

**Parks and Recreation Board
of the City of Onalaska**

Monday, August 27, 2018

1

1 The Meeting of the Parks & Recreation Board of the City of Onalaska was called to order at 5:15
2 p.m. on Monday, August 27, 2018 at City Hall. It was noted that the meeting had been
3 announced and a notice posted at City Hall.

4

5 Roll call was taken with the following members present: Ald. Jim Binash, Dan Stevens, Brian
6 Udermann, Dennis Aspenson, Steven Nott, Ohbe Johnson. Andrea Benco arrived with the
7 meeting in progress (5:23 p.m.).

8

9 Also Present: City Administrator Eric Rindfleisch, Parks and Recreation Director Dan Wick,
10 Parks Maintenance Supervisor Mark Hanson, Buildings Manager Brian Babiash, Ald. Diane
11 Wulf

12

13 **Item 2 – Approval of minutes from the previous meeting**

14

15 Motion by Dennis, second by Brian Udermann, to approve the minutes from the previous
16 meeting as printed and on file in the City Clerk’s Office.

17

18 On voice vote, motion carried.

19

20 **Item 3 – Public Input (Limited to 3 minutes/individual)**

21

22 Steven called three times for anyone wishing to provide public input and closed that portion of
23 the meeting.

24

25 **Consideration and possible action on the following items:**

26

27 **Item 4 – David Reay’s Expansion**

28

29 Dan Wick noted board members’ packets include a copy of an email from Matt Boshcka, co-
30 owner of David Reay’s Modern Diner + Tavern, as well as two designs. Dan noted he had
31 spoken with city legal counsel and City Administrator Rindfleisch, and he told board members
32 must go on record regarding whether or not they support the expansion of David Reay’s. Dan
33 said if the board approves the expansion he, City Administrator Rindfleisch and city legal
34 counsel will work with David Reay’s owners and determine if a deed or a lease will be required.

35

36 Motion by Dennis, second by Dan Stevens, to approve David Reay’s expansion and allow Parks
37 and Recreation Director Dan Wick to be involved with discussions with David Reay’s owners.

38

39 Ald. Binash asked why this item has come before the Parks and Recreation Board instead of
40 planning and zoning.

41

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42 Dan Wick told Ald. Binash city legal counsel had informed him the expansion would encroach
43 on park property, and it was City Attorney Sean O'Flaherty's recommendation that this item
44 come before the Parks and Recreation Board this evening.

45

46 City Administrator Rindfleisch told board members the land in question is city park land (the
47 Common Council had approved the Development Agreement for Dash-Park at its June 12
48 meeting). City Administrator Rindfleisch referred to both of the enclosed designs and noted the
49 rocks located in the southwest corner technically are not located in Dash-Park, but rather on
50 David Reay's property. City Administrator Rindfleisch said it would be possible to execute a
51 formal exchange; specifically, surrender some of the land where David Reay's dumpsters
52 currently are located and gain more square footage that is currently being treated as park land,
53 but it is not. City Administrator Rindfleisch noted Matt Boshcka's request involves encroaching
54 onto what is city park land.

55

56 Dennis asked Dan Wick if the Parks Department staff approves of the request.

57

58 Dan Wick said the area in question is not easily maintained and that approving the expansion
59 likely would ease the Park Department staff's burden of maintaining Dash-Park.

60

61 Ald. Binash asked if the encroachment would include the alley located next to the property.

62

63 Dan Wick said no.

64

65 Ald. Binash noted both designs state an existing fence would be removed, and he also asked if
66 the three stones located on the southwest corner of David Reay's property to which City
67 Administrator Rindfleisch had referred would be removed.

68

69 Dan Wick said the stones to which City Administrator Rindfleisch had referred and noted they
70 are located on David Reay's property. Dan referred to City Administrator Rindfleisch's
71 comments and said there is the potential to execute a land swap.

72

73 City Administrator Rindfleisch addressed Ald. Binash's question regarding the alleyway, noting
74 the existing fence line runs east to west and shields David Reay's dumpster. City Administrator
75 Rindfleisch said the current gate would be relocated slightly to the south. City Administrator
76 Rindfleisch noted both parking and traffic in the alleyway has been an issue, with deliveries
77 being a significant issue. City Administrator Rindfleisch said David Reay's owners told him it
78 would be possible for deliveries to occur every other day instead of daily if there is additional
79 outdoor storage and the cooler is expanded 3 feet. Doing so might alleviate traffic- and parking-
80 related issues in the alleyway.

81

82 Brian Udermann asked if there would be any negative consequences involved in allowing the

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83 expansion.

84

85 Dan Wick said he does not foresee any negative consequences at this time.

86

87 Steven said it is his understanding the recreational usage of that portion of the property is very
88 limited.

89

90 Dan Stevens asked if the Plan Commission also will have to approve the expansion request.

91

92 Dan Wick said city legal counsel had told him to obtain direction from the Parks and Recreation
93 Board. If the board approves the expansion request, Dan Wick, City Administrator Rindfleisch,
94 and city legal counsel will work with David Reay's owners. This item then would return before
95 the Parks and Recreation Board and then go before the Common Council.

96

97 Ald. Binash asked if tonight the board is approving discussing the possibility of David Reay's
98 expansion. Ald. Binash also noted concerns had been raised in the past regarding traffic in the
99 alleyway being blocked due to deliveries, and he said, "If that's not going to create any further
100 problems, then that should not be an issue." Ald. Binash again asked if the board is approving
101 entering into discussions with David Reay's.

102

103 Dan Wick said yes and told Ald. Binash that had been the recommendation of city legal counsel.

104

105 Andrea asked if Dave and Barb Skogen had given their input regarding this proposal, and she
106 also asked why the proposed expansion had not already occurred.

107

108 City Administrator Rindfleisch told Andrea the Skogens approve of the expansion, adding, "I
109 think the complexities of who owns [Dash-Park] rushed the decision to have it donated to the
110 city quickly."

111

112 Dennis asked how long the discussion process will take if the board approves the motion on the
113 floor.

114

115 City Administrator Rindfleisch said he anticipates an agreement likely will come before the
116 Parks and Recreation Board at its September 24 meeting. City Administrator Rindfleisch said
117 the agreement then would go before the Common Council, provided that the document does not
118 impact any additional planning or zoning. The document would have to go before the Plan
119 Commission if additional planning or zoning is required.

