

## **SUPERINTENDENT'S REPORT – MARCH ACTIVITIES, 2011**

### **EAST PARKS – CRAIG KLINKE**

March has been a very busy month for parks maintenance. Our crews are still repairing and painting tables, benches, barrels, and hockey sections. Since it's starting to get warmer outside, we've been picking-up trash, reinstalling benches, tables, barrels, etc. We've been busy installing soccer fields, we already have some softball games scheduled, and will have shelter reservations again.

We are hiring new seasonal employees this month. We completed the interview process and are now selecting candidates. Once again, we have many qualified people to choose from that have great work experience. And again, it will be difficult making a selection among the many skilled applicants.

### **WEST PARKS – WILLIAM SCHOTT**

The Paint Shops have been busy in March. The hockey boards from all of our five rinks have been scraped, painted, and placed in storage. Most of the trash barrels and picnic tables have been painted and placed in the parks and shelters.

Staff has been repairing the turf damage that was caused by snowplows along the bike paths, sidewalks, and boulevards.

The Mower Shop set up the new mowing equipment that was purchased for the Cemetery and East and West Parks.

The welder repaired numerous piers, so they are ready to be installed in April.

West Parks has eighteen full-time employees and three vacant positions.

### **MALL CONCOURSE – LAURA BAUER**

With the weather finally warming up, and the crowds around the Capitol thinning out, we were finally able to begin our spring activities. These included thoroughly blowing and sweeping all of our sidewalks, as well as cleaning up the planting beds and grassy areas. We replaced the winter banners with new ones announcing spring, and the snowflakes were removed by the Facilities Maintenance crew. Newspaper boxes not conforming to style specifications were removed, and bicycles that appeared to be abandoned have been tagged for removal, as well.

In addition to our work out on the street, we have many seasonal tasks that aren't visible to the general public. Our winter equipment has to be cleaned and stored, our leftover salt must be returned to the Streets Division, and our mowers and watering equipment must be brought out and inspected. Much of this work is done on rainy days.

Construction began on the Webster and Dayton St. sections of the Capitol Loop, requiring us to temporarily relocate the planters and trash containers from the area.

We're looking forward to planting the annual spring pansies event, during the week of April 18. We'll also clean and refill the planters to facilitate this project, and mulch the raised beds on State Street.

The bus shelter windows are always a priority at this time of year. This is especially true now since, during the demonstrations, many posters were glued to the windows. We'll be washing them as time and personnel allow.

### **FOREST HILL CEMETERY – KEVIN SORENSEN**

The frost is out of the ground and this makes for extremely soft and muddy conditions. We were able to clear sections of the winter decorations and many of the larger branches and limbs that fell this past fall. We are clearing leaves away from the monuments and headstones to sweep them up. This is a large task, as many sections have leaves remaining from last fall and ones that fell late in the season. We were able to install some of the veterans' markers we received during the winter when the ground was frozen. Once the ground is sufficiently dry enough, we will retamp all winter burials and backfill with black dirt to prepare for sodding. Another March task was to repair plow damage that resulted from widening the roads and walks when the ground was not yet frozen.

Thanks to Doug in the Mower shop for completing the purchasing process for two new Scag mowers, and coordinating the resale of our older units.

Congratulations to Karen Thompson who was the Parks Division Employee of the Month for March. Way to go Karen!

Forest Hill staffing levels are at 4.5 permanent employees with two full time vacancies. We also have one seasonal employee.

