

# CITY OF ONALASKA MEETING NOTICE

**COMMITTEE/BOARD:** Parks & Recreation Board  
**DATE OF MEETING:** March 25, 2019 (Monday)  
**PLACE OF MEETING:** City Hall – 415 Main Street (Room 112)  
**TIME OF MEETING:** 5:15 P.M.

## 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. Discussion on Great River Landing trail/boardwalk system
5. Donation of canoe by God's Country Muskie Group
6. Donation of stage enhancements at Dash Park by Skogenheim, LLC
7. 2018 Parks and Recreation Annual Report
8. 2018/2019 Urban Deer Management Plan Report
9. Approve City of Onalaska ADA Plan to ACTServices, Inc. at a cost not to exceed \$33,265
10. Report from Blufflands Coalition
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
14. Adjournment

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	*Dan Stevens
*Ald. Jim Binash	*Andrea Benco
Ald. Jim Olson	*Brian Udermann
Ald. Jerry Every	*Dennis Aspenson – Vice Chair
Ald. Ron Gjertsen	*Steven Nott - Chair
Ald. Kim Smith	*Obhe Johnson
Ald. Diane Wulf	
City Attorney      City Administrator	
Dept. Heads	
La Crosse Tribune      Coulee Courier	
WIZM WKTY WLXR WKBH	Omni Center
WLSU WKBT WXOW	Onalaska Public Library

\*Committee Members

Notices Posted and Mailed: 3/21/19

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.

## PARK AND RECREATION BOARD

March 25, 2019

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### Great River Landing Trail/Boardwalk System

- ▣ We have been approached by Outdoor Recreation Alliance (ORA) about possible partnership of trail development at Great River Landing
- ▣ Here is a [link](#) to a recent partnership ORA did with the City of La Crosse.

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### Great River Landing



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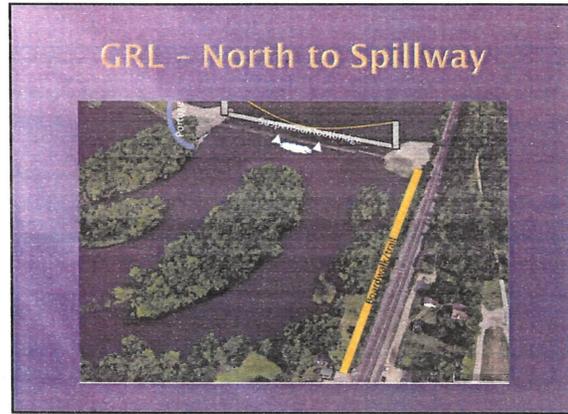
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### GRL - Bridge & Portage



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### Canoe Donation

- ☐ God's Country Muskie Group is willing to donate a canoe to the Park and Recreation
  - God's Country Muskie Group request
    - Group logo on the canoe
    - No rental fee to use the canoe



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### Stage Enhancements @ Dash Park

- ☐ Skogenheim, LLC is wanting to donate the stage enhancements for Dash Park

#### DASH-PARK STAGE IMPROVEMENTS

PROPOSED STRUCTURE



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### Annual Reports

P & R ANNUAL REPORT      URBAN DEER REPORT



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### ADA Audit and Transition Plan

- ▣ Request for Proposals were sent to consultants
- ▣ RFP were due back March 12<sup>th</sup>
- ▣ City staff review the three proposals that were received
- ▣ Recommendation to go with ACTServices, Inc. in the amount not to exceed \$33,265
  - Pricing breakdown
    - Proposal total \$27,685
    - ADA Audit Training \$3,000
    - 12 Additional hours for added facilities & trails \$2580
    - Total of \$33,265

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### Committee Reports

- Blufflands Coalition
  - Met on Wednesday, March 13
- OEF
  - Next meeting is April 17
- Great River Landing Committee
  - No Report

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### Director's Report

- Parks
- Recreation
  - Spring Programs are underway
- Aquatic Center
  - Currently accepting application for positions
- Omni Center
  - Events
    - March 9-11<sup>th</sup> LABA Show
    - March 16-17 Model Railroad show
    - March 21<sup>st</sup> Automotive Parts Tradeshow
    - March 23 Cornhole Tournament
    - March 24 Family Fun Expo
    - March 29-31 Gun Show
    - April 6<sup>th</sup> Kicking Bear Banquet
    - April 7<sup>th</sup> Toe Pick Competition
    - April 7<sup>th</sup> Ice out in Arena #2

