

SUPERINTENDENT'S REPORT – JANUARY ACTIVITIES, 2010

EAST PARKS – CRAIG KLINKE

For the second month in a row, we are fortunate to welcome a new employee to our East Parks Team, Jim Mattke. We are pleased to have Jim working with us. Jim has many years of parks experience and knowledge, having worked in the City of Madison Parks and with the City of Stoughton Parks. We look forward to using Jim's skills and expertise in the field.

January didn't bring as much snow as we saw in December. As a result, we were able to spend more time on our ice rinks. All of our rinks were looking very good until we received warmer weather on January 23 and 24. As a result, we lost a significant amount of ice at several of our rinks. Fortunately, cold weather soon followed, and we are now in the process of rebuilding the rinks. Even with these weather changes, there were only two days when we couldn't officially open the rinks.

January is also the time we send out hourly applications to our former seasonal staff from last past year. It's hard to believe how fast time passes, and that in a few months we will be back to mowing again. It's always exciting to hire, and then rehire a great group of people that love to work in Madison's Parks.

WEST PARKS – BILL SCHOTT

The cold weather we received in the beginning of the month was just what we needed for our skating operations. West Parks' staff was able to get the boards put up at Goodman Park ice rink on January 6 and at Garner Park ice rink on January 13. For the first time in a number of years, we had all five of the West rinks up and running at the same time. Since we haven't gotten much snow over the last two thirds of January, we were able to concentrate almost 100% of our efforts on the ice rinks.

The Mower and Welding Shops were kept busy going over the mowing equipment for Forest Hills Cemetery and West Parks.

EVENTS COORDINATOR – KELLI LAMBERTY**November – January Permitted Events:**

November	Nov. '09	Nov. '08	YTD '09	YTD'08
Street Use Events	14	7	241	228
Block Parties	0	0	58	61
Amplification permits	4	1	67	65
Totals	18	8	372	354

December	Dec. '09	Dec. '08	YTD '09	YTD'08
Street Use Events	4	2	245	230
Block Parties	0	0	58	61
Amplification permits	3	1	70	66
Totals	7	3	376	357

January	Jan. 2010	Jan. '09	YTD 2010	YTD '09
Street Use Events	0	0	0	0
Block Parties	0	0	0	0
Amplification permits	2	4	2	4
Totals	2	4	2	4

COMMENTS

Over the last few months, I've been revising, updating, and coordinating the Community Event processes and procedures for both Street Use and Parks Events. We are developing a Community Events application and instruction brochure that will be available on-line and in hard copy by March 1. We are working to accept event applications on-line through an email process. While this is the initial step, eventually this service will be available through the City's on-line permitting system, which is scheduled to be open to the general public later this year. The goal is that this new process will streamline and simplify the event process for all involved.

February List of Events:

Date	Event Name	Location
2/6 Sat	11:45am-1pm, Walk for Life Rally 1p Walk for Life March	Podium/700-800 State St. Podium to 1 S. Park St.
2/6 Sat	UW Hockey Classic 2pm-Women's Hockey 5pm-Men's Hockey	Camp Randall
2/14 Sun	10:30am-2pm, Undie Run	400-500 Blocks of State St.
2/19 Fri	6pm, set-up Madison Winter Festival	Capitol Square closes
2/20 Sat	6am-10pm Madison Winter Festival	Capitol Square
2/20 Sat	Special Olympics Polar Plunge	Olin Park
2/21 Sun	6am-9pm Madison Winter Festival	Capitol Square/MLK

MALL CONCOURSE – JOY KUMMEROW

January was a relatively quiet month. We received two new snow buckets for the Bobcat and the Toolcat. These were quickly put to use piling snow from the handicap parking stalls and metered areas. We also cleared the Pinckney Street side of the Square for the surveying for re-construction this summer thanks to some TIFF monies and Mary Carbine for putting it all together. Thanks to the construction crew who came in to clean up our snow.

Banners were changed from the fall to winter design with the help of Forestry and their bucket truck to change the ones we can't reach with the Cushman. Street Use Meetings began on January 20, signaling the need for permits for the numerous events that will soon be happening. We loaned out truck 2099 to the Madison Police Department for two days to haul furniture. West Parks also used it to bring in some dumpsters for the welder to fix.

I met with Mary Carbine and Mitch Freund of the Business Improvement District to coordinate the plantings for the hanging baskets and planter pots for this year. Arthur Ross of Traffic Engineering and I met at Breese Stevens Field to take inventory of the surplus bike racks that he will put to use throughout the City.

We continue to put the shop back together but there always seems to be other more important tasks to be done first, so it is a slow process. We look forward to February and another month closer to spring.

