

CITY OF ONALASKA MEETING NOTICE

COMMITTEE/BOARD: Parks & Recreation Board
DATE OF MEETING: May 20, 2018 (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. Rowe Park Master Plan presentation by MSA Professional Services
5. Approve the purchase of Open Air Park Shelters to be placed in Meier Farm Park and Hilltopper Heights Park. Proposals are due on Friday, May 17th
6. Great River Landing
 - a. Multiuse trail discussion
 - b. Shelter replacement options and ideas
 - c. Request from Historical Society to display rail car
7. Discussion on possible uses of Park Avenue Park including parking
8. Discussion regarding options related to allowing selected vendors or contractors to operate in City Parks
9. Pay Estimates: MSA Professional Services
10. Report from Blufflands Coalition

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	*Vacant
Ald. Tom Smith	*Andrea Benco – Vice Chair
Ald. Jim Olson	*Brian Udermann
*Ald. Dan Stevens	*Dennis Aspenson
Ald. Boondi Iyer	*Steven Nott - Chair
Ald. Kim Smith	*Obhe Johnson
Ald. Diane Wulf	
City Attorney	
City Administrator	
Department Heads	
La Crosse Tribune	
Coulee Courier	
WIZM WKTY WLXR WKBH	Onalaska Omni Center
WLSU WKBT WXOW	Onalaska Public Library
*Committee Members	

Notices Posted and Mailed: 5/16/19

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.

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





Open Air Shelters

City of Onalaska Park and Rec
Open Air shelters
May 17th, 2019

Vendor	20X24	24X24
Keeper Site Furnishings	\$15,525.00	\$17,125.00
Reese Recreation	\$15,015.00	\$16,801.50

Great River Landing

- Multiuse trail
 - Recap of meeting with Fish & Wildlife
 - Recap of meeting with US Army Corp

An aerial map on the left shows a green trail winding through a city grid. To the right is a satellite image of a similar area, with a white line tracing the path of the trail through a wooded and developed area.

Great River Landing

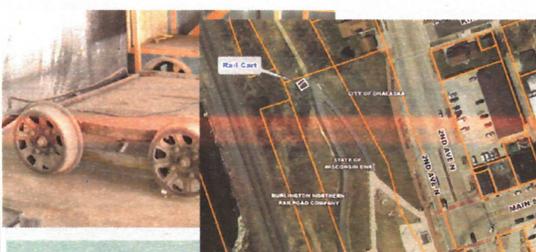
- House/Shelter Replacement

A 3D architectural rendering of a modern, single-story house or shelter. It features a dark brown roof, stone accents on the walls, and a large garage door. The structure is set on a grassy lawn with trees in the background.

24 x 40

Great River Landing

- Request from Historical Society to display rail car.

A composite image. On the left is a photograph of a wooden rail car with large spoked wheels. On the right is an aerial site plan with orange lines indicating property boundaries and labels for 'Rd-1, Cart', 'CITY OF OMAHA', 'CITY OF WASHINGTON', and 'BURLINGTON NORTHERN PACIFIC COMPANY'.

Park Avenue Park

- Public Works staff have been researching alternatives in the West Ave and Park Ave area. Options of angled parking are attached.
- Current playground was installed in the street right away –
- Staff recommend a public meeting to present options to the neighborhood.



Operating in City Parks

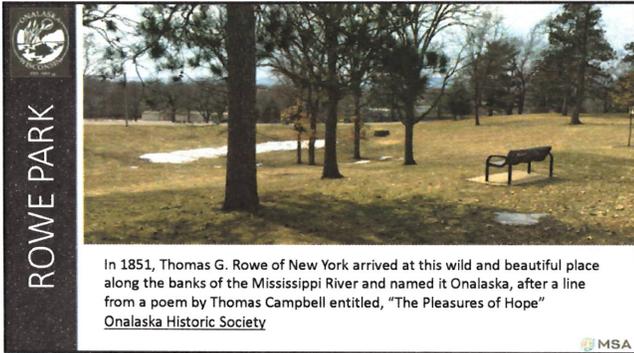
- Staff have been approached about a business wanting to operate in one of our parks.
- In discussions with City Administrator, first step would be to see if the Park Board would entertain this idea.
- If yes, then staff will need to create a request for proposal (RFP), legal documentation, and develop City policies and procedures and put it out for solicitation.
- If no, request will go no farther.