120

121 Dan Stevens noted board members will be able to voice any objections they might have at the
122 September 24 meeting.

123

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124 Dan Wick reiterated the motion on the floor authorizes him, City Administrator Rindfleisch, and
125 city legal counsel to proceed with discussions with David Reay's owners.

126

127 On voice vote, motion carried.

128

129 **Item 5 – 2019 Budget Presentation**

130

131 Dan Wick said that as part of the 2019 budget directive there must be a zero-percent increase in
132 budgets, no increases in full-time personnel, and a zero-percent increase on equipment
133 replacement funding as submitted. Dan then presented the 2019 budget:

134

135 **Parks**

136

137 **Personnel Wages**

138

- 139 • Overtime for the two full-time staff members remains unchanged at \$1,000.
- 140 • Temporary wages were decreased by \$1,295.
- 141 • Wages for 2019 total \$28,995, compared to \$30,290 for 2018.

142

143 Dennis asked for clarification if any positions had been eliminated.

144

145 Dan Wick said seasonal hours had been reduced.

146

147 Dennis noted the city maintains Dash-Park, the Great River Landing, and the library, and he
148 asked if the Parks Department will be able to maintain the quality of work already being done.

149

150 Dan Wick said, "I think we feel confident. Not to speak for Mark, but I think we're confident
151 that we can continue to do the best job we can. You get down the road too much farther, then
152 there are decisions that are going to have to be made."

153

154 Dan Stevens asked if the quality of the end product will be affected if there are fewer hours
155 available.

156

157 Dan Wick said, "I think the time we have to operate things is limited. It's going to be OK when
158 we're up to full staff. But as of today, when all of our seasonal employees left, now we're down
159 to a very skeleton crew."

160

161 Andrea said, "The problem is, what else do we cut?"

162

163 Dennis suggested removing deleting the LED signs for City Hall and along State Trunk Highway
164 16 from the budget, stating he believes the Parks and Recreation Department's portion of the

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165 funding should come from an alternate funding source.

166

167 Dan Wick noted the signs to which Dennis referred are under Equipment Replacement and are
168 not part of the General Fund obligation. Dan also noted this is a separate line item and those
169 funds cannot be crossed over. Dan added, "That's the difficulty that we have."

170

171 Steven said people become concerned about cuts in maintenance because they are concerned
172 about larger maintenance costs occurring in future years. Steven said he is uncertain that type of
173 maintenance is under discussion tonight, noting that in general items such as mechanical rooms
174 and large structures are not being discussed.

175

176 Mark noted that Parks Department maintains the city's park shelters, the Aquatic Center, several
177 city-owned buildings, and trails. Mark said, "I think you're going to give the impression it's
178 fluff. It's very important, as you all see down at the Great River Landing by the number of
179 people that are drawn down there, and Meier Farm and different parks. I think a lot of people
180 fail to realize that this is not a cost to a city. It's more of an investment because parks are a
181 reason a lot of people come here."

182

183 Steven told Mark he did not want to give him the wrong impression and said, "To me, the risk of
184 reducing maintenance on this type of work is not the same as a large building with HVAC and a
185 large roof and plumbing and everything that goes with it. ... Normally I balk when people talk
186 about cutting maintenance."

187

188 Mark said, "The risk is a snowball effect that has been happening for ... I've been here 16 years,
189 and I think our budget increased once? Twice? And the amount of facilities we've added in 16
190 years, that's what I look at."

191

192 Andrea said, "If you haven't done a lot of work in natural areas, you cannot possibly understand
193 the impact of minimizing maintenance in the beginning. Nature is exponential, and when you
194 stop, for instance, maintaining something in a park – let's say an invasive species [such as] wild
195 parsnip – you skip it the first year because you didn't have the money. So instead of having 100
196 plants the first year, the next year or two years down the road you have 1,000 plants and you
197 have a park you can't even go into anymore. It looks easy because you say we won't mow for
198 one year, then the next year's you're going to have to invest thousands of dollars in order to clear
199 that trail or put back that bridge or pick up all the dead stuff that's fallen in the meantime."

200 Andrea cautioned the city will lose the parks where there are invasive species if they are not
201 properly maintained. Andrea also asked if the city wants to invest thousands of dollars in the
202 future because it failed to invest smaller amounts in the beginning.

203

204 Dennis asked Mark if increasing the hours of an existing part-time employee would be
205 beneficial.

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206
207 Mark said the department's balance is near zero in the Building and Grounds accounts by late
208 August every year. Mark added, "Forget about the hours. After awhile you don't have the
209 money. We have the money to mow and cut our trees – our bare minimum. But you start doing
210 anything extra ..."

211
212 Dennis noted he had watched someone pulling weeds earlier this summer.

213
214 Mark said it is necessary to devote multiple hours of labor to maintain the Great River Landing.
215

216 Dan Wick noted approximately 140 hours of seasonal labor had been removed from the budget
217 and said that while those hours can be reinserted into the budget it will be necessary to cut from
218 another account, such as supplies. Dan said, "Historically, we've used those data to get us to
219 where we are to create this budget. Historically, using that data, what we've spent on an annual
220 basis is what has gotten us into this situation."

221
222 Brian Udermann said that while any reduction would be "concerning," he also said he believes
223 Dan Wick and his staff have discussed the budget in detail. Brian also said that while board
224 members may give their opinions regarding the budget, "I think to some extent we have to
225 understand that the Park and Recreation Director and staff have already talked about this
226 regarding priorities and what goes where and what gets cut and where resources go. They
227 probably have a slightly better idea of that than people on this board."

