

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

Monday, February 23, 2015

1

1 The Meeting of the Parks & Recreation Board of the City of Onalaska was called to order at 5:16
2 p.m. on Monday, February 23, 2015. It was noted that the meeting had been announced and a
3 notice posted at City Hall.

4

5 Roll call was taken with the following members present: Ald. Erik Sjolander, Gretchen
6 Newhouse, Andrea Benco, Brian Udermann, Andrea Vogler

7

8 Also Present: Parks and Recreation Director Dan Wick, Parks Maintenance Supervisor Mark
9 Hanson, Recreation Supervisor Marcus Aumann, Buildings Manager Brian Babiash

10

11 Excused Absences: Mitch Moths, Sue Peterson

12

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

14

15 Motion by Andrea Vogler second by Ald. Sjolander, 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 Andrea Benco called for anyone wishing to provide public input and closed that portion of the
23 meeting.

24

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

26

27 **Item 4 – Approve Commercial 104” Lawnmower purchase. Bids are due at 10:00 a.m. on**
28 **Feb. 23**

29

30 Dan noted that board members have received a copy of the bid tab as well as a copy of an email
31 from Kevin Hesemann of Portland Implement, Inc. Dan noted that Portland Implement had not
32 submitted a sealed bid, but rather the email that is before the board this evening. Dan said he had
33 reviewed the email and pointed out that Hustler is attempting to protect the dealers that perform
34 the most work. Dan said a regional sales representative from Bobcat of the Coulee Region
35 brought the 104-inch unit to the department last summer to utilize as a demonstration. Dan said
36 that while other dealers can provide a better price, the sales representative and employees at
37 Bobcat of the Coulee Region will be the ones who profit from the deal. Dan referred to the email
38 and said Kevin had not been aware of this when he met with Mark on February 19. Dan said if
39 Hustler were to keep this as its policy it would withdraw its bid. Dan said he had called Kevin
40 Monday morning and asked if he would be able to speak with his regional sales representative.
41 Kevin called back Monday afternoon and informed Dan that Hustler will stay with the process it

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42 has and will be removing its bid because it cannot afford to sell the unit to the city and not profit
43 from the deal. Bobcat of the Coulee Region is the company that would profit. Dan said, “I
44 understand the philosophy of the company, but it’s very difficult for us as a municipal
45 organization that needs to get competitive bids. From a lawnmower standpoint, this is the only
46 one on the market at 104 inches or larger than 72 [inches] that we have found, so it’s a little bit
47 different than a lot of the lawnmower bids and the equipment that we bid because sometimes we
48 can get multiple bids.”

49
50 Dan said staff recommends proceeding with the bid from Bobcat of the Coulee Region. The bid,
51 which includes the purchase of the 104-inch industrial lawnmower and trade-in of the
52 department’s Kubota unit, would be \$15,761.75. Dan pointed out that this bid is less than the
53 budgeted amount of \$17,000 from the 2015 budget process.

54
55 Motion by Andrea Vogler, second by Gretchen, to approve the purchase of a 104-inch industrial
56 lawnmower, along with the trade-in of the current Kubota unit, from Bobcat of the Coulee
57 Region, Inc. at a cost not to exceed \$15,761.75.

58
59 On voice vote, motion carried.

60
61 **Item 5 – Review and discussion of 2015 Comprehensive Plan Update, Chapter 5 – Utilities**
62 **& Community Facilities**

63
64 Dan said the Long Range Planning Committee, which is in the process of updating the city’s
65 Comprehensive Plan, is seeking feedback from as many boards and committees as possible. Dan
66 said the Long Range Planning Committee is not seeking either a motion or a recommendation
67 from the Parks and Recreation Board; rather, its members simply are seeking input.

68
69 Andrea Benco referred to page 9 of Chapter 5 and said she was unaware that the adult
70 playground at Community Park had been created and suggested that perhaps it could be
71 identified differently.

72
73 Andrea Vogler suggested calling this an outdoor fitness area. Andrea Vogler then referred to
74 Table 5-4, “Onalaska Places of Worship,” on page 20 and noted that Coulee Rock is a church
75 located next to Grizzly’s. This church was not included in Table 5-4.

76
77 It was noted that Coulee Rock is located in the City of La Crosse.