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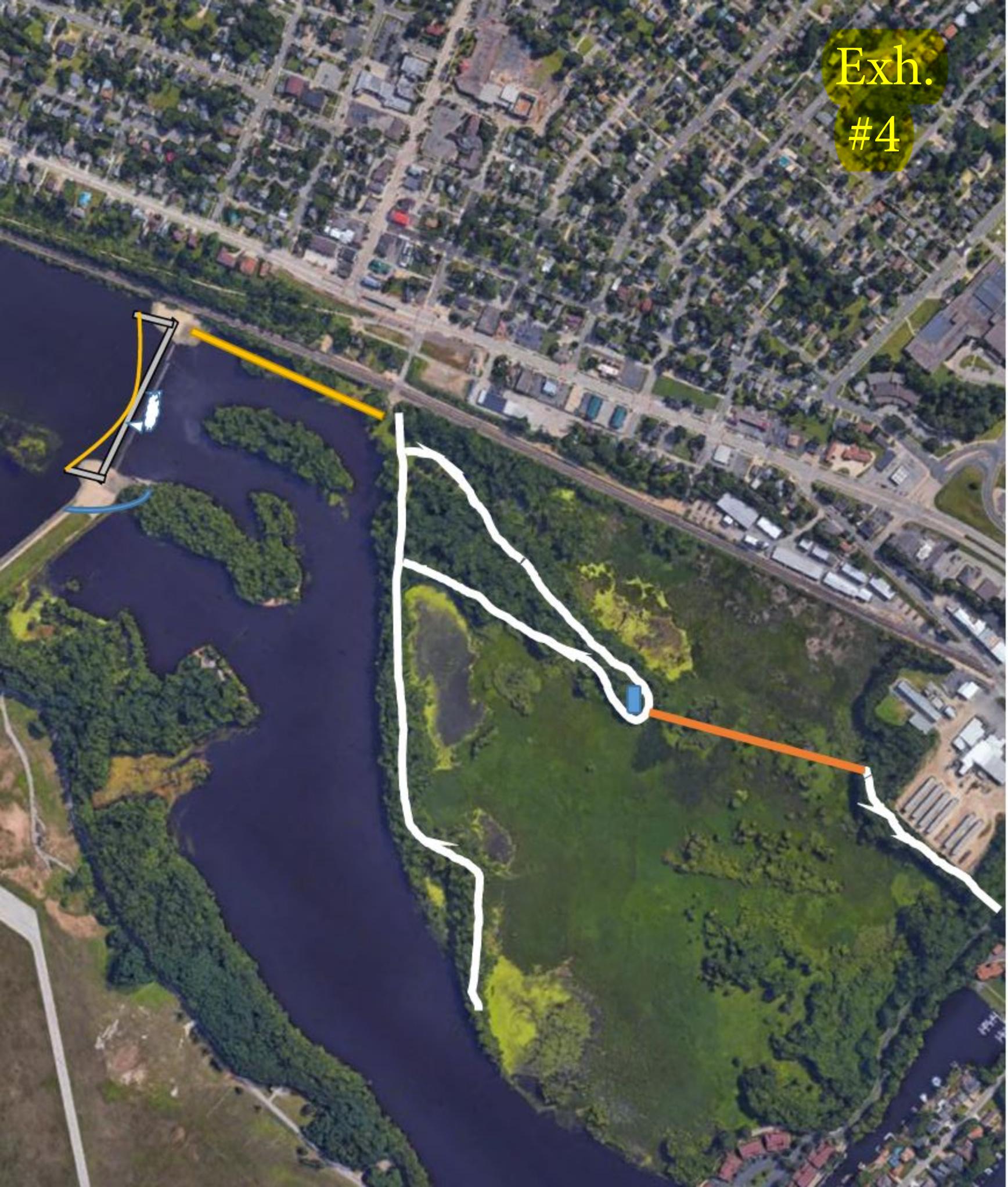
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