228
229 City Administrator Rindfleisch noted more than 80 percent of the city's costs are personnel-
230 related and said every city department has been directed to "hold the line" on anything that the
231 city can control, to some degree. City Administrator Rindfleisch also noted the city's ability to
232 grow its tax levy is restricted by expenditure restraint and levy limits, adding the city's net-new
233 construction for 2017 totaled slightly less than \$13 million. City Administrator Rindfleisch said
234 the ability to grow the citywide budget is "relatively limited," adding the city is facing a 12-
235 month CPI-U (Consumer Price Index for All Urban Consumers) of 2.9 percent, adding his
236 proposed 2019 budget is at 2 percent. City Administrator Rindfleisch also noted the city has
237 yearly steps so that exceptional employees may be recognized and rewarded, adding, "Eighty to
238 85 percent stays that way, and that's where it gets tougher and tougher. We're looking at
239 millions, and in order to make that work, we look for 140 hours here and 140 hours there. It's a
240 tough process. ... Everyone I have met in this organization takes their job very seriously to
241 provide the highest level of service we can to the public that we serve. Mark and the staff here
242 take that very seriously, as well as Dan does. It's never easy. It's a tough hill to climb every
243 year."

244
245 Andrea said she is not asking for the hours to be reinserted into the budget and stated she
246 believes the importance of the annual maintenance in the city's parks needs to be made. Andrea

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247 said she believes Parks and Recreation tends to be “disregarded a lot” because the city’s parks
248 are in exceptional condition. Andrea stated, “I want people to understand that if you cut these
249 things back, then down the road we will have expenses that will come as a result of that.”

250

251 Mark noted there are four individuals who are more than 70 years old and serving in part-time
252 positions who have received “miniscule” raises during their employment with the city. Mark
253 said these raises do not reflect the effort put forth by these individuals and stated he would prefer
254 that the wages of these four individuals increase and “cut on the other end, on the college kid
255 part-timers.”

256

257 Steven asked if the 140-hour reduction will cause a safety concern over the next three to five
258 years.

259

260 Mark asked Steven to elaborate on what he means by “safety concern.”

261

262 Steven said he has heard “nightmare scenarios” involving invasive species shutting down city
263 parks and asked if that is a legitimate concern with a 140-hour reduction.

264

265 Mark said staff is attempting to control invasive species by increasing the frequency it mows city
266 parks.

267

268 Steven noted he had been involved in the budget process at two military installations, one of
269 which was Fort McCoy, and said most organizations look to make the type of cuts being
270 discussed tonight. Steven said there are potential downsides involved with any budget cuts,
271 adding, “It’s not as extreme as in other areas.” Steven said cuts to full-time personnel and not
272 increasing wages would be detrimental to City of Onalaska staff, and he reiterated what is being
273 discussed this evening is not uncommon.

274

275 Brian Udermann said the board will be meeting for several more hours if it has extended
276 discussions about budget items. Brian also suggested that someone make a motion requesting
277 additional funding.

278

279 Dan Wick said he concurs with Brian Udermann, stating that while the board may engage in a
280 discussion, it is time to move on.

281

282 Steven said anyone who is concerned about specific line items either can attempt to obtain
283 additional funding from the city or reduce funding in other areas of the budget.

284

285 Dan Stevens said Parks Department staff is being asked “to do more with less” even though more
286 parks have been added, and he asked if perhaps there is another approach that could be taken.

287 Dan referred to the tour of city parks board members had taken in July, noting that some parks

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288 looked as though they are utilized frequently, while others did not look that way. Dan asked if
289 perhaps some of the less frequently used parks could be sold and developed in an effort to
290 increase the city's tax base, thus directing more resources to parks such as the Great River
291 Landing and Dash-Park.

292

293 Dan Wick said that while Dan Stevens' suggestion could be considered, "it all depends on how
294 those areas were brought into the city. Were they given? Were they part of a development
295 agreement? You'd have to research those different areas."

296

297 Ald. Binash noted as a point of order the board is straying from the agenda item.

298

299 **Line Item**

300

- 301 • There will be increases to telephone/internet/cable (\$640), other contractual services
302 (\$50), seminars/travel (\$10), off-road fuel (\$600), and equipment maintenance and
303 repairs (\$2,000).
- 304 • There will be decreases to water/sewer (\$600), electrical services (\$200), plumbing
305 services (\$200), operating supplies (\$105), and tree/brush maintenance (\$750).
- 306 • The 2019 budget is \$92,488, compared to \$91,193 in 2018.

307

308 Andrea inquired about the changing amount budgeted for the Buildings, Grounds, and
309 Maintenance Repairs line item over the last couple of years, noting \$17,000 had been budgeted
310 for 2018.

311

312 Dan Wick noted that is the year-to-date total. Dan then addressed that total, noting there were
313 baseball/softball field lights had stopped functioning and it was necessary to replace both the
314 bulbs and the ballasts at a cost of \$3,500. Dan also noted wood chips and ballfield mix had to be
315 purchased.

316

317 **Equipment Replacement**

318

- 319 • The 2011 front mount mower would be replaced at a cost of \$28,335. The current unit
320 would be traded in.
- 321 • The three overhead doors at the Community Park shelter would be replaced.
- 322 • The current lights for the City Hall ground sign would be replaced with LED lighting.
323 Dan Wick noted the current lights have gone out and said this was an area of the budget
324 where he could place this item to make everything work. Dan added Parks and
325 Recreation will be responsible for the entire bill.
- 326 • The 2019 budget is \$32,862, compared to \$33,205 for 2018.

327

328 Dennis inquired about the cost of replacing the lighting.

Reviewed 8/30/18 by Dan Wick

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329

330 Dan Wick noted there were two quotes on the \$3,200, also noting the cost of installing LED
331 lighting on the STH 16 sign will be \$2,505, while the cost of installing LED lighting on the City
332 Hall sign will be \$933. Dan explained the LED lighting for the STH 16 sign will come out of the
333 City Hall portion of the budget, and the LED lighting for the City Hall sign will come out of the
334 Parks Equipment Replacement portion of the budget.

335

336 Dennis said he hopes that when the Common Council examines the budget it can find another
337 funding source for the lighting project so that the part-time hours may be returned to the Parks
338 and Recreation Department budget.

339

340 City Administrator Rindfleisch cited the example of Inspections, which became its own General
341 Fund line item. City Administrator Rindfleisch said doing so did not make additional funding
342 available because the amount of General Fund funding is limited.

343

344 **Recreation**

345

346 Dan noted there are revised pay scales for both coaches and program leaders as well as umpires,
347 referees, and officials. There are no items under Equipment Replacement.

348

349 **Personnel**

350

- 351 • Temporary wages decreased by \$2,805.
- 352 • The 2019 budget is \$66,308, compared to \$69,113 for 2018.