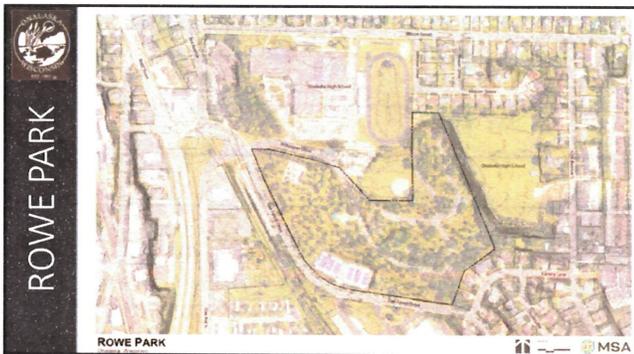
Park and Recreation Board

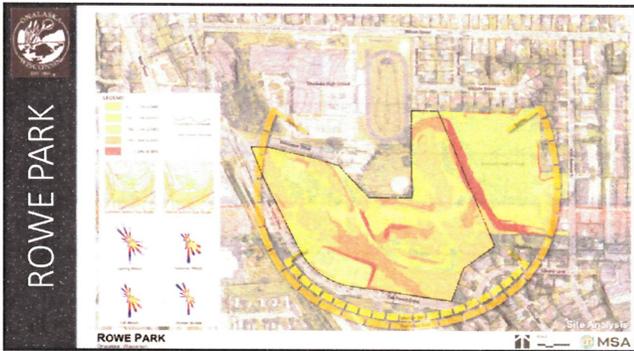
Pay Estimate: MSA	Committee Reports
<ul style="list-style-type: none">• This is pay estimate #1 for MSA Professional Services in the amount of \$2,620.00• Recommend approving payment	<ul style="list-style-type: none">• Bluffland Coalition<ul style="list-style-type: none">○ Had meeting on May 15th○ Two grant application were submitted prior to the May 1st deadline• Report from OEF<ul style="list-style-type: none">○ No meeting○ Fleis Nightfall Frolic was on April 26th

Director's Report

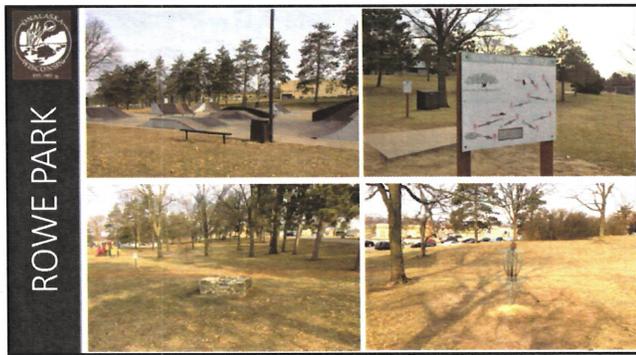
- Parks
- Recreation
- Aquatic Center
- Omni Center
 - Since our last meeting we have hosted:
 - Two youth volleyball tournaments
 - Beer Memorabilia show
 - MMA Event
 - Driftless Outdoor Sports Show























- What is your favorite activity in the Park and why?**
- Walking – trees and setting
 - Disc Golf – fun activity and convenient location
 - Shelter Use – events, games and quiet location
 - Playground – proximity to other activities
 - Tennis – well maintained and lighting
 - Softball/Baseball – practices and v
 - Viewing/playing
 - Skate Park – Good option for kids
 - The Site – Hilly views, location, trees, and natural setting
 - Dog Walking
 - Running
 - Sledding
 - Horseshoes
- What additions or improvements would you like to see to Rowe Park?**
- Better variety of and more play equipment (toddlers)
 - Improve shelters and add shelter(s)/concession
 - Improve restrooms
 - More benches and picnic tables
 - Drinking fountains
 - Improve softball/baseball field and seating
 - Upgraded 18 hole disc golf course
 - Splash Pad
 - Basketball
 - Add to skate park
 - Dog leas
 - Pickle Ball
- MSA

5:23 pm

ROWE PARK

Q When visiting parks in different areas, what amenities have you seen that could be brought to Rowe Park?

