson and Courtney Gundlach. Dave K. arrived at 6 p.m.
3. Motion by Tiffany, second by Shane, motion carried.
4. Still working on land swap – the trail is marked out – received a grant to asphalt the trail.
5. Burbach Aquatics from Platteville is working with a pool committee to discuss options for a pool – there were three additional drawings at the last meeting. Point of contention is the limestone building – some feel it should remain standing, others feel it could come down. Committee member felt that persons who were directly related to the pool should be on the pool committee such as Sarah Pross and/or Jessica Hauk and/or Karla Heinrichs.
6. Summer Recreation has wrapped up. Surveys have gone out and will have an update at next meeting. May have to eliminate U14 soccer next year due to lack of attendance in that age group.
7. Hoping the signage and pads for disc golf can be installed yet this summer. David Carlson said there may be grants available for some projects that we would like to pursue – will discuss at next meeting as well as go over the Comprehensive Parks Plan.
8. Comprehensive Parks and Rec. Plan and the ice skating rink/materials as well as summer rec. surveys
9. Motion to adjourn by Jan Block, second by Tiffany Kramer, meeting adjourned at 6:16 p.m.

Minutes respectfully submitted by:
Tiffany Kramer

City of Lancaster

Parks and Recreation meeting

Tuesday, September 5, 2017

1. Mark Dieter called meeting to order at 5:49 p.m.
2. Parker Jackering, Tiffany Kramer, Courtney Gundlach, Jan Block, Mark Dieter, John Hauth and Dave Kurihara, and City Administrator David Carlson were present with Shayne LaBudda absent.
3. Motion by Jan Block, second by Parker Jackering, motion carried.
4. The liner was damaged last year and will be replaced for this winter. Will continue with one rink this year. The concession stand being converted to a warming house is on the list to complete, but is not a priority. The committee would like to see a full-time recreation director to organize adult sports and increase the quality of life.
5. Handouts were distributed. At October's meeting will provide recommendations for summer rec. The overall surveys were that the community was not satisfied – most did not think the programs were long enough and almost half would like to see adult programs. 70% wanted longer camps.
6. In 2017 there were 149 members and 228 lessons – Dave Kurihara distributed a hand out. The revenue was \$30,000 and the operating expenses were \$90,000.00
7. Administrator David Carlson explained funding opportunities and the committee voted on project priority. Funding for the ADA restrooms at parks was the priority of the committee.
8. Will determine a funding strategy and opportunity – hoping for 2019 construction – need new playground equipment at Memorial park.
9. Hope to walk through Memorial Park at October meeting – maybe a potluck and meet at Spring Shelter, weather permitting. Committee would like to see activates in the park, customer appreciation lunches in the park, banks in the shelter with food and games, a fisheree maybe even have a Day in the Park similar to Night on the Square.
10. Motion by Tiffany Kramer, second by Parker Jackering, meeting adjourned at 6:53 p.m.

Parks and Recreation Committee Meeting
October 2, 2017
Minutes

1. Meeting was called to order by Shayne LaBudda at 5:50 p.m. at shelter at Memorial Park.
2. Shayne LaBudda, Jan Block, Tiffany Kramer, Mark Dieter, Parker Jackering, Courtney Gundlach and City Administrator David Carlson were present
3. Please note that in the minutes from the last meeting that overall the people were satisfied with summer rec program, but if had the option, they would like to see the programs last longer. Minutes were motioned to be approved with addition by Jan Block, second by Parker Jackering, m/c
4. Courtney provided the committee with a detailed handout. Some programs will be extended next summer to one night a week or once a month in addition to camp style programs. Very nice and informative handout.
5. Klondyke project – City Administrator David was wondering if the committee was interested in getting the County to take over Klondyke – committee felt if the City no longer had the park, they would never be able to get it back. The fishing dock at Memorial Park needs repaired. Baus Park needs restrooms – The grants would be for 2019 construction – pays for nature based outdoor recreation and handicap accessibility. There is a Community Development Grant and DNR grants – The best option for playground equipment is to get private donations. The committee recommends to City Council that we would like to move forward with the DNR grants. For the dock, the City Administrator will contact the Harpin family to see if they would like to contribute. The fountain repairs at Memorial Park are currently being addressed.
6. Thanks to all staff for input – the committee did not intend to hurt anyone’s feelings by discussing the need for a full time recreation director – the committee would like to possibly hold summer events at Klondyke, a treasure hunt on trail, and try to get a summer activity at each park – John Hauth is to report back to committee as to when the pads will be installed at disc golf site – discussed the possibility of a shooting range at Klondyke – City Administrator will get boundary lines for committee – The bases at the ball diamonds needs to be removed this winter as they were rusted in this spring from remaining in place all winter – also discussed the possibility of having a scattering garden for cremated remains at cemetery or another location.
7. Future items: The trail, senior activities, Klondyke boundaries, ice skating rink, and batting cage nets.
8. Meeting motioned to be adjourned by Tiffany Kramer, second by Parker Jackering – meeting was adjourned at 7:01 p.m.

Respectfully submitted by:
Tiffany Kramer