

SUPERINTENDENT'S REPORT – OCTOBER ACTIVITIES, 2011

EAST PARKS – CRAIG KLINKE

We had unseasonably warm weather for October. We had good conditions to continue working on some of the special projects we wanted to complete before the beginning of winter.

We are still aerating and renovating the soccer fields and softball diamonds. We are flail mowing native managed meadows. We are using a combination of blowers and mulching to remove the large amount of leaf debris in the areas that are heavy with trees. We are removing tables, benches, and barrels from parks. We are installing signs on shelters to comply with the city's concealed carry policy. Lastly, we are converting our equipment for winter use.

Some of the work that we completed in October included:

- We removed a lot of invasive shrubs at Olbrich Park. We opened up the area along Atwood Ave. to create a more welcome environment and to increase visibility.
- We performed shoreline work along the Tenney Park Lagoon. We removed invasive species, grubbed stumps, and removed other vegetation to create better conditions to remove snow during ice season.
- We installed sod at Breese Stevens.

We are looking forward to the completion of the work at Tenney Park. We are anxious to get into the new shelter to get it ready for the winter, including raising the water level back up to prepare for the ice sports season. We are also waiting for the work on the outlet structure to be completed.

WEST PARKS – KRISTIN MATHEWS, INTERIM PARKS SUPERVISOR

The October weather continued to be beautiful, and the conditions contributed greatly to our fall clean-up efforts. We were able to mulch more leaves than we have in years due to the weather and the fact that we still had several seasonal employees to help us out. We also acquired a new blower to help with the leaf clean-up.

The renovations we are working on at the ball diamonds at Elver are going well. Fall football came to an end a few weeks ago. In addition to the renovations at the ball diamonds, we are also aerating all of our athletic fields.

The welder began going over all of the plows to make sure that they're in good working order for the winter season. The mower mechanics began changing over the mowers to blowers for the snow season, as well.

The hayrides are coming to an end in most of the parks. They will continue well into November at the *Holiday in Lights* show at Olin Park. Some of our seasonal staff have really stepped up to help with driving the hay wagons. That was *much* appreciated!

Lastly, all of the shelter sides are up at our winter shelters. Soon we'll be in full winter mode.

MALL CONCOURSE – TOM SKAIFE, SUPERVISOR; LAURA BAUER, LEADSWORKER

During the month of October, Mall/Concourse activities were centered on the change of seasons and preparing for *Freakfest*. We are collecting leaves and hauling them to composting sites. This continues until it snows, because many the trees on the Capitol lawn have a late leaf drop, and a good number of their leaves blow onto our side of the street. The portable planters on State St. and the other side streets have been emptied and are awaiting their winter arrangements. The arrangements are due to be installed in the middle of November. Our perennial plantings are being cut back, as well.

Freakfest went well this year. We did not note any major damage to the public amenities as we have in the past. The weather cooperated with the cleanup; it was neither rainy nor very windy. Ending the event before bar time always presents difficulties, as the bar-goers hang around on the sidewalk, but we expect this and are able to adapt.

Coinciding with *Freakfest*, the Bicycle Recovery section of the Police Property Room made a sweep of State Street, removing bicycles that appeared to be abandoned. We are working with the Property Room on a plan to do be able to do this more frequently. We've had a couple of difficulties in this attempt. One was, there used to be a secure storage space issue, but we've been able to resolve this problem. A different challenge is that the number of property room staff available to maintain the proper chain of custody for the bicycles is limited. We're looking forward to addressing the bicycle issue. Removing abandoned bicycles is advantageous for everyone in several ways; rack space is then more

likely to be available for shoppers, the bikes will not be sidewalk impediments, and the area will look more attractive.

Occupy Madison spent a few weeks in October camping at the 30 on the Square performance space, but it seems that they've now found a new home in the very large lot of a vacant car dealership on East Washington Avenue, several blocks east of the Capitol. This should work out better for all involved, as the 30 on the Square area is small, does not have sanitary facilities, and was never intended for 24-hour occupation.