- Lighting
- Exercise equipment (climbing wall, etc.)
- Splash pad
- 18 disc golf
- Water bottle filling/drinking fountain
- Gardens
- New restrooms
- New play equipment - creative/unique
- Ninja course
- Baseball
- Pickle ball
- Improved softball/baseball field with dugouts, seating, etc.
- Volleyball
- Accessibility in park
- Dog park

Q Do you have any safety concerns about the Park facilities?

- Dim lighting
- Smoking and other debris or drug use
- Skate park at certain times
- Fast driving through park
- Cars parked for long periods
- Crossing to library
- General aging of park
- Not accessible for all
- Restrooms

• Most responses no or little concern

ROWE PARK

Q How do you get to the Park?

Q Please rate your satisfaction of Rowe Park.

Category	Count	Percentage
Very Satisfied	10	10%
Satisfied	30	30%
Neutral	40	40%
Dissatisfied	15	15%
Very Dissatisfied	5	5%
Don't know	10	10%

ROWE PARK

Small Splash Pad with in-ground features only

Younger Children Ninja Equipment

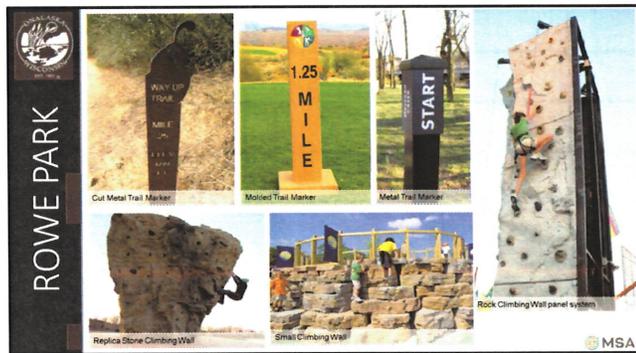
Splash Pad with 4 upright features

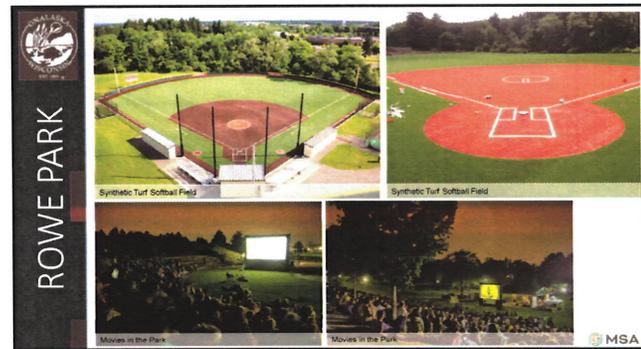
Older Children Ninja Equipment

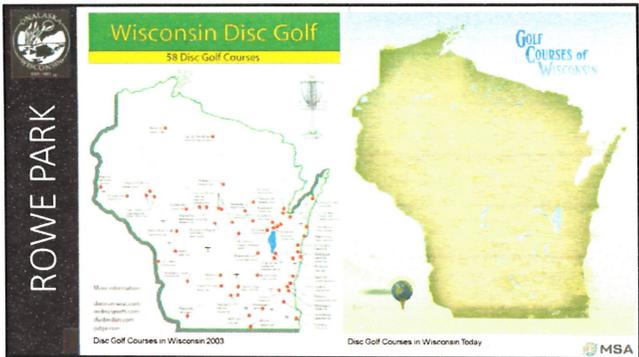
