



Department of Public Works

Street & Park and Water Departments
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**CITY OF BURLINGTON PARK BOARD MINUTES
THURSDAY, May 19, 2011**

Chairman Darrel Eisenhardt, Commissioners Clay Brandt, Tom Follis, Kelly Kamlager, Jon Schultz, Peter Turke, Alderman Bob Prailes, Director of Public Works Connie Wilson, Student Chase Robers

Chairman Darrel Eisenhardt called the meeting to order at 6:34 P.M.

Present: Commissioners Clay Brandt, Tom Follis, Kelly Kamlager, Jon Schultz, Alderman Bob Prailes, Chairman Darrel Eisenhardt, Connie Wilson, Director of Public Works, Kevin Lahner, City Administrator and Student Representative Chase Robers. Excused: Peter Turke.

Approval of April 21, 2011 Minutes: Chairman Eisenhardt entertained a motion to approve the April 21, 2011 Minutes. Motion to approve made by Commissioner Follis. Seconded by Commissioner Kamlager. All voted aye, motion carried.

Citizens Comments: None

Aldermanic Report: None

DPW Supervisor Report: Connie Wilson, DPW Director distributed an Agenda she had received from the latest Chocolate Fest meeting. Chairman Eisenhardt questioned who was having the craft fair in Echo Park, as no one had come before the Park Board for any part of Chocolate Fest as had been done in previous years. Ms. Wilson was unaware of this, but stated she would bring the concerns back to the Chocolate Fest Committee Members.

New Business:

Introduction of new Park Board Member Jon Schulz: Chairman Eisenhardt introduced and welcomed Jon Schulz, who was appointed to the Park Board Committee by Mayor Bob Miller.

Prioritize Comprehensive Plan by Park Board Members: Kevin Lahner, City Administrator was present and stated the Echo Park sidewalk, along Milwaukee Avenue, would not be done in 2011. Although the project was not going to be paid through Park Funds, Chairman Eisenhardt was concerned that if cost sharing grant dollars would be available, it would be prudent to proceed with the project at a later date to save Burlington a portion of the costs.

The Park Board Members discussed various other grant eligible projects the Park Board would like prioritized for 2012. There was discussion regarding playground equipment, ADA accessibility for all parks, and various other

items such as the possibility of disc golf. Mr. Theisen stated that passive use or nature based trails grant applications have a good possibility of getting approved.

After lengthy discussion, Chairman Eisenhardt entertained a motion to approve up to \$2000.00 to Schreiber Anderson for processing a grant application for either a bike trail from Echo to Steinhoff Park or the shoreline at Wehmhoff-Jucker Park. Motion to approve made by Commissioner Follis. Seconded by Commissioner Kamlager. All voted aye, motion carried. Kevin Lahner, City Administrator will email information to Board Members after he receives info back from Mr. Theisen.

Blake Theisen, Schreiber, Anderson Associates/tentative for updates: Blake Theisen of Schreiber, Anderson Associates was present to present an update on Riverside Park, which will be going out to bid sometime in June. The procedure was discussed regarding the bid process and who would be opening the bids. It was determined that the bids would be opened by the Board of Public Works, and given to the lowest qualified bidder. Mr. Theisen would work with Kevin Lahner, City Administrator on notification and bid process.

Mr. Theisen outlined the scope of the project and answered questions presented by the Park Board Members. There will be two fishing platforms to the water edge, meeting ADA requirements. Root wads will be anchored into the river bed in larger areas where needed. Although there will some trees removed, there will also be 22 new trees that are hydrolytic to the area. The path will be 10 to 15' from the River, with two bike racks and three benches placed throughout. Labor and/or materials provided by City crews can be used to offset the City's portion of the grant.

Old Business: None

Other Items: Mr. Theisen stated that a particularly successful way to raise funds for Parks is to get people to take ownership of a particular park in their neighborhood. They can do various items to help with maintenance in the parks such as placing mulch around trees or fund raising. This item to be discussed further at the June meeting.

Kevin Lahner, City Administrator stated that it would be beneficial to the Park Board if there was a Development Fund Policy Book, which would have an application for any group seeking Park Board Funds, in addition to justification for wanting the funds. Mr. Lahner will prepare the draft and bring it back before the Park Board. All Committee Members thought it was a good idea.

Chairman Eisenhardt read a thank you letter from Linda Lueder of 4H, thanking the Park Board for allowing the 4H Junior Leaders to run their Homeless Night Out event at Echo Park, where they raised \$950.00 for TLC.

There being no further items for discussion, Chairman Eisenhardt entertained a motion to adjourn. Motion to adjourn made by Alderman Prailes. Seconded by Commissioner Kamlager. Chairman Eisenhardt adjourned the meeting at 8:17 P.M.

Minutes Respectfully Submitted by:

**Deb Rintamaki
Department of Public Works**