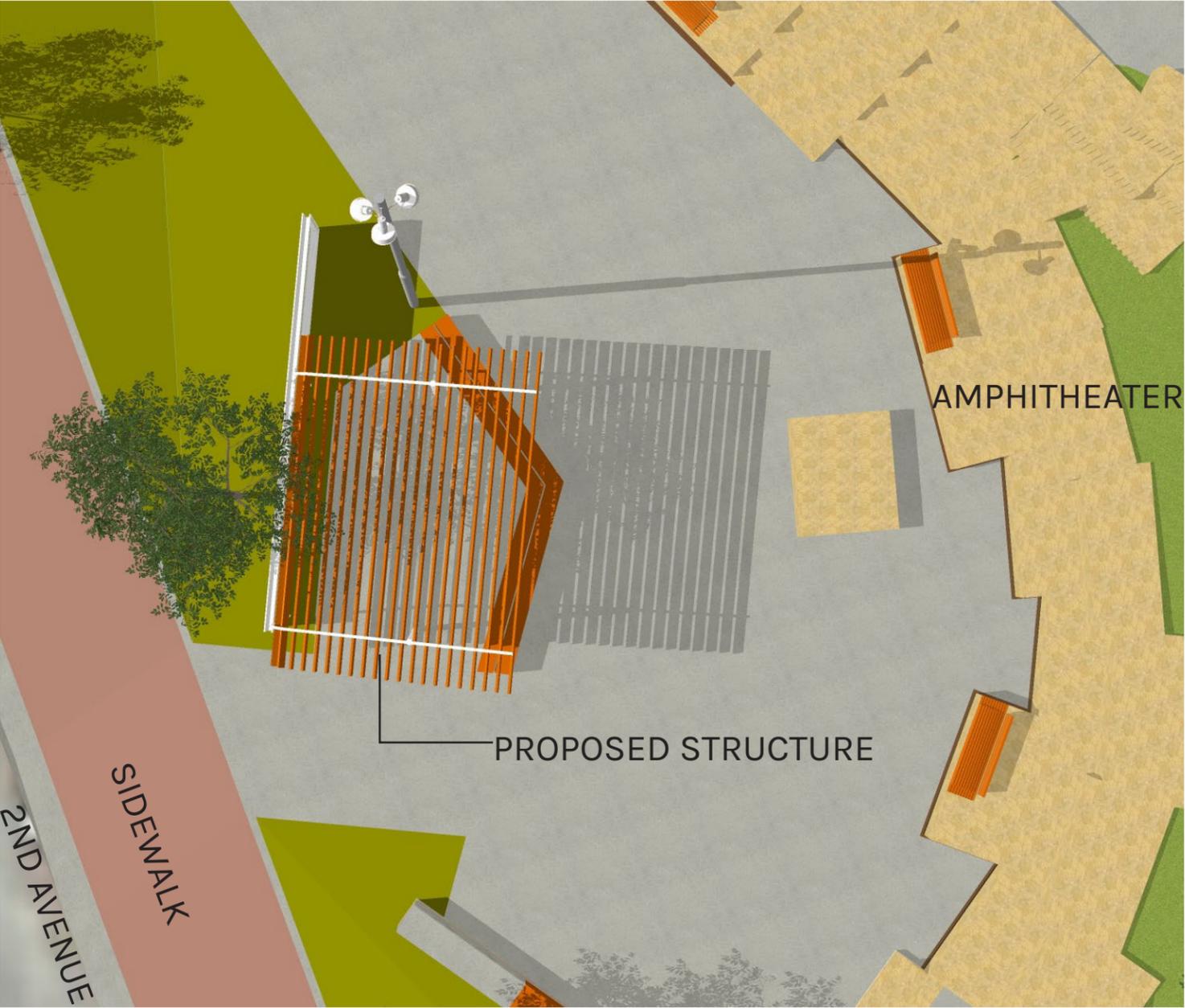
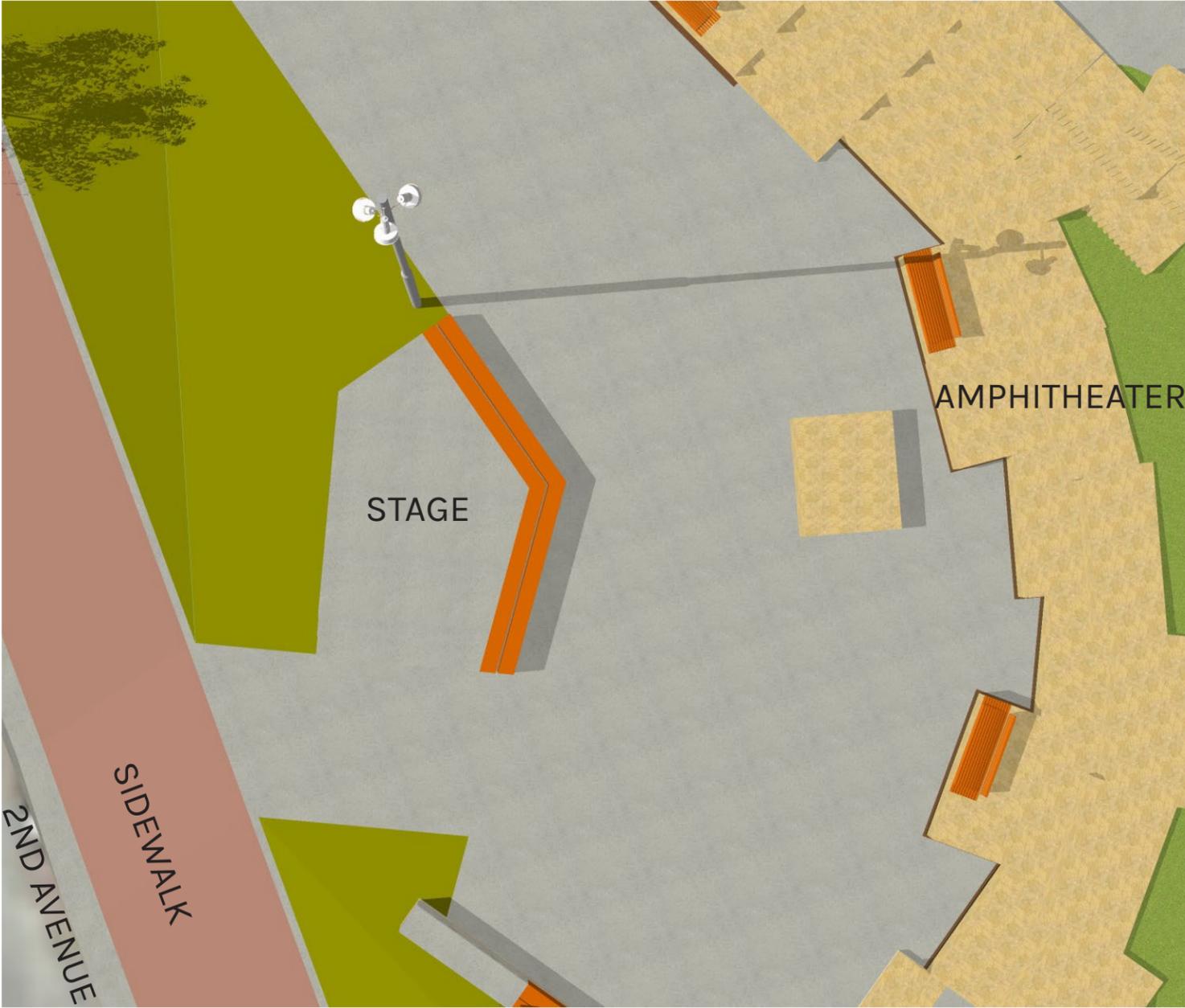
Exh.  
#4