March burial numbers, lot sales and total monthly revenue are as follows:  
 Interments: 13    Mausoleum Entombments: 3    Lot Sales: 3    Total Revenue: \$25,190.00

**EVENTS COORDINATOR – KELLI LAMBERTY**

	March 2011	March 2010	YTD 2011	YTD 2010
Street Use Events	3	6	8	11
Block Parties	0	0	1	0
Amplification Permits	6	3	10	5
Total	9	9	19	16

**April Events**

1-15, Fri-Fri	Child Abuse Prevention: Blue Ribbon Project, Corner of West Washington Ave. and Carroll St.
7-8, Th - F, 7-6pm	WISPIRG's Hunger & Homelessness Strike, State Street Mall
9, Sat, 9-7pm	Langdon Street Block Party, 200 Block of Langdon St.
10, Sun, 7-5pm	GDVC Spring Bicycle Race, Research Park
14, Th, 11a-5p	Stop the Bop (Phi Kappa Sigma), State St. Mall/Podium
14, Th, 2-6pm	WIAA Senior Block Party, 600 Lake St.
14-16, Th-Sat, 7:30-4pm	Engineering Expo, Breese Terrace
14-21, R, TBD	All Campus Party, State St. Mall/Podium
16, Sat, 6:30-2pm	1st Dane County Farmers' Market, Capitol Square
17, Sun, 7-5pm	GDVC Spring Bicycle Race, Research Park
20, Wed, 8-2pm	Dane County Farmers' Market, 200 MLK
22, Fri, 4:30-7pm	Stations of the Cross, State Street Mall from Lake St. to Podium
23, Sat, 6:30-2pm	Dane County Farmers' Market, Capitol Square
27, Wed, 8-2pm	Dane County Farmers' Market, 200 MLK
30, Sat, 6:30-2pm	Dane County Farmers' Market, Capitol Square
30, Sat, 10am - start	CrazyLegs Classic, Capitol Square to Camp Randall
30, Sat, 11-6pm	Dance Week, Podium
30, Sat, 3-10:30pm	SCMG Film Festival, 1900-2100 Atwood Ave.

**OLBRICH BOTANICAL GARDENS – ROBERTA SLADKY**

**People and Gardens**

The Spring Flower Show: *Tour de Fleur* that ran from March 5 – 20, was very well received and had 5,526 visitors. The outdoor gardens staff was very busy this month. They executed the Spring Flower Show, were busy with early spring tasks, such as dormant season pruning, removed grass stems from the winter displays, and performed bed clean-up. Staff made preparations for the volunteer crews that will be returning early this month. Our plant sale preparations reached a peak in March when a dozen volunteers spend three full days potting perennials that will be grown in Olbrich's hoop houses.

The Conservatory staff has been busy growing 1,000 pots of pansies for the April 23 Pansy Sale, as well as thousands of annuals and cuttings for the outdoor gardens. The Bolz Conservatory was closed for spring maintenance, which is very labor intensive. A lift is brought in so that staff can prune the canopy and the maintenance staff can service and replace fans and other mechanicals. There's a lot of work to do in the two weeks the lift is on site!

**Visitor comment from the past month:**

3/13/11 *"This is my first time here. I hope Heaven is like the Atrium. (Spring Flower Show: Tour de Fleur) I also enjoyed the conservatory. I loved it all."* Linda E, North Freedom, WI

## Numbers

OBG Attendance (counted from 9 – 4 only + event participants)	2011	2010
February 1 - 28	9,866	11,414
YTD Feb 28	19,662	23,152
Total Member Households (individuals*) Feb 28	5,801 (8,680)	5,383 (8,262)

\*based on the number of membership cards issued

OBG City of Madison Major Revenue Categories	YTD 2/28/2011	2/28/2010
Bolz Conservatory Admission YTD	\$4,219	\$7,374
Room Rentals YTD*	\$8,341	\$16,005
Catering Percentage Revenue YTD**	\$2,516	\$2,038

