



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Agenda - Approved

BOARD OF PARK COMMISSIONERS

Wednesday, February 11, 2009

6:30 PM

1625 Northport Dr.#(Warner Park Community
Recreation Center)

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

Если Вам необходима помощь устного или письменного переводчика, а также если Вам требуются материалы в иных форматах либо у Вас имеются особые пожелания в связи с доступом к данной услуге, мероприятию или программе, пожалуйста, позвоните по указанному ниже телефону и сообщите об этом не менее чем за три рабочих дня до соответствующей встречи.

Please contact the Parks Division at 608-266-4711, TDD #866-704-2315.

I. CALL TO ORDER / ROLL CALL

II. PARKS EMPLOYEE(S) OF THE MONTH

- A. January – Doug Keene and Ray Parkin
- B. February – Tom Skaife

III. APPOINTMENTS TO COMMITTEES

A. STANDING COMMITTEES

1. Long Range Planning
2. Facilities, Programs and Fees
3. Habitat Stewardship/Tree Board
4. Golf
5. Warner Park Community Recreation Center
6. Olbrich Botanical Society
7. Two Appointments to the Madison Parks Foundation

B. AD HOC COMMITTEES

1. Ad Hoc Pool Committee
2. Ad Hoc Committee on Alcohol and Related Behaviors in City Parks

RECOMMEND APPROVAL

IV. PUBLIC COMMENT

(3 minute speaking limit for items not on the agenda)

V. COMMITTEE REPORTS**A. Olbrich Botanical Society Minutes of December 16, 2008 Meeting**

RECOMMEND ACCEPTANCE

B. Warner Park Community Recreation Center Minutes of the November 20, 2008 Advisory Committee Meeting

RECOMMEND ACCEPTANCE

VI. REPORT OF THE PRESIDENT OF THE PARK COMMISSION**A.. New Commissioner Update – Janet Parker****VII. REPORT OF THE SUPERINTENDENT OF PARKS****A. Written Report of Supervisor's Activities**

RECOMMEND APPROVAL

B. Informational Items

1. *Introduction of new Community Services Manager ~ Steven H. Doniger*
2. *Landowner Notification Letter regarding Gypsy Moth Spray Blocks*
3. *2008 Parks Division Pesticide Report*
4. *Discussions with Pond Hockey Group*
5. *Madison Parks Newsletter – to be distributed at meeting*

VIII. CORRESPONDENCE, RESOLUTIONS, ORDINANCES**A. Request from Suzanne Schmidt of the Great Lakes Hemophilia Foundation requesting use of Warner Park for a "Treatment and Education Memory Walk on June 6, 2009.**

Parks staff propose the following items for consideration by the Park Commission and requires the Organizer to comply with all recommendations established by the Park Commission:

1. *Aldermanic notification is required by the event organizer. You must contact Alder Satya Rhodes-Conway at district12@cityofmadison.com or 242-4426, and Alder Michael Schumacher at district18@cityofmadison.com or 242-1779 no less than two weeks prior to your event.*
2. *Event organizer is responsible for contacting the East Parks Maintenance Supervisor, Craig Klinke at 246-4510 or cklinke@cityofmadison.com to arrange for a pre-event walk through no less than one week prior to event, and agrees to follow his recommendations.*
3. *The Walk will take place only within the park itself, on the park trail. Entrances to*

- the park at Northport and at Sherman will not be blocked at any time. All park users must be able to enter and leave the park, especially the recreation center at will.*
- 4. Event organizer is responsible for picking up the keys to the facility from the Parks office one week prior to its event. If it is necessary to call staff out to unlock facilities for the event, event organizer will be charged a minimum of 2 hrs staff time at double time.*
 - 5. All trash will be picked up immediately after the event.*
 - 6. No merchandise, food, or beverages will be sold during the event.*
 - 7. All applications, permits, deposits, and fees are to be reconciled and on file in the Park Office at least one week prior to the event. Event sponsor must also abide by all rules and regulations by the Parks Division.*
 - 8. No parking will be allowed on the grass at any time.*
 - 9. In connection with the serving of food, the event organizer will contact the Public Health Department, and will follow their requirements and recommendations. Commensurate vending fees and insurance must be resolved one week prior to the event.*
 - 10. If you have any questions or problems the day of your event, please call our East Parks Ranger at 235-0448.*

B. Request from Jackie Ford of the National Lung Cancer Partnership to host a “Free to Breathe” Run/Walk at Warner Park on September 27, 2009.

Parks staff propose the following items for consideration by the Park Commission and requires the Organizer to comply with all recommendations established by the Park Commission:

- 1. Aldermanic notification is required by the event organizer. You must contact Alder Satya Rhodes-Conway at district12@cityofmadison.com or 242-4426, and Alder Michael Schumacher at district18@cityofmadison.com or 242-1779 no less than two weeks prior to your event.*
- 2. A park walk through is required with East Parks Maintenance Supervisor, Craig Klinke. Please contact him directly to arrange a walk through one week prior to your event at cklinke@cityofmadison.com, or 608-246-4510. Organizer agrees to follow his recommendations.*
- 3. No temporary structures have been approved for this event.*
- 4. The event organizer shall file a Parade Permit with the Madison Police Department at least two months prior to your event at www.cityofmadison.com/police/parade.html.*
- 5. The run/walk must avoid the two main entrances/exits to the park off of Northport Dr. and Sherman Ave. The run/walk must remain on the park trail at all times.*
- 6. A Certificate of Insurance is required that also names the City of Madison as an additional insured.*
- 7. You will be allowed public amplification from 8:00 AM-11:00 AM. However, sound must be kept to a reasonable level.*
- 8. You are responsible to contacting the City Health Department at 266-4821, to determine if a Food Permit is necessary.*
- 9. You are responsible for the ordering, placement, pickup, and payment for any portable toilets for your event.*
- 10. Event organizer is responsible for picking up the keys to the facility from the Parks office one week prior to its event. If it is necessary to call staff out to unlock facilities for the event, event organizer will be charged a minimum of 2 hrs staff time at double time.*
- 11. No glass containers are allowed in the park.*
- 12. No parking is allowed on the grass.*
- 13. There will be no fireworks or bon fire before, during, or after your event.*
- 14. No merchandise, food, beverages, or alcohol is to be sold during your event.*

15. A separate check deposit of \$1,000 will need to be paid prior to your event. This check will be returned to you if there are no damages to the park. Please make checks payable to "City Treasurer".

16. All applications, permits, deposits, fees, are to be reconciled and on file in the Park Office at least one week prior to the event.

17. If you have any questions or problems the day of your event, please call our East Parks Ranger at 235-0448.

18. Immediately after your event, all trash will be picked up. Please bring extra trash bags with you.

- C. [13258](#) Authorizing a declaration of change in use from City park land to public street right-of-way as part of the Hoepker Road reconstruction.

GENERAL DISCUSSION ~ POSSIBLE RECOMMENDATION

IX. UNFINISHED BUSINESS

A. Olbrich Park Master Plan

GENERAL DISCUSSION

X. NEW BUSINESS

A. Arts Commission ~~ Projects in Parks

1. Staff Presentation

GENERAL DISCUSSION ~ POSSIBLE RECOMMENDATION

XI. ADJOURNMENT