# DASH-PARK STAGE IMPROVEMENTS

#6

## PLAN VIEW



EXISTING CONDITION

PROPOSED STRUCTURE

Exh.

SMITHGROUP

# DASH-PARK STAGE IMPROVEMENTS

LOOKING SOUTHEAST



EXISTING CONDITION



PROPOSED STRUCTURE

# DASH-PARK STAGE IMPROVEMENTS

LOOKING NORTHEAST



EXISTING CONDITION



PROPOSED STRUCTURE

# DASH-PARK STAGE IMPROVEMENTS

## PROPOSED STRUCTURE



# DASH-PARK STAGE IMPROVEMENTS

## SHADE STUDY



OPTION 3: 6/21 @ 9AM



OPTION 3: 6/21 @ 12PM



OPTION 3: 6/21 @ 3PM



OPTION 3: 6/21 @ 6PM

# DASH-PARK STAGE IMPROVEMENTS

## PROPOSED STRUCTURE IN CONTEXT



# DASH-PARK STAGE IMPROVEMENTS

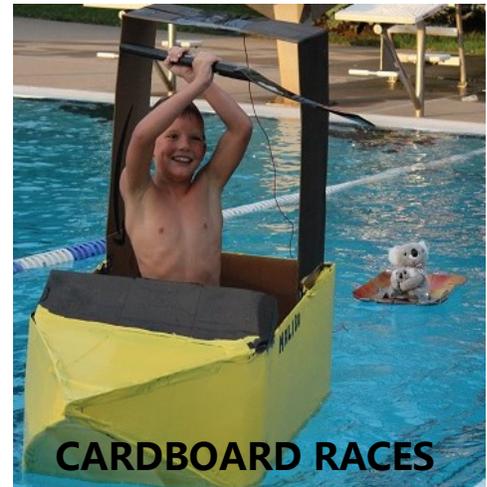
## PROPOSED STRUCTURE IN CONTEXT





# Onalaska Park and Recreation 2018 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.”**



**CARDBOARD RACES**



**MEIER  
FARM PARK**



**PARK & RECREATION**  
**DEPARTMENT STAFF**

**Daniel Wick**

Director

**Kraig Koelbl**

Recreation Supervisor

**Tyler Ketterhagen**

Recreation Coordinator

**Louann Pierce Keane**

Administrative Assistant

**Mark Hanson**

Park Supervisor

**Scott Bahr**

Park Laborer

**Lane Zahrt**

Park Laborer

**Brian Babiash**

Building Manager

**Mike McCaffrey**

Omni Building Supervisor

**Elizabeth Poh**

Omni Building Coordinator

**Lee Johnson**

Building Supervisor

**PARK & RECREATION**  
**PARK BOARD**

**Alderson Jim Binash**

Common Council Rep

**Steven Nott** - Chair

**Dennis Aspenson** - Vice Chair

**Andrea Benco**

**Brian Udermann**

**Ohbe Johnson**

**Dan Stevens**

**ENHANCING THE QUALITY OF LIFE**

**OMNI CENTER**

HAD ADDITIONAL HELPERS  
PAINTING OUR HALLWAYS,  
LOCKER ROOMS AND BENCHES

Volunteers from

**BIOLIFE PLASMA SERVICES**

**ALTRA CREDIT UNION**

**KUJAK ORTHODONTICS**

**2018 Recap**

This year we would like to thank our Park and Recreation Staff for their commitment, long hours, heart and soul with dedication to our department. Many helping hands came from our volunteers, coaches, parents, UWL students, seniors, interns, sponsors or just a smile across the field, court or stopping by telling us the positive impact have on for our kids and community means the world to us. In your future plans hope you enjoy many of our parks, activities, shelters, trails, walk/run race, Community Garden, Omni Center, play grounds, Aquatic Center, facilities, Great River Landing, Ball-a-Palooza and Tree Lighting and coloring with the Fire and Police Chiefs. Looking forward to 2019! Thank you, Dan Wick

# BY THE NUMBERS

**FLEIS  
SCHOLARSHIP  
RUN/  
WALK  
\$2205  
YTD  
\$38,652**



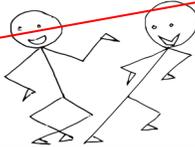
**WEBSITE  
TOTALS  
\$85,431**



**SPONSORSHIPS  
\$18,420**



**800+ YOUTH  
T-SHIRTS**



**INTERNS  
BEN NARQUARDT  
WILL NAY**



**56  
GARDEN  
PLOTS**



**ADULT/  
SENIOR  
PROGRAM  
442**



**751 SHELTER  
RESERVATIONS  
487 COMM-CENTER  
264 OTHERS**

**RUGGED RUN  
102**



**HALLOWEEN  
BASH  
300 + KIDS**

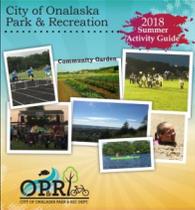


Onalaska Omni Center



**1,979  
EVENTS**

**11,000  
ACTIVITY  
GUIDE  
MAILED TO  
CITY  
RESIDENTS**



# RECREATION

## Why TackleBar Football?

- Decreases injuries by reducing hits and high impact collisions
  - Teaches proper shoulder tackling technique
  - Ideal transition between flag football and tackle football
  - Increases participation

TackleBar Football is a safer approach to the game that preserves the tradition and spirit of the sport. Players wear traditional football equipment, plus a TackleBar harness that holds two foam bars across the lower back. The defender must track and engage with proper form tackling technique while wrapping the ball carrier and ripping a bar from the harness. With this approach, players stay on their feet rather than taking the ball carrier to the ground.