FOREST HILL CEMETERY – KEVIN SORENSEN

January was a relatively slow month for burials. The need for these services varies widely, and is never predictable.

We were able to help with the Goodman gate installation when the electricians needed two areas defrosted in order to complete the wiring. We brought two of our frost removing units over, set them in the appropriate locations and "cooked" the frost out. Fortunately, within the Cemetery, we don't need to use the frost removers where there is undisturbed snow. In these areas, our equipment is able to break through what is there. Finally, we've performed equipment maintenance, and prepared new boards for use this season.

Forest Hill staffing levels are at 5.5 permanent employees, with one additional on extended medical leave.

Burial numbers, lot sales and total monthly revenue are as follows:

Interments: 7 Mausoleum Entombments: 2 Lot Sales: 3
 Total Jan Revenue: \$16,147.50

OLBRICH BOTANICAL GARDENS – ROBERTA SLADKY

People and Gardens

A wonderful story emerged on Tuesday morning, January 26. Our morning volunteer Greeter had to tell a mother and her two young children that Wednesday was actually the free day and that on Tuesday it would be \$1 to enter the Bolz Conservatory. The Greeter would have paid the \$1 for the visitor, but the mother went out to her car for her cash. When she returned with a ten dollar bill, the mother paid for herself AND for the next nine people. Her "pay it forward" gesture inspired others and, in all - three different visitors paid for 17 strangers to visit the Bolz Conservatory that morning! Garden visitors are certainly wonderful, and provide inspiration for us all!

Staff is currently focused on two upcoming shows to be held at the Alliant Energy Center. Conservatory staff is preparing an exhibit for *Orchid Quest*, the Madison Orchid Guild's signature show which takes place February 6 and 7. In addition, Development, Marketing, Horticulture, Education, and Conservatory staff are preparing for the *Wisconsin Public Television's Garden Expo* that takes place February 13 – 15. Olbrich's booth will provide information about the Gardens and an opportunity for Garden Expo visitors to interact with our "subject matter experts" - our horticulture specialists for both indoor and outdoor gardens. In addition, OBG staff members Jeff Epping and Samantha Peckham will give seminars on *Designs and Plants for Greener Landscapes*, and *Designing with Herbs and Veggies*, respectively.

February is chocked full of events, activities, and educational programs at the Gardens as we all look forward to spring!

Featured Visitor Comment from the past month: "What a Special place to visit. Dad & Mom have enjoyed the Gardens for years. Dad and I will be back. Thank you! We really enjoyed the Butterflies and Blooms!" (Current Evjue Commons art exhibit). ---Bob & Deanna D.

Numbers

OBG Attendance (9 – 4 only + event participants)	2009	2008
Dec 1 – 31	20,789	10,579
YTD	246,197	227,787

Membership:

Olbrich Botanical Society membership is a shining star for the Gardens. It has continued to grow in the past four years as evidenced by the following statistics. Recruitment efforts have remained consistent through the past four years, but the results have increased. Retention is at about 75%.

Memberships	
Dec 31, 2006	5,035 households
Dec 31, 2007	5,043 households
Dec 31, 2008	5,310 households
Dec 31, 2009:	5,426 households

City of Madison Major Revenue Categories	YTD 12/31/09	YTD 12/31/08
Bolz Conservatory Admission YTD	\$56,690	\$58,990
Room Rentals YTD*	\$118,267	\$138,161
Catering Percentage Revenue YTD**	\$37,846	\$31,636

*accrued at time of booking – up to 21months before the rental date

** accrued on a monthly basis following each catered rental

2009 Website Visit Summary

Total Visits	135,668
Unique Visitors	97,519
Average Visit Length	2:35 min
Pages/visit	4.23

Events and Exhibits

- *Children of the Rainforest*: Feb. 20 Viv Ncaus Hmong Dance Troupe 10:30 am and 1:30 pm, \$3 adults, \$2 ages 3 – 12
- *Butterflies and Blooms*, Sundays, 11 am – 5 pm, Evjue Commons, through Apr 4.
- Bolz Conservatory Exhibits: Daily, 10 am – 4 pm
- *Chocolate: The Bitter and The Sweet*, through Mar 21

- *Indulgence! Wine & Chocolate*: SOLD OUT!
Sat, Feb 27, 5:30 – 8:30, \$25 non members, \$20 members, \$15 designated drivers *Enjoy wine and chocolate tasting from local producers throughout the Visitor Center and a special opportunity to stroll the candlelit Bolz Conservatory after dark*
- *Chocolate Country* Documentary Film and Presentation, Sat, Feb. 6, 6:30 – 8 pm
Presented in collaboration with the Southeastern Wisconsin Initiative for Fair Trade. Screen the film *Chocolate Country*, winner of the *Grand Jury Prize* as Best Short Documentary in the 2007 Seattle International Film Festival, and learn about some of the bitter history of chocolate from Lynn Handler, Northwest Earth Institute Program Coordinator. (Fair trade chocolate will be available for purchase from the *Four Corners of the World Fair Trade Store*)

