



Department of Public Works

Street & Park Department
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**CITY OF BURLINGTON PARK BOARD MINUTES
THURSDAY, APRIL 18, 2019 6:30PM**

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

Roll Call: Present: President Jennifer Amborn, Commissioners Jeff Schopp, Jason Ledbetter, Patricia Hoffman, and Aldermanic Representative Steve Rauch. Also present: Peter Riggs, Director of Public Works. Excused: Commissioner Clay Brandt, Park Foreman Aaron DeGrave.

Approval of February 21, 2019 Park Board Minutes: President Amborn entertained a motion to approve the February 21, 2019 Park Board Minutes. Motion to approve made Commission Hoffman. Seconded by Aldermanic Representative Rauch. All voted aye, motion carried.

Citizen Comments: None.

Aldermanic Report: Aldermanic Representative Rauch advised the board that the City Council had approved dogs in the parks with exceptions including no dogs on Chocolate Fest grounds or any playgrounds. Riggs noted that both he and Park Foreman, Aaron DeGrave, were working on obtaining new signage for the parks. Riggs advised that the dogs not allowed sign were in the process of being taken down. The trash receptacles for the dog waste would be located directly above the existing trash cans in efforts to promote proper disposal.

Aldermanic Representative Rauch also mentioned that he was contacted by a resident questioning if anything could be done with Beverly Jo Park. Riggs advised this issue has come up in the past with several options being brought up including a playground. Riggs stated it could be further explored and put on the May meeting for further discussion.

Baseball 2000 (BB2K) Report: No report. Commissioner Ledbetter advised he had been unable to attend due to work obligations but was planning on attending the meeting this Saturday, April 20, 2019.

Director of Public Works Report:

Riggs advised the board that Monday, April 22, 2019 was Earth Day and Lucky Star Restaurant had donated the purchase of a tree to be installed at Wagner Park.

Riggs also advised the board that Friday, April 27, 2019 was Arbor Day where City crews along with the 4th grade of Burlington Catholic School would be assisting in the planting of nine (9) trees flanking the Water Tower.

Riggs announced the Burlington Rotary would be doing their Rotary Round 2 planting at both Wehmhoff and Riverside installing 42 trees between the two parks. City crews also conducted a large brush removal from the north side of Wehmhoff. Riggs reminded the board that Rotary had successfully assisted in the installation of several trees at Echo Park last fall. The Round 2 planting is scheduled to occur the weekend of May 11 & 12 with a rain date of May 18 & 19. The goal would be to have all trees in and planted prior to Chocolate Fest.

New Business:

A. Discussion regarding an Eagle Scout Project at Wehmhoff Jucker Park.

Will Nazarkewich presented his Eagle Scout project proposal to the board. Nazarkewich advised his project included the installation of a wood Gaga Ball Pit at Wehmhoff Jucker Park as well as the installation of two benches for players and those watching to sit on.

Commissioner Schopp questioned what type of material would be used on the inside. Nazarkewich stated it would most likely be turf or a sand type of material.

Commissioner Hoffman questioned if there was enough room there for the pit and would flooding be an issue. Riggs stated that flooding is an issue at this park which does pose a concern for the installation of the pit.

Alderman Rauch questioned if the pit could be installed near the basketball court and possibly utilize the old volleyball court sand on the inside.

Discussion ensued regarding Wehmhoff would be the appropriate park for this type of equipment and if so could it be installed in the place of the former volleyball sand area using that sand for a base. Questions were also raised regarding if the boards used would be treated. Nazarkewich advised the boards would be treated and noted he was hoping to have it installed this summer. Riggs also voiced concerns regarding the continued maintenance of the site after installation.

President Amborn entertained a motion to recommend proceeding with the project and working with Riggs to verify an appropriate site and materials. Commissioner Schopp motioned and Commissioner Hoffman seconded to approve the motion. All were in favor and the motion carried.

Old Business:

A. Discussion regarding the Comprehensive Outdoor Recreation Plan (CORP) for 2020 – 2025.

Blake, Ayres & Associates, presented the plans for the CORP explaining its purpose was to conduct analysis of all City owned parkland and greenways every five years to continue grant eligibility. Blake noted included in the CORP was the Capital Improvement Plan which would provide the board with a forecast on how all projects would be carried out financially. Blake advised his intention was craft a survey to be submitted to City residents for input followed by focus groups sessions to gain public input in order to formulate the current plan for the City for the next five (5) years. Blake stated this process would be ongoing for the next 6 months with a final report ready for the board's approval by September / October 2019.

Blake went into further detail with the board regarding how the CORP document would be laid out.

- Chapter 1 – Introduction
- Chapter 2 – Inventory and Analysis
- Chapter 3 – 5 year Recommendations – this chapter will list the current issues & inventory and provide costs on how to repair/replace
- Chapter 4 - Implementation - the basic how to's of each project/grant information and a CIP table

Blake further explained included in the CORP documents would be an asset summary sheet for each area which would show what is done, what needs to be completed and/or what could be added to make it better.

B. Discussion regarding the Riverside Park improvements.

Blake reminded the board that the grant application he submitted to the DNR Stewardship awarded the City an \$80,000 matching grant to repair shoreline erosion issues, establish trailhead and connection, construction of a pavilion (matching Wehmhoff Jucker) and construction of a kayak and boat launch.

Blake presented several options for the boat launch to the board and requested they determine which was the most favorable to move forward with. The board discussed the options presented and brought up several items they wanted to see as part of the launch site including: a possible paved spot for boat drop off, ADA accessibility and sustainability to the area. Blake also questioned the board on options for the new pavilion. The basic structure will be the same as Wehmhoff Jucker; however, Blake proposed several other options including whether the board wanted the ceiling to be closed or open, 4 columns on the sides or 3 and whether or not to have power in each column.

Blake noted he would work with Riggs to get a good survey together for residents and welcomed any feedback from the board. Once the survey was complete and results compiled he would determine an appropriate time for a focus group / public meeting to share the results and determine how to incorporate that into the CORP plan.

Other Items: None.

There being no further items for discussion, President Amborn entertained a motion for adjournment. Motion to adjourn made by Commissioner Ledbetter. Seconded by Aldermanic Representative Rauch. All voted aye, and President Amborn adjourned the meeting at 8:05 PM.

Minutes submitted by:

Angela Hansen
Administrative Assistant - Department of Public Works