



Department of Public Works

Street & Park Department
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**CITY OF BURLINGTON PARK BOARD MINUTES
THURSDAY, JANUARY 25, 2018 6:30PM**

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

Roll Call: Present: Commissioners Clay Brandt, Jeff Schopp, Alderman Ruth Dawidziak and President Jennifer Amborn. Also present: Peter Riggs, Director of Public Works and Student Representative Koleon Mangold. Excused: Patricia Hoffman, Jason Ledbetter, Lisa Wasik and Aaron DeGrave, Park Foreman.

Approval of November 16, 2017 Park Board Minutes: President Amborn entertained a motion to approve the November 16, 2017 Park Board Minutes. Motion to approve made by Alderman Dawidziak. Seconded by Commissioner Schopp. All voted aye, motion carried.

Citizen Comments:

A. Bike Burlington – Introduction of group and role they would like to play in the City.

Madonna Carr and Keith Kemper presented Bike Burlington to the board. They stated Bike Burlington is a non-profit group that advocates for a bike friendly community and bicycle safety. Carr also advised they organize several group rides in the area, Park in the Art – a bicycle rack design competition, Pedal Paddle and Play – a bicycle and water trail ride in the June between Waterford and Burlington, along with being a liaison with national and local bicycle organizations and groups.

Carr advised their current goal is to get some sort of bike plan with the City implemented in order to look at bicycle lanes in the City as well as the future connection of Burlington with the other bike trails in the surrounding areas.

Public Works Director Riggs and Alderman Dawidziak advised they were in agreement with exploring a bike plan which Riggs would look further into.

Kemper advised there were public grant monies available; however the City would have to apply for them. Riggs advised prior to that an engineering study would most likely have to occur which would require Council approval. Several commissioners recalled having discussions about this in the past where bike lanes wouldn't fit on our City streets due to how narrow they were in some areas which would affect the connection of the trails. Riggs advised he would explore the City's current bike trail areas and check with other communities to see what their bike plans entail in an effort to see how to proceed further with possibly setting up a plan to include routes/lanes to connect the area trails.

Aldermanic Report: Alderman Dawidziak advised the board she would not be seeking re-election as a Council member in April.

Park Foreman Report: None.

Director of Public Works Report:

- A. Director Riggs advised the board of the Congress Street Bathroom bid opening that took place earlier today. Riggs stated there were four bidders with the lowest bid being \$160,000. Riggs reminded the board they had budgeted \$168,000 for this project with \$25,000 already been used for the Hintz project leaving \$126,084 left for the Congress Street bathroom project. The specs of the project included all work to be done prior to Chocolate Fest. Riggs determined costs may have come in higher for this project due to the bad soil found underneath the bathroom thus requiring it to be lifted and additional soil be added as well as hale piles installed to protect the future structure.

Commissioner Brandt voiced concern regarding more flooding occurring to the field with the soil being moved and added. Riggs stated there should not be an issue as the lift station on the property should work as designed to prevent that from occurring.

Alderman Dawidziak questioned what the board's options were with the project currently due to the cost difference. She questioned if money should be taken from the Capital Improvement Fund, the Park Development Fund or rebid.

Riggs advised all those were viable options; however he felt rebidding the project at a later time would most likely not result in any lower bids.

Alderman Dawidziak stated because the bathroom is a priority and in need of repair the board should consider fund the remaining amount out of the Park Development Fund. All commissioners present agreed. Due to this item not on the agenda for a vote, President Amborn entertained a motion to hold a special meeting on Wednesday January 31, 2018 at 6:30 pm to vote to fund the remainder of the Congress Street bathroom project with available Park Development Funds. Alderman Dawidziak motioned and Commissioner Brandt seconded. All voted aye, motion carried.

- B. Director Riggs updated the board on the status of the Emerald Ash Borer trees in the City. Riggs advised this project started in 2013 with the objective to removal all small diameter trees infested due to notwithstanding treatment. Unfortunately this objective could not be met as this would have created deforestation in some subdivisions. Riggs advised Public Works staff has been diligently working on removing dead or decaying trees in the right of way as needed and 180 trees have been planted to date. Treatment of the some of the trees has been more difficult due to staffing and training of the use of the treatment as well as its application in two cycles every other year. Through staff observations many of the treated trees with minor infestations couldn't be saved.

