



# Madison Parks Division

210 Martin Luther King, Jr. Blvd., Room 104  
PO Box 2987  
Madison, WI 53701-2987  
608-266-4711 • [cityofmadison.com/parks](http://cityofmadison.com/parks)



October 4, 2018

## Dear Mall Maintenance Service Area Property Owner:

Enclosed is the notice for Special Charges for Mall Maintenance service for the period of September 1, 2017 to August 31, 2018. Mall Maintenance services are supported by a combination of special charges to property owners and the City tax levy. Charges are billed "in arrears" (after the fact) and are based on actual expenditures for the past year of service. Madison Parks continues to strive towards providing the best possible maintenance for the district while focusing on controlling costs to the property owners.

Also enclosed is a service area map that provides a guide to the street frontages that are serviced as a part of the special charges district. The covered serviced areas receive the following services:

- Sidewalk Snow and Ice Removal on serviced frontages (see enclosed map). Snow removal from the street is managed by the Streets Division. Snow removal from sidewalks that are not on serviced frontages is the responsibility of the property owners.
- Daily trash collection from public receptacles, recycling and leaf/debris collection as needed. For more information, see the website below. (Sidewalk snow removal is a priority during winter storms.)
- Bus shelter cleaning with power washing as required and route sign maintenance.
- Seasonal banner change on State Street and Capitol Square.
- Turf and Landscape Maintenance – mowing/trimming, fertilization, and irrigation of Square and State Street grass islands, in addition to Lisa Link Peace Park. Assist Olbrich Botanical Gardens and the Business Improvement District with the annual flower planting program.
- Hardscape Maintenance – sweeping walks, power washing seating areas as needed, graffiti and residue removal, and installing/removing benches/bike racks/refuse containers as required.
- Landscape planting and maintenance program for service area planting beds.
- Maintenance and cleaning of the visitor center.
- Sidewalk washing program for removing residue and gum through power washing.
- Maintain and update all poster kiosks in the service area.

## Mall Maintenance Contacts:

For specific questions about fees and billing, contact:

Hannah Stephens, Parks Financial Management Intern  
(608) 266-6517 or [HStephens@cityofmadison.com](mailto:HStephens@cityofmadison.com)

If you have any questions about services, contact either:

Mark Kiesow, Mall Concourse Foreman  
(608) 266-6031 or [MKiesow@cityofmadison.com](mailto:MKiesow@cityofmadison.com)

Chad Hughes, Central Parks & Mall Concourse Supervisor  
(608) 266-4728 or [CMHughes@cityofmadison.com](mailto:CMHughes@cityofmadison.com)

Or visit <http://www.cityofmadison.com/parks/about/mallmaintenance.cfm>

# State Street - Mall Concourse Maintenance Special Charges Service Area 2018

Prepared 8/22/2018

City of Madison  
Dept. of Public Works - Parks Div.  
City-County Building, Suite 104  
210 Martin Luther King Jr. Blvd.  
PO Box 2987  
Madison, WI 53701-2987

Graphical Scale

0 600 ft



play  
**MADISON  
PARKS**

## Legend

-  Parcels Receiving Services
-  Service Frontages