Going into November, we'll be readying our snow removal equipment and hauling a load of salt to our shop. We do not hope for an early winter, but we'll be ready for it when it comes.

EVENTS COORDINATOR – KELLI LAMBERTY

	October 2011	October 2010	YTD 2011	YTD 2010
Street Use Events	39	36	236	219
Block Parties	6	2	68	70
Amplification Permits	5	8	50	72
Total	50	46	354	361

November Events:

Oct. 31-6,	Construction Equipment display, 100 N. Hamilton (Children's Museum) - sidewalk only
2, W, 8a-2p	Final Wednesday Farmers' Market, 200 MLK
2, W, 5a-7p	Battleground film shoot, 10 N. Bedford, parking only; no closure
3, W, 10a-3:30p	Bridal Show at Overture, 100-200 Henry St.
5, Sa, 6a-2pm	Final Saturday Farmers' Market, Capitol Square
5, Sa, 2:30 start	UW Home Football Game, Camp Randall
5, Sa, 5a-7p	Battleground film shoot, 1603 Monroe St., 2 parking meters only; no closure
6, Su, 5a-7p	Battleground film shoot, 100 Wisconsin Ave, closure/parking removal - west side of street only
6, Su, 8a	Madison College Turkey Trot, Warner Park
12, Sa, 5a-7p	Battleground film shoot, 700 Block Gilmore Street (Wingra School) – Parking Only
17, Th, 2-7p	Holiday Art Fair at MMoCA, 100-200 Henry St.
18, F, 7a-11a	Holiday Art Fair at MMoCA, 100-200 Henry St.
20, Su, 2-6p	Holiday Art Fair at MMoCA, 100-200 Henry St.
22, Tu, 7a-2:30p	MSO Carol Sing, 100-200 Henry St.
26, Sa	UW Home Football Game, Camp Randall

FOREST HILL CEMETERY – KEVIN SORENSEN

October is a busy time of year at Forest Hill. The *Wisconsin Veterans Museum* hosted its 13th *Annual Talking Spirits Tour* on Oct 4-9. A total of 2,750 students and adults enjoyed a living history program as actors and actresses gave performances of the lives of prominent figures in Wisconsin history that are buried in Forest Hill.

We have been busy removing many leaves, then mulching, blowing, and baling them. This will keep us busy until the change in weather ends the operation. This is typically well into November or hopefully, even December. We say hopefully, because the more we can get done in the fall, the less overwinter turf damage will occur and make our spring cleanup go more smoothly. We also string trimmed each section of the plentiful perennial plantings, which helps with the leaf removal process.

Forest Hill staffing levels are at 6.5 permanent employees and three seasonal employees. October burial numbers, lot sales and total monthly revenue are as follows:

Interments: 24 Mausoleum Entombments: 3 Lot Sales: 22 Total Revenue: \$39,188.00

OLBRICH GARDENS – ROBERTA SLADKY

People and Gardens

The extended warm weather we had into October helped staff stay comfortable while performing fall tasks. These include emptying all the containers and preparing propagules for next year's containers, and cleaning beds and mulching. Water feature shut-down is underway and following that, the irrigation will be shut-down.

The MG&E's *Solar Sunflower* was completed in late October. It is adjacent to the parking lot at Olbrich Gardens. Contractor *H&H Solar* is completing the wiring to feed the energy into the grid.

