

CITY OF ONALASKA MEETING NOTICE

COMMITTEE/BOARD: Parks & Recreation Board
DATE OF MEETING: June 25th, 2018 (Monday)
PLACE OF MEETING: Great River Landing /
City Hall—415 Main Street (Room 112)
TIME OF MEETING: 5:15 P.M.

We will start the meeting at the Great River Landing with a tour of the Great River Landing and house down by the water

PURPOSE OF MEETING

1. Call to Order and roll call
2. Approval of minutes from the previous meeting
3. Public Input (Limited to 3 minutes/individual)

Consideration and possible action on the following items:

4. 2017 / 2018 Urban Deer Management Plan
5. 2017 Park and Recreation Annual Report
6. Blufflands Coalition
 - a. Memorandum of Understanding
 - b. Coalition Bylaws
7. Possible use options for the house at the Great River Landing
8. Omni Center fluid applied roofing bid – deadline is June 25th at 11:30am
9. Memorandum of Understanding between Wisconsin Department of Natural Resources and City of Onalaska for the Great River State Bike trail

PLEASE TAKE FURTHER NOTICE that members of the Common Council of the City of Onalaska who do not serve on the Board may attend this meeting to gather information about a subject over which they have decision making responsibility.

Therefore, further notice is hereby given that the above meeting may constitute a meeting of the Common Council and is hereby noticed as such, even though it is not contemplated that the Common Council will take any formal action at this meeting.

NOTICES MAILED TO:

Mayor Joe Chilsen
*Ald. Jim Binash
Ald. Jim Olson
Ald. Jerry Every
Ald. Ron Gjertsen
Ald. Kim Smith
Ald. Diane Wulf
City Attorney Dept Heads
La Crosse Tribune City Administrator
Coulee Courier
WKTY WLXR WKBT
WXOW WLAX FOX

*Committee Members

*Dan Stevens
*Andrea Benco
*Brian Udermann
*Dennis Aspenson – Vice Chair
*Steven Nott – Chair
*Obhe Johnson

Onalaska Omni Center
Onalaska Public Library

Notices Posted and Mailed: 6/20/18

In compliance with the Americans with Disabilities Act of 1990, the City of Onalaska will provide reasonable accommodations to qualified individuals with a disability to ensure equal access to public meetings provided notification is given to the City Clerk within seventy-two (72) hours prior to the public meeting and that the requested accommodation does not create an undue hardship for the City.

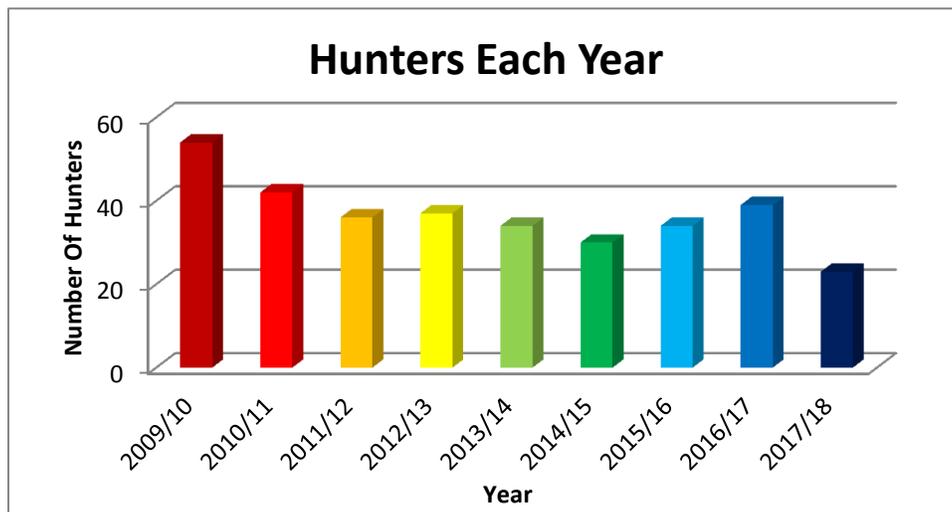
10. Report from La Crosse County Bluffland Steering committee
11. Report from Onalaska Enhancement Foundation
12. Report from Great River Landing Committee
13. Director's Report
 - a. Parks Update
 - b. Recreation Update
 - c. Aquatic Center Update
 - d. Omni Center Update

Adjournment

Onalaska Park and Recreation Department continues to work to bring success during the Urban Deer Management seasons and this year was no exception. The 2017/18 season began on September 11th when the first tags were able to be picked up. The private lands that were approved for hunting were open from September 16th through October 6th. They were then closed October 7th and October 8th. They were then reopened from October 10th until November 17th. They were closed again from November 18th until December 10th and opened from December 11th until January 31st. The parklands were available Monday through Friday on four different weeks; October 16th through October 20th, November 6th through November 10th, December 11th through December 15th and January 15th through January 19th.

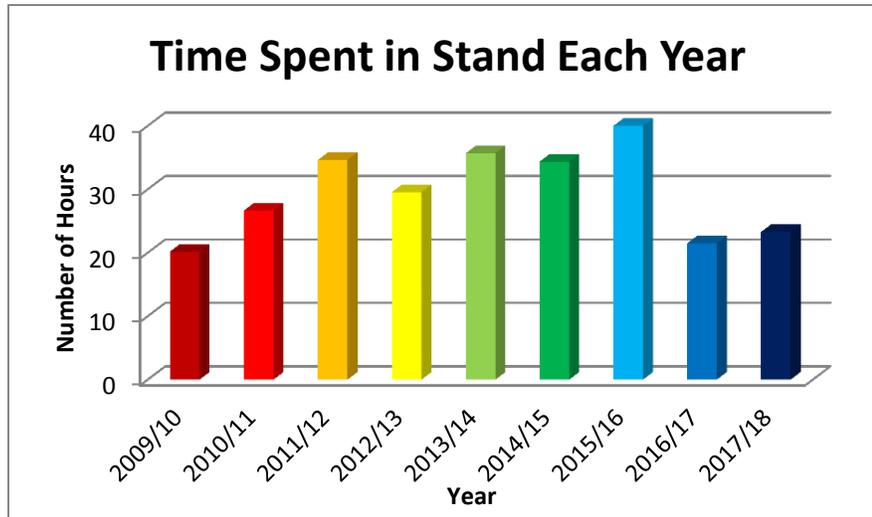
Some statistics are as follows:

1. The total number of registered hunters and the average amount of days they hunted were:
 - **2017/18: 23 hunters who hunted an average of 8.3 days. (Season started September 12th)**
 - 2016/17: 39 hunters who hunted for an average of 7.1 days.
 - 2015/16: 34 hunters who hunted for an average of 10.85 days.
 - 2014/15: 30 hunters who hunted for an average of 12.37 days.
 - 2013/14: 34 hunters who hunted for an average of 9.5 days.
 - 2012/13: 37 hunters who hunted for an average of 12.5 days.
 - 2011/12: 36 hunters who hunted for an average of 10.39 days.
 - 2010/11: 42 hunters who hunted for an average of 12.30 days.
 - 2009/10: 54 hunters who hunted for an average of 7.6 days