Themed Splash Pad

Adult Ninja Equipment

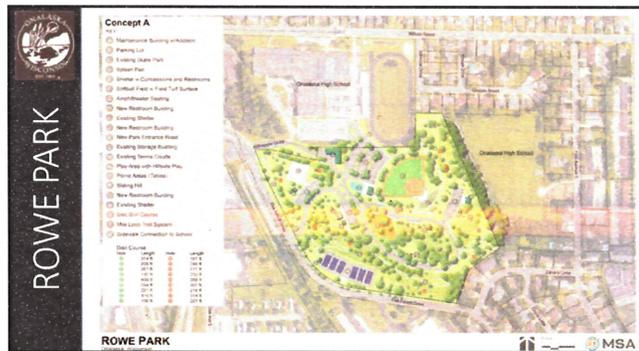




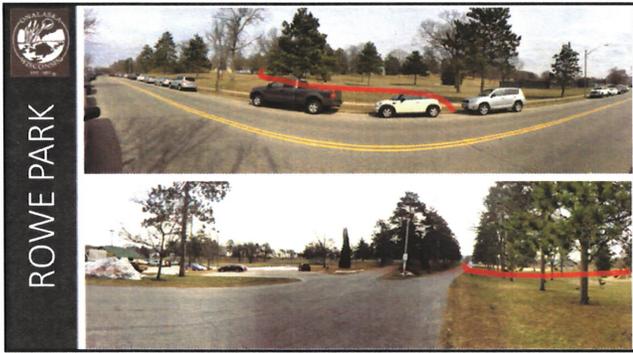




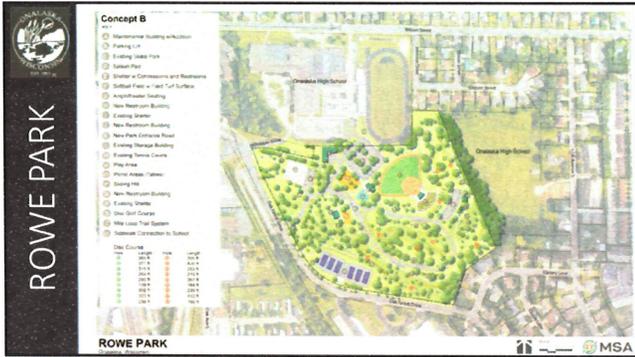


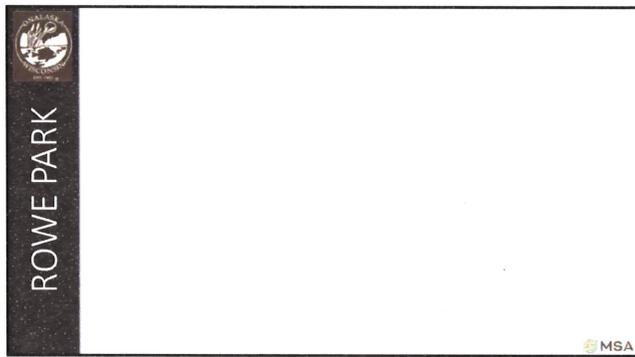






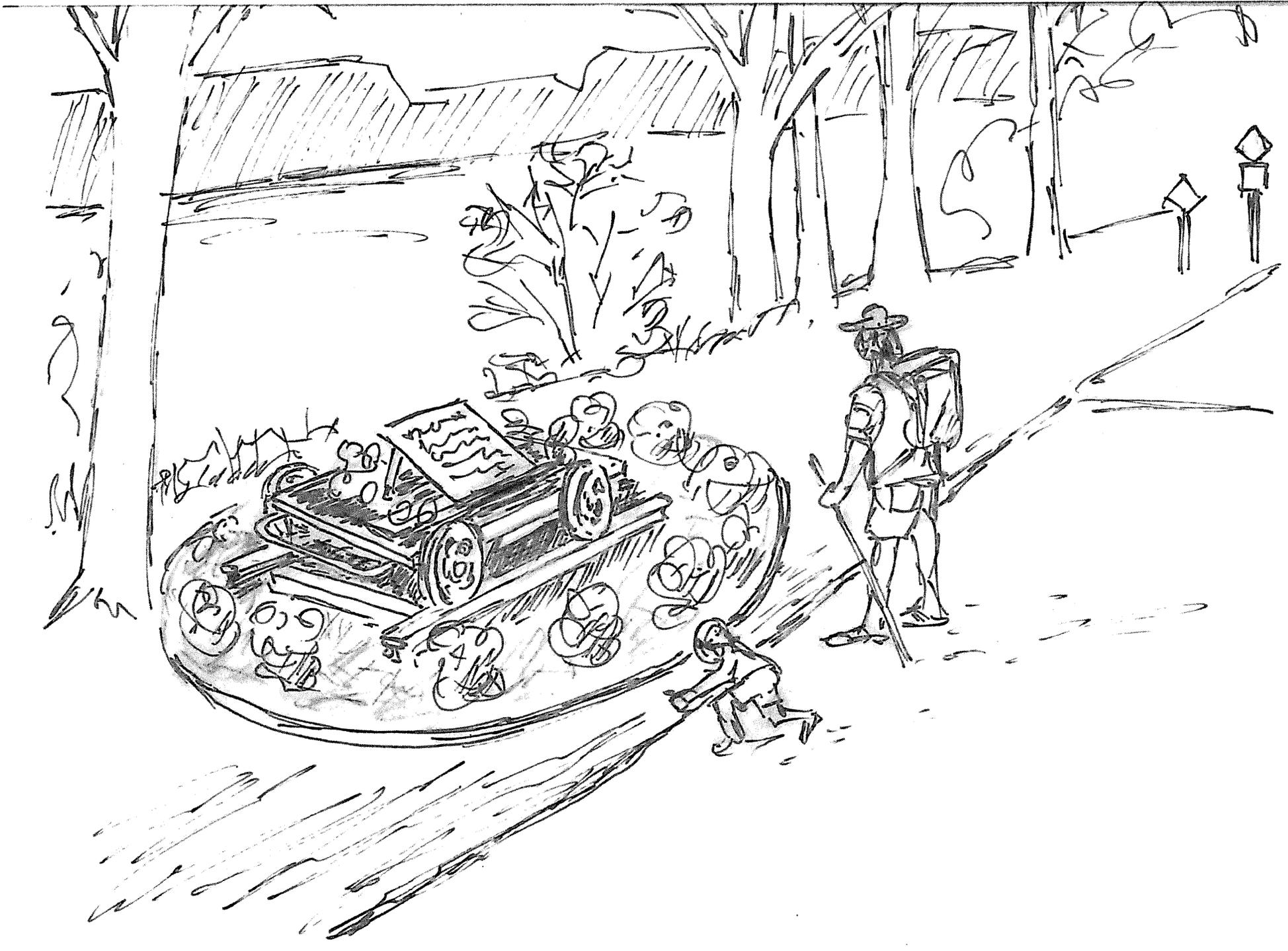






#6-c





Proposed Rail Cart Location

1 inch = 100 feet



Rail Cart

CITY OF ONALASKA

STATE OF WISCONSIN DNR

BURLINGTON NORTHERN RAILROAD COMPANY

CITY OF ONALASKA

Disclaimer: This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.

617 the facility and had seen three fire shifts, and she reiterated she would like to choose Option 1.

618

619 Motion by Ald. Wulf, second by Jarrod, to proceed with Option 1 with Borton Construction for
620 the Fire Department kitchen remodel at a cost not to exceed \$67,204, and additional funding
621 would be found through other city departments or within its own department.

622

623 City Administrator Rindfleisch said, “Generally when we are exceeding the budget ... In the two
624 years I have been here I have not seen it where there’s not an offset in this resolution. It’s, to
625 some degree, a blank check to find it somewhere else without having it presented here.” City
626 Administrator Rindfleisch noted the Fire Department has listed some options, which is a
627 common practice in finding other resources either within the department or outside a
628 department’s CIB, and he commended the Fire Department for following that. City
629 Administrator Rindfleisch told board members he would be concerned with exceeding the
630 budgeted amounts to such degree the city does not have the funding for it. City Administrator
631 Rindfleisch also said, “If the entire project has been underfunded in the Capital Improvements
632 Budget, the other practice we’ve done is to defer it to the next year, reserving the amount already
633 borrowed for and setting it aside in reserve – in this case, the \$60,000 – and then to the Capital
634 Improvements Project for next year, or requesting the difference – say, \$15,000 more for a
635 \$75,000 budget. Then you could meet the needs for the entire project being done at one time.”

636

637 Jarrod said he believes the only way this project may proceed is if Dan says there are other City
638 Hall projects he believes the city may save enough to pay for the overage in this project.