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

\*\* accrued on a monthly basis following each catered rental

Website Visit Summary	Jan 2011	Feb 2010
Total Visits	12,319	10,140

## Events

- *Olbrich as Art Invitational Exhibit*: Through April 3, Sundays, 11 am – 5 pm, Evjue Commons.
- *Landscapes for All Seasons*: April 10 – June 26, Sundays, 11 am – 5 pm, Evjue Commons. Natalie Sewell's fabric landscapes.
- April 2: Conservatory re-opens after our shutdown for annual maintenance, *Light Gaps Exhibit* through July 10
- *Wisconsin Gourd Festival*, Sat, April 9, 9 am – 4 pm
- Leaf Mulch Sale, Full Service: Fri, April 15, 2 – 5 pm; Sat, Apr 16, 9 am – noon
- Leaf Mulch Sale, Load-Your-Own: April 17, 9 am – 4 pm daily, while supplies last
- Leaf Mulch Sale, Bulk Sales:
  - Thursdays, Apr 21 & 28, 1 – 5 pm
  - Saturdays, April 23 & 30, May 14 & 21, 9 am – 1 pm
- Spring Pansy Sale, Saturday, April 23, 10 am while supplies last
- Orchid Sale, Saturday, April 23, 10 am – 2:30 pm or while supplies last - sponsored by *Orchid Growers Guild*

## Education

### Wellness in the Gardens

- Yoga, Mondays 5:30 pm – 6:45 pm and Thursdays, 7:30 – 8:45 am (drop in OK)
- Spring Tonic Herbs, Wed, Apr 20, 6:30 – 8:30 p.m.

### Classes & Workshops for Adults

- Wisconsin Gourd Festival Classes
  - Embroidery on Gourds, Sat, Apr 9, 9 am – 11:15 am
  - Chip Carving, Sat, Apr 9, 9 am – noon
  - Wax Designing on Gourds, Sat, Apr 9, 9 am – 1 pm
  - Easy to Clean Gourd Birdhouse, Sat, Apr 9, 11:30 am – 2:30 pm
  - Wild Weaving, Sat, Apr 9, 1 – 4 pm
  - Make a Gourd Mask, Sat Apr 9, 1:30 – 4 pm
  - Miriam Joy's Wax Technique Demonstration, Sat Apr 9, 3 – 4 pm
- Art of Seeing – Garden Photography, Sat & Sun, April 2 & 3 – full days
- Permaculture Herb Spirals and Keyhole Beds Design, Tue, Apr 5, 6:30 – 8:30 pm
- Houseplants for Today's Home: Care and Take Home, Sun, Apr 10, 1 – 3 pm
- An Interactive Herb Gardening Adventure, Sun, Apr 10, 1 – 4 pm
- Controlling Weeds and Invasive Plants in Our Landscape, Tue, Apr 12, 6:30 – 8:30 pm
- Growing Raspberries in Southern Wisconsin, Thu, Apr 14, 6:30 – 8 pm
- Garden Silks: Making Silk Scarves with botanical dyes, Sat, Apr 16, 9 – 11 am

### Garden Walks

- Spring Into Gardening – Get Ready for the Season, Sat, Apr 2, 10 – 11:30 am
- Spring Bulbs Garden Walk, Thu, Apr 21, 5:30 – 7 pm

### Learn + Play Together

- Toddler Story & Stroll: Celebrating Spring
- Rain, Tues, Apr 5, 10 – 11 am
- Flowers, Tue, Apr 12, 10 – 11 am
- Birds, Tue, Apr 19, 10 – 11 am
- Tiny Trees Yoga in the Gardens, Thursdays, Apr 7 – May 12, 5 – 6 pm
- Spring Break
- Nature Printing with Herbs, Fruits, and Flowers, Apr 20, 10 - 11:30 am
- A Rainforest in your Living Room, Thu, Apr 21, 10 – 11:30 am
- Botanical Dyes, Fri, Apr 22, 10 – 11:30 am
- Youth Classes (Grades 9 and Up)
- Art of Seeing – Garden Photography Sat & Sun, Apr 2 & 3 – full days
- Garden Silks: Making Silk Scarves with Botanical Dyes, Sat, Apr 16, 9 – 11 am

**CONSERVATION – RUSS HEFTY**

Field staff concentrated on cutting exotic brush at Cherokee Marsh and Heritage Sanctuary as part of ongoing ecological restoration projects. Staff prepared fire equipment and park sites for prescribed burns.