Winter Concerts - Sundays, 2 – 3 pm, Evjue Commons

- Feb 7: Nick Venturella (folk, rock, and pop)
- Feb 14: Opan Jii (contemporary Latin & smooth jazz)
- Feb 21: New Mountain Kickers (pop grass band)
- Feb 28: Yid Vicious (Yiddish folk music)

Education

Wellness in the Gardens

- Herbal Gifts of Love, Wed, 2/3, 6:30 – 8:30 FULL!
- Naturopathic Approaches to Treating Insomnia, Tues, 2/23, 6:30 – 8 pm
- Moving Meditation, Mondays, 2/22-5/10, 6-7:30 pm
- Yoga, Mondays, ongoing, 5:30 – 6:45; Thursdays, ongoing, 7:30 – 8:45 am

Garden Walks

- Landscape Lighting Talk & Tour, Thurs, 2/18, 6 – 7:30 pm

Learn & Play Together

- Toddler Story & Stroll: Where Does Chocolate Come From? Tues, 2/9, 10 – 11 am
- Toddler Story & Stroll: How is Chocolate Made? Tuesday, Tues, 2/16, 10 – 11 am
- Toddler Story & Stroll: Sweet Treats from the Rainforest, Tues, 2/23, 10 – 11 am
- Nighttime in the Jungle:
Chocolate & the Cacao Tree, Fri, 2/12, 6:30 – 7:30 (ages 3 – 5)
Chocolate & the Cacao Tree, Thu, 2/18, 6:30 – 7:30 (ages 3 – 5)
Chocolate & the Cacao Tree, Fri, 2/26, 6:30 – 7:30 (Grades K - 2) FULL!
- The Great Chocolate Adventure, Sun, 2/14, 1 – 2 pm

Youth Classes

- Nighttime in the Jungle:
Chocolate & the Cacao Tree, Thu, 2/4, 6:30 – 8:30 pm (Grades 6 – 8)
- Introduction to Wisconsin's Winter Birds, Sun 2/14, 1 – 3 pm

Classes & Workshops for Adults

- Starting from Seed, Thu, 2/4, 6:30 – 8:30 pm
- Pastel Interpretation, Sat, 2/6, 9 – 4:30
- The Challenging Garden, Tues, 2/9, 6 – 9 pm
- Introduction to Wisconsin's Winter Birds, Sun, 2/14, 1 – 3 pm
- Fabulous Flora for Beneficial Bugs, Tue, 2/16, 6:30 – 8 pm
- More than Just A Pretty Face, Tue, 2/23, 6:30 – 8 pm
- Beyond Chives & Parsley, Fri, 2/26, 6 – 8:30 pm

FACILITIES MAINTENANCE – TOM SKAIFE

We are in full swing in our winter operations. The crews are taking care of minor facilities repairs while working on our bigger projects listed below.

January Projects:

- Rebuilt Brittingham pier.
- Installed heater and lighting at Cherokee Conservation garage.
- Repaired water distribution pump at Warner Lagoon.
- Repaired furnace at Garner Park.

- Repaired furnace at Elver Park.
- Replaced high pressure sodium fixtures with energy efficient compact fluorescent at Westmorland Shelter.
- Located conduit and completed Goodman gate opener project.

February Projects:

- Repair water hydrants at Tenney lagoon.
- Continue rebuilding piers.
- Install banners at Olbrich Gardens.
- Remove snow flake lighting on Mall/Concourse.
- Repair well at Cherokee Conservation Park restrooms.

CONSERVATION SERVICES – RUSS HEFTY

Winter continued with an outstanding cross-country ski season due to the continuous snow cover we've had since early December 2009. Snowfall was below normal in January, and this presented some grooming challenges because we were largely re-grooming old icy snow. Ski revenues performed well, with over 1,800 annual permits purchased this winter.

Phase 1 restoration project was completed at Turville Point Conservation Park. This involved 12.5 acres of oak savanna completed by a contractor, using a forestry mower, at a cost of less than \$10,000. The project targeted all buckthorn, honeysuckle, and box elder, along with green ash and black cherry six inches or less in diameter. We preserved all oak, hickory, and hackberry trees, in addition to standing dead trees for wildlife habitat. The wood chips left on the ground by the forestry mower will be burned as part of a spring 2010 prescribed fire. Later this spring or summer, there will be a follow up herbicide treatment for woody plant re-sprouts. Some grass and sedge species will be planted this spring. Woodland forbs will be added after the exotic broadleaves are controlled. Phase 2 (13.3 acres) will be mowed in a similar manner by a contractor in February.