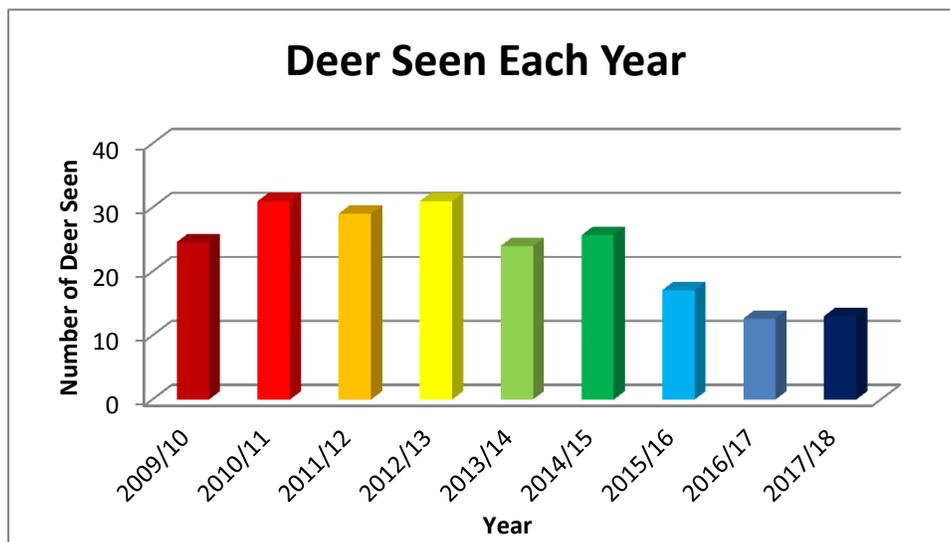
2. The average amount of time spent in the stands was:

- **2017/18: 23.28 hours per hunter**
- 2016/17: 21.5 hours per
- 2015/16: 40 hours per hunter
- 2014/15: 34.38 hours per hunter
- 2013/14: 35.7 hours per hunter
- 2012/13: 29.56 hours per hunter
- 2011/12: 34.62 hours per hunter
- 2010/11: 26.65 hours per hunter
- 2009/10: 20.18 hours per hunter.



3. The average number of deer seen per hunter and the total number of deer seen was:

- **2017/18: average of 13.04 deer seen per hunter with a total of 274 deer**
- 2016/17: average of 12.64 deer seen per hunter with a total of 493 deer
- 2015/16: average of 17.12 deer seen per hunter with a total of 582 deer
- 2014/15: average of 25.7 deer seen per hunter with a total of 771 deer
- 2013/14: average of 24 deer seen per hunter with a total of 822 deer
- 2012/13: average of 31 deer seen per hunter with a total of 1,176 deer
- 2011/12: average of 29.06 deer seen per hunter with a total of 1,046 deer
- 2010/11: average of 31 deer seen per hunter with a total 1,302 deer
- 2009/10: average of 24.6 deer seen per hunter with a total of 1,329 deer



4. Number of hunters seen:

- **2017/18: 5**
- 2016/17: 8
- 2015/16: 5
- 2014/15: 29
- 2013/14: 25
- 2012/13: 29
- 2011/12: 24
- 2010/11: 40

5. Number of non-hunters seen:

- **2017/18: 19**
- 2016/17: 76
- 2015/16: 66
- 2014/15: 87
- 2013/14: 93
- 2012/13: 95
- 2011/12: 55
- 2010/11: 76

6. Number of shots taken:

- **2017/18: 22**
- 2016/17: 31
- 2015/16: 39
- 2014/15: 49
- 2013/14: 37
- 2012/13: 42
- 2011/12: 39
- 2010/11: 46

7. The total number of arrows retrieved:

- **2017/18: 22 (0 lost)**
- 2016/17: 30 (1 lost)
- 2015/16: 37 (2 lost)
- 2014/15: 47 (2 lost)
- 2013/14 : 35 (2 lost)
- 2012/13: 42 (0 lost)
- 2011/12: 39 (0 lost)
- 2010/11: 43 (3 lost)

8. The total number of deer hit:

- **2017/18: 21**
- 2016/17: 28
- 2015/16: 35
- 2014/15: 46
- 2013/14: 33
- 2012/13: 36
- 2011/12: 36
- 2010/11: 37

9. The total number of deer recovered:

- **2017/18: 19 total deer with an average of 1.91 deer harvested per hunter**
- 2016/17: 23 total deer with an average of 1.43 deer harvested per hunter
- 2015/16: 27 total deer with an average of 1.5 deer harvested per hunter
- 2014/15: 40 total deer with an average of 1.33 deer harvested per hunter
- 2013/14: 28 total deer with an average of .76 deer harvested per hunter
- 2012/13: 33 total deer with an average of 1.32 deer harvested per hunter
- 2011/12: 30 total deer with an average of 2 deer harvested per hunter
- 2010/11: 30 total deer with an average of 1.57 deer harvested per hunter

10. Recovery rates and reasons for not recovering:

- **2017/18: 90% recovered (2 total not recovered with both due to land not accessible)**
- 2016/17: 82% recovered (5 total not recovered with 2 due to land, 2 due to losing blood trail, and 1 due to other reasons)
- 2015/16: 77% recovered (8 total not recovered with 3 due to blood trails, 1 due to other reasons, and 4 unreported reasons)
- 2014/15: 87% recovered (6 total not recovered with 2 due to land and 4 due to blood trails)
- 2013/14: 84% recovered (5 total not recovered with 2 due to land, 1 due to blood trails, and 2 due to other reasons)
- 2012/13: 92% recovered (3 total not recovered with 1 due to blood trails)
- 2011/12: 83% recovered (6 total not recovered with 3 due to blood trail)
- 2010/11: 81% recovered (7 total not recovered with 1 due to blood trails)



Staff Time

It has been requested that we include staff time in this report. Although it is difficult to pinpoint every moment spent dealing with the Urban Deer Management Program, we have broken down our time as the following:

- 8 hours of field work by park staff to make sure proper signs are up and each zone is identified
- 13 hours spent registering program participants
- 35 hours of data entry and annual report preparation



Onalaska Park and Recreation
2017 ANNUAL REPORT
To the Community



“The City of Onalaska Park & Recreation Department is committed to enhancing the quality of life for the citizens of Onalaska through promotional development, maintenance of public recreation through enrichment opportunities, parklands, related facilities and the preservation of natural areas.”



One of our newest additions in 2017, the *Great River Landing*.



2017 Recap

As look back on 2017, I would like to thank all of the Park and Recreation Staff that give up some much time to make the Park and Recreation department what it is. I would also like to thank everyone that has assisted us in some way over the past year; if you were a coach or assisted with one of our many programs, thank you for helping make a positive impact on their lives; if you helped in one of our parks or facilities, thank you for making these areas a great place to recreate in. We hope you all enjoy your parks, facilities and recreational programs we offer. As we close 2017, we are excited to see what 2018 will provide.