I worked with park staff to address the beaver damage at Tenney and Door Creek Parks. At Tenney Park, beavers damaged over \$5,000 of landscape trees. A large beaver dam was removed at Door Creek by our construction crew. The dam flooded cropland that is being rented until the parkland is developed. A contractor was hired to live trap and remove the animals from these park areas.

Staff continued discussions with United States Fish and Wildlife Service (USFWS) regarding restoration partnerships at Edna Taylor (oak savanna) and Cherokee Marsh (wetland restoration) Conservation Parks. Funding from the USFWS is currently on hold due to the impasse on the Federal Budget.

We worked with the UW-Arboretum and City Engineering on enhancing trail opportunities associated with the Cannonball Bike Trail. The UW-Arboretum received partial funding from a Dane County Partners for Recreation and Conservation (PARC) grant. Plans include establishing a hiking trail connection between the Grady Tract and Knollwood Conservation Park. If funds allow, other enhancements may include a water fountain, bike rack, and an informational kiosk.

The State DNR has convened a planning group (the Yahara Lakes Advisory Group) to discuss lake management issues and make recommendations.

**FORESTRY – MARLA EDDY**

Forestry Section	Total Trees	Total Hours
Cycle Pruning	118	191
Pruned by Request	771	836
Small Tree Pruning Cycle	1,459	383
Tree Removal	62	213.5
Storm Work/Hangers		4
Unfilled Vacancies		552
Snow Removal (shovel and plow)		1

In March, West Forestry was able to complete some tree cycle pruning, whereas East Forestry continued to work on Satellite areas. These are areas where block long sections of trees were found to be hanging too low over the road and sidewalk.

We responded to snow removal throughout the city

Forestry specialists worked on 2011 street construction projects by attending meetings, evaluating street trees within project areas, and providing reports to Engineering. They also worked on street tree replacement evaluations for future planting and stump removal by Streets Division.

## **GOLF – RAY SHANE**

With March comes the season of “changes”. While the warm start of the month brought an end to most winter activities, it also brought hopes that warm spring weather would soon be arriving. Unfortunately, temperatures generally remained below normal and the scattered snow kept winter lingering on.

Staff was able to complete most of the grinding and equipment repairs, along with preparing all of the buildings and mechanical systems for the upcoming golf season. We delivered some of the basic equipment to the various courses, and our orders for supplies began arriving, along with some of our fertilizer orders. All of the DPW mowing equipment has been serviced and returned to the golf courses.

The greenskeepers returned to the golf courses on March 21, followed by a handful of seasonal employees to prepare the courses and equipment for opening day. Monona, Odana Hills, and Yahara Hills opened for play on March 31. Glenway should be opening in the first week in April, depending on conditions.

The patio at Glenway was repaired and the finished product looks great! The greenskeepers report minimal turf loss this winter and all that is needed is some warmer soil temperatures to get the plants growing.

## **PLANNING AND DEVELOPMENT – KAY RUTLEDGE**

### **James Madison Park Shoreline Improvements**

Construction on this project wasn't able to start in the fall due to the early onset of winter. The contractor was finally mobilized to the site on March 28.

### **Breese Stevens Field Press Box**

The Parks Division started work on a new, pre-fab press box for Breese Stevens Field in January. Initial discussions are continuing with vendors to get the costs and design criteria needed to purchase the press box, and with staff to find out what approvals are necessary. We will put out a request for proposal for the design/purchase of the structure in April and a second public works contract for the coordination of delivery and installation of the structure in June. The anticipated time for installation is August of 2011, between the spring and fall soccer seasons.

### **Breese Stevens Entrance Improvements**

The Parks Division is continuing to develop plans for the Breese Stevens Entrance Improvements. The project was approved by the Landmarks Commission on March 28. Plans and specifications are being developed and we anticipate them to be out for bid in early May. We'll be going to the Board of Public Works for approval of plans and specifications on April 6. Construction is scheduled to begin on July 18 and to be finished September 9, during the off-peak season.

