



---

**CITY OF BURLINGTON**

**Department of Public Works**

Street & Park and Water Departments  
2200 S. Pine Street, Burlington, WI 53105  
(262) 539 -3770 (262) 539-3773  
www.burlington-wi.gov

**CITY OF BURLINGTON PARK BOARD MINUTES  
THURSDAY, FEBRUARY 19, 2015 6:30PM  
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 6:33 P.M.**

**Roll Call: Present:** Commissioners Jennifer Amborn, Clay Brandt, Jeff Schopp, DPW Supervisor Dan Jensen and Chairman Darrel Eisenhardt. **Excused:** Commissioners Ruth Delay and Peter Turke. Alderman Bob Prailes arrived at 6:45PM

**Approval of January 15, 2014 Park Board Minutes:** Chairman Eisenhardt entertained a motion to approve the January 15, 2015 Park Board Minutes. Motion to approve made by Commissioner Amborn. Seconded by Commissioner Schopp. All voted aye, motion carried.

**Citizens Comments:** None

**Aldermanic Report, Bob Prailes:** Alderman Prailes stated that March Park Board Meeting would be his last. He thought Alderman Pruesker may possibly be assigned to the Park Board. It will be April when Mayor Bob Miller appoints a new representative for the Park Board.

**DPW Supervisor Report, Dan Jensen:** Dan Jensen, DPW Supervisor reported Bil Milatz would be receiving his previously Park Board approved \$300.00 on Friday, February 20, 2015. This amount is being put towards the monument being constructed in honor of Ginger-Beaumont at Congress Field. Mr. Milatz was going to bring in a receipt to verify requested payment.

Wehmhoff-Jucker Park pavilion and bathrooms are completed with the exception of punch list items. The punch list needs to be reviewed with Blake Thiesen of SAA Design group and provided to Scherrer Construction for spring completion. The floors will be painted by DPW crew members. Alderman Prailes asked if the handicap accessible bars had been installed in the bathrooms, in addition to the paper towel holders. Mr. Jensen will check on these items and advise Alderman Prailes of his findings.

Alderman Bob Prailes stated he will move forward with getting the ceiling of the roof finished at Wehmhoff-Jucker pavilion in wood. Mr. Jensen stated the invoice for Wehmhoff-Jucker from Stelling and Associates had been reduced by \$1634.60. After some discussion, all were in agreement the amount was acceptable.

### **New Business:**

**City of Burlington Dog Park– Karlie Thate:** Karlie Thate and Theresa Palen were present at this evening's Park Board meeting to present their 2014 financial statement for the Dog Park. Their current balance being \$2956.54. They will be having a fund raiser at the Haylofters in March. Dan Jensen, DPW Supervisor asked if they would email the information to him and he will forward it onto the Park Board Members, and they agreed. They will also be holding additional fundraisers in 2015.

Ms. Thate and Ms. Palen also discussed the possibility of getting the Dog Park donation box moved to the gate area so more people would realize it was there. They also reported there are several areas where there are extreme high and low spots within the fenced in area. Mr. Jensen stated this could be addressed in the spring, in addition to the parking lot pot holes.

The Park Board thanked them for all the good things they have done at the Dog Park and Ms. Thate and Ms. Palen stated it was something they enjoyed doing.

**Burlington Rails To Trails and Burlington Bike Club:** Dan Jensen, DPW Supervisor reported the Burlington Bike Club would like to possibly host a grand opening when Wehmhoff-Jucker Park is completed and the Parks open up May 1<sup>st</sup>.

The Burlington Rails To Trails official opening of all Bike Trails is scheduled in March. However, since the Parks in the City of Burlington do not open until May 1<sup>st</sup>, and Wehmhoff-Jucker Park will not be 100% completed until spring, the event will be scheduled after May 1<sup>st</sup>. All were in agreement that it would be a great idea. Dan Jensen will provide additional information when more details are available.

**Steve DeQuaker, Treasurer – Financial Report:** Steve DeQuaker presented the Park Development Fund balances through the year end 2014. He stated that nothing had been posted for January or February 2015. There are outstanding grant dollars of approximately \$45,000 that Blake Thiesen of SAA Design group is working on. Mr. Thiesen has been provided all the necessary paperwork, and the amount will be received during 2015. Mr. DeQuaker reported that \$25,000 from the City of Burlington is also not reflected in the fund balances. Although the Wehmhoff-Fund balance sheet was not printed, the balance is still approximately \$54,000.

### **Old Business:**

**5 Year Park Plan Update: Survey Results:** Dan Jensen, DPW Supervisor distributed the results of the Survey that had been on the City's web site, which he had just received prior to the meeting. There were a total of 333 people who took the survey. Mr. Jensen asked the Commissioners to review the results and they could discuss it at the March 19, 2015 Park Board Meeting.

**Boat Ordinance- McCanna Park – Rockland Lake:** Dan Jensen, DPW Supervisor distributed a draft ordinance that would prevent boats from being left by McCanna Park. After some discussion, the Commissioners thought the wording should reflect all City of Burlington Parks. Deb Rintamaki will reword the ordinance and email the changes to the Park Board Members for their review. It will then be sent to the Common Council for approval.

Other Items: Chairman Darrel Eisenhardt distributed the Baseball 2000 Summary of Receipts and Disbursements dated 1/22/2015 through 2/11/2015, with an ending balance of \$5098.98.

Dan Jensen brought up for discussion from the January 15, 2015 Park Board Meeting the various City of Burlington non-profit groups that will not be charged for Park Reservations. He would like to have the wording incorporated into the Park Board Policy for future reference. All Park Board Members were in agreement that it should be left to the discretion and common sense approach to be used the Department of Public Works Supervisor.

There being no further items for discussion, Chairman Eisenhardt entertained a motion to adjourn. Motion to adjourn made by Commissioner Brandt. Seconded by Alderman Prailes. All voted aye, and Chairman Eisenhardt adjourned the February 19, 2015 Park Board meeting at 7:35 PM.

Minutes Respectfully Submitted By:

Deb Rintamaki  
Department of Public Works