Park and Recreation Department Staff

Daniel Wick
Director

Kraig Koelbl
Recreation Supervisor

Tyler Ketterhagen
Recreation Coordinator

Samantha Berg
Administrative Assistant

Mark Hanson
Parks Supervisor

Brian Babish
Buildings Manager

Andy Nauman
Building Coordinator

Mike McCaffrey
Building Supervisor

Ann Endres
Buildings Supervisor

Scott Bahr
Parks Laborer

Lane Zahrte
Parks Laborer

PRO-GRAMS	VOL-UNTEE RS HOURS
Spring Rec Programs	284
Summer Rec Programs	2876
Fall Rec Programs	844
Winter Rec Programs	903
Fleis Nightfall Frolic	134
Waterfront Activities	18
TOTAL	5059

Park and Recreation Board

Aldersperson Jim Binash

Common Council Rep

Andrea Benco - Chair

Victor Hill - Vice Chair

Gretchen Newhouse

Brian Udermann

Ohbe Johnson

Steven Nott

Sponsorship

Youth In-House Teams

\$6550

Banner Program

\$1500

Traveling Teams

\$2500

Full Programs

\$3240

General

\$800

John Fleis Youth

Scholarship Fund

\$2100

2017 Annual Report



Park & Recreation Overview

Fleis Nightfall Frolic

This event was held in April at Rowe Park. All proceeds go to benefit the John Fleis Youth Scholarship Fund, which provides financial assistance to families in the Onalaska community to participate in Park & Rec programs. In conjunction with volunteers from UWL we raised \$3785 To date, this event has raised \$36,447.



Second Annual Rugged Run Obstacle Race

The Rugged Run Obstacle Race was ran through Van Riper Park. This year's event consisted of two different obstacle races, a youth 1 mile course and an all-ages 2 mile course. Overall, 28 runners conquered the 10 obstacles in the youth 1 mile course, and 91 runners conquered 16 obstacles in the all-ages 2 mile course.

Urban Deer Management Plan

We still have strong support from our 23 hunters from the 2017-18 season. There were 19 deer harvested this year, and each hunter saw an average of 13 deer while they were participating in the program. We had a wonderful year and hope to continue the success in the future.



Brochure Printing & Distribution

We received bids from local businesses, and Crescent Printing Company came in as the lowest bid. We continue to receive several positive comments about the larger size.

Youth T-shirts Printing

Each year bids are requested for our youth t-shirt printing. The vendors bid on providing the department. With certain colors of shirts, along with screen printing on the front and back. Three bids were received and the bid winner was Games People Play for Performance T-Shirts.



Interns

The Park and Rec was very fortunate in 2017 to have two students complete internships with the department. Travis Kruckow worked at the Park & Rec Office and Lee Johnson worked at the Omni Center both interned during the semesters.

Website Totals

The Park and Recreation Department has offered online registration for programs and facility reservations since 2005. The online service continues to be a popular tool for residents in Onalaska. There was a total of \$91,314 or 31.06% of our transactions taken in by individuals using the online service. We now accept credit card

RECREATION

Daniel Wick
Director

Kraig Koelbl
Recreation Supervisor

Tyler Ketterhagen
Recreation Coordinator

Samantha Berg
Administrative
Assistant

Letter from Parent:

I just wanted the Park and Rec Department to know how grateful and appreciative my family is for the youth summer programs offered by the Park and Rec Department. This year, I had 3 kids playing softball and baseball. I have to say that the 11 year old traveling baseball team coaches went above and beyond this year. I was so grateful for the experience my son received. My son Blake has Asperger's Syndrome and has a hard time connecting with other kids. I was worried about him being on the team, but the coaches, as well as his teammates, were all so supportive. Everybody included him and made him feel very welcome. He learned so much and felt like a part of a team. It was truly an amazing experience for him and helped him break out of his shell. This team was so amazing, and the coaches were always supportive and encouraging despite the losses. I could not be more grateful for the amazing programs offered and for the chances my kids are given to enjoy their summer. Without the financial discount, my family would not be in a position to experience this. Park and Rec summer programs have been a true blessing to my family and we are all incredibly grateful.

Jimmy Olson Baseball Tournament/ Girls Softball Tournament

These two tournaments have been a long time staple at the Park & Rec Department. Baseball is held the first weekend in June, and Softball is held the third weekend in July. We had 23 softball teams and 12 baseball teams participating, which brought together families and our community. Thank you Lions Club for supporting the kids and us.

Tennis Courts

141 kids were enrolled in our tennis program in 2017. All the participants got to enjoy court time and bleacher seating. Our tennis courts are located in our Rowe Park along with the skate park, the disc golf course, and two shelters.



Summer Track & Field

This program has increased in participation of kids. There were 133 participants in 2015, 131 participants in 2016., and 117 participants in 2017. There were three Friday track meets held at Luther High School, Holmen High School, and La Crescent High School this year. Kujak Orthodontics sponsored the track & field team to help provide the participants with dri-fit shirts. Thanks to many volunteers, this program has been incredibly successful over the past several years.



Archery and Hunter Safety

Partnering with the DNR and La Crosse Archery is common practice here at Park & Rec. Doing so is a win-win situation because it is cost effective for our programs to have already trained instructors and equipment, and because it gives opportunities for kids to develop and improve skills, build self-esteem, and to learn the importance of teamwork—all while having fun!

THANK YOU, SPONSORS!

Website Totals

We offered online registration for programs since 2005. It is a simple and convenient way for people to register.

2013	\$55,080	27.4%
2014	\$68,269	27.61%
2015	\$74,719	25.72%
2016	\$81,374	26.8%
2017	\$91,314	31.06%

RECREATION



Community Garden

Mayo Clinic Health System– Franciscan Healthcare and Park & Rec partnered with each other to bring back the community garden. There were thirty-three gardeners who gardened a total of 48 plots. Many donations from this program went to the Onalaska Food Basket, and other local community programs.

Ball-a-Palooza

This event was to celebrate all in-house baseball, softball, and t-ball participants. Our Park & Rec Families volunteer at this event to serve brats, hot dogs, beans, chips, drinks and Dairy Queen dilly ice cream bars. This is truly a family event to celebrate all of our players.



	Spring	Traveling Soft/Base Ball	Summer	Fall	Winter	TOTAL
2007	547	265	2223	570	437	4042
2008	634	279	2245	474	552	4184
2009	417	260	2079	590	600	3946
2010	410	229	2063	831	446	3979
2011	309	197	2023	802	436	3767
2012	852	218	2140	1006	435	4651
2013	744	233	2336	557	430	4300
2014	613	187	2121	612	512	4045
2015	513	193	2193	769	274	3942
2016	813	213	2387	463	314	4190
2017	817	205	1875	495	351	3743

PARKS

Daniel Wick
Director
Mark Hanson
Park Supervisor
Scott Bahr
Parks Laborer
Lane Zahrte
Parks Laborer

Classification	# of Parks	Acres
Mini Park	12	15.11
Neighborhood	8	65.04
Community	2	80.58
City Wide	3	115.80
Undeveloped	2	5.85
Conservancy Lane	3	101.17
Total	30	383.53

Hard Surface	Distance (miles)
Several Sidewalk Connections	10.3
Van Riper Park	1
Community Park	0.2
Underpass to Glenn Fox	.75
Wellington Greens	.15
Pierce Park	.1
Sandalwood Park	.25
Natural Surface	
Van Riper	.25
Greens Coulees	2.1
Sandalwood	.18
Total	20.26 miles

Park Definitions

Mini Park – These areas are the smaller parks that are usually developed to address the recreational needs of isolated residential developments. Service area is usually less than one-quarter (1/4) mile radius.

Neighborhood Park – These areas usually serve as the recreational and social focus of neighborhoods that they are intended to serve. Service area is usually one-quarter (1/4) to one-half (1/2) mile radius.

Community Park – These areas are intended to serve the recreational needs of several neighborhoods. Service area is between a half (1/2) and one (1) mile.

City-wide Park – These areas serve a broad range of recreational needs or can serve to meet a single purpose. Service area is usually the entire community.