353

354 **Line Item**

355

- 356 • There will be increases to supplies (\$3,700) and printing & forms (\$325).
- 357 • There will be decreases to office supplies (\$250), copy usage & paper (\$300), and
358 employment testing (\$175).
- 359 • The 2019 budget is \$52, 825, compared to \$49,825 for 2018.

360

361 **Aquatic Center**

362

363 Dan said more repairs are needed as the Aquatic Center ages. This has increased operational
364 expenses.

365

366 **Personnel**

367

- 368 • Part-time wages will be reduced by \$3,830 to cover increases to the line item budget.
- 369 • The 2019 budget is \$76,477, compared to \$80,318 in 2018.

Reviewed 8/30/18 by Dan Wick

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370

371 **Line Item**

372

373 • There are increases to water/sewer (\$197), electric/gas (\$1,500), phone/internet/cable
374 (\$350), other contractual (\$283), certifications/licenses (by La Crosse County) (\$485),
375 operating supplies (\$150), and equipment maintenance & repair (\$950).

376 • There will be a decrease to buildings & grounds (\$76).

377 • The 2019 budget is \$64,617, compared to \$60,777 in 2018.

378

379 **Equipment Replacement**

380

381 • Two lifeguard chairs will be replaced at a cost of \$5,022. The current lifeguard chairs
382 just completed their 13th season and are showing wear.

383 • Exterior work on the blue slide will be done at a cost of \$11,746.

384 • The 2019 budget is \$16,768, compared to \$16,851 for 2018.

385

386 **Revenue**

387

388 • \$1,200 budgeted for nonprofit vending (nonprofit groups that rent shelters as well as
389 vending machines) (unchanged from 2018).

390 • \$12,000 budgeted for park facility rental (no increase from 2018).

391 • \$70,000 budgeted for recreation fees (no increase from 2018).

392 • \$7,000 budgeted for 18-and-older recreation fees (a \$1,600 decrease from 2018).

393 • \$68,060 budgeted for swimming pool fees (a \$635 increase from 2018).

394 • \$7,000 budgeted for swimming lessons (a \$1,000 increase from 2018). More children are
395 participating in swimming lessons.

396 • \$0 budgeted for Aquatic Center miscellaneous.

397 • \$28,970 budgeted for Aquatic Center concessions (a \$165 decrease from 2018).

398

399 Ald. Binash asked Dan Wick, “With the amount that we bring in, do we use that to offset the
400 expenses that you have, for the revenue that we have coming in? Do you use that to offset future
401 concerns?”

402

403 Dan Wick said it is all part of the General Fund, noting all the incoming revenue enters the
404 General Fund and the expenses come out of the General Fund.

405

406 Dan Stevens inquired about the incoming revenue and the expenses for the Aquatic Center.

407

408 Dan Wick said a \$50,000 shortfall is annually budgeted for the Aquatic Center.

409

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410 **City Hall**

411

412 **Personnel**

413

- 414 • There is a \$117 decrease in permanent part-time wages.
- 415 • The 2019 budget is \$12,122, compared to \$12,239 in 2018.

416

417 **Line Item**

418

- 419 • There are increases to fire contractual (\$171), operating supplies (\$475), building &
420 grounds maintenance (\$2,775), and off-road fuel (\$50).
- 421 • There are decreases to water/sewer (\$907), electric/gas (\$1,000), other contractual
422 (\$2,175), and regular fuel (\$25).
- 423 • The 2019 budget is \$93,842, compared to \$94,137 in 2018.

424

425 **Equipment Replacement**

426

- 427 • LED light replacement for the city welcome sign along STH 16 at a cost of \$2,505.
- 428 • Imop XL that will be split between City Hall and the library at a cost of \$1,807.
- 429 • The 2019 budget is \$4,312, compared to \$4,522 in 2018.

430

431 Brian Babiash addressed the welcome sign located along STH 16, noting several bulbs and
432 sockets had been replaced, as had a couple of ballasts. Brian told board members La Crosse Sign
433 employees had informed him the same issues would reoccur due to the way it was constructed.
434 Brian also said bulbs last approximately 10 days before they burn out and need to be replaced,
435 adding he is hesitant to utilize more funds on the sign in its current state. Brian told board
436 members the cost of rewiring the sign in its current state utilizing conventional fluorescent bulbs
437 and ballasts would be higher than utilizing LED lighting. Brian Babiash next addressed the Imop
438 XL, noting it has functioned well when utilized on hard floors.

439

440 **Library**

441

442 Dan Wick noted there was an employee who worked 18 hours a week cleaning the library and
443 two hours a week cleaning the Public Works facility. Dan said the Public Works Department has
444 assumed the responsibility of cleaning the facility, and the budget proposes increasing the
445 employee's hours at the library from 18 to 20 hours a week.

446

447 **Personnel**

448

- 449 • Permanent part-time position increase of \$816 to account for the two-hour weekly
450 increase.

Reviewed 8/30/18 by Dan Wick

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- 451 • The 2019 budget is \$11,908, compared to \$11,092 in 2018.

452

453 **Line Item**

454

- 455 • There will be increases to HVAC contractual (\$1,000), operating supplies (\$675), and
456 equipment maintenance & repair (\$150).
457 • There will be decreases to water/sewer (\$1,288) and electricity & gas (\$1,353).
458 • The 2019 budget is \$43,354, compared to \$44,170 in 2018.

459

460 **Equipment Replacement**

461

- 462 • The Imop XL will be split between the library and City Hall.
463 • The 2019 budget is \$2,403, which is unchanged from 2018.

464

465 **Special Projects/Park Fund**

466

467 **Special Projects**

468

- 469 • This account is utilized for the dog park, Urban Deer Management Program, WPRA
470 tickets, and sponsorship/donations.

471

472 **Park Fund**

473

- 474 • \$15,000 is being requested for the Meier Farm open air shelter. This project will split
475 funding between the Park Fund and Capital Improvements Projects (50 percent from
476 each).
477 • In the Non-Resident Account, \$4,000 is being requested for the scoreboard at Jimmy
478 Olson East Field, and \$2,800 is being requested for two pitching machines.