### **Tennis Court Resurfacing**

In January, work was completed on a public works contract for the re-surfacing of tennis courts within our parks system. The courts to be resurfaced are in Rennebohm Park (6); Brittingham Park (4); Walnut Grove Park (2); and Westmorland Park (2). Bids will be opened on April 1 and the anticipated start to work is mid May, with completion in mid June.

### **Burrows Park Restroom Renovation**

The Burrows Park Restroom is complete, except for a few minor punch list items and a spring start up. The contractor and the Parks Division decided it was not worth starting the system up last fall then shutting it down for winter right away so we agreed to wait until spring and have the contractor start it up for the season.

### **Warner Park Parking Lot**

The Parks Division will be reconstructing the Warner Park parking lot in three phases over the next three years. In Phase 1, during fall 2010, we replaced the storm sewer and built two retention ponds that will hold all of the parking lot run-off prior to it going into the channel and lagoons. Phase 1 is done. Phase 2 includes Bay 3 of the parking lot and the complete roadway through the parking lot. Bids were received on Phase 2 on February 11, 2011. *Payne and Dolan* submitted the low bid at \$669,417.23, (the pre-bid estimate was \$775,000.00). Bay 3 Phase 2 will be completed in spring and the remainder of

Phase 2 will be done after the 2011 Mallards season. Phased landscaping for the parking lot was included in the 2011 Park Landscaping Public Works Contract.

### **Warner Park Bleacher Replacement**

In this joint venture with the Madison Mallards we will be replacing the bleachers at the baseball diamond at Warner Park. *Joe Daniels Construction Co., Inc.* submitted the low bid at \$999,985.85. Estimated time of completion is May 27, 2011, which will be in time for the Mallards' first game on June 6. All footings are in. The gravel base treatment for the graveled areas under the bleachers is in. The contractor accepted delivery of the first load of structural I beams that last week of March.

### **Olbrich Park Softball Light Replacement**

Project calls for the removal/replacement of the softball lights for the two easterly diamonds at Olbrich near the Walter St. parking lot. We are in the process of getting price comparisons from various manufacturers to re-use all of the existing poles, some of the existing poles, and/or for complete replacement. Staff is analyzing the cost/benefits of each during the next few weeks in order to come up with a bid plan. We plan to bid this project out over the summer for fall installation.

### **BB Clarke Beach**

Assisting Engineering with plans for shoreline improvement project at BB Clarke. City Engineering received permit approval from the DNR and construction is expected to begin in fall of 2011. Proposed tree installations as part of shoreline improvements were included in the 2011 Park Landscaping Public Works Contract.

### **Thut Park**

Staff is working with Engineering on a potential drainage improvement plan for the park to control stormwater runoff. Soil borings have been completed to determine infiltration opportunities, revising design, and identifying funding to move forward with the project.

### **Tenney Park Pavilion**

The preconstruction meeting for the Tenney Park Pavilion project was held on March 7. A contract schedule has been put together and coordination for utility work has begun. The contractor has been submitting their materials for approval. The shelter will be closed at the beginning of April with demolition starting shortly thereafter.

### **Tenney Park Maintenance Bridge**

The initial calls have been made to the neighborhood association in an attempt to put together some design guidelines that the Parks Division can take to our bridge designer. Staff and neighborhood representatives also met with the State Historical Society on March 16 to better understand the historical design guidelines for this park. It is anticipated that the design process will be completed in June and that the bridge will go out for bid in summer, with a construction schedule of late fall through spring 2012.

### **Playgrounds**

We completed plans and specifications for 2011 Playgrounds and Access Improvements Contract, currently out for bid. Projects to include safety surface upgrades for Northland Manor, Maple Prairie, Baxter, and James Madison Parks. Safety surface upgrades and path connections will be installed at Goodman, Sandburg, and Odana Hills Parks. New playgrounds will be installed with access paths at Monona and Quarry Cove Parks. Improvements at Meadowood Park include an access path to the playground where some of the existing equipment will be refurbished and some new play equipment will be added, along with a reconstructed basketball court to provide capacity for two half court surfaces. Meadow Ridge Park will have a new, full court basketball installed. At Klief Park, almost the entire site has been redesigned including site grading, a relocated volleyball court, new play structure, and landscape amenities to include retaining walls to double as spontaneous seating, and new backstop fencing to accommodate kickball.