Visitor comment from the past month:

10/09/11 *"We really enjoyed the gardens and tropical forest. Well maintained. Good job!"* Suranga R, Iowa City, IA

Numbers

OBG Attendance (counted from 9 – 4 only + event participants)	2011	2010
Sept 1 - 30	16,533	17,508
YTD Sept 30	189,095	202,398
Total Member Households (individuals*) Sept 30	6,194 (9,449)	5,610 (8,459)

**based on the number of membership cards issued*

OBG City of Madison Major Revenue Categories	YTD 9/30/2011	9/30/2010
Bolz Conservatory Admission YTD	\$34,756	\$40,632
Room Rentals YTD*	\$91,831	\$104,607
Catering Percentage Revenue YTD**	\$18,513	\$30,016

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

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

Website Visits	Sept 2011	Sept 2010
Total Visits	12,382	11,454
Unique Visitors	9,903	9,226
New Visits	67%	68%

Events

- *20th Anniversary Art Exhibit*: Learn about the history of the Bolz Conservatory and see the winners of the photo contests, Oct 2 – Jan 8, Sundays, 11 – 5 pm
- *Herb Faire*, Sat, Nov 5, 9 am – 2 pm by the Madison Herb Society
- Tiny Take Home Terrarium for Kids, Sat, Nov 12, 10 am – 1 pm, FREE
- *CELEBRATION! Songs of the Rainforest*, Sun, Nov 13, 1 pm and 3 pm with Ken Lonnuquist and the *Kenland Band* FREE!
- *Growing Gifts Holiday Sale*, Nov 19, 10 am – 4 pm & Nov 20, 10 am – 5 pm

Education

Learn & Play Together

- *Nighttime in the Jungle*: grades K – 3 with adult
- Tropical Treats: *Food from the Rainforest*, Fri, Nov 4, 6:30 – 7:30 pm

Wellness at the Gardens

- Yoga, Mondays 5:30 pm – 6:45 pm and Thursdays, 7:30 – 8:45 am (drop in OK)
- Moving Meditation, Mon, Sept 12 – Nov 7, 6 – 7:30 pm
- Yoga Flow, Wed, Sept 7 – Dec 28 (no class Nov 23), 5:30 – 6:30 pm

Bolz Conservatory 20th Anniversary Celebration

- *From Wisconsin to the Tropics* – Helping Migratory Birds in Your Backyard, Thu, Nov 3, 6:30 – 8:30
- *Monkeys, Millipedes, and Medicine* – Meet “Canopy Meg,” Sat, Nov 12, 10:30 – 11:30 am (for families)
- *Out on a Limb* – Exploring Tropical Forest Canopies, Sat, Nov 12, 1:30 – 3:15 pm (for teens and adults)

Classes & Workshops for Adults

- Specialty Evergreens and Woody Ornamentals, Thu, Nov 10, 6:30 – 8:30 pm Ornamental
- Winter Container, Tues, Nov 15, 6:30 – 8:30 pm,
- Evergreen Holiday Wreaths with Natural Materials, Tue, Nov 29, 6:30 – 8:30 pm

CONSERVATION – RUSS HEFTY

We performed ski trail preparations at Elver Park and South Cherokee, mowing along trail edges and trimming back overhanging limbs. A contractor completed the construction of a trail segment at Door Creek near Bluff Point Dr. Extensive grading was required to shape in a trail along this wooded slope in the park. This project completes the first trail loop in Door Creek. In the future, additional loops are planned to the east of Door Creek on City of Madison and Dane County parkland.

We completed construction of a hiking trail at Hiestand Park. The trail originates on Wittwer Rd. (the west side of park) and winds through the disk golf course to join the trail system in the conservation area on the North Slope of the park.

The major activity for the month was performing buckthorn and honeysuckle control at Cherokee Marsh and Owen Parks. At Cherokee, the crew swept through the area that had been mowed by Forestry to cut and treat the exotic shrubs that were not accessible for mowing. We also cleared by hand an area that may be an effigy mound in the shape of a water spirit or serpent. At Owen Park we also targeted Norway Maples along the entrance drive into the park.

Volunteers from *Friends of Olin Turville* (FOOT) collected seed at Turville Point Conservation Park, and then spread it in oak woodland restoration areas we've been clearing. Volunteers from the *Friends of Cherokee Marsh* collected seeds from sedge meadow wildflowers and spread them in the east marsh where we filled the ditches this past summer.