Conservancy - These areas are intended to maintain as natural areas.



PARKS



The Parks Maintenance Division is responsible for maintaining approximately 300 acres of parkland and 3 miles of recreation trail. The Parks Maintenance Division also maintains city sports and athletic facilities, including softball and baseball fields, football fields, soccer fields, outdoor ice rinks, tennis courts, basketball courts, and volleyball courts. In addition, the Parks Maintenance Division provides support for special events and community festivals.

Nathan Hills Playground: Nathan Hills Park – City purchased a lot in this neighborhood after hearing from the area that a park was needed and also identified in our Comprehensive Outdoor Recreation Plan. After a few neighborhood meetings a variety of playground components were selected and sent out for bid. Miller & Associates received the bid and the new playground, photo below, was installed during the summer. A shade structure was purchased and installed in this park.

Great River Landing: Great River Landing – Phase one of the Great River Landing project was completed. The park is heavily used by a many. This area provides many different natural resources that cannot be found in any other park in the City.

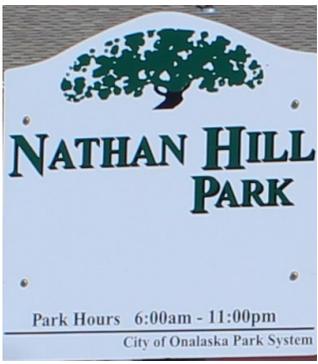
New Dog Park Shelter:
With help from BioLife Plasma employees, we installed a new shade structure at the Van Ripper Dog Park off of Kramer Rd.

Rowe Park Disc Golf Holes:
Finished concreting the Rowe Park Disc Golf holes

New Toolcat: The Parks crew received a new Toolcat in 2017. It has been immensely helpful for tree work and snow removal.

Park and Recreation Department Amenities

• Outdoor Amenities	
Basketball Courts	12
Disc Golf	1
# of holes	9
Fishing Access	2
• Canoe/Kayak Access	1
• Gazebo	1
• Horseshoe Courts	10
• Picnic Shelters	17
Reserveable	8
• Picnic tables	143
• Open Space Play areas	16
• Playgrounds	19
• Skateboard Parks	1
Lighted	1
• Aquatic Center	1
Square Feet	8,500
Slides	3
Sand play area	1
• Tennis Courts Locations	4
Courts	17
Lighted	3
• Sand Volleyball Courts	2
• Dog Exercise Area	1
Square Feet	30,000
• Trash Receptacles	90
• Recycling Receptacles	30
• Baseball/Softball fields	6
Joint Facilities (These facilities are not owned by the City, but are utilized by Park and Recreation)	
Gyms	5
Football Fields	2
Soccer Fields	4
Baseball/Softball	5



Daniel Wick
Director

Samantha Berg
Admin. Assistant

Scott Bahr
Maintenance Labor

Ashlee Gordon
Aquatic Center Specialist

Shelly Raabe & Danielle Wissink
Head Concessions

AQUATIC CENTER



	Classes	Participants	Avg. Class Sizes
2006	58	376	6.49
2007	56	447	7.99
2008	64	534	8.34
2009	78	522	6.69
2010	62	530	8.54
2011	68	543	7.98
2012	70	598	8.54
2013	73	648	8.88
2014	58	417	7.189
2015	55	476	8.65
2016	54	441	8.17
2017	56	330	5.90

Swim Team

The Onalaska Fighting Tuna Swim Team is ran through the Onalaska Park and Rec department in city hall, located at 415 Main Street Onalaska WI, 54650. (608-781-9560 Open Mon-Fri 8:00 a.m - 5:00 p.m)

The program is open to kids of all ages who are able to swim one lap of a 25 yard pool. The swimmers are then broken down into various age groups:

-8 & under, 9-10, 11-12, 13 & up

*all age groups are co-ed.

Diggity Dog Dip

The 11th annual Diggity Dog Dip at the Onalaska Aquatic Center was another great success! This year we had over 250 dogs in attendance. The Dog Dip helps to raise money to cover the costs of our Van Riper Dog Park, as well as raising money for the La Crescent Animal Rescue who helps to run the event.

	Membership Family	Membership Individual	Swim Team Participants	Gold Pass Family	Gold Pass Individual	Open Swim Attendance
2007	186	124	95			30,124
2008	155	130	86			26,829
2009	163	112	96			27,081
2010	132	106	66			32,289
2011	145	68	65			32,264
2012	136	91	76			30,575
2013	147	96	86	NEW IN	2015	34,029
2014	158	84	54	OPEN GYM	AT OMNI	26,241
2015	129	85	26	31	18	32,923
2016	150	84	32	22	6	26,568
2017	137	64	29	17	5	21,127

This year we had nineteen private swimming lesson participants.

OMNI CENTER

What Happens at the Omni Center?

Meeting Rooms Pro Shop Catering Weddings Concessions Rental Equipment Wedding Expo Picnic in the Park Spring/Fall Gift and Craft Fairs Family Fun Expo Gun Show Area Builders Show Volleyball Tournament Cornhole Tournament	Shelter Rental Graduations Men's Hockey League Avalanche Hockey Ona Girls Booster Club Ona Boys Booster Club Tornado Youth Hockey Toe Picks Men's over 30 Private Ice Team Wisconsin WI Elite Hockey League WI Hockey League Hockey Officials Seminar	Toe Picks Figure Skating Gala OHS Boys Hockey Girls Hockey Co-op Coulee Region Girls 3 on 3 Basketball Tour Youth Basketball Tour Learn to Skate Blue Devils Spanish Classes Celebrate Onalaska Bag Toss League Business Picnics Public Skate Learn to Play Hockey
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Dan Wick
Director

Brian Babiash
Building Manager

Elizabeth Poh
Building
Coordinator

Mike McCaffrey
Building Supervisor

Samantha Berg
Administrative



	Hotel Rooms	Ice Hours	Ice Tournaments	High School Games	Dry Floor Events	Shelter Reservations	Banquet Hall
2014	2736	2235	20	40	27	13	15
2015	1700	1963	15	42	25	13	26
2016	1953	2430	12	46	23	17	79
2017	1611	2080	10	57	38	20	55

	Ice Rental (combined)	Concessions	Pro Shop	Rental Income	Shelter	Admission	Sponsorships
2016	\$199,974.07	\$40,585.16	\$7,347.64	\$44,283.63	\$1,256.76	\$6,287.12	\$3,553.00
2017	\$201,606.64	\$45,713.08	\$4,681.10	\$53,990.60	\$2,039.73	\$6,722.50	\$6,510.20

OMNI CENTER

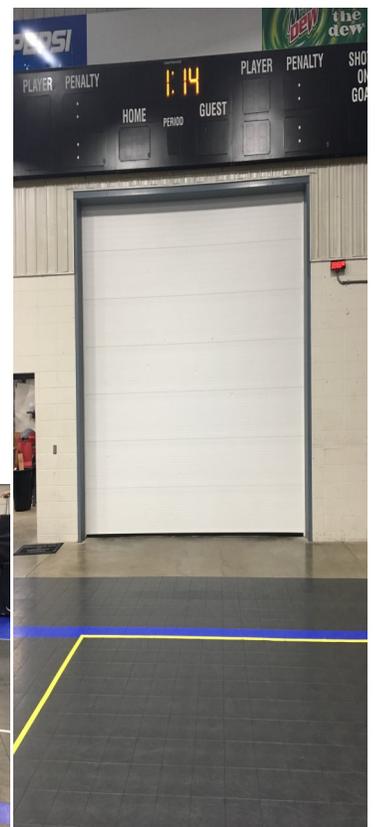


Halloween Bash: This year Onalaska Park and Rec hosted the 2nd Annual Halloween Bash at the Onalaska Omni Center. We had 12 different groups and business at the event handing out candy to all of our trick or treaters. The event was sponsored by 12 businesses as well which helps to keep the event free to public. 2017 saw the attendance of the event increase from the first event held in 2016. We had over 500 trick or treaters attend the event this year! It is a number we look to continue to grow!

