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09/21/2022

Board of Park Commissioners  
Madison Parks Division  
City of Madison

Dear Park Commissioners and Park Superintendent Knepp,

This letter is to request the approval for both operating hours and early closures for annual ticketed programs annually. These requests for early closures are typical during a non-pandemic year at Olbrich Botanical Gardens. As we enter year three of the pandemic we are returning to pre-pandemic operations with beloved programs returning and general attendance expected to surpass 300,000 in 2023. Missy Jeanne, who is copied on the request, manages these programs and is available to answer questions.

#### **Bolz Conservatory**

This fall and early winter, IMEG Engineering Consultants will conduct a mechanical and structural assessment of the 30 year old Bolz Conservatory. This assessment will include drone photography and operation of a lift. The lift is needed to access the higher areas of the Bolz Conservatory not accessible by ladder. For this assessment, a selection of dates have been identified by the contractor to conduct their work safely with no public inside the Bolz Conservatory. These dates are identified for possible closures for this assessment to be conducted:

**October 17, 18, & 31 2022 from 10 a.m. – 4 p.m.**  
**November 1, 9, & 10, 2022 from 10 a.m. – 4 p.m.**

#### **Orchid Escape**

Olbrich Botanical Society hosts an annual Orchid Escape exhibition in the Bolz Conservatory. Every February the glasshouse comes alive with colorful orchids delicately displayed to match the year's theme. In order to prepare for this annual exhibition time is needed to close the Bolz Conservatory to set-up the displays. Once the exhibition is complete the Bolz Conservatory is once again closed to safely take down the displays. Immediately after Orchid Escape the staff begin the annual pruning of the plants in the Bolz Conservatory. This work includes the use of a lift so they can prune the plants at various heights. It's necessary to close the glasshouse for safety reasons during this pruning time. Dates for these closures are:

**January 24 – 27, 2023 – Orchid Escape Set-Up**  
**March 1 – 3, 2023 – Orchid Escape Take-Down**  
**March 6 – 17, 2023 – Pruning**

Advance notice of the closure will be made through website, information line, e news, facebook and all other social media.

### **Blooming Butterflies**

After a two year hiatus, due to the pandemic, the ever popular Blooming Butterflies exhibition is returning this July 2023. For a month colorful butterflies of various sizes fill the Bolz Conservatory and visitors of all ages are able to enjoy them as they flutter around. Olbrich Botanical Society is requesting a closure of the Bolz Conservatory to set-up for this popular exhibition. Also requested is an Olbrich Botanical Society Member day for members to experience Blooming Butterflies before it officially opens to the public. If a non-member arrives, they are granted admission and are not turned away.

**Monday, July 10 – Tuesday, July 11, 2023: Closure**

**Wednesday, July 13, 2023: Member Only Day**

### **Summer Breeze**

Olbrich Botanical Society requests permission to close early to the general public (outdoor gardens, Bolz Conservatory and building facilities) to prepare the outdoor gardens for this mission-related fee-based program.

**Friday, June 16, 2023: EARLY CLOSURE @ 2 p.m. (event time 4-9 p.m.)**

**Saturday, June 17, 2023: EARLY CLOSURE @ 2 p.m. (event time 4-9 p.m.)**

- Admission at the door.
- Free admission will be available upon request for this family friendly program.
- Advance notice of the closure will be made through website, information line, e news, facebook and all other social media.
- The sign on Atwood Avenue will indicate the closure.

Thank you,

Tanya Zastrow, Director  
Olbrich Botanical Gardens  
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Cc: Missy Jeanne, Special Projects Manager  
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