479

480 Andrea asked if the Meier Farm shelter would be reservable.

481

482 Dan Wick noted there are no new parks with restroom facilities and told Andrea he had looked at
483 the cost of a precast structure, which would be approximately \$115,000 once electricity and
484 water are installed for a restroom. Dan also told Andrea a shelter is not reservable without
485 restrooms because it would be necessary to pay for portable toilets. Dan said staff has examined
486 the option of constructing the open-air shelter and possibly constructing a restroom adjacent to it
487 at a later date. Dan referred to the 2019 Capital Improvements Budget and told board members
488 he will be proposing to add \$15,000 to the budget and also construct an open-air shelter at
489 Hilltopper Heights.

490

491 **Omni Center (Enterprise Fund)**

Reviewed 8/30/18 by Dan Wick

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492
493 Dan said there will be a \$6,575 decrease under Revenue, and Total Revenue is \$603,803. Under
494 Expense, there is a \$30,196 decrease under Personnel, and an increase of \$369 under Line Item.
495 Total Expense is \$595,061.

496
497 The 2019 ice rates are as follows:

- 498
- 499 • Normal rates are \$140 per hour.
 - 500 • \$134.50 for the Onalaska High School boys and girls hockey teams, the Holmen/Aquinas
501 boys co-op team (Avalanche), Men's Over 30 League, Toe Pick program, WEHL, and
502 WAHA.
 - 503 • \$125 for summer ice rates (April 1 through September 30), Tornado Youth Hockey,
504 Coulee Region Girls, and Fall/Winter Men's League.
 - 505 • \$140 for Team Wisconsin.
- 506

507 Dan Wick said it might be necessary to discuss possibly increasing ice rates that would take
508 effect as early as 2020.

509
510 **Personnel (Anticipated increases to wages and benefits)**

- 511
- 512 • Salaries – Regular 2018: \$140,580 versus \$134,106 for 2019.
 - 513 • Wages – Regular 2018: \$13,330 versus \$11,939 for 2019.
 - 514 • Wages for temporary/seasonal employees – 2018: \$58,639 versus \$61,598 for 2019.
 - 515 • Personnel total for 2019 is \$273,887, compared to \$304,083 for 2018.
- 516

517 Dan Wick cautioned the 2019 Omni Center budget that City Administrator Rindfleisch presents
518 could be much different as more information regarding staff, wages and benefits comes forward.

519
520 **Expense Line Item**

- 521
- 522 • There will be increases to boiler contractual (\$100), water/sewer (\$176),
523 telephone/internet/cable (\$562), and fire insurance (\$973).
 - 524 • There will be decreases to buildings & grounds (\$1,250) and regular fuel (\$200).
 - 525 • The 2019 budget is \$321,174, compared to \$320,805 in 2018.
- 526

527 **Revenue**

- 528
- 529 • There will be increases to ice rental income (nontaxable) (\$4,659.50), concessions
530 revenue (\$5,000), admission sale (nontaxable) (\$1,500), and meeting room (taxable)
531 (\$500).

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14

- 532 • There will be decreases to ice rental income (taxable) (\$17,485) and concessions revenue
533 events (\$750).
534 • The 2019 budget is \$603,803, compared to \$610,378 in 2018.
535

536 **Tourism**

537
538 Parks and Recreation is managing a portion of the Tourism budget for the maintenance of the
539 Great River Landing.
540

541 **Revenue**

- 542
543 • Anticipated revenue for trail passes is being decreased from \$10,000 to \$5,000.
544 • \$1,500 in rent is anticipated from the La Crosse County Convention and Visitors Bureau.
545

546 **Expenses**

- 547
548 • Dan Wick said the budget includes a \$5.00 an hour pay increase for the seasonal, part-
549 time employee who works at the Great River Landing. Dan said he is working with
550 Human Resource Director Hope Burchell on revising the job description and pay scale
551 for the position.
552

553 **Line Item**

- 554
555 • There are increases budgeted for electric & gas (\$4,000), phone/internet (\$400), operating
556 supplies (\$450), and building & grounds (\$3,000).
557 • There is a decrease budgeted for water/sewer (\$500).
558

559 Ald. Binash noted the Room Tax Commission had approved the purchase of additional security
560 cameras for the Great River Landing and asked if they will be installed soon.
561

562 Dan Wick said all of the lines have been run and told Ald. Binash the cameras have not yet
563 arrived due to recently imposed tariffs.
564

565 Andrea asked if the gas connection to the fireplace at the Great River Landing should be turned
566 off during the summer months.
567

568 Dan Wick said the gas usage is minimal, also noting the heat utilized during the winter months is
569 electric heat.
570

571 **Equipment Replacement**

572
Reviewed 8/30/18 by Dan Wick

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15

- 573 • A quote of \$26,939 has been submitted for a fishing dock and a canoe/kayak launch.

574

575 Motion by Dennis, second by Ohbe, to approve the 2019 Operating Budget, as presented.

576

577 On voice vote, motion carried.

578

579 **Item 6 – Capital Improvement Projects**

580

581 Dan Wick said the Parks and Recreation Board has traditionally prioritized the items that have
582 been identified before submitting the list to the Board of Public Works.

583

584 a. Parks

585

586 **Rowe Park:**

587

588 • **Shelter No. 1 parking lot:** The current lot is gravel and has experienced erosion. Dan
589 Wick said Mark has been working with local contractors, but has had difficulty receiving
590 any information from them. Dan said City Engineer Jarrod Holter and Assistant City
591 Engineer Kevin Schubert told him they will attempt to obtain a quote.

591

592 • **Playground equipment (\$150,000):** Dan noted several of the city's playgrounds are
593 between 20 and 25 years old and said staff is beginning to see stress on clamps.

593

594 • **Window replacement at Park shop (\$4,000):** Mark would like to utilize block
595 windows in the cement block so more light will enter the facility.

594

595 • **Oak Park playground replacement (\$50,000):** A citizen has made this request.

596

597 • **Hilltopper Heights Park open air shelter (\$30,000):** As discussed earlier, \$15,000
598 would be utilized from the Park Fund.

598

599 • **Meier Farm open air shelter (\$15,000):** This was discussed earlier.

600

601 • **Miscellaneous concrete work at various parks:** This would make certain parks more
602 accessible for individuals with disabilities. Engineering is assisting with the cost. Dan
603 said Jarrod has been given photographs and designs of each location.

