



Department of Public Works

Street & Park and Water Departments
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CITY OF BURLINGTON PARK BOARD MINUTES THURSDAY, NOVEMBER 21, 2013, 6:30 P.M. 2200 S. Pine Street, Burlington, WI 53105

Chairman Darrel Eisenhardt, Commissioners Jennifer Amborn, Clay Brandt, Ruth DeLay, Jeff Schopp, Peter Turke, Alderman Bob Prailes, DPW Supervisor Dan Jensen, P.E.

Chairman Darrel Eisenhardt called the meeting to order at 6:30 P.M.

Roll Call: Present: Commissioners Jennifer Amborn, Ruth DeLay, Peter Turke, Alderman Bob Prailes, DPW Supervisor Dan Jensen and Chairman Darrell Eisenhardt. Excused: Commissioners Clay Brandt and Jeff Schopp.

Approval October 17, 2013 Minutes: Chairman Eisenhardt entertained a motion for approval of the October 17, 2013 Minutes. Motion to approve made by Commissioner Turke. Seconded by Commissioner Amborn. All voted aye, motion carried.

Citizens Comments: None

Aldermanic Report, Bob Prailes: Alderman Bob Prailes reported the City Council would be budgeting \$25,000 in 2014 for Park Board Funds.

He also reported that Kiwanis had repaid the last \$5000.00 that was owed to the City.

The Kiwanis also would to install a scoreboard that could be used for baseball and (as a timer) for soccer. He will be discussing this with the Park Board later on during the winter months.

The memorial to Jim Wanasek, previously approved by the Park Board for Bushnell Park, will be proceeding and is scheduled for completion by October 2014.

DPW Supervisor Report, Dan Jensen: Presented the Five Year Emerald Ash Borer Implementation Plan he will be presenting to the City Council. Mr. Jensen stated that trees 5" and below in diameter could be treated with Emamection benzoate (TREE-age) by injecting the chemical into the affected tree for a period of two years.

Wachtel Tree Service completed the tree inventory for the City and there were 821 total ash trees identified on City property and within the right-of-ways. 665 are located in the street right-of-way and 156 are located in parks and other public properties. The ash trees make up 18.4% of the public tree species; 19.6% of street trees and 14.5% of park/public property trees.

Trees on private property were not inventoried and would be the homeowner's responsibility, which is why Mr. Jensen stated it would be important to educate the general public.

The Park Board was in agreement that some type of awareness program for the general public should be implemented. Alderman Prailes suggested tying ribbons around every ash tree that is on City property, to bring awareness to the number of trees that are affected, and to push start residents questioning why the ribbons are there.

Alderman Prailes also suggested that possibly homeowner's would be willing to pick up part of the cost of treating the right-of-way tree if it is located in the front of their property. This is something Dan Jensen, DPW Supervisor stated would have to be looked into further.

Alderman Prailes stated he would like to see as many trees as possible saved. The Park Board was in agreement. Mr. Jensen, DPW Supervisor will report back to the Park Board once he has approval from the Council.

Mr. Jensen also reported the fence at Congress field has been completed by Kresken fence. He will advise the Park Board when the invoice has been received.

New Business:

Wehmhoff-Jucker Restroom Upgrade Costs: Dan Jensen, DPW Supervisor distributed the proposal from Stelling & Associates Architects, Ltd., prepared by John Sucharski for updating the restrooms at Wehmhoff Jucker Park. The request was to make the restrooms ADA accessible and provide a new exterior finish. The proposal to provide the drawings was for \$3500.00, plus reimbursable costs, as outlined in the proposal.

Alderman Prailes stated that although the cost to have everything done at one time (restroom, pavilion and improved trails through the Grant Trail Grant funding) was not affordable, that he would at least like to see what the total proposed costs would be for drawing up the plans to also design a new pavilion. This would allow the Park Board to know approximately the cost to do the whole project.

After much discussion, Chairman Eisenhardt asked if there was going to be a motion. Alderman Prailes made a motion to approve adding an additional \$3000.00 for the building design only for a new pavilion, in the same location, at Wehmhoff-Jucker Park, with a not to exceed total amount of \$6500.00 for both the restroom remodeling and pavilion design to Stelling & Associated Architects, Ltd. Seconded by Commissioner Turke. All voted aye, motion carried.

Angela Stahl, New Dog Park President (Carolyn Robbins resigned): Angela Stahl was not present. She had sent an email to Deb Rintamaki, DPW Adm. Assistant, that she was unable to attend. However, Karlie Thate, Eileen McNaney, Garreth Langley and Theresa Palen were present to express their concerns regarding the Dog Park.

They were not aware who was in charge of the Dog Park, and came to the Park Board meeting to find out what steps were necessary to become involved with the Dog Park Committee. They stated they had ideas for fund raising, and were concerned that nothing had been done in quite a while at the Dog Park to raise funds.

They were provided names they should contact and a copy of the memorandum of understanding between the City of Burlington and the Dog Park Committee. The Park Board members asked them to read the documents and to contact the Dog Park Board Members to find out when and where their meetings were held. The Park Board thanked them for attending, and if they needed any additional information they should attend the Park Board meeting in January or contact Dan Jensen, DPW Supervisor.

Old Business:

Grant Application Update: Dan Jensen, DPW Supervisor distributed the proposal from SAA Design Group's proposal for design, engineering and construction document preparation for the Trailhead Facilities Grant at Wehmhoff-Jucker Park. Total Cost \$13,944. The Park Board discussed this in addition to getting costs for the whole project idea, which include additional costs for the pavilion from Stelling and Associates, Architects before proceeding with SAA Design Groups scope of the Trailhead Facilities Grant. This was not approved until all costs from Stelling and Associates are received. Dan Jensen, DPW Supervisor will contact Blake Thiesen and advise him there will be a delay in approval. Mr. Jensen will also inquire about costs associated with raising the elevation up to the pavilion.

Other Items: The December meeting will be cancelled. The next regular Park Board meeting will be on Thursday, January 16, 2014 at 6:30 P.M. at the Department of Public Works building located at 2200 S. Pine Street, Burlington, WI 53105.

There being no further items for discussion, Chairman Eisenhardt entertained a motion to adjourn. Motion to adjourn made by Alderman Prailles. Seconded by Commissioner Turke. All voted aye, and Chairman Eisenhardt adjourned the meeting at 8:10 P.M.

Minutes respectfully submitted by:

**Deb Rintamaki
Department of Public Works**