639

640 Dan told board members there has been a delay in starting many of the City Hall projects due to
641 the harsh winter and late arrival of spring. Dan referred to the parking lot project and told board
642 members the city always has gotten competitive pricing so that the project can come in under
643 budget. Dan said, “I feel confident. I think all of us work hard to try to make sure we can make
644 ends meet, so I think we can get it done. But I can’t say that right now with not all of the
645 projects bid out to see where we’re at. I think we can work together with Public Works and try
646 to do some of these things.”

647

648 On voice vote, motion carried unanimously.

649

650 **Item 13 – Review and consideration of parking restrictions along West Avenue and Park**
651 **Avenue, including parking on City right-of-way**

652

653 Jarrod said the Board of Public Works had discussed a proposal at its April 2 meeting to post no
654 parking on the west side of West Avenue from Royal Street to the north. Jarrod noted members
655 of the public had asked at the April 2 Board of Public Works meeting that options be explored,
656 and he said the public had not been invited back with a letter for this evening’s meeting as there
657 are several options on which city staff wishes to obtain feedback from board members. Jarrod

**Board of Public Works
of the City of Onalaska**

Tuesday, May 7, 2019

17

658 noted he had discussed some of the proposals earlier Tuesday with a property owner along West
659 Avenue, and he told board members a proposal for angle parking along the current playground
660 area has been included in their packets. Jarrod described this as a possible solution, and he told
661 board members the owner of the Blue Moon Restaurant had attended the April 2 Board of Public
662 Works meeting and suggested installing angle parking on the current street and having a one-way
663 street. Jarrod said, "I think part of the overarching discussion here needs to be, what's going to
664 happen in the future with the park facility? In discussing that with Parks and Recreation Director
665 Wick, there have been discussions about this park."

666
667 Dan described the area as being "a very difficult park" with aging equipment and in a difficult
668 location with the amount of traffic and the number of patrons at restaurants located in that area.
669 Dan said the park has minimal green space, and he noted the playground was installed in the
670 right-of-way. Dan also noted members of the Parks and Recreation Board had toured all the
671 city's facilities in the summer of 2018, and he said its members questioned whether this location
672 is ideal for a park. Dan said that while individuals in the neighborhood might enjoy the green
673 space, the best use for it in this location must be determined. Dan noted the Parks and
674 Recreation Board has not yet seen this item and said it could go in front of the Parks and
675 Recreation Board at its May 20 meeting so that its board members could provide input.

676
677 Jarrod asked if this item should be presented to the Parks and Recreation Board so that its
678 members may make a recommendation regarding usage of the park. Jarrod said, "That will drive
679 some of the decisions that could be made, or possibilities that could be proposed based upon
680 what they are looking at going forward with. If the playground is aged equipment that should be
681 replaced, either way, does the equipment get moved farther north into the actual grass area,
682 which is less down by the road and then we could put some parking back in the right-of-way? If
683 the Park Board says, 'No, we want to keep everything the way it is,' obviously we have to look
684 at different options. I will say looking at this area with West Avenue, the width of the street is
685 only 30 feet. With the current situation of on-street parking, it's just not viable in that area to
686 have parking on both sides, even during the summertime." Jarrod said he doubts the Fire
687 Department would not be able to get an apparatus through, and also that staff is attempting to be
688 creative in its solution; cognizant of the Blue Moon Restaurant, which has been in the
689 community for several years; providing for the residents; and providing safe alternatives. Jarrod
690 admitted there likely will be a citizen who will be displeased with whatever option is chosen.
691 Jarrod also said he believes this is a work in progress and that the public should be invited back
692 in the future to see what the possible options are. Jarrod said he believes the next step would be
693 for Dan to take this item to the Parks and Recreation Board, and then something can be brought
694 back to the Board of Public Works.

695
696 Ald. K. Smith asked if the board should make a motion to send this item to the Parks and
697 Recreation Board, or if it should be referred to the Parks and Recreation Board by taking no
698 action at this time.

**Board of Public Works
of the City of Onalaska**

Tuesday, May 7, 2019

18

699

700 Mayor Chilsen said the board must take some form of action.

701

702 Motion by Fred, second by Ald. Wulf, to refer to the June 5 Board of Public Works meeting
703 review and consideration of parking restrictions along West Avenue and Park Avenue, including
704 parking on City right-of-way.

