



Department of Public Works
Street & Park and Water Departments
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CITY OF BURLINGTON PARK BOARD MINUTES
THURSDAY, APRIL 17, 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 6:34 P.M.

Roll Call: Present: Commissioners Jennifer Amborn, Ruth DeLay, Alderman Bob Prailes, DPW Supervisor Dan Jensen, and Chairman Darrel Eisenhardt. Excused: Commissioners Clay Brandt and Peter Turke. Absent: Jeff Schopp. Commissioner Schopp arrived at 6:55 P.M.

Approval of March 20, 2014 Minutes: Chairman Eisenhardt entertained a motion to approve the March 20, 2014 Park Board Minutes. Motion to approve made by Alderman Prailes. Seconded by Commissioner Amborn. All voted aye, motion carried.

Citizens Comments: None

Aldermanic Report, Bob Prailes:

DPW Supervisor Report, Dan Jensen: Dan Jensen reported the Park Development Fund financials and stated that Steve DeQuaker, Treasurer would be present at the May Park Board Meeting.

The Urban Forestry Management Plan will result in letters going out to home owners informing them about tree-age and removal of ash trees in the subdivisions that have been affected by the emerald ash borer.

Arbor Day is Friday, April 25th and will be celebrated in Echo Park, with DPW crews planting three (3) multi-stem Satura trees.. Mr. Jensen invited all members to attend the event if they are available.

New Business:

Music Matters – Karen Tolle: Ms. Tolle was present to request permission from the Park Board use of Echo Park for a final concert for the Summer Orchestra Program being held this summer. Music Matters is a non-profit group which supports music for all area students. Ms. Tolle indicated that the date for the final concert would be flexible. Dan Jensen, DPW Supervisor asked that she contact him when she knew what date they would like to use and she agreed to contact him.

After some discussion, Chairman Eisenhardt entertained a motion to waive the park reservation fees for Music Matters for their final summer concert to be held at Echo Park. Seconded by Commissioner Amborn. All voted aye, motion carried.

Update Review for Five Year Park Plan: After some discussion, it was agreed to have this item put on the May Park Board Agenda for review at that time.

Bike Burlington – Madonna Carr: Ms. Carr and Matt Kerwach were present to introduce Bike Burlington, a non-profit group that wants to raise awareness of the possibilities, promise and benefits of riding a bicycle. They want to lead a drive to create the best biking environment possible in and around the Burlington area. They stated they would like to see infrastructure changes in Burlington to make it a destination for bike riders. After their presentation, Alderman Prailes stated they should seek out the various service clubs to see if any would be interested in donating to their organization.

Ms. Carr stated they would like the use of Wehmhoff-Square on May 18th from 12:00 – 3:00PM, to promote their organization after the Chocolate City Bike Ride. After some discussion, Alderman Prailes made a motion to give them a waiver of the park reservation fees for use of Wehmhoff-Square on May 18th. Seconded by Commissioner Schopp. All voted aye, motion carried.

The Park Board thanked them for their presentation, and wished them much future success in their endeavors.

Sunset Trail Grant, Vote to Accept or Reject Grant Application: Dan Jensen, DPW Supervisor presented to the Park Board the timeline that was needed for either accepting or rejecting the grant application for the Sunset Trail Grant. The Board needed to make a decision at this evenings meeting.

The grant is a 50/50 share, meaning the City would be liable for \$45,000 and the other \$45,000 would be grant dollars.

After some discussion, Chairman Eisenhardt entertained a motion to accept the Sunset Trail Grant in the amount of up to \$90,000, as presented. Motion to accept made by Commissioner Schopp. Seconded by Commissioner Amborn. Unanimous all voted aye, motion carried.

Old Business:

Wehmhoff-Jucker Restroom Upgrade Costs: Dan Jensen, DPW Supervisor reported to the Park Board that while they had approved Tom Stelling of Stelling and Associates to do the contract administration work for the restrooms at the March Park Board meeting, that it would make more fiscal sense to have it all done by Blake Thiesen of Schreiber and Anderson. Schreiber and Anderson are currently doing the contract administration and documentation for the trail work, and the two items would be best coordinated together by the same company.

Mr. Jensen stated that Tom Stelling would still be doing the building components, but instead submitting the bills through Schreiber and Anderson for contracting purposes.

After some discussion, Chairman Eisenhardt asked if someone would like to make a motion for the proposed change. Alderman Prailes made a motion to approve Blake Thiesen of Schreiber and Anderson to do the contract administration work for Wehmhoff-Jucker restrooms and to have Tom Stelling submit the building components contract portions to Schreiber and Anderson for processing. Seconded by Commissioner Schopp. All voted aye, motion carried.

Baseball 2000 Lease Agreement Review – Dan Jensen, DPW Supervisor: Dan Jensen reported he had distributed the BB2000 Contract to Dick Imrie for the BB2000 Committee review. Mr. Imrie had been ill, but Mr. Jensen would contact Jim Ludtke to find out the status of the new agreement.

Other Items: Darrel Eisenhardt distributed the Baseball 2000 Summary of Receipts and Disbursements.

There being no further items for discussion, Chairman Eisenhardt entertained a motion to adjourn. Motion to adjourn made by Commissioner DeLay. Seconded by Commissioner Amborn. All voted aye and Chairman Eisenhardt adjourned the meeting at 7:56 P.M.

Minutes respectfully submitted by:

Deb Rintamaki

Department of Public Works