Job Fair: The Omni Center hosted the first Western Wisconsin Workforce Development Job Fair in 2017. This event saw hundreds of people come out looking for employment opportunities at various local companies.



- 2017 PROJECTS
- OVERHEAD DOORS
- HOCKEY GOALS
- LED LIGHTS
- LED SIGN BOARD
- MEETING ROOM PROJECTORS
- ARENA DIVIDERS
- SPORT COURT
- ZAMBONI ROOM WATER HEATER
- TABLES AND CHAIRS



My other car is a Zamboni!!

BUILDING & GROUNDS DIVISION



Daniel Wick
Director
Brian Babiash
Building Manager
Ann Endres
Buildings Supervisor
Mike McCaffrey
Building Supervisor

CITY HALL
OMNI CENTER
LIBRARY
TOURISM
FIRE STATION
POLICE STATION
PUBLIC WORKS

2017 PROJECTS
FIRE DEPARTMENT DOOR
LANDSCAPING
OVERHEAD -
DOOR SPRING
HOT WATER HEATER
TWO WATER SOFENERS





BUDGET REPORT

EXPENSE	BUDGET	FISCAL ACTIVITY	VARIANCE	PERCENT
PARKS	\$322,845.00	\$311,453.32	\$11,391.68	3.52%
RECREATION	\$388,070.00	\$370,380.29	\$17,689.71	4.55%
AQUATIC	\$176,947.00	\$174,744.05	\$2,202.95	1.24%
CITY HALL	\$170,209.00	\$160,851.65	\$9,357.35	5.49%
LIBRARY	\$93,150.00	\$86,207.59	\$6,942.41	7.45%

Enterprise Fund	BUDGET	REVENUE GENERATED	EXPENSE	Profit
OMNI CENTER	\$628,008.00	\$635,526.54	\$634,857.71	\$668.83



**MEMORANDUM OF UNDERSTANDING
BETWEEN THE MEMBERS OF THE BLUFFLAND
COALITION
REGARDING BLUFFLAND INITIATIVES**

I. PARTIES.

This Memorandum of Understanding (“MOU”) is made and entered into by and between The following Charter Members of the Bluffland Coalition:

Collectively referred to as the Bluffland Coalition (Coalition).

II. RECITALS.

- A. Pursuant to Wisconsin Statutes, the La Crosse Area Planning Committee adopted the Blufflands Plan on July 15th, 2016 to guide Coalition Members decisions regarding long-term efforts to preserve and protect valuable bluffland properties, enhance conservation and recreation within said blufflands and develop a significant network of recreational trails within said Bluffland.
- B. The Blufflands Plan adopted Mission: This plan will be used by public and private stakeholders throughout the region to guide the acquisition of conservation land and easements, coordinate restoration activities and recreation access improvements such as trailheads and trails, and establish an organizational structure for continued regional coordination and action.
- C. The Blufflands are unique landforms that have a definitive bluff top and, typically, a less distinctive bluff toe. Bluffland properties are those with terrain at or above 700 feet in elevation.

III. PURPOSE. The purpose of this MOU is to clarify the expectations of the Members of the Blufflands Coalition regarding the area described in “Exhibit A” with regard to the following:

- A. Working together, to make Blufflands Plan implementation decisions consistent with the adopted Blufflands Plan, attached in Exhibit B;
- B. Working together, to promote safe recreational access to the Blufflands throughout the project area;
- C. Working across municipal boundaries while creating a seamless system of bluffland projects: including environmental restoration, preservation areas and recreational access in the Blufflands;
- D. Promote consistency in bluffland development regulation amongst the municipalities within The Blufflands;
- E. Maintain a cooperative and mutually beneficial intergovernmental relationship that treats officials and staff of the Coalition with courtesy and respect;

- F. Working together to clearly outline bluffland goals for each organization;
- G. Working together to address issues related to public funding of projects within The Blufflands.
- H. The Coalition will especially focus on transitional areas between municipal boundaries to ensure a well-connected, seamless network of bluffland projects.
- I. Whereas all parties agree that working together to preserve and develop for public benefit the blufflands within this area is a legitimate public interest and is conforming to the respective comprehensive plans and therefore hereby agree to base policy decisions over the period of this MOU on this effort as outlined in Exhibit B.

IV. AREA OF PLANNING INTEREST. The project area considered in this MOU is The Blufflands described in Exhibit "A".

V. RESPONSIBILITIES OF THE PARTIES.

- A. Signing parties will continue to participate in the Bluffland Coalition, and work toward the preparation of a Bluffland project implementation under the provisions of Exhibit B.
- B. Signing parties will support joint planning efforts to prepare a detailed multi-use trail plan for the area described in Exhibit B.
- C. Signing parties will participate jointly in funding the necessary administration and implementation projects generally described in Exhibit B.
- D. Signing parties will cooperatively draft standards for implementation decisions in The Blufflands, and will not make decisions on proposed project scope details within this area until these standards are complete and the proposed action is shown to meet the standards as drafted, without the written consent of the other parties to this MOU.
- E. Signing parties will provide timely communications with regard to progress on their bluffland planning process.

VI. TERM OF THE MOU. The term of this MOU shall be effective upon signature of the parties and remain in effect until July 15, 2023, unless terminated. This MOU may be terminated, without cause, by any party upon ninety (90) days written notice, which notice shall be delivered by hand or certified mail to the Coalition staff. This MOU may be amended or extended at any time by mutual agreement by all the parties.

VII. SEVERABILITY. Any provision of this MOU determined to be invalid as a matter of law is severable from other provisions of this agreement.