## OPR Suns Basketball!

The Onalaska Park and Recreation Department and the Onalaska Suns basketball organization are joining forces to offer high quality, competitive traveling basketball for girls in 4th through 8th grade this year.



PROGRAMS	TOTAL
2014	4,045
2015	3,942
2016	4,190
2017	3,743
2018	3,860

	JIMMY OLSON BASEBALL TOURNAMENT	SOFTBALL TOURNAMENT	SUMMER TRACK	TENNIS
2014	31	23	104	165
2015	24	34	117	121
2016	20	28	131	154
2017	12	23	133	141
2018	18	22	106	175



Team work is the beauty of our sport, where you have five acting as one. You become selfless.

## PARKS

The Parks Maintenance Division is responsible for maintaining approximately 300+ acres of parkland and ten plus miles of recreation trail. The Parks Maintenance Division also maintains city sports and athletic facilities, including softball and baseball fields, football fields, soccer fields, dog park, outdoor ice rink, tennis courts, basketball courts, volleyball courts, disc golf, canoe/kayak access, gazebo, 10 horseshoe courts, 17 picnic shelters, 19 playgrounds, skate board park, Aquatic Center, Great River Landing and Trailhead with four miles of biking and walking trails.

In addition, the Parks Maintenance Division provides support for special events and community festivals.



**HILLTOPPER HEIGHTS**



**MEIER FARM PARK**



**DASH-PARK**

**ON JULY 23RD OUR PARK BOARD TOURED OUR TWENTY-THREE PARKS.**



**MAKE ROOM FOR SOME FUN IN YOUR LIFE!**

# AQUATIC CENTER

POOL OPEN 2005	Membership	Open Swim Attendance
2014	296	26,241
2015	288	32,923
2016	262	26,568
2017	238	21,127
2018	197	20,134

SWIM LESSONS	Classes	Participants	Avg. Class Sizes
2014	58	417	7.189
2015	55	476	8.65
2016	54	441	8.17
2017	56	330	5.90
2018	52	369	7.10



## BUILDINGS AND GROUNDS



**The Buildings & Grounds Department is responsible for all aspects of building and grounds maintenance of the buildings.**

- 2018 PROJECTS**
- BOILER REPLACEMENT, DOOR CONTROLLER
  - WATER COOLERS/FOUNTAIN
  - SECURITY CAMERAS, MEZZANINE
  - COMPRESSOR REPLACEMENT
  - HEAT EXCHANGER, ARENA #1 ROOF
  - RELIGHTING WITH LED
  - CARPET REPLACEMENT