602

603 Andrea inquired about replacing the playground equipment at Oak Park.

604

605 Dan Wick noted a small piece of equipment was replaced a couple of years ago, and he also
606 noted a slide designed for 2- to 5-year-olds has not been replaced in several years.

607

608 Motion by Steven, second by Brian Udermann, to recommend prioritizing the aforementioned
609 Parks items as Capital Improvements Projects in the 2019 Capital Improvements Budget in the
610 order that they are listed.

611

612 Dan Stevens noted there is no price listed for the Rowe Park Shelter No. 1 parking lot and asked
613 if that item will be the primary focus.

Reviewed 8/30/18 by Dan Wick

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16

614

615 Mark said he has received a verbal quote from Mathy Construction of approximately \$50,000,
616 adding he believes the cost will exceed \$50,000. Mark told board members erosion is a problem
617 in the parking lot.

618

619 Motion by Andrea to make the Rowe Park Shelter No. 1 parking lot a standalone item and the
620 first priority for Parks Capital Improvements Projects in the 2019 Capital Improvements Budget.

621

622 Dan Stevens asked if the miscellaneous concrete work at various parks should be moved higher.

623

624 Dan Wick said it could be, adding that while not every park will be accessible, “Anything we can
625 do to provide more accessibility is a very positive move for us.”

626

627 Motion by Andrea to make miscellaneous concrete work at various parks the second priority for
628 Parks Capital Improvements Projects in the 2019 Capital Improvements Budget.

629

630 Dan Wick asked that the Meier Farm and Hilltopper Heights open air shelters be the third
631 priority on the list.

632

633 Motion by Andrea, second by Obhe, to make the Meier Farm and Hilltopper Heights open air
634 shelters the third priority for Parks Capital Improvements Projects in the 2019 Capital
635 Improvements Budget. Half the funding will come from the Park Fund.

636

637 Steven reviewed the order in which the Parks items are to be prioritized:

638

- 639 1. Rowe Park Shelter No. 1 parking lot
- 640 2. Miscellaneous concrete work at various parks
- 641 3. Open air shelters at Meier Farm and Hilltopper Heights
- 642 4. Playground equipment replacement at Rowe Park/Window replacement at Park Shop
- 643 5. Oak Park playground replacement

644

645 Motion restated:

646

647 To approve the Parks items as Capital Improvements Projects in the 2019 Capital Improvements
648 Budget in the following, reprioritized order:

649

- 650 1. Rowe Park Shelter No. 1 parking lot
- 651 2. Miscellaneous concrete work at various parks
- 652 3. Open air shelters at Meier Farm and Hilltopper Heights
- 653 4. Playground equipment replacement at Rowe Park/Window replacement at Park Shop
- 654 5. Oak Park playground replacement

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17

655
656 On voice vote, motion carried.

657
658 b. City Hall

- 659
- 660 • **Dedicated water line to Fire Department (\$9,500):** Dan Wick said the water on the
 - 661 second floor at City Hall is drained when the Fire Department opens its 2-inch lines at
 - 662 Public Works.
 - 663 • **Roof replacement over the Common Council Chambers (\$44,250)**
 - 664 • **Parking lot:** Quotes will be obtained.
 - 665 • **New kitchen and living area in the Fire Department (\$75,000):** The Fire Department
 - 666 also will be including this item in its Capital Improvements Budget.
 - 667 • **Carpet for the Police Department and the Fire Department (\$25,000):** Dan Wick
 - 668 said some of the carpet in the Police Department will be replaced in the coming weeks.
 - 669 The rest of the Police Department and the Fire Department would receive new carpet in
 - 670 2019.
 - 671 • **Paint stairwells and lower-level hallways (\$4,500)**

672
673 Brian Babiash first addressed the dedicated water line to the Fire Department, noting this became
674 an issue after water softeners had been installed at City Hall. Brian said it is not possible to
675 generate a sufficient amount of water through the lines when the Fire Department is attempting
676 to fill one of its trucks from inside. Brian told board members water softeners had been installed
677 because cold and hot sink valves were being replaced regularly. However, this has decreased
678 with the installation of the water softeners. Brian said a separate water line would be run to the
679 Fire Department from City Hall's intake.

680
681 Brian Babiash next addressed replacing the roof, telling board members he had noted the roof's
682 membrane had pulled away from the flashing, thus leaving a gap. Brian said he calked the
683 edges, which eliminated the leaks. However, Brian also pointed out the issue still has not been
684 resolved. Brian noted most buildings that are similar to City Hall have a four-membrane system.
685 However, City Hall only has a two-membrane system. Brian noted he had contacted Interstate
686 Roofing and said one of its employees informed him the area over the Common Council
687 Chambers and the two flat surfaces between the Council Chambers and the space designated for
688 the Clerk of Courts and Mayor Joe Chilsen's office could be repaired this fall.

689
690 Brian Babiash next addressed carpeting, noting the City Clerk's Suite was the first area that was
691 addressed in 2016. Brian also noted the same carpeting was installed in the Parks and Recreation
692 Department Suite, and he said the city is in the process of bidding out installing carpeting in the
693 Police Department.

694
695 Dan Wick noted he had omitted cement and brickwork around City Hall from the list, as well as

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18

696 the Main Street pillars. Dan said that he has not yet received any quotes regarding the pillars,
697 adding he is working with the Public Works Department on this issue.

698

699 City Administrator Rindfleisch noted it will be necessary to replace the entire roof, and also that
700 the city had exceeded the 12-year warranty.

701

702 Motion by Andrea, second by Ohbe, to accept the proposal for the City Hall Capital
703 Improvements Projects for the 2019 Capital Improvements Budget.

704

705 Andrea inquired about the condition of kitchen and living area in the Fire Department, adding
706 she believes it should be a higher priority if it is in poor condition.

707

708 Dan Wick said it is difficult for him to answer Andrea's question, noting the Fire Department
709 also placed this item in the 2019 CIB.

710

711 Andrea said she would make the water line the top priority, with the Fire Department living area
712 being the second priority.

713

714 Steven said he would make the water line the top priority and replacing the roof over the Council
715 Chambers as the second priority and the new kitchen and living area in the Fire Department the
716 third priority.