705

706 On voice vote, motion carried unanimously.

707

708 **Item 14 – Review and consideration of drainage easement at 960 and 962 Streblow Street**

709

710 Jarrod noted he had included a map of the area in board members' packets, and he also noted the
711 individuals residing at 960 and 962 Streblow Street had provided public comment at the April 2
712 Board of Public Works meeting regarding a drainage easement in the rear of their property.
713 Jarrod referred to Items 'A' and 'B', which outlines easements that were given to the city
714 regarding drainage, and he also pointed out on a map a Town of Onalaska property located on
715 Superior Street where there is a septic drain field in the rear of the property. Jarrod said that
716 when the property located on Bethanne Place was developed in the mid-1990s, the drainage
717 drained back onto the Town of Onalaska property. A drainage easement was set, and it is shown
718 on a copy of the plat that was included in board members' packets. Jarrod said the plat shows it
719 was the back 25 feet of the properties along Bethanne Place and out to Streblow Street, meaning
720 it would have gone through the properties located at 960 and 962 Streblow Street.

721

722 Jarrod said when the developer began developing 960 and 962 Streblow, he did not want to be
723 encumbered by the 25-foot easement that went out to Streblow because it took up a significant
724 portion of the building area of the property. The developer proposed to have the stormwater
725 drainage easement be located in the rear of the property, where the 30-foot building setback is
726 located. This was changed as part of the 1997 amendment to the stormwater storage easement.
727 Jarrod noted this is outlined in a red crosshatching on board members' maps. Jarrod said when
728 the second addition to the Meier Farm came in – it developed the remainder of Streblow Street,
729 which developed the lot located at 1000 Streblow Street at 1443 Superior Street – the lot graded
730 a drainage swale that is shown on the map with a dashed line of orange, and it drains to a storm
731 sewer that is stubbed out onto Superior Street. Jarrod noted there are now trees present along the
732 drainage swale located at 1000 Streblow Street, and he said the drainage is not as good as it was
733 in the past. Water built up in the drainage area at 960 and 962 Streblow due to the spring
734 weather conditions, and Jarrod said it had come close to the houses. Jarrod said he believes the
735 easements outline what the city has, and he noted there is no specific drainage easement through
736 1000 Streblow Street. While there is a drainage plan, Jarrod said the city does not have the
737 maintenance authority to enter a yard and maintain a swale.