By: _____

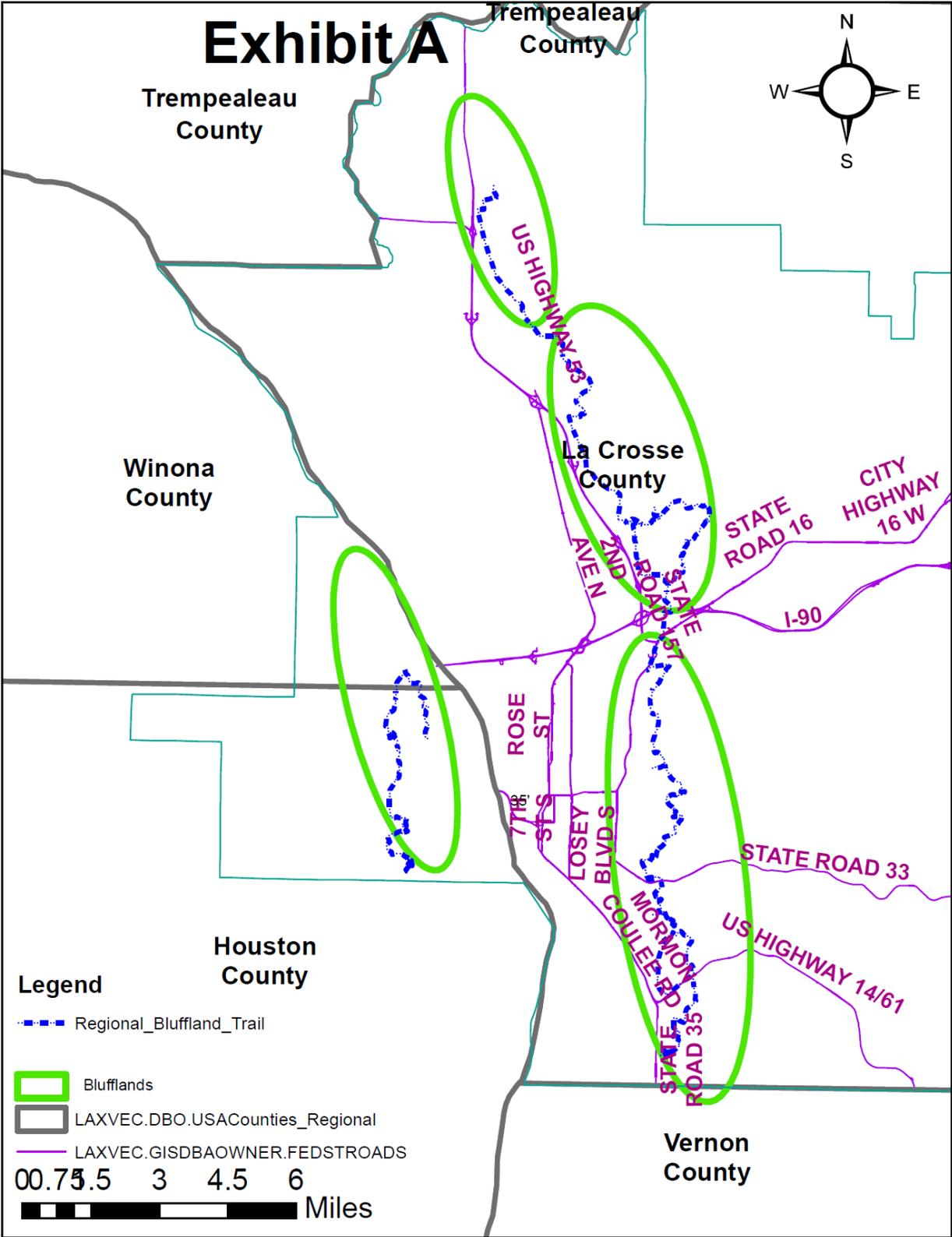
By: _____

By: _____

By: _____

Potential Charter Members of the Bluffland Coalition:

1. The City of La Crosse
2. The City of Onalaska
3. The Village of Holmen
4. The Village of West Salem
5. The Town of Campbell
6. The Town of Medary
7. The Town of Shelby
8. The Town of Onalaska
9. The Town of Barre
10. The Town of Greenfield
11. The Town of Holland
12. The Town of Hamilton **in Wisconsin**
13. The City of La Crescent
14. The Town of La Crescent
15. The Town of Dresbach **in Minnesota**
16. The Mississippi Valley Conservancy
17. The Outdoor Recreation Alliance
18. The La Crosse County Convention and Visitors Bureau
19. The Friends of the Blufflands





BYLAWS OF THE BLUFFLANDS COALITION

_____ 2018

ARTICLE I – Name

The name of this Coalition shall be the Blufflands Coalition and shall hereafter be referred to as the Coalition.

ARTICLE II - Objective

The objective of this Coalition shall be to develop and maintain a long-range Blufflands plan for the La Crosse/La Crescent Area and to conduct other area-wide planning as it deems necessary. The Coalition will establish an exceptional network of contiguous protected lands and recreational trails throughout the La Crosse-La Crescent region. Our cooperative efforts will enhance the health of residents, visitors, natural ecosystems and our local economy.

ARTICLE III - Members

There shall be _____ Voting Members including the appointed members from all parties that have signed the Blufflands MOU. All members shall have equal rights and privileges to vote and hold office. A Voting Member may appoint one Designated Alternate, who may represent the respective party at Coalition meetings and vote in the absence of the Voting Member.

ARTICLE IV - Officers

The officers of the Coalition shall be a Chairperson, a Vice-Chairperson, and a Secretary/Treasurer. They shall be Voting Members and perform the duties prescribed by these Bylaws and by the parliamentary authority (see Article VIII). The officers shall be elected by ballot to serve for two (2) years. Election of officers shall take place at the regular May meeting of the Coalition in each odd calendar year.

ARTICLE V - Meetings

The Coalition shall hold regular meetings at least six times per year, and as needed. Special meetings can be called by the Chairperson and/or shall be called upon the written request of three (3) Voting Members of the Coalition. The purpose of the meeting shall be stated in the call, and, except in cases of emergency, at least three (3) days' notice shall be given. Any Voting Member may have items placed on a future agenda of any regular or special meeting of the Coalition. Agenda items may be added by the Coalition Staff member relating to applicable Coalition business. One more than half of the total of Voting Members or Designated Alternates of the Coalition shall constitute a quorum.

ARTICLE VI – Sub-Committees

The Coalition may at any time form sub-committees to forward the mission of the Coalition. The membership of which sub-committees shall be established by Resolution. Other special Committees may be created as needed by resolution. Each Committee may enact Bylaws which must first be approved by the Coalition.

ARTICLE VII – Staff

The Staff shall serve as a resource to any Coalition member provided that the assistance requested does not materially affect the staff’s ability to perform his or her regular duties. Staff may apply for grants only with prior Coalition approval, and no grant funds shall be expended until the Coalition has approved accepting the grant.

ARTICLE VIII - Parliamentary Authority

The rules contained in the current edition of *Robert’s Rules of Order Newly Revised* shall govern the Coalition in all cases to which they are applicable and in which they are not inconsistent with the Bylaws and any special rules of order the Coalition may adopt.

ARTICLE IX - Amendment of Bylaws

These Bylaws can be amended at any regular meeting of the Coalition by a two-thirds (2/3) vote of Voting Members or Designated Alternates, provided that the amendment has been submitted in writing at the previous meeting.

Approved by the Blufflands Coalition on _____ 2018

THE BLUFFLANDS COALITION

Chairperson

Recommendations from Legal Counsel

“V. RESPONSIBILITIES OF THE PARTIES.

A. Signing parties will continue to actively participate in the Bluffland Coalition, and work toward the preparation of a Bluffland project implementation plan consistent with the provisions of Exhibit B.

B. Signing parties will support joint planning efforts to prepare a detailed multi-use trail plan for the area described in Exhibit B.

C. Signing parties will participate in creating a yearly budget for funding the necessary administration and implementation projects generally described in Exhibit B. The yearly budget for the following year shall be completed on or before August 1 in each year to allow time for the budget to be incorporated in the signing parties' municipal or organizational budgeting process for the following year. Where an agreement cannot be reached with respect to the allocation of the yearly budget among the signing parties, each municipality shall fund their percentage of the Blufflands Coalition administration and implementation costs consistent with the percentage of Bluffland acreage subject to the Bluffland project implementation plan within their municipality. For example if 34% of the acreage within Exhibit B lies within the City of Onalaska, the City of Onalaska shall agree to budget for and fund up to 34% of the annual expense, subject to City of Onalaska Common Council approval.