I attended a biomass demonstration at Lambert Forest Products in Tomah, WI. I observed a process where chipped non-merchantable wood (slash) is sold to a nearby power plant for use as fuel. As this market develops, it may present a land management option for the conservation parks. Instead of paying a contractor the current, full cost for woody plant removal, we may be able to get a reduced rate if the wood chips are of value in this new, biomass market

FORESTRY – MARLA EDDY

East

- # trees District Cycle pruned: 91
- # trees Requests pruned: 27
- # trees Small Trees Cycle pruned: 332
- # trees removed: 186
- # hours plowing/hauling snow: 61
- # hours shoveling/blowing snow: 99
- #Calls for Emergency: 96

West

- # trees District Cycle pruned: 238
- # trees Requests pruned: 18
- # trees Small Trees Cycle pruned: 481
- # trees removed: 40
- # hours plowing/hauling snow: 96
- # hours shoveling/blowing snow: 51
- #Calls for Emergency: 96

COMMUNITY RELATIONS COORDINATOR – LAURA WHITMORE

Marketing

January is a month filled with planning for future events and marketing strategies. I have been working on the revision and re-design of the Parks website with the IT Department. As their technologies changes, our strategies and design change. It is very exciting to see this important communication piece start to come together.

I have also been working on specific strategies and plans for Goodman Pool and Golf, such as special promotional days and packages, and printed marketing pieces. These pieces will be rolled out to the public throughout the spring and summer. One of the continuing pieces we have done with Goodman Pool is to send a birthday card to every child who took lessons or have a pass with the pool. The card is sent in the beginning of each month for the child birthday month. This will keep Goodman Pool on the minds of the parents even in the cold of winter.

We continued to update the winter activities conditions and communicate with the public through the use of listserv emails and website.

Website

Website Visits – 82,668 web pages viewed. Top sites were: Winter Activities; Dog Parks; Elver Park; Tenney Park; and the Parks Calendar.

GOLF – RAY SHANE

January has been a month of preparations. We continued with equipment repairs. Cutting units have been torn down, bearings replaced, reels sharpened, and then put back together. No major problems have been uncovered, but due to the age and usage, more reels have needed replacing than in previous years.

We received bids for our various tee and green supplies. The total price for our requests exceed the 2010 budget by 20%, so some of the items will need to wait until 2011.

The pre-audit end of the year report for Golf looks great with rounds and revenues up and expenses down. The report shows a net profit of \$296,560.00.

PLANNING AND DEVELOPMENT – KAY RUTLEDGE

North Star Park Drinking Fountain

Work on this contract is complete except for start up and testing that will have to wait until spring.

Lisa Link Peace Park

We received bids on January 22, 2010. Of the eight bids received, only two were determined to be responsive. Tri-North was the successful low bidder with a price of \$746,000 (\$907,000 was estimated for the project). After the Board of Public Works and the Common Council's approval, the construction contract will be executed and the project will begin. In addition, we processed a change order for Ken Saiki Design for approval to include additional design services. These services were required for the design's approval through the various Boards and Committees and to add construction and contract administration services for the project.

Hiestand and Hammersley Parks

Projects at these parks included stormwater improvements, trails, and clearing. All construction has been completed. Funding was provided for these projects via CDBG, Engineering and Park's Capital Budget. Documentation was compiled and submitted for funding reimbursement from CDBG.

James Madison Park Shoreline Improvements

We worked with the Engineering Division on the preliminary design for the James Madison Park-Bernard Boat House shoreline repairs. Engineering will hire a consultant to review the design to help determine the most cost-effective option for construction of this project and help ensure long-term stability of the shoreline improvements.

Burrows Park Restroom Renovation

We completed the conceptual design, worked with the consultant to finalize the design, and generated plans and specifications for bidding the Burrows Park restroom renovation.

Tennis Court Resurfacing

We prepared plans and specifications for bidding tennis court resurfacing at Warner and Tenney Parks. Bids received January 22; Munson was the low bidder at \$25,840.20 (construction estimate was \$40,000). After the Board of Public Works and the Common Council's approval, the construction contract will be executed and the project will begin.