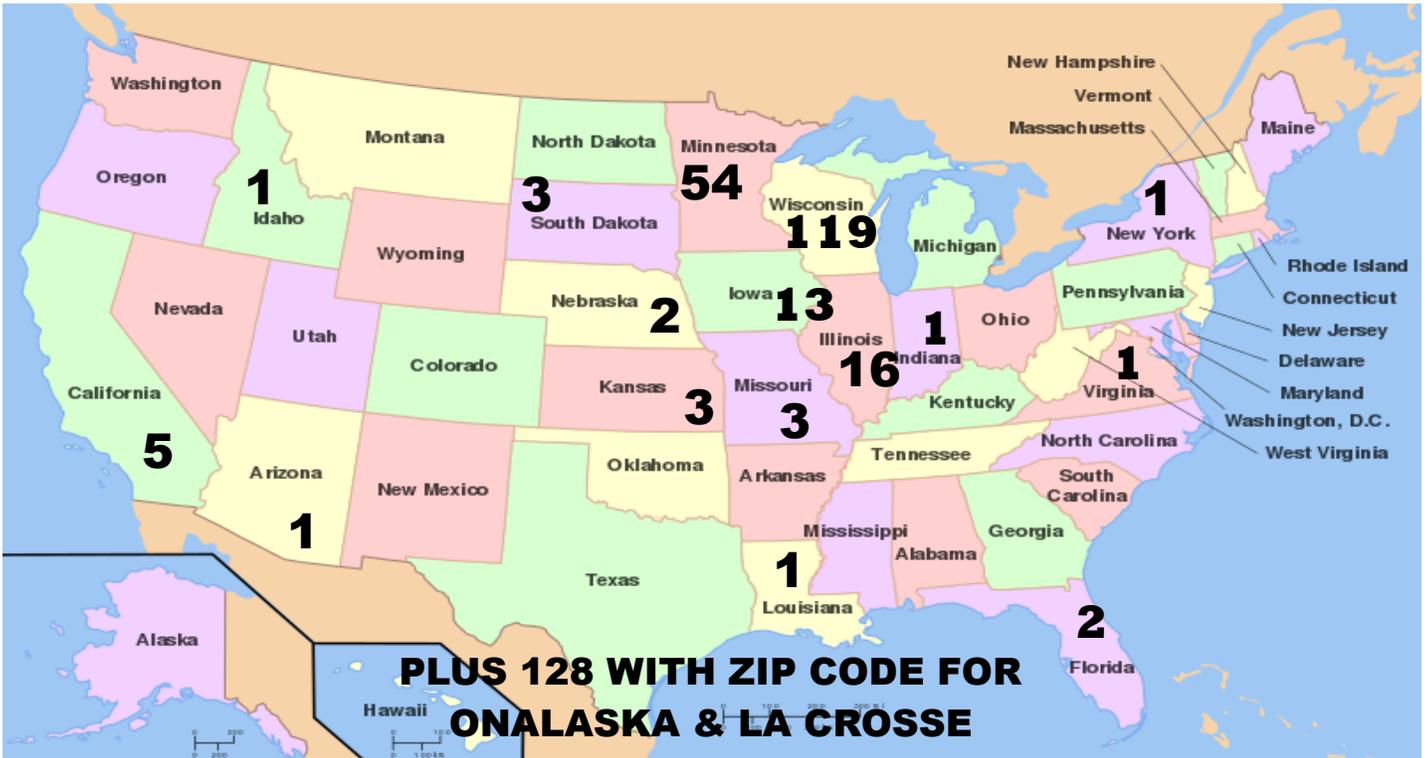
OMNI CENTER



# TOURISM

Listed in each state are the number of daily and annual bike passes sold here at the Great River Landing or at our Onalaska Park and Rec Office.

BIKE PASSES	ONALASKA LA CROSSE ZIP CODES	OTHER
2017 SEPT/OCT	2	26
2018 ANNUAL	79	51
2018 DAILY	49	176



Dear Friends in Wisconsin,  
 Our group of 8 couples have recently returned from a week-long bike ride in beautiful Wisconsin. From Onalaska, we shuttled to overnighing in Madison, Baraboo, Hillsboro, Hustler, & Sparta. Research pinpointed Onalaska as the place we desired to leave our cars for the week. We were not disappointed! Your Great River Landing facility is top-notch! How wonderful to have showers available to us after our last days ride before loading our cars for the return trip back to Kansas City area. Your Parks & Rec Dept. was extremely helpful with parking information. We also want to commend the fine Coulee Bicycle Company who was extremely helpful with emergency last-minute bicycle repair. We are so very impressed with the forward-thinking of your city regarding bicycle accommodations. May all your efforts in the endeavors payoff. We will be sure to sing your praises to those who desire a great place to visit.  
 Sincerely, Karen



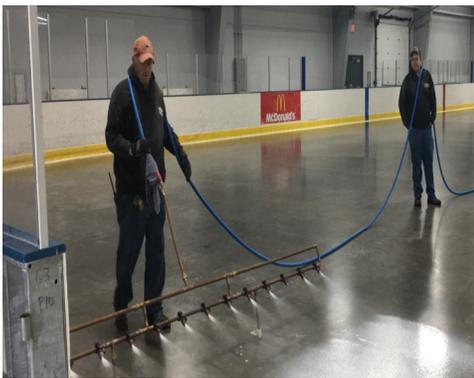
**JUST PLAY! HAVE FUN! ENJOY!**

# OMNI CENTER

The perfect meeting or event begins with the perfect facility. Onalaska's Omni Center has been designed to meet the needs of a wide variety of users. The Omni Center consists of several different meeting spaces that can be configured in a variety of ways. The facility includes 2 large arenas, a large conference room that can be separated into two smaller meeting rooms, full kitchen facilities, and a large outdoor picnic shelter.



**1,979 EVENTS WERE HELD AT THE OMNI**



	Hotel Rooms	Ice Hours	Ice Tournaments	High School Games	Dry Floor Events	Shelter Reservations	Banquet Hall
<b>2014</b>	2,736	2,235	20	40	27	13	15
<b>2015</b>	1,700	1,963	15	42	25	13	26
<b>2016</b>	1,953	1,687	12	46	23	32	79
<b>2017</b>	1,611	2,080	10	57	38	20	55
<b>2018</b>	1,840	1,726	13	49	37	13	41



**OMNI COMMUNITY SITE**  
**327 INFANTRY COMPANY**  
**ELECTIONS**  
**K-9 TRAINING ONA POLICE**  
**BRIDGE**  
**ROCKIN' SENIOR DANCE**  
**BLOOD DRIVE**

	Ice Rental (combined)	Concessions	Pro Shop	Rental Income	Shelter	Admission	Sponsorships
<b>2016</b>	\$199,434.00	\$40,585.16	\$7,347.64	\$44,283.63	\$1,256.76	\$4,189.32	\$2,950
<b>2017</b>	\$181,214.30	\$45,713.08	\$4,681.10	\$53,990.60	\$2,039.73	\$6,722.50	\$4,830
<b>2018</b>	\$184,472.00	\$57,784.00	\$3,543.07	\$65,495.00	\$1,529.00	\$5,672.30	\$5,500