738

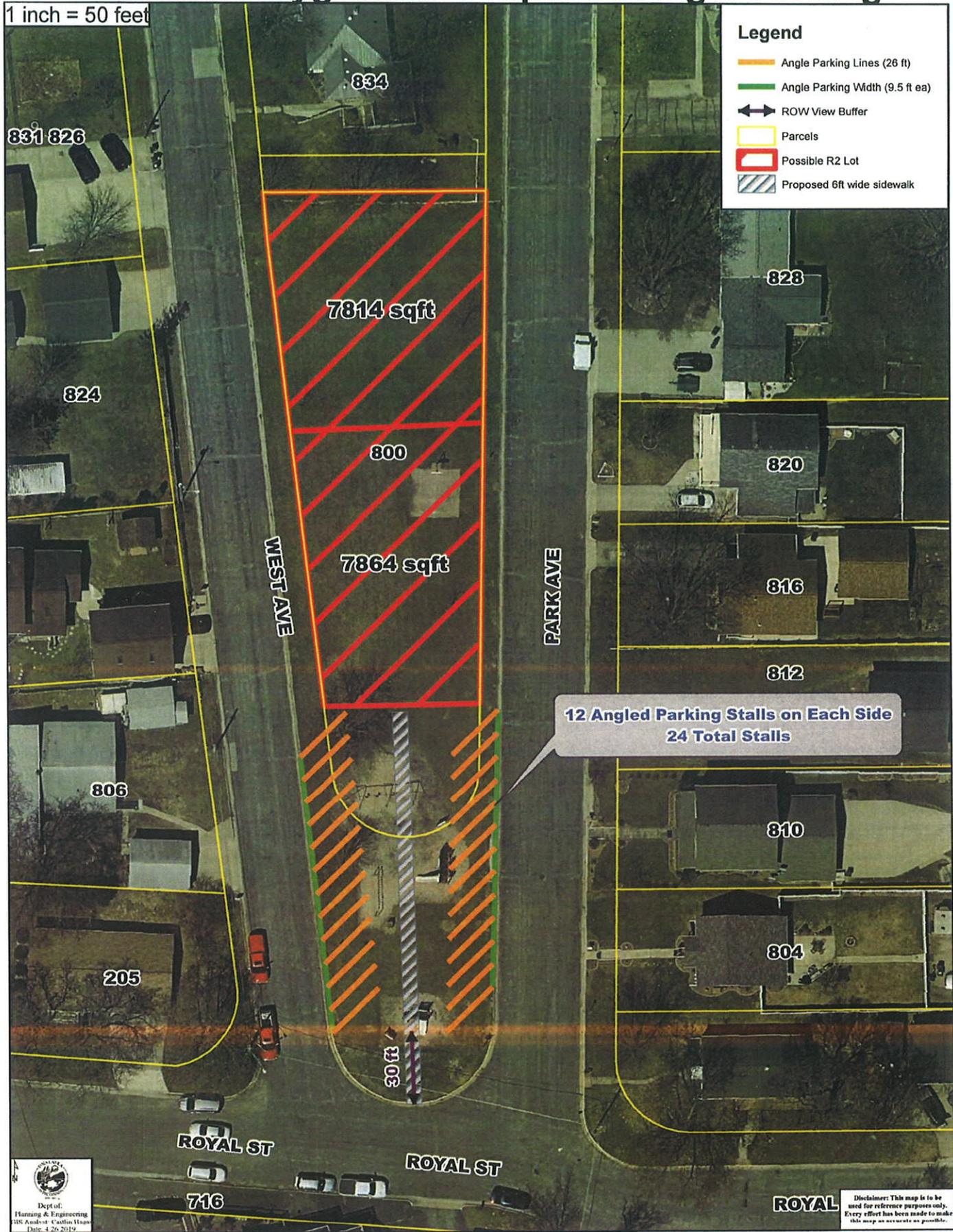
739 Jarrod said, "It is a very unique site that we do not have very many of within the city for a

Park Ave Playground: Proposed Angle Parking

1 inch = 50 feet

Legend

-  Angle Parking Lines (26 ft)
-  Angle Parking Width (9.5 ft ea)
-  ROW View Buffer
-  Parcels
-  Possible R2 Lot
-  Proposed 6ft wide sidewalk



ROYAL Disclaimer: This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.

BOARD OF PUBLIC WORKS

ESTIMATES FOR PAYMENT		Estimate No. 1	Page 1 of 1
PROJECT: Rowe Park Master Plan		PERIOD: March 17th to April 13, 2019	
Onalaska 2019 CIP # 47			
OWNER: City of Onalaska 415 Main Street Onalaska, WI. 54650		CONTRACTOR: MSA Professional Services 1230 South Boulevard Baraboo, WI 53913	

CHANGE ORDER SUMMARY			
No.	Date	Description	Amount
1.		1. Original Contract	\$15,000.00
2.		2. Net Change Orders	\$0.00
3.		3. Current Contract (1+2)	\$15,000.00
4.		4. Total Work Completed	\$2,620.00
5.		5. Materials on Hand	\$0.00
6. Subtotal (4+5)			\$2,620.00
7. Retainage 5% (100% Complete)			\$0.00
8. Less Previous Application(s)			\$0.00
9. DUE THIS APPLICATION			\$2,620.00
(6 minus 7 minus 8)			
Net Total:			\$0.00

SCHEDULE	
Completion Date: 10/1/2019	Revised Date: 5/13/2019
Days Remaining:	On Schedule: YES X NO

MATERIALS ON HAND BREAKDOWN*	
Description	Amount
*Documentation Attached	Total

CITY ENGINEER'S RECOMMENDATION	
Payment of the above amount DUE THIS APPLICATION is recommended.	
Engineer: _____	
By: _____	
Date: _____	Project No. _____

CONTRACTOR'S CERTIFICATION:	
The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract have been applied on account to discharge CONTRACTOR'S legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.	
Contractor: _____	
By: _____	
Date: _____	