### **Brittingham Boathouse**

The contractor is making progress in constructing walls, insulating and installing sheetrock for interior spaces. Construction completion is expected on schedule by April 29.

### **Park Landscaping**

Contract bids were opened on March 11; bids were well under the project estimate. The low bidder was *Forest View Landscape Construction* at \$55,691.70. We are awaiting contract signatures and anticipate scheduling a pre-construction meeting in April.

### **Owls Creek Open Space**

The installation of the playground is almost complete unfortunately, weather delays have held up completion of installation of the safety surface.

### **Olive Jones Park**

Staff is working with Facilities Management to resolve concerns about structural integrity of retaining walls. Facilities Management has identified options in new foam technology for repair of the surrounding retaining walls and recommends we proceed with hiring an engineering consultant to assess wall stability. The foam technology should eliminate or minimize the lateral heave that has been detrimental to the condition of the existing retaining wall. We are continuing to work with vendors and contractors to collect and forward products, material data, and project details regarding the 2011 improvements for construction. These include but are not limited to, toddler play equipment, amphitheater expansion, associated retaining walls and pathways including pavers and inscriptions, and fencing alternatives. We are coordinating with the alder, neighborhood representatives, parent-teacher representatives, and MMSD staff regarding graphics and other related specifics for their fundraising efforts.

### **Marshall Park Dredging**

The permit for dredging was completed in mid December and sent to the DNR. In January, the DNR informed us that no dredge work can be done during the spring spawning period between March 15 and May 15. The Marshall Park channel and bay, where the boat launch is, is an important spot for spawning pan fish. The contract has been delayed until fall due to these requirements.

### **Park and Open Space Plan**

The plan update is underway. Research and the inventorying of park facilities, and the review of park classifications have been ongoing over the last several months; evaluating park classification system in accordance with NRPA standards and guidelines. A Recreational Organization User Survey was mailed to over 30 recreation organizations that made athletic field reservations in 2010. To engage the public, staff held three public input sessions at three different locations. A Resident's Survey was also available from mid-January to March 4. Hardcopies of the survey were available at all nine city libraries, 15 neighborhood/community centers and two senior centers; a link to the survey was distributed via email, by press release and via list serves. Over 1,500 people filled out the survey.

### **Other Projects**

- We are working with Forestry and Engineering staff to arrange the relocation of median trees from the Pennsylvania and Packers Ave. medians to nearby park locations.
- We met with Park staff to coordinate tree species and park locations for Arbor Day and Earth Day events.
- We are working with Engineering staff to map all standard mowing and no mow areas in all parklands.

**WARNER PARK COMMUNITY RECREATION CENTER – BRAD WEISINGER**  
**Admissions and Passes**

	YTD 2009	YTD 2010	% Rev Change	% Change
Pass Plans	\$28,036.60	\$23,643.00	41%	-16%
Admissions	\$10,311.00	\$18,157.00	52%	76%

**Facility Reservations**

Calendar Year	February Rental Totals	No. Free	% Free	Rentals	Free Rentals YTD	% Free YTD	YTD Revenue	% Rev budget
2010	93	32	34%	185	57	31%	\$15,085.00	30%
2011	118	30	25%	242	69	29%	\$10,833.50	21%

Calendar Year	YTD hrs	YTD hrly participations
2010	456.05	22,810
2011	502.55	23,317

**YTD 2010 Age Profile**

Preschool – 91; Elementary School – 46; Middle School – 80; High School – 92; Adult – 857; Senior 60+ 536

**YTD Income Compliance**

Income levels are based on households with 1-8 family members.  
 58% compliance - YTD