78
79 Andrea Benco noted that Chapter 5, along with other chapters, can be found at
80 cityofonalaska.com.

81
82

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83 **Item 6 – Review 2015 Summer Activity Guide**

84

85 Dan noted that the copy before the board this evening is not the final document and said the goal
86 is to have the final document completed by Wednesday.

87

88 Marcus noted that three or four proofs had been examined earlier Monday and said the proofs
89 have been taken into one master. Marcus said he will make the necessary revisions and that his
90 goal is to complete work by noon Tuesday. Marcus pointed out that the Gold Pass information
91 has been relocated next to the Omni Center programs in the front of the document. Sponsors
92 have been placed on page 6, and the department’s 55-and-older programs are on page 24.

93

94 Dan referred to the Gold Pass, which is an attempt to sell open gymnasium and skating times at
95 the Omni Center, along with open swimming at the Aquatic Center. Dan also referred to the
96 “Rink Rats” program, an in-house program for youth hockey players at the Omni Center. Dan
97 noted that basketball skills camps and a morning sports academy for kids have been added. A
98 group from Iowa will be bringing in a mobile basketball camp.

99

100 Marcus noted that Stark Brothers Sports has purchased bubble suits that hopefully will be
101 utilized with youth sports as well as an adult soccer league.

102

103 Gretchen complimented both the layout of this year’s guide as well as the Gold Pass. Gretchen
104 also asked if a discount comes with the early purchase of a Gold Pass.

105

106 Marcus said that while discounts have been given in the past for the early purchase of Aquatic
107 Center passes, there had not been a discussion regarding doing this with the Gold Pass.

108

109 Dan referred to the 10-percent discount given to individuals who purchase Aquatic Center passes
110 the week of April 6-10 and asked for the board’s input regarding a Gold Pass discount. Dan
111 referred to the \$90 individual fee for a Gold Pass and noted that \$4.50 apiece could be taken off
112 for both the Aquatic Center and the Omni Center.

113

114 Gretchen suggested offering a Gold Pass discount this year in an attempt to draw individuals to
115 the Omni Center and “get the program going.”

116

117 Dan told Gretchen he agrees with her. Dan also referred to a suggestion that had been made
118 regarding offering smaller programs during the open gymnasium time. Doing so could assist in
119 paying for staff at the Omni Center.

120

121 Gretchen inquired about how old children must be to utilize the open gymnasium time
122 unaccompanied by an adult.

123

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124 Marcus said this had been discussed, but had not made in into this draft. Marcus noted that
125 children under the age of 7 must be accompanied by an adult at the Aquatic Center.

126

127 Brian Udermann inquired about the use of kayaks and fishing poles.

128

129 Marcus said the kayaks are utilized the most. Marcus also noted that the “Rugged Run,”
130 scheduled for June 28, will be part of the “Celebrate Onalaska” festival.

131

132 In response to a question by Gretchen, Marcus said the activity guide currently does not contain
133 information regarding “Celebrate Onalaska.”

134

135 Dan said the committee working on “Celebrate Onalaska” has nearly finalized all the details of
136 the event.

137

138 Andrea suggested perhaps including an insert regarding the event if the details are finalized
139 before the brochure is mailed.

140

141 Dan said doing so would require the brochures to be tabbed at an additional cost. Dan said staff
142 is looking into a link to a website containing information about “Centering Onalaska.”

143

144 Motion by Brian Udermann, second by Gretchen, to approve the 2015 Summer Activity Guide.

145

146 On voice vote, motion carried.

147

148 **Item 7 – Approve 2015 Youth T-shirt printing to:**

149

150 a. B&B Graphics in the amount of \$4.00 for 50/50 blend shirts

151 b. Games People Play in the amount of \$5.50 for performance shirts

152

153 Dan said the performance shirts are dry-fit and noted that this has not been included in past t-
154 shirt bids. Dan said staff has discussed ordering dry-fit shirts for all the coaches and noted
155 Games People Play will honor its price if the department decides to order another 100 shirts.

156

157 Motion by Ald. Sjolander, second by Andrea Vogler, to approve 2015 Youth T-shirt printing to
158 B&B Graphics in the amount of \$4.00 per shirt for 50/50 blend shirts, and to Games People Play
159 in the amount of \$5.50 per shirt for performance shirts.