Riggs stated currently there are 488 ash trees in the right of ways in the City with 15 being high priority as they are dead, decaying and pose a safety risk. In the parks there are 118 trees with 45 being high priority including some in Wehmhoff and Echo. Removal of several of the high priority trees in the parks has been ongoing. Riggs recommendation for 2018 was to discontinue treatment and do an in house removal. With current staffing, a 90 tree goal has been set and in

the spring a condition assessment is planned. This assessment will provide where the high priority removals are needed and what trees, if any, could be treated or are not salvageable.

Alderman Dawidziak questioned if the treatment on some of the right of way trees is working can it be continued. She stated she is aware of more than one resident who loves their ash trees and would continue to work with the City in an effort to save them. Riggs advised he would be willing to work with any City resident on that issue and would discuss options with them on a case by case basis.

Commissioner Brandt questioned with only approximately 25% of the 600 trees to be removed in the City projected to be done this year how long would that take for total removal. Riggs stated with current staff doing the work it would take until 2023 to remove all the trees. However, Riggs reminded the board that the City Council provided \$28,000 for contract services which could be used to hire a private company to assist in any removal procedures. Riggs noted a shorter timeline to remove trees and get new ones in safely and still be aesthetically pleasing would require either more staff or contractual services.

A discussion ensued regarding the number of trees still needing treatment, those responding to treatment and what staff members currently could administer the treatment. Questions were raised if the treatment should be outsourced or would it be too costly. Riggs advised currently only Foreman, Aaron DeGrave, was certified to provide treatment for infested trees. Riggs reiterated in the spring once staff conducts the condition assessment they would be better able to provide the board with a firm number of the trees conditions, possible treatment options and/or removal.

Commissioner Brandt questioned if a resident wanted to replant their own tree could they with prior City approval. He then asked if there was a possibility they could be reimbursed or would costs be out of their pocket. Riggs stated there is currently no cost share program in place for that; however should a resident wish to replace the tree in the right of way by their home they could with pre-approval by the City, proper permits obtained and most likely out of pocket cost to them.

Commissioner Brandt wanted the residents to be made aware of all of their options. He requested that a letter be sent to each resident when their tree would be removed and replanted as well as replanting options.

Alderman Dawidziak agreed there should be some type of cost share tree replacement plan put in place and the residents provided with the proper education on the options. Riggs agreed but advised it would have to be an item to be worked on and presented for the 2019 budget process. All commissioners agreed they would like to look into some sort of cost share program and recommend it to the Council for the 2019 budget.

New Business:

A. Bushnell Soccer Field discussion.

Director Riggs advised he recently spoke with Burlington High School girls' soccer coach, Joel Molitor, who was looking at doing some improvements to the soccer field at Bushnell Park. Molitor had advised Riggs that the large soccer field is currently too narrow to be considered

eligible for Burlington to host large soccer events. He would like to move the bleachers six to seven feet northwest which would be closer to the parking lot. This would allow for him to align the goals thus making the field eligible for events. Riggs advised DPW crews would already be out at the park doing turf restoration in the spring and Molitor would like to do the bleacher moving at that time. This would create no interference with any games or other leagues/teams playing there. Riggs also noted there would be no cost to the City. All commissioners agreed it was a good idea they merely wanted to ensure all parties who both own and play there (i.e. Kiwanis, Burlington Youth Soccer, etc.) were made aware. Riggs would confirm with Molitor that all parties were on board prior to the work being completed.

B. Branen Little League bleachers.

Director Riggs advised the board of the need for replacement of the third baseline wooden bleachers. Foreman Aaron DeGrave researched several options finding due to new code requirements replacing the bleachers with the same five levels would require a hand railing which was more costly. A lower seating capacity option with 40 seats and four levels would cost less and require no hand railing. All commissioners were in agreement to go with the lower seating capacity option that required no hand railing. Riggs stated he would advise DeGrave who would be installing the bleachers in the spring.

Other Items: None.

There being no further items for discussion, President Amborn entertained a motion for adjournment. Motion to adjourn made by Commissioner Brandt. Seconded by Commissioner Schopp. All voted aye, and President Amborn adjourned the meeting at 7:45 PM.

Minutes submitted by:

Angela Hansen
Department of Public Works