717

718 Motion by Steven, second by Brian Udermann, to prioritize the City Hall Capital Improvements
719 Projects for the 2019 Capital Improvements Budget in the following order:

720

- 721 1. Dedicated water line to Fire Department
- 722 2. Roof replacement over Common Council Chambers
- 723 3. New kitchen and living area in Fire Department
- 724 4. Parking lot
- 725 5. Carpet for Police Department and Fire Department
- 726 6. Paint stairwells and lower-level hallways

727

728 On voice vote, motion carried.

729

730 c. Library

731

732 • **Re-cover chairs and footstools – 18 total (\$22,755):** Dan Wick said it is his
733 understanding the chairs and footstools are in poor condition.

734 • **LED light replacement (\$10,000)**

735 • **Ceiling fans (\$5,290)**

736 • **Repaint under walkway (\$2,000)**

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19

737
738 Brian Babiash said the request from the library is to purchase new chairs and footstools as doing
739 so would be more cost-efficient than recovering the existing ones. Brian noted the material on
740 the existing chairs is in very poor condition as the material has worn off.

741
742 Dan Stevens asked if it is possible to purchase less costly chairs.

743
744 Brian Babiash said the chairs must be compliant with the fire code.

745
746 Dan Wick said the chairs will be bid out and told Dan Stevens it might be possible to obtain a
747 better price and purchase a few more chairs. Dan told board members Brian Babiash had
748 obtained the quote from the company that manufactured the chairs currently in the library.

749
750 Motion by Andrea, second by Brian Udermann, to accept the Library Capital Improvements
751 Projects for the 2019 Capital Improvements Budget in the following order:

- 752
753 1. New chairs and footstools (18 total)
754 2. LED light replacement
755 3. Ceiling fans
756 4. Repaint under walkway

757
758 Steven asked if the LED lights will replace incandescent lights in a move that will be more cost-
759 efficient.

760
761 Brian Babiash said the LED lights will replace existing fluorescent lighting. Brian also noted he
762 has been utilizing any extra LED lightbulbs he has in the library, estimating that an eighth of the
763 general lighting in the book area is lighted by LED bulbs.

764
765 Ald. Binash asked if the \$10,000 budgeted for LED lighting would replace everything currently
766 at the library.

767
768 Brian Babiash said every bulb at the library and the museum would be an LED bulb.

769
770 Ald. Binash suggested reducing the number of chairs to be purchased from 18 to nine and
771 addressing the LED lights because there will be cuts to the budget.

772
773 Steven asked if the LED light replacement should become the top priority, with chair
774 replacement (replacing as many as possible) becoming the second priority.

775
776 Dan Wick said the Board of Public Works would need to be told nine of the chairs would be
777 replace at a cost of \$11,750.

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20

778
779 Steven asked why the board can't move the LED light replacement to the top position and the
780 full library chairs project to second.
781
782 Andrea said the Board of Public Works would only approve the LED lighting and cut all the
783 library chairs from the 2019 CIB.
784
785 Dan Wick said Ald. Binash is suggesting that nine chairs be replaced in 2019 at a cost of
786 \$11,750, and the other nine chairs be replaced in 2020 at a cost of \$11,750.
787
788 Ald. Wulf noted Mayor Chilsen had reported at the August 14 Common Council meeting that
789 77,151 individuals had passed through the library doors from January through July. Ald. Wulf
790 said she will support replacing the chairs because the library is a crucial part of the city.
791
792 Brian Udermann said he also believes replacing the chairs is a priority, noting the lights at the
793 library are gradually being converted to LED bulbs.
794
795 Steven asked Brian Babiash how much longer it will take to convert all the bulbs in the library to
796 LED if he continues to replace them ad hoc.
797
798 Brian Babiash estimated it will take three to four years.
799
800 Dan Stevens said that while he likes Ald. Binash's idea to replace half the chairs in 2019, it is his
801 understanding there would be a net sum loss if the board moved the LED light replacement to the
802 top spot. To be specific, there would be less funding for the library at the risk of all the chairs
803 being deleted from the budget.
804
805 Steven told Dan Stevens he is correct and said he does not know the amount of funding that will
806 be available for library capital improvement projects for 2019.
807
808 Andrea said the Board of Public Works tends to go through the Capital Improvements Budget
809 and cut items.
810
811 Dan Stevens if LED light replacement could be the top item, with a \$10,000 budget, with the
812 library chairs being the second and third items, each with a budget of \$11,375.
813
814 City Administrator Rindfleisch told Dan Stevens that while it is possible to do so, "We probably
815 should focus on the project itself – what is the project, and what are you trying to accomplish?"
816
817 Brian Udermann said he believes the LED lighting could be the top priority in the 2020 budget.
818

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21

819 On voice vote, motion carried, 6-1 (Ald. Binash).

820

821 d. Omni Center

822

823 Dan Wick noted that in years most, if not all, projects have been moved and taken out of the
824 Tourism account. The proposed items in the 2019 budget are:

825

826 • **Close in shelter area west of the arena (\$52,420):** Doing so would make this more of a
827 year-round facility.

828 • **Cabinets and counters in Concession No. 1 (\$18,500):** The La Crosse County Health
829 Department informed the city during its last inspection upgrades were necessary due to
830 the deteriorating condition of the cabinets and counters.

831 • **Replace main power panels in Building No. 1 (\$25,490):** There were issues with
832 losing phases in 2017, and the units in Arena No. 2 were replaced. Dan Wick said he
833 would like to have the same work performed in Arena No. 1.

834 • **Electric edger (\$6,750):** Staff edges once or twice a week, depending on the usage

835 • **Locker room showers and flooring (\$5,500):** Dan said upgrades are necessary.

836 • **Used ice resurfer (\$75,000):** The current unit is a 1996 model. The new, used ice
837 resurfer is three years old and would be coming from a National Hockey League rink.

838 • **Carpet for Arena No. 2 entry (\$12,000)**

839 • **Paint the locker rooms (\$4,500)**

840

841 Dan Wick said he believes the shelter and the cabinets and counters for Concession No. 1 should
842 be ranked first and second, respectively. Dan also described all the items as “need items” for the
843 facility. Dan noted three to seven events are typically held in the shelter during high school
844 graduation season, and he said enclosing the shelter will provide more storage for items such as
845 tables and chairs. Dan told board members a representative for a large event has contacted him
846 and requested additional space and said more space could be utilized if the area was enclosed.