D. Signing parties will cooperatively draft standards for implementation decisions in the Blufflands, and will not make decisions on proposed project scope details within this area until these standards are complete and the proposed action is shown to meet the standards as drafted, without the written consent of the other parties to this MOU.

E. Signing parties will provide timely communications with regard to progress on their bluffland planning process.

VI. TERM OF THE MOU. The term of this MOU shall be effective upon signature of the parties and remain in effect until July 15, 2023, unless terminated earlier. Any party may withdraw from the MOU, without cause, upon ninety (90) days written notice, which notice shall be delivered by hand or certified mail to the Coalition staff. This MOU may be amended, terminated or extended at any time by mutual written agreement by all of the parties”

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF ONALASKA AND
THE STATE OF WISCONSIN, DEPARTMENT OF NATURAL RESOURCES**

I. Introduction

The purpose of this Memorandum of Understanding, (MOU) is to set forth the agreements and understandings which have been reached between The City of Onalaska (City) and the State of Wisconsin Department of Natural Resources (Department) regarding the operation of approximately 3.5 miles of former rail corridor known as the Great River State Trail (Trail). The property on which the trail is located (Property) is owned by the Department.

The Department is interested in preserving the corridor for trail purposes and in creating trails for public use. The City is interested in maintaining, and operating the public recreational trail on the Great River State Trail corridor. The City and the Department agree to work together to achieve their mutual goals as set forth below.

II. Description of the Property

The property subject to this MOU is described generally as the grade from Enterprise Avenue to Oak Forest Drive and Irvin Street to County Rd Z. An exact legal description of the property shall be attached to this document as Exhibit A and a map attached hereto as Exhibit B. The trail easement referred to in this MOU, when executed, shall include and incorporate this MOU along with all of its exhibits.

III. Consideration

The Department *owns* the grade from Enterprise Avenue to I-90 Overpass and from the Trailhead at Irvin Street to County Rd Z. The Department has an easement from the City of Onalaska to operate a recreation trail from the I-90 Overpass to Oak Forest Drive (See Exhibit C). The Department will give a trail easement to the City for the area owned by the state for the purposes contained in this document. The City will operate, repair, and maintain the Trail.

IV. Obligations of the Department

1. The Department will convey by easement to the City the right to operate, repair, and maintain the Trail as a component of the State Trail System. The City accepts the property "as is" on the date of conveyance.
2. The Department represents that it has made reasonable inquiry and has no reason to believe that hazardous waste, noxious waste, or any other condition of the land subject to this MOU exists that would inhibit the ability of the City to possess and

improve the property as contemplated by this MOU. If, however, such prohibitive conditions are discovered, either the Department shall take all steps reasonably necessary to remove such conditions or the intent of this MOU being frustrated, the MOU shall terminate.

3. The Department will work with the City to identify funding sources for the operation and repair of the Trail. The City shall sell State Trail Passes and maintain 70% of the monies to operate, maintain and repair the Trail. The remaining 30% shall be remitted to the State.
4. The Department will designate the Trail as a “State Trail” under section NR 51.73, Wis. Adm. Code. The Trail will be included in any appropriate list of State Trails.
5. The Department will make its Adopt-A-Trail program available to the City. The Department has an application process for groups interested in adopting a section of State Trail. This program is similar to the Department of Transportation’s Adopt-A-Highway program.

V. Obligations of the City

1. The City, with the assistance of the Department, will coordinate and prepare an informal plan for the Trail that describes trail management and operation within 6 months of the conveyance of the easement. Specific recreational uses have been determined and will be accepted by the City. Per section NR 44.04 (13), Wis. Adm. Code, this plan is not required to comply with Chapter NR 44, Wis. Adm. Code; however, the plan shall be consistent with Chapter NR 44, Wis. Adm. Code, to the extent practicable. The City shall review its Trail plan periodically to determine if the plan should be amended, revised or extended. The City shall take measures to reasonably notify interested persons of said review, and then shall use an appropriate public involvement process to determine or examine issues related to management and use of the property and the need for plan revision. The plan shall contain a provision providing that it remains in effect until the City takes action to modify it.
2. The plan must include, at a minimum:
 - a. A public notification and participation process allowing for public comments on the draft plan.
 - b. A list of allowed trail uses, including where and when they are allowed (e.g. snowmobiles allowed from County Rd Z to the Irvin Street trailhead and from the Oak Forest Drive trailhead to County Rd SS, only when snow cover is 6” or greater). Year-round bicycling is encouraged and may be allowed in conjunction with snowmobiling. Walking must be allowed on the Property at all times (section NR 1.61, Wis. Adm. Code).
 - c. General guidelines regarding the handling of requests for special events (defined in section NR 45.03(21d), Wis. Adm. Code).

- d. A list of hunting, fishing, and trapping activities and areas as determined by the Department and Natural Resources Board pursuant to section 29.089, Wis. Stats. (shown on a map).
 - e. A map showing locations of current and anticipated support facilities (e.g. restrooms, parking lots) and use zones.
 - f. Projected development and maintenance costs.
 - g. Plans to address any identified environmentally sensitive or culturally or historically significant areas.
 - h. A set of management alternatives for the Trail, with a preferred alternative (the alternative that will be used) identified.
 - i. An estimated number of users per year.
 - j. The name and address of the office that will be managing the Trail.
 - k. An emergency action plan to include protocols and procedures for responding to reports of potentially hazardous conditions on the Trail.
 - l. The identification of desired vegetation types along the Trail.
3. The City will participate in or conduct public meetings, which are necessary for the, management and improvements of the Trail, including for any major changes to the trail plan, such as eliminating or adding allowed trail uses or authorizing special events not addressed by the trail plan. Attempts should be made to comply with the intent of Chapter NR 44, Wis. Adm. Code, as it relates to public participation.
 4. The City shall provide a copy of the completed plan, with all its exhibits, to the Department.
 5. The City will assume all monitoring and maintenance responsibilities on the Property as defined in section II.
 6. The City agrees that the maintenance and repair of the Trail will meet or exceed Department trail standards and any applicable standards mandated by state or federal law. The City further agrees that in operating the Trail, the City will comply with all applicable state and federal laws.
 7. The City shall comply with statutory inspection requirements in accordance with section 23.115(2), Wis. Stats., further described in Department Manual Code 2527.20, and shall provide the Department with copies of all inspection reports.
 8. Vegetative management.
 - a. Trees
 1. Forest cover. Trees on the Property remain the property of the Department. Any proposed commercial timber sale must be reviewed by the Department. Although cooperative state trails are specifically excluded from forest certification, sustainable forestry practices are encouraged to maintain desired forest cover types. Depending on the desired cover type, different commercial or non-commercial practices may be used. When active management is proposed, the City shall