160

161 On voice vote, motion carried.

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163

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165 **Item 8 – Review and consideration of possible action for the acquisition of property in Van**
166 **Riper Park for State Trunk Highway 35 project with Wisconsin Department of**
167 **Transportation**

168
169 Dan noted that board members’ packets include items to help them identify the area in question
170 and said he also had brought with him a map of Van Riper Park. Dan referred to the map and
171 pointed out the two parcels of land needed for the State Trunk Highway 35 project. One is a
172 small piece of land off an easement the city owns, and another is a piece to connect the sidewalk.
173 One parcel of land is 0.010 acres, and the other parcel of land is 0.03 acres. Dan said the
174 Wisconsin Department of Transportation is willing to pay the city \$1,400 to purchase these
175 parcels. Dan also said he believes it is “a formality” to work with WisDOT and complete the
176 projects.

177
178 Motion by Andrea Vogler, second by Brian Udermann, to approve the sale of property in Van
179 Riper Park for State Trunk Highway 35 project with Wisconsin Department of Transportation for
180 \$1,400.

181
182 On voice vote, motion carried.

183
184 **Item 9 – Approve partnership with Onalaska School District and City of Onalaska for**
185 **improvements to Northern Hills and Irving Pertzsch Schools**

186
187 Dan referred to the current construction projects both at Northern Hills and Irving Pertzsch
188 Elementary Schools and said staff has spoken with Onalaska School District officials about the
189 city potentially becoming involved in assisting with the completion of some projects. Dan said
190 Onalaska School District had asked if the city would consider contributing approximately
191 \$37,000 toward bleacher modifications and purchasing volleyball equipment, a motorized
192 divider curtain, a controlled keypad and a power connection at Northern Hills. The district also
193 has asked for assistance with painting additional cross-court lines and inserts and purchasing
194 volleyball equipment, a motorized divider curtain, a power connection and a controlled keypad at
195 Irving Pertzsch. Dan said the 2015 budget process had progressed past the point of attempting to
196 find an account for the funds. However, Dan also noted that after speaking with Mayor Joe
197 Chilsen and Financial Services Director/Treasurer Fred Buehler he learned there are funds in the
198 Non-Resident Account. Dan noted funds from this account had helped construct Van Riper Park
199 Shelter No. 1.

200
201 Dan said, “People may ask, why do we want to get in there? They were awarded a \$16 million
202 referendum to do it. We’re fortunate to have a school district that wants to work with us. Both
203 at Northern Hills and Irving Pertzsch there is no need for them to have a curtain in these gyms.
204 They have one physical education teacher, and the need is not there. We run our Park and Rec
205 programs, and for us to drop in a curtain we can run programs on each side, which is very

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206 beneficial. The size of the gyms, we've worked with them and they've made them larger than
207 they first had planned for. We can run volleyball going cross-court so maybe we don't have to
208 take Eagle Bluff where teams may want to practice there and do other things. I called it a
209 partnership. I think that's what it is. I value them allowing us to come in and provide input, and
210 I feel the Non-Resident Account is a viable way that we can give back to help get some of these
211 items put into the schools that will definitely benefit us well into the future."

212
213 Dan said he is seeking board approval to spend \$25,093 – \$11,611 of which would be designated
214 for Northern Hills, and \$13,482 of which would be designated for Irving Pertzsch. Dan broke
215 down how the funds would be allocated:

216

217 **Northern Hills**

- 218 • **Volleyball equipment (2 sets):** \$1,663
- 219 • **Motorized divider curtain:** \$8,728
- 220 • **Keypad control option:** \$1,220

221

222 **Irving Pertzsch**

- 223 • **Volleyball equipment:** \$1,865
- 224 • **Motorized divider curtain:** \$7,897
- 225 • **Painting additional cross-court lines & inserts:** \$3,720

226

227 In response to a question by Ald. Sjolander, Dan said there are sufficient funds to cover this
228 request.

229

230 Gretchen asked how much the Non-Resident Account generates yearly.

231

232 Dan said the city obtains between \$5,000 and \$6,000 from non-residents and noted there is
233 approximately \$32,000 to \$33,000 in the account at this time.