847

848 Ohbe asked why the power panels are not ranked first.

849

850 Brian Babiash said, “We don’t have the exact same issue in the front arena as the back arena
851 because of the manufacturer of the power panels.” Brian noted the rear panels are General
852 Electric panels, which he said are “notorious for not tripping.” Brian told board members, “Not
853 tripping itself out would let power go to a motor that the phase that needs to start the motor is the
854 one that is not running.” Brian said this is how the equipment in Arena No. 2 was burned out,
855 adding, “The front arena will allow itself to trip out, so we don’t have the exact same issue. We
856 have some other type of issues that go along with it, but we don’t have that immediate effect that
857 we found with the back arena.”

858

859 Motion by Andrea, second by Brian Udermann, to accept the Omni Center Capital

Reviewed 8/30/18 by Dan Wick

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22

860 Improvements Projects for the 2019 Capital Improvements Budget in the following order:

861

- 862 1. Close in shelter area west of the arena
- 863 2. Cabinets and counters in Concession No. 1
- 864 3. Replace main power panels in Building No. 1
- 865 4. Electric edger
- 866 5. Locker room showers and flooring
- 867 6. Used ice resurfacers
- 868 7. Carpet for Arena No. 2 entry
- 869 8. Paint the locker rooms

870

871 Steven said that while some of the items are costly, he believes it could lead someone down a
872 path that potentially could be misleading. Steven admitted he had concerns regarding the cost
873 versus the benefit to the city when he first joined the Parks and Recreation Board. However,
874 Steven also said he has become “a true believer” and that he would like to see an economic
875 impact of the entire facility performed in the future. Steven said he believes such a study would
876 be “a huge eye opener” due to the millions of dollars he suspects are entering the community due
877 to the Omni Center.

878

879 On voice vote, motion carried.

880

881 City Administrator Rindfleisch noted the public art line item that appeared under the Planning
882 Department in the 2018 budget has been moved to Parks and Recreation. City Administrator
883 Rindfleisch stressed it is not indicative of support, nor has it been prioritized.

884

885 **Item 7 – Possible use options for the house at the Great River Landing**

886

887 Dan Wick noted a copy of an email from Commercial Building Inspector Calvin King regarding
888 the house at the Great River Landing has been included in board members’ packets.

889

890 Andrea inquired about the status of the re-roofing and siding.

891

892 Dan Wick said, “We can’t approve it until ... This is one of the questions that was asked. That’s
893 why we need to try to get this answered before we move forward with it.”

894

895 Ald. Binash noted the Room Tax Commission had authorized \$47,000 toward the building,
896 pending an inspection. Ald. Binash said, “With the inspection, the way that it is, it’s unlikely
897 that the Room Tax Commission will probably approve doing anything to that building,
898 unfortunately. There is just too much that needs to be done.” Ald. Binash said it is his
899 understanding Dan Wick would speak to the Wisconsin Department of Natural Resources and
900 ask if the city would be allowed to construct another building if the current one is razed.

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23

901
902 Andrea asked if the condition of the building has changed radically since the previous inspection.

903
904 Dan Wick said no.

905
906 Andrea asked if Calvin has a different point of view.

907
908 Dan Wick said, "This is just what they've put in writing for us."

909
910 City Administrator Rindfleisch said the question is what the board would like to be done to the
911 building, and then the question of what needs to be done to the building can be answered.

912
913 Andrea said the board was previously told the building could be maintained as it was, and also
914 utilize it as it was, as long as the city did not raze the structure and then rebuild it. Andrea said
915 Calvin's email leads her to believe that that is not true.

916
917 Dan Wick said he believes the Room Tax Commission will be discussing that issue.

918
919 City Administrator Rindfleisch asked if there is still is a vision the Parks and Recreation Board
920 would like to see at the site.

921
922 Dan Stevens asked what options are available.

923
924 Dan Wick said it will be necessary to discuss options with the Wisconsin DNR.

925
926 **Item 8 – Report from La Crosse County Bluffland Steering Committee**

927
928 Dan said the Blufflands' Memorandum of Understanding and bylaws have been signed by the
929 city, and La Crosse County is in possession of them.

930
931 **Item 9 – Report from Onalaska Enhancement Foundation**

932
933 No report.

934
935 **Item 10 – Report from Great River Landing Committee**

936
937 No report.

938
939 **Item 11 – Director's Report**

940
941 **a. Parks Update**

Reviewed 8/30/18 by Dan Wick

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24

942

943 Mark reported the following:

944

- 945 • Summer programs have ended.
- 946 • The majority of the summer employees left August 24. The final summer employee's
- 947 last day is August 28.
- 948 • Water levels at the waterfront have decreased.
- 949 • Traditional Trades has adopted the west side of the boulevard along Sand Lake Road, and
- 950 Traditional Trades is tending to the flowers there and also mowing the lawn.

951

952 **b. Recreation Update**

953

954 Dan Wick reported the following:

955

- 956 • Fall programs, including volleyball, flag football, and tackleball, have begun.

957

958 **c. Aquatic Center Update**

959

960 Dan Wick reported the following:

961

- 962 • The Aquatic Center closed for the season August 26.
- 963 • The Diggity Dog Dip will be held September 1. The city needed to obtain a variance, per
- 964 the Department of Agriculture.

965

966 **d. Omni Center Update**

967

968 Dan Wick reported the following:

969

- 970 • A junior varsity volleyball tournament was held August 21. A 19-team varsity high
- 971 school volleyball tournament was held August 22 and 23.
- 972 • A retirement party that drew 500 individuals was held August 25.
- 973 • The mezzanine that had been an issue is being replaced.

974

975 Brian Udermann said in the future he would like further discuss what Dan Stevens had
976 mentioned regarding the expansion of city parks and the Parks Department not being given
977 additional resources. Brian asked if perhaps there are unutilized parks that could be utilized in a
978 different manner.

979

980 **Adjournment**

981

982 Motion by Brian Udermann, second by Andrea, to adjourn at 7:20 p.m.

Reviewed 8/30/18 by Dan Wick

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25

983

984 On voice vote, motion carried.

985

986

987 Recorded by:

988

989 Kirk Bey