



**CITY OF BURLINGTON PARK BOARD MINUTES  
THURSDAY, JUNE 19, 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 6:30 P.M.**

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

**Approval of May 15, 2014 Minutes:** Chairman Eisenhardt entertained a motion to approve the May 15, 2014 Park Board Minutes. Motion to approve made by Alderman Prailes. Seconded by Commissioner Turke. All voted aye, motion carried.

**Citizens Comments:** None

**Aldermanic Report, Bob Prailes:** Alderman Prailes reported there will not be park fees from the building that Aurora is constructing because it is a business and not residential. The funds only apply to residential buildings.

Alderman Prailes reported the empty lot located next to the downtown parking structure cannot become a park as some people have suggested at Council Meetings. It has to remain commercial to pay off the TIF district it is included in.

Alderman Prailes also reported Chocolate Fest was a great success. The nice weather contributed to higher attendance and profit numbers will be out within the next week.

Alderman Prailes reported there had been a Soccer Field Meeting, and the cost for one field and road work came in from Chris Reesman at \$155,000, which is more than would be available from any source of combined funds at this time. They still plan on moving forward, but nothing will be started this year.

**DPW Supervisor Report, Dan Jensen:** Dan Jensen, DPW Supervisor reported the Emerald Ash Borer Program has been implemented and trees that can be treated are being treated and others that are dead are being removed. A letter is being given to the property owners a few days prior to the working being performed.

This allows the homeowner time to call with any questions or concerns they may have. This work is being done in addition to the regular removal and trimming of parkway trees.

Baseball 2000 is going to be putting a batting cage by Congress Street diamond. The building will be a pole type building that is 100 X 100' with 10' footings. It will also be able to be used for other uses during Chocolate Fest.

Weidert Electric had done some electrical work at Congress, Beaumont and the Hintz Sports Complex. The total amount was \$3700.00, which was not paid from the Park Development Fund, but from the Park Department Budget.

Mr. Jensen stated there is currently a fund balance of \$208,800.95 in the Park Development Fund.

#### **New Business:**

**Dog Park Committee – Karlie Thate:** Karlie Thate and Theresa Palen, representatives of the Dog Park were present. The account balance for the Burlington Area Dog Park Committee is \$1444.43. Ms. Thate stated they had several fund raisers planned for the year to help increase funds.

Ms. Thate stated she thought maybe they could set up something at Farmer's Market letting people know about the Dog Park in addition to fund raising. Dan Jensen, DPW Supervisor explained that Carol Reed was in charge of the Farmer's Market and gave Ms. Thate her telephone number.

Ms. Thate inquired about weed control around the fence at the Dog Park. She indicated weeds were half way up the fence. Dan Jensen, DPW Supervisor stated he could have the DPW crews spray weed killer to prevent further growth. The Dog Park would have to remain closed for 24 hours after spraying.

Ms. Thate also inquired about placing pile of tires and filling them in with dirt for dogs to climb on. They had seen the idea at another park and it will give dogs additional exercise and things to do while in the Dog Park. The Park Board thought it was a very creative idea and told Ms. Thate they could go ahead with their plan. Dan Jensen, DPW Supervisor stated he would help with placement, and had old tires available if needed,

Ms. Thate inquired about getting three additional picnic tables placed at the Dog Park. Dan Jensen, DPW Supervisor stated he would have them delivered in the next few days.

Ms. Thate also stated there is a muddy patch where no grass grows in an area where people generally sit and stand at the Dog Park and wondered if anything could be done about it. Dan Jensen, DPW Supervisor stated he could have wood chips placed in the area. Ms. Thate and Ms. Palen agreed that would be a good solution.

Ms. Thate inquired about water connections for the Dog Park. Dan Jensen, DPW Supervisor stated it would be very expensive as there were no water lines in the immediate area. The Park Board members stated the Dog Park Committee would have to come up with a plan first, but if they wanted to fund raise for water installation they would be welcome and encouraged to do so.

Ms. Thate and Ms. Palen thanked the Park Board for their time and the help Dan Jensen, DPW Supervisor is willing to provide. Ms. Thate will contact Mr. Jensen to schedule a time when they can meet at the Dog Park for placement of poles for disposal bags, and other items discussed above.

**Develop Scope for next Five Year Park Plan:** Chairman Eisenhardt asked the Park Board Members to review the original Five Year Park Plan to determine if there were any items they would like to see added or changed. Blake from SAA Design Group will be at the July meeting and the Park Board can inquire what the cost would be to update the Plan for 2015. The original plan was \$9645.00. The update should be significantly less as the original plan was start to finish and the updated plan would only need to include any changes to the plan.

**Park Reservation Form Revisions:** Dan Jensen, DPW Supervisor asked the Park Board to approve changes to the Park Reservation Form to include increasing table reservations from \$5.00 to \$15.00 each. Mr. Jensen also asked for approval to change to form to include a portion regarding bouncy houses and tents. Both would still need approval, however, a certificate of insurance listing the City as an additional insured would be required by all.

Alderman Prailes motioned to approve an increase to the table charge to \$15.00, each and adding the certificate of insurance requirement for bouncy houses or tents. In addition the telephone number for Diggers Hotline will be added to the Park Reservation Forms. Seconded by Commissioner Amborn. All voted aye, motion carried.

The Commissioners discussed the use of tables to various service clubs without a charge and if this practice should be continued. This will be placed on the July Park Board Agenda for discussion.

**Wehmhoff-Jucker Restroom Bid Packet:** Dan Jensen, DPW Supervisor presented the Advertisement for Bid for approval to be sent out for the 2014 Wehmhoff Jucker Park Improvements. The bid would request costs for improvements to the bathroom at Wehmhoff Jucker Park in addition to an alternate bid for renovating the pavilion. This would allow the Park Board to see what the cost to do both would be. The project is being handled by SAA Design Group.

There was discussion regarding various aspects of what would be included in the project. Dan Jensen, DPW Supervisor explained there would be electric with lighting around the women's bathroom. Additional lighting would possibly be from the roof the pavilion towards the men's bathroom. The proposal also called for a new drinking fountain, that would allow a place to fill up water jugs. Chairman Eisenhardt entertained a motion to approve moving forward with the bid packet as presented. Motion to approve made by Commissioner Turke. Seconded by Commissioner Schopp. All voted aye, motion carried.

**Other Items:** None

**There being no further items for discussion Chairman Eisenhardt entertained a motion to adjourn. Motion to adjourn made by Commissioner Amborn. Seconded by Commissioner Schopp. All voted aye, motion carried. The meeting was adjourned by Chairman Eisenhardt at 8:00 P.M.**

**Minutes Respectfully submitted by:**

**Deb Rintamaki**

**Department of Public Works**