# COMMUNITY



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## TREE LIGHTING COLORING WITH THE FIRE AND POLICE CHIEFS



## BALL-A-PALOOZA TAILGATE PARTY



## BUDGET REPORT

EXPENSE	BUDGET	FISCAL ACTIVITY	VARIANCE	PERCENT
<b>PARKS</b>	\$320,297.00	\$333,079.00	\$12,782.00	(3.99)%
<b>RECREATION</b>	\$402,407.00	\$388,602.00	\$13,804.00	3.43%
<b>AQUATIC</b>	\$178,017.00	\$179,493.00	\$1,476.00	(.83)%
<b>CITY HALL</b>	\$172,515.00	\$172,507.00	\$8.00	0%
<b>LIBRARY</b>	\$94,273.00	\$89,947.00	\$4,326.00	4.59%

ENTERPRISE FUND	BUDGET	REVENUE GENERATED	EXPENSE	LOST
<b>OMNI CENTER</b>	\$610,378.00	\$608,241.84	\$621,792.55	\$13,550.71



CITY OF ONALASKA PARK & REC DEPT.

The Food Basket  
P.O. Box 311  
735 Sand Lake Road  
Onalaska, WI 54650

**The Food Basket**  
Feeding People in Need  
608-783-7722



November 7, 2018

City of Onalaska  
Park & Recreation Department  
415 Main Street  
Onalaska, WI 54650

Dear Park & Recreation Department friends,

Thank you for supporting The Food Basket in our mission to share Christ's love by feeding people in need. Your \$500.00 check could not have come at a better time. Our supplies are always lowest this time of year and we really need the extra support.

Thank you also for your wonderful garden plot program. Some of that nutritious, delicious produce makes it way to The Food Basket. Our clients are always especially appreciative of the produce when it is so nice and fresh.

We could not do what we do without you. Thank you again for partnering with us to help individuals and families in our community.

In sincere appreciation,

R. A. Krett  
Executive Director  
Onalaska Holmen Food Basket

This letter acknowledges receipt of your charitable contribution to The Emergency Food Basket, a charitable organization under Section 501 (c) (3) of the Internal Revenue Code. Your contribution is fully tax deductible to the extent allowed by law, no goods or services were received in exchange for it.

Your Donation: Check #113944 for \$500.00

*Serving Onalaska, Holmen & French Island*

# Urban Deer Management 2018/2019 Season

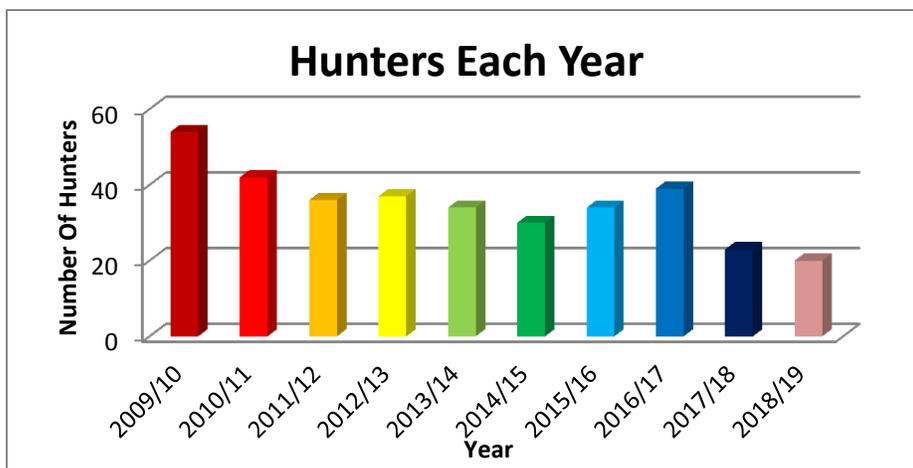
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Onalaska Park and Recreation Department continues to work to bring success during the Urban Deer Management seasons, and this year was no exception. The 2018/19 season began on September 15, when the first tags were able to be picked up.

PRIVATE LANDS	PARKLANDS (Monday thru Friday)
September 15 to October 5	October 15 to October 19
October 8 to November 16	November 5 to November 9
December 10 to January 31	December 10 to December 14
NASA October 27 and 28	January 14 to January 18

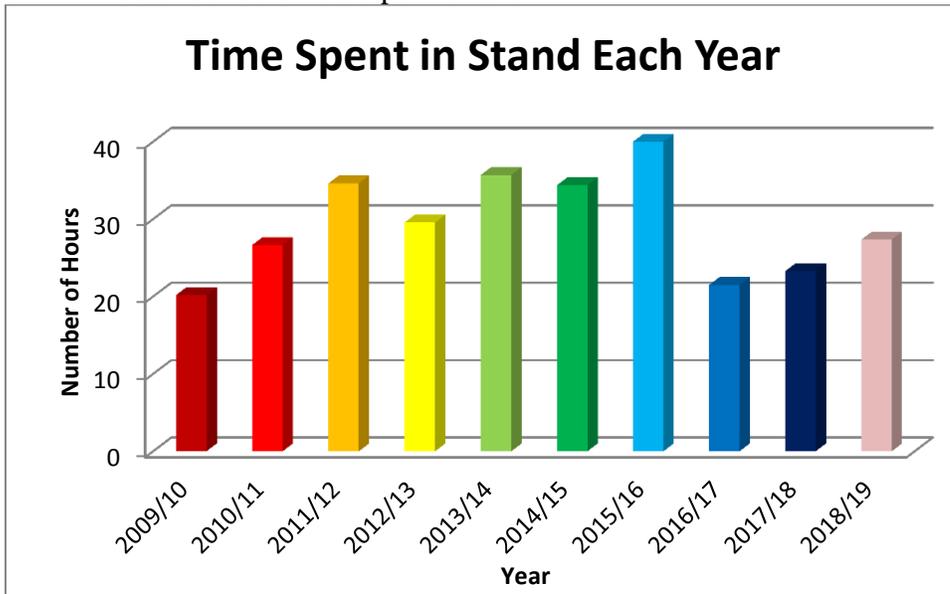
Some statistics are as follows:

- The total number of registered hunters and the average amount of days they hunted were:
  - 2018/19: 20 hunters who hunted an average of 9.35 days**
  - 2017/18: 23 hunters who hunted an average of 8.3 days.
  - 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



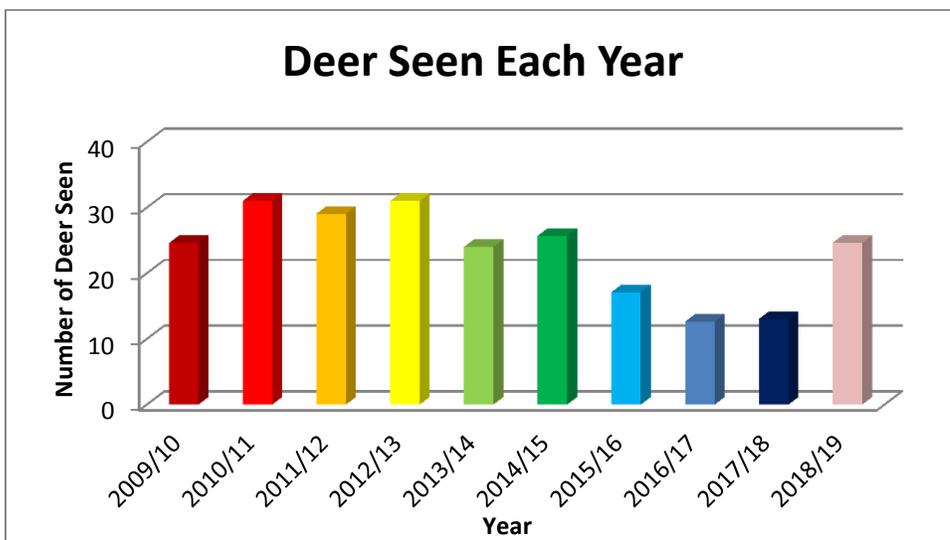
- The average amount of time spent in the stands was:
  - 2018/19: 27.35 hours per hunter**
  - 2017/18: 23.28 hours per hunter
  - 2016/17: 21.5 hours per hunter
  - 2015/16: 40 hours per hunter
  - 2014/15: 34.38 hours per hunter

- 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:

- **2018/19: average of 24.65 deer seen per hunter with a total of 493 deer**
- 2017/18: average of 11.91 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



	2019	2018	2017	2016	2015	2014	2013	2012	2011
<b>HUNTER SEEN</b>	17	5	8	5	29	25	29	24	40
<b>NON-HUNTER SEEN</b>	19	19	76	66	87	93	95	55	76
<b>SHOTS TAKEN</b>	27	22	31	39	49	37	42	39	46
<b>ARROWS RETRIVED</b>	26	22	30	37	47	35	42	39	43
<b>DEER HIT</b>	25	21	28	35	46	33	36	36	37
<b>DEER RECOVERED</b>	23	19	23	27	40	28	33	30	30
<b>NON RECOVERED</b>	2	2	5	8	6	5	3	6	7
<b>% RECOVERED</b>	92%	90%	82%	77%	87%	84%	92%	83%	81%

Some of the reasons that deer have not been recovered is because of losing blood trail and land access.

Since the inception of the City of Onalaska Urban Deer Management program 253 deer have been harvested. This program continues to be an ethical way to thin the urban deer herd.



### 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:

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

## ADA Transition Plan Proposals

Consultant	Average Score (100 pts)	Proposed Cost	Additional Services Total Cost	Additional Services/Hour
MSA	90.00	\$37,100.00	-	-
ACTServices	91.14	\$27,685.00	*\$14,750.00	\$215.00
DLZ	92.57	\$88,100.00	-	-

**\*ACTServices** - Additional Services:

a. Recommend process for staff training – ACTServices has several types of training available. Shadowing select access audit sites comes with the project at no charge.	
– A 2 hour presentation to staff and/or administration each at \$1,000.00	\$1,000.00 each
– ADA Access Audit training covers ADA, the tools, techniques and hands on application of these techniques. A maximum of 25 participants only. This is a one-day training.	\$3,000.00 each
b. Describe area for ongoing consultation – ACTServices has several retainer contracts with clients that includes, plan reviews for construction, evaluation of solutions to barrier removal, implementation of the transition plan.  A sample contract: 50 hours at \$215.00 per hour	\$10,750.00
<b>Total Additional Services</b>	<b>\$14,750.00</b>