FORESTRY – MARLA EDDY

Forestry Section	Total Trees	Total Hours
Cycle Pruning	76	135
Pruned by Request	136	407
Small Tree Pruning Cycle	133	51
Tree Removal	91	382
Planting		1,588.25
Storm Work/Hangers		64.52
Unfilled Vacancies		400

The first half of the month was spent on tree removals and requests for pruning. The latter half was spent on fall planting. We planted a total of 723 street trees across the City of Madison.

Special projects include:

- Pruning on State Street Mall
- Prune and remove trees for Door Creek Cross-country Ski trail
- Brush pick up for Olbrich Ball Diamond Renovations
- Tree removal at Orton Park

GOLF – RAY SHANE

At the end of August, the revenues from our golf courses were lagging behind 2010 levels by approximately \$61,000. At the end of October, that amount had remained constant. A major reason behind this is this year's cool and wet spring.

The end of the golf season is fast approaching with course closings coming in the next few weeks. Staff have been busy with winterization projects, such as blowing out the irrigation systems, servicing furnaces and boilers, fall turfgrass maintenance, and leaf clean-up.

Equipment is being prepared for winter over-hauls by performing assessments, writing repair requests, and steam-cleaning the equipment prior to storing. Some products that we will be using in 2012 have already been ordered, maximizing early season discounts and rebates.

Staff is in the process of reviewing operations, programs, and policies that are currently in place to identify specific areas for improvement.

PLANNING AND DEVELOPMENT – KAY RUTLEDGE

Breese Stevens Entrance Improvements

Construction is complete for the Breese Stevens Entrance Improvements.

Rennebohm, Wingra and Door Creek Path Paving

Construction is complete for the paving of paths at Rennebohm, Wingra, and Door Creek Parks. The new backstop at Rennebohm Park that was included in this project will be installed the week of October 31.

Door Creek Athletic Fields

Construction is complete for the two athletic fields at Door Creek Park. This project was completed by Parks Construction.

Door Creek Ski Trail

Construction is complete for the Door Creek Ski Trail.

Wirth Court Park

The installation of the playground and other amenities at Wirth Court Park is complete.

Managed Meadows

Native grasses, sedges, and wildflowers have been installed at High Point Park, Vilas Park, Cherokee Park, and Kennedy Park.

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, (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 2 includes Bay 3 of the parking lot and the complete roadway through the parking lot. Bay 3 of Phase 2 will be completed in the spring and the remainder of Phase 2 will be done following the 2011 Mallards season. The fall part of Phase 2 is 75% complete. The curb and gutter is in, the asphalt binder course is in, and all terraces and islands are topsoiled. The surface course will be laid the week of October 31- November 4. A dormant seeding will start the following week. Tree planting and landscaping will follow under separate contract.

Olbrich Park Softball Light Replacement

The project is 35% complete. The old lights came down the end of October. All trenching and conduit installation is expected to be done by the beginning of November. The wiring and footing installation is to follow.

Thut Park

Engineering has completed lining the sewer pipe. The construction to improve runoff collection will begin the week of October 31.

Tenney Park Pavilion

The project continues to move forward with completion expected to be in mid-November. The exterior of the building is finishing up, and all site grading, asphalt, and seeding have been completed. The interior finishes and plumbing are underway, along with electrical work and heating and ventilation system installation. Interior painting is completed, and the cabinetry has been installed in the concession room.

Tenney Park Maintenance Bridge

In mid October, we hired *Bloom Companies* through our RFP (Request for Proposal) process to be the design consultant for this project. We are meeting with the consultant on October 28, 2011 to begin the design process.

