



**CITY OF BURLINGTON PARK BOARD MINUTES
THURSDAY, MARCH 20, 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 6:32 P.M.

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

Approval of February 20, 2014 Minutes: Chairman Eisenhardt entertained a motion for approval of the February 20, 2014 Minutes. Motion to approve made by Alderman Prailes. Seconded by Commissioner Turke. All voted aye, motion carried.

Citizens Comments: Madonna Carr and Matt Kerwach were present to inform the Park Board of a newly founded organization called Bike Burlington. The group was founded a few months ago and wants to promote bike riding in the Burlington area. They requested to be on the Park Board Agenda for the April meeting to present their ideas in detail.

Aldermanic Report, Bob Prailes: None

DPW Supervisor Report, Dan Jensen: Dan Jensen, DPW Supervisor reported on the Park Development Fund financials and distributed the Revenues/Expenditures for the Commissioners review.

Mr. Jensen informed the Park Board that a decision would have to be made by the April Park Board meeting regarding whether or not to pursue the Sunset Trail grant funding. The Park Board then discussed how far the trail would actually go for the dollars they would be spending. This item will be on the April Park Board Agenda for the Park Board to vote on.

The Urban Forestry Plan and Emerald Ash Borer Mitigation Plan were presented to the Council on March 4th. Currently in process is determining how the work load will be split and how to notify residents of what is going on for tree removal and treatments.

Mr. Jensen was contacted by Tony Quinn who requested using Bushnell Park to run another Soccer Camp in 2014. The dates for the camp would be July 28 through July 31st from 10:00am to 11:30 am, and the camp would be for boys and girls age 7 to 13. This event is for profit, and would be run the same as the one he held last year. All Park Board Members were in agreement that it would be allowed.

Mr. Jensen stated that the Park Board will need to start discussing their plan to update the Five Year Park Plan. The Five Year Park Plan is required by the State of Wisconsin by any city wanting to pursue grant funding. Deb Rintamaki will put this item on the April Agenda for further discussion.

New Business:

Burlington Lions Club – Earl Squires –Flags at Echo Park along Milwaukee Avenue: Mr. Squires came before the Park Board to request placing 25, 3 X 5 flags in flag poles along Milwaukee Avenue at Echo Park. The flags would be spaced 3 feet apart and start at Echo Park just past Rice’s Liquor, and run along Milwaukee Avenue to the parking lot. The poles would have solar lights on the poles.

Mr. Squires stated that the flags would be put up probably four times a year, 10 days each time.. The poles would be removable, and the holes would have covers that could be placed in the openings when the flags are not being displayed. The Park Board Members all thought it was a nice gesture and great idea. Dan Jensen asked Mr. Squires to contact his office. Mr. Jensen would like Mr. Squires to meet with Aaron DeGrave, Park Foreman to discuss best possible placement for the flags. Mr. Squires agreed he would contact Mr. Jensen.

After some discussion, Alderman Prailes made a motion to approve the idea of removable posts being installed as presented, with the final approval to be determined by Dan Jensen, Supervisor for the Department of Publics Works to decide what would be the best area for placement. Seconded by Commissioner Brandt. All voted aye, motion carried.

Old Business:

Grant Application Update – Schreiber and Anderson: Discussed under Dan Jensen, DPW Supervisor Report above.

Wehmhoff-Jucker Restroom Upgrade Costs: Dan Jensen presented the estimated costs for the upgrades to the restroom at Wehmhoff-Jucker Park from Stelling and Associates. Total estimate for construction: \$53,314.00. The cost does not include asbestos remediation of less than 800 feet, which would be additional costs.

The Commissioners discussed in length about obtaining costs to construct a new pavilion at the same time, and all thought it best for cost effectiveness to have Stelling and Associates put together the cost for both. There was concern regarding funds to pay for everything, but the consensus was to get the costs of the restrooms and pavilion at the same time to save money. After a lengthy discussion, Alderman Bob

Prailes made a motion to approve hiring Stelling and Associates to administer the project costs estimates for the restroom upgrades at Wehmhoff-Jucker Park in addition to providing a cost estimate for the pavilion including preparing any necessary bid documents. Seconded by Commissioner Delay. All voted aye unanimously and the motion carried.

Dan Jensen, DPW Supervisor will contact Stelling and Associates and Blake Thiesen of Schreiber and Anderson to proceed.

Baseball 2000 Lease Agreement Review – Dan Jensen, DPW Supervisor: Mr. Jensen had met with the Baseball 2000 Group to review changes that needed to be made in the Baseball 2000 lease agreement. The changes were minor language adjustments that needed to be updated. Mr. Jensen stated that Baseball 2000 was in agreement and the new lease should be ready and signed soon.

Other Items: None

There being no further items for discussion, Chairman Eisenhardt entertained a motion to adjourn. Motion to adjourn made by Commissioner Delay and seconded by Commissioner Brandt. All voted aye, and Chairman Eisenhardt adjourned the meeting at 8:05 P.M.

Minutes respectfully submitted by:

**Deb Rintamaki
Department of Public Works**