234

235 Gretchen asked if there are any policies dictating how these funds may be spent.

236

237 Dan said no, stating that while it would have been ideal to take this request through the budget
238 process it also will go before both the Finance and Personnel Committee and the Common
239 Council.

240

241 Andrea Benco asked who is responsible for the maintenance and replacement of the equipment
242 once it is purchased.

243

244 Dan said the department has been working jointly with the school district on the volleyball
245 equipment. Dan added that City Attorney Sean O'Flaherty will need to create an agreement
246 regarding care and maintenance of the equipment. Dan noted it is necessary for janitors to be

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247 present when department programs are at Onalaska High School and Onalaska Middle School on
248 weekends. Dan said the department is working with the school district on potentially issuing the
249 department a school district key.

250

251 Motion by Brian Udermann, second by Gretchen, to approve partnership with Onalaska School
252 District and City of Onalaska for improvements to Northern Hills and Irving Pertzsch Schools in
253 an amount not to exceed \$25,093.

254

255 On voice vote, motion carried.

256

257 **Item 10 – Report from Onalaska Enhancement Foundation**

258

259 No report.

260

261 **Item 11 – Report from Great River Landing Committee**

262

263 Ald. Sjolander said the report that Land Use and Development Director Brea Grace and Short
264 Elliott Hendrickson had presented to the Parks and Recreation Board at its January 26 meeting
265 also had been presented to the Common Council at its February 10 meeting. Ald. Sjolander said
266 this report had been approved and noted that the Great River Landing Committee will be meeting
267 on Thursday, February 26.

268

269 In response to a question by Andrea Benco, Ald. Sjolander said the Braund Lumber building is
270 scheduled to be razed either in March or April.

271

272 **Item 12 – Director’s Report**

273

274 **a. Parks Update**

275

276 Mark reported the following:

277

- 278 • Staff is performing tree work and carpentry work.
- 279 • New fencing will be erected at the Omni Center.
- 280 • The new toolcat has arrived.
- 281 • GIS Manager Joe Barstow will assist in creating maps of all the city’s 50 to 60 mowing
282 areas. These maps will be laminated and placed on a sheet for employees.

283

284 Andrea Benco asked if the Meier Farm path has been staked out.

285

286 Mark said there are signs at both ends.

287

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288 Dan said it is being maintained as a mowed trail system.

289

290 **b. Recreation Update**

291

292 Marcus thanked board members for their input regarding the Summer Activity Guide and
293 reported the following:

294

- 295 • Toad's Cove Arena BMX on County Trunk Highway B is developing one-hour "Learn to
296 BMX" program.
- 297 • La Crosse Archery is offering programs for both teenagers and adults.
- 298 • The Spanish program is still running.
- 299 • There will be expert log rolling classes.
- 300 • There will be a 3-on-3 basketball tournament in May at the Omni Center.
- 301 • The "Rugged Run" will have 1- and 2-mile courses.

302

303 **c. Aquatic Center Update**

304

305 Marcus noted that applications are open online, and that he has scheduled a meeting for next
306 week with the facility's supervisors. Marcus also noted a La Crosse County health organization
307 had contacted him about sending a representative to speak to staff about sun safety.

308

309 **d. Omni Center Update**

310

311 Brian Babiash reported the following:

312

- 313 • This is the final week that Arena No. 1 will have ice. Ice will be removed on Sunday,
314 March 1, and the Home Show is scheduled for the first weekend in March.
- 315 • A basketball court will be in place by Monday, March 9. Individuals will be able to
316 participate either in soccer, basketball or baseball.
- 317 • A high school volleyball event is scheduled during "Celebrate Onalaska" on Saturday,
318 June 27.
- 319 • There have been discussions regarding summer broomball.
- 320 • The variable speed drives have assisted in maintaining a comfortable temperature in
321 Arena No. 1.

322

323 Dan said a UW-La Crosse student is working on a report regarding the economic impact of the
324 Omni Center. Dan also said the city and Stevens Engineering is attempting to finalize all the
325 contract documents.

326

327

328

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329 **Adjournment**

330

331 Motion by Andrea Vogler, second by Gretchen, to adjourn at 6:05 p.m.

332

333 On voice vote, motion carried.

334

335

336 Recorded By:

337

338 Kirk Bey