



**CITY OF BURLINGTON PARK BOARD MINUTES
THURSDAY, AUGUST 15, 2019 6:30PM**

President Patricia Hoffman called the meeting to order at 6:30 PM.

Roll Call: Present: Commissioners Jason Ledbetter, Patricia Hoffman, Marilee Hoffman, and Aldermanic Representative Steve Rauch. Also present: Peter Riggs, Director of Public Works. Excused: Commissioners Jennifer Amborn, Clay Brandt and Park Foreman Aaron DeGrave. Commissioner Rosemary Dolatowski arrived at 6:40 p.m.

Approval of June 20, 2019 & July 29, 2019 Park Board Minutes: President Patricia Hoffman entertained a motion to approve the June 20, 2019 & July 29, 2019 Park Board Minutes. Motion to approve made by Aldermanic Representative Rauch. Seconded by Commissioner Ledbetter. All voted aye, motion carried.

Citizen Comments: Ron Jadin, 2520 Cedar Dr, Town of Burlington, inquired if the board had considered the installation of pickleball courts in the City. Jadin noted the Town of Muskego was able to repurpose an old basketball court to accommodate the need and he advised it is highly used. Jadin questioned if the Devor Park tennis courts had been considered as an option for this use and noted there was the possibility to rent nets if the City could provide the space. Riggs advised Jadin this was a fairly common request in recent months and the board had discussed the feasibility with adequate funding being a driving issue. Riggs also noted this has been included in the City's Comprehensive Outdoor Recreation Plan (CORP) for consideration in the future.

Aldermanic Report: Aldermanic Representative Rauch advised the Riverside Park Improvement agreement was approved by the City Council. Riggs noted the City worked with PSG Group to gain cost savings of approximately \$20,000 by eliminating some of the tree work, tree restoration and the trail kiosks.

Aldermanic Representative Rauch questioned whether or not to request more money be set aside in the budget for the Park Board than the yearly \$30,000.

Aldermanic Representative Rauch also advised the board the petition regarding potential playground equipment for Beverly Jo Park was written and looking to be circulated with results by the September meeting.

Baseball 2000 (BB2K) Report: Bud Milroy, BB2K, was present at the meeting to update the board regarding the new scoreboard being near completion. Milroy noted several factors played a role in why crews installing the sign went through Congress field and not the agreed upon Milwaukee Avenue route. Milroy noted any disrupted dirt/grass would be repaired by BB2K once all installation is complete. Milroy noted all advertiser signage would be placed on the front and back of the new scoreboard as before and should be up soon.

Milroy also went over with the board the routine maintenance items being worked on at the field including repainting of the shed, top dressing to the infield and the fall application of weed/feed. Milroy noted several items in need of repair at the field where he would require Park Board / City Council assistance including:

- Foundation repair along the fence lines
- Right field corner water issues
- Bleacher repair / replacement
- Bathroom repair

Commissioner Marilee Hoffman inquired if Milroy had looked into the Burlington Community Fund for grant opportunities. Milroy advised he had not but would check into the possibility. Riggs advised Milroy the bleacher replacement has been discussed in the past and is up for replacement in 2020 as soon a proposal approved by the Park Board is presented to the Council. Aldermanic Representative Rauch suggested Milroy provide the board with a priority list of the items needed with dollar amounts attached to allow a better understanding of the scope of each project.

Director of Public Works Report:

Riggs updated the board on the status of the Karcher playground equipment. He advised the cost to remove and relocate the equipment to the old wastewater plant for storage would be \$2900. Due to construction being in full swing at Karcher this is priority to remove as soon as possible.

Riggs advised he was able to work with Eagle Scout Andrew Karnes on updating his originally proposed project. Instead of the installation of birdhouses and benches at Water Tower Park with a large sandbox at Devor Park, Karnes would be installing two (2) benches at Water Tower Park (one at Lewis north looking down & one at the base), removal of the railroad ties around the tower and replaced with flowers, cleanup of the door on the tower making it more aesthetically pleasing and finally the installation of a historical plaque.

Riggs reminded the board the annual DPW Rodeo was Friday, August 16, 2019 from 11:30am - 1:30pm and all were welcome to attend.

Riggs noted the Casey's commercial shoot was going on in various areas throughout the City.

Riggs advised he had a request from Catholic Central High School regarding the use of the tennis courts at Devor Park for fall practices from 3:30 – 5 pm. The board was in agreement to allow them usage as needed.

New Business:

A. Discussion regarding the Park Development Fund.

Steve DeQuaker, Finance Director, was present at the meeting to discuss the Park Development Fund with the board. DeQuaker advised the fund was designed to keep and maintain the parks in the City funded by contributions from the City Council general fund. DeQuaker noted this fund was to be more of an aid than total project funding. DeQuaker further explained the Capital Improvement Plan (CIP) was a debt service fund used to bond for projects. The Wehmhoff Fund was monies donated from the family to be utilized for parks. DeQuaker noted this fund balance would be moved to the Park Development Fund to consolidate the accounts as the monies used from both funds were to be used for park projects.

Old Business:

A. Discussion regarding Development Impact Fees.

Nick Faust, City Intern, was present at the meeting to discuss the City impact fee. Faust advised the board he had been researching this issue and discovered the City of Burlington had set their impact fee of \$500 in 1982 with no increases. Faust noted in working with various communities throughout the state obtaining their fees, he found Burlington's to be very low in comparison. Impact fees ranged from \$900 - \$1700. Faust recommended the City go midway and raise the fee to \$1000. The board discussed the issue debating whether or not \$1000 was enough yet concerns were raised if going to high would be an issue.

Commissioner Ledbetter made a motion to recommend to the City Council an increase to the Park Development fee of \$1400 but no less than \$1000. Commissioner Dolatowski seconded the motion. All voted aye, motion carried.

Other Items: None.

There being no further items for discussion, President Patricia Hoffman entertained a motion for adjournment. Motion to adjourn made by Commissioner Marilee Hoffman. Seconded Aldermanic Representative Rauch. All voted aye, and President Patricia Hoffman adjourned the meeting at 8:30 PM.

Minutes submitted by:

Angela Hansen
Administrative Assistant - Department of Public Works