Playgrounds, Paths and Basketball

The Klief and Quarry Cove playgrounds are complete, with the exception of final punch list items. Meadow Ridge Park basketball court is wrapped up, with the exception of striping that may need to be delayed for warmer weather in spring 2012. Monona Park playground is in construction. Baxter path was paved by the Dane County Highway Department, and shoulder restoration and signage is to be completed in the near future, with a grand opening planned for spring 2012. The paths at Secret Places Park, Goodman Park, James Madison Park, and Odana Hills Park all have base and are ready for asphalt.

Park Landscaping

Fall landscaping will be installed within the next few weeks. This will include screening plantings and trees at Rennebohm Park, and landscaping the new parking islands as part of the Warner Park Parking Lot project.

Olive Jones Park

We are working with the Facilities Management staff in hiring the design consultant to prepare the plans and specifications for the repairs and replacement of the retaining wall. This will be incorporated into the contract that will also include the pavement and fence replacement around the perimeter. We are working with the neighborhood representatives to complete final paver inscriptions and modifications.

Marshall/Spring Harbor Park Dredging

The Marshall Park dredging is scheduled to start October 31, and the scheduled start for Spring Harbor is November 14th. The completion of both projects is expected to be December 16.

Park and Open Space Plan

Sections of the draft report were presented for review and discussion with the Long Range Planning Sub Committee on October 17. A draft of the plan will be distributed in November for review by staff and agency as well. Meetings have been scheduled with Long Range Planning for November and December to continue the review and comment process as sections of the report are completed and revisions are made.

Other Projects

- Continuing to work with Parks and Engineering staff to site facilities and solicit bids for amenities for the Cannonball Trail.
- Continuing to work with the Glen Oak Hills volunteers and the alder to provide trees for their ongoing planting days with funds raised by the Neighborhood Association.
- Parks staff met with the neighborhood to discuss three options for improvements to Hudson Park on October 25, 2011. The neighborhood chose a final option and will form a design committee to work with staff on the final design.
- Working with Planning to develop a park map and environmental education materials for Hiestand Park. Park Operations has completed the construction of the trail through the Conservation area.
- Working with Planning on the Arbor Hills/Leopold Neighborhood Plan.
- New park signs, (either new parks or replacements of damaged park signs) have been installed at Droster, Lucy Lincoln Heistand, Marshall, Paunack, Patriot, North Star, Cardinal Glenn, Door Creek, Brittingham Beach, Quarry Cove and Linden Grove Parks, and at the Monona Golf Course.

WARNER PARK COMMUNITY RECREATION CENTER – BRAD WEISINGER

General information.

Snow guards were installed in October. Areas included the lobby and the exercise room. The 12th annual *HolidayFest Arts and Crafts Show* has been scheduled for December 3 from 9:00a.m. to 3:00p.m.

Food for Free Fitness

From October 10-31, WPCRC helped our Northside Neighbors. When people brought in non-perishable items (i.e. canned goods, sealed boxed foods, sugar, flour, and hygiene products) they received access to the exercise room or open gym. WPCRC ID cards were still required. The donations supported our Northside Neighbor, the *LakeView Food Pantry*. Our Northside Neighbors certainly helped us help others during the month October.

Admissions and Passes

	YTD 2010	YTD 2010	% Rev Change	% Change
Pass Plans	\$58,777.50	\$51,094.30	90%	-13%
Admissions	\$26,044.00	\$23,585.00	67%	-9%

Facility Reservations

Calendar Year	September Rental Totals	No. Free	% Free	Rentals	Free Rentals YTD	% Free YTD	YTD Revenue	% Rev Budget
2010	95	33	35%	754	291	39%	\$45,480.00	
2011	103	44	43%	1019	340	33%	\$54,158.22	106%

Calendar Year	YTD hrs	YTD hrly participations
2010	2,024.5	106,960
2011	2,552.10	128,368

YTD 2010 Age Profile

Preschool – 149; Elementary School – 221; Middle School – 146; High School – 161; Adult – 1,428; Senior 60+ 787

YTD Income Compliance

Income levels are based on households with 1-8 family members.

61% compliance - YTD