- coordinate review of the proposed management activity with appropriate Department staff.
2. Hazard tree management. Hazard trees should be identified during the biannual property inspections (further described in Section V. 8. herein). If the volume of hazard trees is too large for City staff to handle, it agrees to consider contracting a commercial sale or other approach. Such work shall be coordinated with the Department.
- b. Non-tree vegetation including saplings, shrubs, and herbaceous vegetation.
1. Management for routine trail maintenance. A minimum maintained (clear) shoulder of at least 2 feet on either side of the trail tread (the traveled portion of the trail) is recommended. Acceptable maintenance techniques can include mowing, brushing, chainsaw work, and/or pesticide application.
 2. Habitat conversion or establishment. If there is an opportunity to develop or enhance native habitat types, as established in the trail plan, the City will consult with the Department in the development of habitat projects. Such projects may include developing a prairie on a larger block of land within the trail right of way or along the trail corridor. Projects will be considered for approval by the Department if they are not adverse to existing laws or Department policy, and if they do not negatively impact an existing use.
- c. Pesticide application. Any pesticide application should be in accordance with Department Manual Code 4230.1 concerning DATCP (Department of Agriculture, Trade and Consumer Protection) certification and Department policy. The Department shall be notified of any proposed pesticide application in early fall of the year preceding the proposed application, to ensure that the required process can be followed for pesticide use on Department lands (Department Manual Code 4230.1). Any pesticide use must be reported to the Department (Department Manual Code 4230.1).
- d. Invasive species.
1. The City will follow the requirements of the Invasive Species Rule (chapter NR 40, Wis. Adm. Code).
 2. The City will follow best management practices for invasive species to reduce the risk of introducing or spreading invasive species. Where feasible, the City will eradicate infestations of invasive species.
9. The City shall secure and comply with all federal, state and local permits and licenses required for the construction, installation, operation, maintenance, repair, and/or reinstallation, of the Trail including, without limitation, zoning, building, health, environmental permits or licenses. The City shall indemnify the Department against payment of the costs therefore and against any fines or penalties that may be levied for the City's failure to procure or to comply with such permits or licenses, and the City shall pay any remedial costs to cure violations of federal, state, or local laws.

The Department agrees to cooperate with the City in securing any such permits or licenses by providing information and data upon request.

10. The City agrees that any signage or display material relating to the Trail shall clearly identify the property is a State Trail owned by the Department and under the management and control of the City. No commercial advertising shall be allowed on the Property, unless the signage and its placement is in accordance with Department policy. The City may allow signs providing directional information about Trail-related services. No specific business names, commercial logos or fonts, trademarks, or other advertising shall appear in signage within the Trail corridor. The Department reserves the right to remove non-compliant signage located on the Property. In the event Department signage policy is modified, the above section on signage shall automatically reflect the modification.

11. The City, in connection with this MOU, shall open Trail-related facilities to the general public subject to reasonable rules and regulations, fees, and charges, as outlined below for the management and operation of the Trail.

A. Rules and regulations.

Pursuant to section NR 45.02, Wis. Adm. Code, the Department retains management, supervision, and control over the Property for the purpose of enforcing Chapter NR 45, Wis. Adm. Code, when needed to protect the public or the Property. The City may adopt Chapter NR 45, Wis. Adm. Code provisions by ordinance.

B. Admission Fees.

The City must use the Department's trail pass fee program if it charges a fee for use of the Trail. If admission fees are charged, the State Trail Pass, both annual and daily, the conservation patron license, and senior citizen recreation card issued by the Department shall be honored without additional admission charges. The City shall agree to waive all admission fees on State Parks Open House Day, whose date is determined by the Department, and National Trails Day. National Trails Day is the first Saturday in June.

If the City uses the Department's trail pass fee program, the City may retain a commission that must be used for Trail operations and maintenance as provided for in section 27.01 (8m), Wis. Stats. A separate Trail Pass Sales Agreement between the City and the Department will be executed, detailing the sales and remittance procedures. The City may use sub-vendors to sell the passes.

If section 27.01(8) or (8m), Wis. Stats., is modified, this section on admission fees shall automatically reflect the modification.

12. In the exercise of its rights herein, including but not limited to the operation of the Property as a Trail, the City shall not discriminate against any member of the public on the basis of age, race, creed, color, handicap, sex, marital status, arrest or

conviction records, ancestry, sexual orientation, or membership in the National Guard, state defense force or any other reserve successors or designees.

13. The City may enter into agreement with a Friends Group which meets the criteria in section NR 1.71, Wis. Adm. Code, and Department policy. In recognition of the status of this Trail as a State Trail, the City agrees that the Department shall also be a co-signer of any Friends agreement.
14. The City may enroll volunteers in the Department's Adopt-A-Trail program, in accordance with Department policies and procedures.
15. Any contract between the City and a third party to perform duties authorized by this MOU must bind the third party to the City's obligations under this MOU.
16. The City will indemnify and hold harmless the Department and its employees against all claims, damages, costs, and expenses, including reasonable attorney's fees, arising from the performance of this MOU by the City, its agents, contractors, servants, licensees, permittees, or employees. In case any action or proceeding is brought against the Department or its employees by reason of any such claim, the City, upon notice from the Department, will defend such action or proceeding.

VI. General

1. This MOU is subject to all applicable laws and regulations. The establishment of this Trail is subject to approval by the Natural Resources Board and Governor.
2. This MOU may be revised or amended by mutual written agreement of the Department and the City.
3. The Department must approve, and has sole discretion over, all land transactions, crossings, and easements for the Property, but the City will be the first point of contact for inquiries from the public and/or private entities on these matters. Guidelines relating to easements for driveway and road crossings will be provided to the City. If a request conforms to the guidelines, it will be referred to the Department. If a request does not conform to Department guidelines, the City will deny the request. The Department retains the right to issue other non-conflicting easements, leases, or permits but shall make every effort to refrain from entering into agreements that would physically alter the Trail or its uses. The Department shall retain all proceeds from these transactions.
4. An annual meeting between the City and Department will take place to review operational problems and maintenance standards needing attention and to exchange ideas and information for the good of the Trail project.
5. This MOU shall not be construed as creating a public debt on the part of the Department in contravention of Article VIII, Wisconsin Constitution and all

payments or obligations hereunder are subject to the availability of future appropriations.

6. The City assumes complete responsibility for the development, operation, maintenance, and repair of the Trail. The Department has no obligation to develop, operate, maintain, or repair the Trail at any time.
7. This MOU does not create an employment or agency relationship between the Department and the City, any employees or agents of the City, or any third parties.

VII. Termination

1. The City may terminate this MOU by providing to Department ninety (90) days written notice of said termination. In the event the City terminates this MOU or the easement from the Department, the City will retain compliance responsibility for any state or federal grant obtained for Trail development and support purposes.
2. Department. The Department may terminate this MOU or the easement with the City in the event that:
 - A. The City breached any term or condition in the MOU or the easement and said breach remains uncorrected for a period of sixty (60) days from the receipt of the Department's written notification of said breach by the City. In the event the City breached any term or condition of this MOU or the easement from the Department, the City will retain compliance responsibility for any state or federal grant assisted areas.
 - B. The Department determines that the continued use of the premises as a Trail would be inconsistent with the management needs or objectives of the Department or the State of Wisconsin. In exercising its termination rights under this provision, the Department shall give the City 180 days notice of termination and reimburse the City for developed improvements, subject to consideration of any state or federal grant funds used in the development of the improvements and the availability of future appropriations. The Department will assume compliance responsibility for any federal grant obtained for Trail development purposes.

IN WITNESS WHEREOF, Department and the City have caused this instrument to be executed in their respective names by their respective duly authorized representatives.

CITY OF ONALASKA

By _____
Mayor Joe Chilsen Date _____

By _____
Caroline Burmaster, City Clerk Date _____

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES

By _____ {SIGNATURE} _____
{NAME}, Secretary Date _____