Law Park Concrete Ramp

We prepared plans and specifications for bidding for a concrete ramp at Law Park as a permanent access point for the Iron Man Triathlon and the Capital City Ski Team. Bids were received January 22; Speedway Sand & Gravel was the low bidder at \$62,380.50 (construction estimate was \$50,000). Following the Board of the Public Works' and the Common Council's approval, the construction contract will be executed and the project will begin.

Park Paving

We prepared plans and specifications for bidding for paving projects at the following sites: Brittingham Beach parking lot; Blackhawk and High Point Parks' basketball courts; and the paths at Marlborough, Sauk Heights, and Cardinal Glen Parks. Bids are due February 12.

Warner Park Parking Lot

We worked with Engineering and Traffic Engineering to design the Warner Park parking lot to meet current standards. Schematic design was prepared and is under review internally. We are also working with Stormwater to develop the stormwater management plan for project.

Thut Park

We worked with MG&E and Real Estate to coordinate the installation of solar lights along the pathway at Thut Park. Council approved the agreement on January 19. Concrete bases were installed and we are waiting for spring to install the poles. We also worked with the community to purchase and install the shelter at Thut Park. We received donations for half of the cost to purchase and install the shelter (\$16,000). The shelter has been ordered.

Olive Jones Park

We worked with the Randall School PTO, the Regent Neighborhood Assn., MMSD and Alder Bidar-Sielaff to begin the process for phasing of construction improvements being proposed for Olive Jones Park. The conceptual Master Plan was re-designed to allow for phased development of additional features to the park, we solicited updated quotes for playground replacement and a new pre-K playground installation.

Klief Park Master Plan

Following demolition of the final residence, a full city-block is now available for park and open space uses. We worked with the Greenbush Neighborhood Association and Alder Kerr to formulate a public process to discuss changes to the Master Plan for Klief Park to be brought back to the Park Commission for approval.

Tenney Park Shelter

We continued work with the Friends of Tenney Park regarding fundraising efforts for the project. Negotiated a consultant services contract to prepare construction documents and specifications for bidding the project.

Dog Exercise Areas at Demetral and McCormick Greenway

We developed schematic designs and specifications for dog exercise area installations at Demetral Park and McCormick Greenway. We worked with Engineering Division to obtain appropriate approvals from the State of Wisconsin DNR for the installations at these sites prior to bringing this to the Park Commission for approval.

Other projects we are working on:

- Continuing to work with Alder Cnare on the installation of fencing behind neighbors of Door Creek Park on Littlemore Court. This project was ready for bid in November, but due to some concerns with its placement and maintenance agreements with the homeowners, we are now waiting to bid out and then install in spring 2010.
- Assisting Planning with the re-design of the proposed expansion of Hill Creek Park due to a requested revision to the Mid Town Neighborhood Development Plan.
- Continuing to assist our Engineering Division and their consultant with initial analysis of the Tenney Park Lagoon structure in preparation of rebuilding it in 2010.
- Working with the Engineering staff to look at eliminating flood/erosion potential in Heritage Sanctuary with construction of storm related amenities at Kennedy Park.
- Updating analysis/design of a bypass control structure that could be used at Elver Park in the future if we wanted to use the pond as a skating facility.
- Assisting Engineering Division with design elements to be incorporated in re-construction of a pedestrian/bike bridge to go over the Beltline Hwy. at Rimrock Rd. and Park St.
- Soliciting quotes for installation of solar lights for Hiestand and Baxter Parks, and an LED/motion activated light at the Marlborough Park playground. Lights and poles have been received and we are awaiting installation by contractor when 'spring' arrives.
- Working to identify potential locations for community orchards within select city parks as requested by the *Fruit and Nuts* group. Several orchard sites have been suggested and a palette of food bearing trees/shrubs will be considered for areas in parks where appropriate. Developing review process and guidelines for these installations to be considered by the Habitat Stewardship Committee.
- Compiling data secured from Park Operations staff to assess playground needs and upgrades, in addition to confirming our plan for playground accessibility and results.

WARNER PARK COMMUNITY RECREATION CENTER – BRAD WEISINGER

Admissions and Passes

	YTD 2008	YTD 2009	% Rev Budget	% Change
Pass Plans	\$68,662.00	\$77,295.00	112%	13%
Admissions	\$41,650.00	\$33,055.00	85%	-21%

Facility Reservations

Calendar Year	Dec. Rental Totals	No. Free	% Free	Rentals YTD	Free Rentals YTD	% Free YTD	YTD Revenue	% Rev budget
2008	94	51	55%	1224	549	45%	\$57,495.00	
2009	95	30	30%	1190	385	32%	\$58,200.00	92%

Calendar Year	YTD Hrs	YTD Hrly Participations
2008	3590.00	145,412
2009	3610.00	151,988