



**CITY OF BURLINGTON PARK BOARD MINUTES
THURSDAY, JANUARY 23, 2014
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 6:31 P.M.

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

Approval of November 21, 2013 Minutes: Chairman Eisenhardt entertained a motion to approve the November 21, 2013 Minutes. Motion to approve made by Alderman Prailes. Seconded by Commissioner Brandt. All voted aye, motion carried.

Citizens Comments: None

Aldermanic Report, Bob Prailes: None

DPW Supervisor Report, Dan Jensen: Mr. Jensen reported presented the balances sheets for the park funds, reporting a balance of \$199,407.92. The Imprelis Claims dollars received from DuPont in the amount of \$49,911.75 have been deposited in the Park Board Funds. This balance did not include various deductions that need to be made such as for \$50,000 for Soccer fields in addition to the Trail Grant at Wehmhoff Jucker Park with Schreiber and Anderson, or any other amounts for Stelling and Associates.

Baseball 2000 is still in the planning stages for construction of a batting cage and storage building.

B-Town Sounds requested waiving their reservation fee for 2014 for use in Echo Park throughout the summer. After some discussion, Chairman Eisenhardt entertained a motion to waive the park fees for B-Town Sounds for 2014. Motion to approve made by Alderman Prailes. Seconded by Commissioner Turke. All voted aye, motion carried.

Mr. Jensen will be present the Urban Forestry Management Plan and Emerald Ash Borer Mitigation Plan to the City Council on February 19, 2014.

Catholic Central has expressed an interest in using the soccer facilities at Bushnell Park in the spring 2015. Their schedule is pending and Mr. Jensen will send them last year's schedule to give them an idea of what is being used.

New Business:

Karlie Thate, New Dog Park President (Carolyn Robbins resigned)

Karlie Thate, newly elected Dog Park President and Chris Hohensee, Treasurer was present to introduce themselves and had some questions for the Park Board. Ms. Thate asked who was responsible for the garbage at the Dog Park. DPW Supervisor Dan Jensen stated that his crews have been busy with plowing and salting, but he would have someone pick it up Friday morning.

Ms. Thate also asked if they could do fund raising through selling signs again. Chairman Eisenhardt explained that signs were previously approved, but if they changed in color or size, she would have to get Park Board approval.

Ms. Thate also stated there was a problem with people not disposing of their dog waste. Dan Jensen explained there was an ordinance regarding this, and if it continues to be a problem, she should contact the Police Department and a violation ticket could be issued to the offenders.

Ms. Thate asked if they could get additional picnic tables, and if they would be allowed to paint the ones currently there. Mr. Jensen stated there currently were tables on order, and he would make sure that three (3) more get placed at the Dog Park. He also stated painting the tables would be permitted.

Ms. Thate inquired about mowing, and specifically if they could do the mowing themselves. Mr. Jensen stated this would be allowable.

Ms. Thate asked about various improvements such as putting cement in areas of the Dog Park, constructing a shed, or having water installed at the Dog Park. Mr. Jensen stated these improvements would all need Park Board approval and plans would need to be submitted prior to anything being installed. She also stated that there were no keys for the various locks at the Dog Park. Dan Jensen stated she could buy new locks and replace them, as this was something that was taken care of by the Dog Park Committee.

The Park Board members thanked Ms. Thate for taking over the responsibilities of Dog Park President and wished her well. Chairman Eisenhardt asked that if a representative from the Dog Park Committee was not able to attend the monthly Park Board meetings, that they at least submit a quarterly report to Deb Rintamaki, who will distribute it to the Park Board Members. She agreed and thanked the Park Board for their time and help.

Baseball 2000 Lease Agreement Review – Dan Jensen, DPW Supervisor: DPW Supervisor Dan Jensen stated the Baseball Lease for Baseball 2000, consisting of the various groups, has expired and there were several changes to language that he felt needed to be made. Some of the items discussed were signs, insurance liability issues and language clarification.

Dan Jensen will email the Park Board Members his suggestions and asked they review the lease prior to the February Park Board Meeting. Mr. Jensen will also ask Dick Imrie to attend the February 20, 2014 Park Board meeting.

Old Business:

Wehmhoff-Jucker Restroom Upgrade Costs: Tom Stelling of Stelling & Associates Architects, Ltd. was in attendance to present his conceptual drawings for the pavilion and comfort station (restrooms) at Wehmhoff-Jucker Park. Mr. Stelling's drawings and power point presentation showed various issues and solutions for the pavilion and restrooms, which would be the most challenging due to their age and lack of being ADA compliant.

All Commissioners were interested in seeing Wehmhoff-Jucker Park upgraded, as all felt it was a beautiful park, but the buildings were old, outdated and non ADA compliant. They discussed the possibility of having some of the work done by volunteers, but would also like to know the total cost that would allow them to look to the future. The Commissioners were also interested in Tom Stelling of Stelling & Associates Architects, Ltd., work with Blake Theisen of Schreiber and Anderson on the grading issues up to the pavilion and bathroom stoops.

The Commissioners thanked Mr. Stelling for his presentation and all were in agreement that they would like to have the complete costs for the pavilion and bathrooms, to include grading when necessary around the buildings.

Grant Application Update:

The Commissioners discussed they would like Tom Stelling and Blake Theisen to work together regarding the grading issues of the pavilion and restrooms.

After additional discussion was held, Chairman Eisenhardt asked for a motion to proceed with Schreiber and Anderson to obtain grant funding construction costs for the Wehmhoff-Jucker Park Trailhead Development Project in Wehmhoff Jucker Park up to the restroom in the park, for design, engineering and construction document preparation. Motion to approve made by Alderman Prailes. Seconded by Commissioner Schopp. All voted aye, motion carried. Dan Jensen, DPW Supervisor will ask Blake from Schreiber and Anderson to attend the February 20, 2014 Park Board Meeting.

Other Items: Chairman Eisenhardt stated he would not be at the February 20, 2014 Park Board Meeting and asked Vice President Clay Brandt to reside as Chairman. Commissioner Brandt agreed.

There being no other items for discussion, Chairman Eisenhardt entertained a motion to adjourn. Motion made by Alderman Prailes. Seconded by Commissioner Amborn. All voted aye, and Chairman Eisenhardt adjourned the meeting at 8:20 P.M.

Minutes respectfully submitted by:

**Deb Rintamaki
Administrative Assistant
City of Burlington
Department of Public Works**