



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, September 21, 2017 6:30PM

President Jennifer Amborn, Commissioners Clay Brandt, Patricia Hoffman, Jason Ledbetter, Jeff Schopp, Lisa Wasik, Ald. Ruth Dawidziak, Aaron DeGrave, Park Foreman

President Jennifer Amborn called the meeting to order at 6:30 PM.

Roll Call: Present: Commissioners Clay Brandt, Pat Hoffman, Jeff Schopp, Lisa Wasik, Ald. Ruth Dawidziak, Park Foreman Aaron DeGrave and President Jennifer Amborn. Also present: Carina Walters, City Administrator and Steve DeQuaker, Treasurer. Excused: Jason Ledbetter.

Approval of August 17, 2017 Park Board Minutes: President Amborn made a motion for approval of the August 17, 2017 Park Board Minutes. Motion to approve made by Commissioner Hoffman. Seconded by Commissioner Brandt. All voted aye, motion carried.

Citizens Comments: None

Aldermanic Report: Ruth Dawidziak: Ald. Dawidziak stated the only thing she had was the suggestion of starting an Adopt-A-Park Program. She talked to various people regarding participating in a Day of Generosity and received only positive reactions.

A program such as this could help with Park upkeep, but would take some coordination with City Staff to set parameters. Commissioner Schopp suggested it could be set up as the same template used for Adopt A Highway. Carina Walters, City Administrator suggested the new Director of Public Works and Aaron DeGrave, Park Foreman could look into the idea and provide some direction.

Steve DeQuaker, Treasurer: Steve DeQuaker explained the financial reports for the Park Development Fund Balances. Mr. DeQuaker distributed new fund balance sheets and that there were two minor errors he needed to make corrections on.

Mr. DeQuaker also stated \$8750.00 had been received from Racine County for maintenance at Bushnell Park. He briefly explained the maintenance agreement between the City of Burlington and Racine County for \$10,000 per year. The amount of park reservations fees is deducted from the \$10,000 and invoiced by Deb Rintamaki, Dept. of Public Works.

Commissioner Brandt asked if the amount is sufficient given that the agreement had been in place for ten years. Aaron DeGrave, Park Foreman stated that it was.

The only expenses out of the Park Development Fund year to-date are \$3000.00 for two invoices of \$1500.00 each for geese remediation at Echo Park.

Mr. DeQuaker stated that the budget season is coming up and he wants ideas from the Park Board for amounts needed.

Water Tower Wall: Carina Walters, City Administrator: Carina Walters, City Administrator reported there was \$250,000 budgeted in 2017, for the City to repair/replace the Water Tower Wall on Lewis Street.

A schematic was distributed to the Park Board of the proposed Water Tower Wall. Ms. Walters stated the City met with neighborhood residents with the schematic and they are pleased with the plan. This project will be bid in the winter and completed in the spring.

Park Foreman Report: Aaron DeGrave:

Netting/Catholic Central: Aaron DeGrave, Park Foreman stated that the netting was received and that Catholic Central will contact Aaron if assistance is needed from the Department of Public Works.

Mr. DeGrave reported that all the Parks are getting repaired due to the flooding. The Foot Bridge between Riverside and Wehmhoff-Jucker Parks will be repaired in the near future.

New Business:

Playground Equipment Project (Devor Park): Carina Walters, City Administrator stated Scherrer Construction is ready to start construction in the fall. Drawings were presented for the playground equipment. There were two different playground drawings submitted. Aaron DeGrave, Park Foreman stated that he felt that the second option is similar to other playground equipment themes throughout other City of Burlington Parks. Carina Walters, City Administrator stated the old playground equipment from Devor Park was given to Grace Church.

The Commissioners discussed the lack of availability for handicap usage. After some discussion, Commissioner Wasik made a motion to approve the second plans as presented. Seconded by Ald. Dawidziak. Roll call vote: Ayes: President Amborn, Commissioners Brandt, Hoffman, Ledbetter, Wasik and Ald. Dawidziak. Nays: None. Motion carried.

Congress Street Restrooms: Park Foreman, Aaron DeGrave explained the costs will be approximately \$10,000 more due to code requirements in the flood zone. Carina Walters, City Administrator stated that 20% of the total costs could be saved if it were to go out to bid at the end of the year. Construction could start in the spring and completion would be by Memorial Day.

After some discussion, Ald. Dawidziak made a motion to put the bid for construction for the Congress Street Restrooms on hold until November and construction to begin the first of April 2018. Seconded by Commissioner Wasik. All ayes, motion carried.

Baseball 2000: Baseball 2000 presented flood repair cost estimates at approximately \$125,000. Baseball 2000 was requesting \$30,000 from the City to return the ballpark to prior condition before the flood. However, they also requested changing the elevation of the outfield, fencing and other items that were not due to the flooding. Aaron DeGrave, Park Foreman stated any changing of elevation would have an adverse effect on Congress Street. With the exception of the washouts, everything else was the way it was prior to the flooding. Extensive conversation ensued and Carina Walters, City Administrator will contact Bud Milroy regarding the requests being made.

Comp Plan Review: The Park Board reviewed the Comp Plan information that took place at last months meeting. Priorities were discussed and clarified. Suggested that a time line be developed for the projects. Suggestion that shoreline restoration be considered for Echo as opposed to Wehmhoff-Jucker Park.

There being no further items for discussion, President Amborn asked for a motion to adjourn. Motion to adjourn made by Commissioner Brandt. Seconded by Commissioner Schopp. All voted aye, and President Amborn adjourned the meeting at 7:54PM.

Minutes submitted by:

**Deb Rintamaki
Department of Public Works**