

## **SUPERINTENDENT'S DECEMBER 2016 REPORT**

### **COMMUNICATIONS TO BOARD OF PARK COMMISSIONERS**

Parks Superintendent's Monthly Report Summary

October / November 2016

- Winter disc golf began on November 28 with the opening of a temporary course at Yahara Hills Golf Course.
- Ashley Bowman was promoted to a District Park Ranger and will work in the west parks area.
- Paul Quinlan led conservation staff in prescribed burns at Cherokee Marsh (North), Edna Taylor, Owen and Prairie Ridge in November. Staff began preparing ski trails and updating trail maps. New permanent metal signs will be posted at the trailheads and trail junctions where trails are groomed.
- Warm temps through November resulted in a longer growing season and allowed field staff to continue projects such as: aerating/overseeding fields, pruning, mowing and removing invasives. Staff is now preparing for the winter season with ice rinks, hockey boards and winterizing equipment.
- Staff hosted an Adopt Ice informational meeting.
- Forestry staff continued with preemptive ash tree removals – 66 total for November.
- Olbrich's Holiday Express began December 3 and continues through December 31.
- Planning staff hosted three playground workshops with two in November addressing 2017 replacement playgrounds at Bordner, Country Grove, Waldorf, Wexford and Brigham, Lake Edge, McGinnis and Tenney.
- Planning staff began collecting data for the 2018-2022 Park and Open Space Plan Update. The data collection and engagement processes will be critically important to informing our plan for the next five years.

### **WRITTEN REPORT OF SUPERVISOR'S ACTIVITIES**

#### **EAST PARKS – CRAIG KLINKE, SUPERVISOR.**

The weather in November was much warmer than normal. As a result we had the opportunity to work on some projects later into the year than we normally could. Some examples include: aerating/overseeding fields, blowing leaves off of Hiestand Disc Golf, and woody invasive removals. Some of the other projects we've been working on in November include: pruning projects, moving and straitening park rules signs, aerating athletic fields and parks, mulching and blowing leaves, picking trash, working on signature signs, and flail mowing.

We have also been getting ready for winter. The hockey boards are up at Olbrich. The stakes for the hockey rink at Tenney are in. The shelter at Tenney will soon have matting down and tables and benches will be installed for the skaters. Warner Shelter will be ready for skating season soon as well. Facility Maintenance Staff turned the water on at Olbrich and Tenney as well so that the floating rinks will begin to fill and cool.

We have been converting equipment over for winter use. We have updated our plowing routes and maps. We have been staking parking lots and bike paths so we know where obstacles lie when everything is snow covered.

We look forward to December and the colder temperatures to come. We are excited to begin ice rink operations. We are prepared to meet the challenges of snow. We look forward to another great season of cooperation between city staff and volunteers for the Adopt an Ice Rink program.

## **CENTRAL PARKS & MALL CONCOURSE– CHAD HUGHES, SUPERVISOR**

### **Central Parks:**

November was much warmer than average and fairly dry. This meant mowing well into the month which is unusual and a late leaf drop. The crews took advantage of the good weather though and we were able to get all our parks looking well going into winter. We spent a lot of time mulching leaves this year and were able to complete other small pruning and landscaping projects. Stump grubbing, aerations and final field renovations were also tasks we completed this month. Most trash cans and any picnic tables that need repairs were brought in to be painted and fixed this winter. The Central Park skate park was able to remain open a little longer than usual due to the weather and closed for the season at the end of the month.

Heading into December we will anticipate the snow will finally make an appearance and we will be busy plowing and shoveling. The ice rinks have been prepared and the water turned on so we hope that we can start performing maintenance on them before winter break for the kids arrives. We will continue to grub stumps at the golf courses as long as the weather holds and will squeeze in pruning as time allows. When not performing snow removal or ice maintenance we will work on the trash cans and picnic tables as well as any summer equipment that needs attention.

### **Mall Maintenance:**

November was a warm month, with no snow removal needed for the Mall Concourse. However, time was spent on preparing for the inevitable, prepping equipment and revisiting the snow routes. Winter schedules for the crew have started for full coverage throughout the winter months.

The holiday season décor has been installed, including the usual snowflakes and winter seasonal banners on the light poles. The crew stepped it up a notch this year, installing our own winter bough decoration displays. The elevated planters on East Washington and Wisconsin Avenue are full of evergreen displays for the holiday season. The small landscape beds on the 300 block of State and Library Mall also have joyful winter interest for the season.

Mall Concourse events are winding down for the year, with the final outdoor Farmer's Market receiving warm weather the first weekend of the month. The Madison Marathon, also held in November, had perfect conditions as well. UW home football games kept the crew busy with cleanup throughout the month due to the success of the team.

Looking ahead to December, the crew anticipates some snow removal, but will continue with general maintenance such as daily trash and recycling routes, and sidewalk sweeping. December will also have a new event—the Run Santa Run 5K on the Capitol Square.

## **WEST PARKS & FOREST HILL CEMETERY – LAURA BAUER, SUPERVISOR**

### **Forest Hill Cemetery:**

Leaf baling wrapped up at Forest Hill the week of Thanksgiving, with a grand total of 4303 bales produced; we consider it a successful season. This is about 775 bales more than last year, which I think may be attributed to a well-timed run of warm and dry weather in November, along with a relatively sparse burial schedule. Even though many trees were slow to lose leaves, we were still able to get most of them baled. With the exception of a couple hundred bales used by the Parks Division as crash barriers at the bottom of sledding hills, all bales were picked up by members of the public. Doubtless some leaves still remain, and these will be dealt with in the spring, or yet this winter if possible.

We saw the first snowfall of 2016 on December 4, with well over 4-5 inches falling in the Forest Hill neighborhood. Cemetery staff will be clearing roads and parking areas within the cemetery this winter, as well as a route outside the cemetery comprising bike paths and wide sidewalks.

In regular cemetery business, during the month of November there were three full-size burials and six cremains burials.

### **Summit Maintenance:**

Staff at Summit maintenance has been busy readying things for winter. We have updated our snow routes and marked the routes with fiberglass snow stakes. Plows and spreaders have been installed, and we've been checking over the rest of our winter equipment.

There was an Adopt-Ice informational meeting the last week in November, and it looks like we'll be having volunteer rinks at Westmorland hockey, Rennebohm, Nakoma, Wexford, and Hillington again this year, with some new volunteers signing on at Nakoma. Also that week, parks staff put up the hockey rink at Westmorland. This took much longer than normal, as the stake holes that persist from year to year had mysteriously filled in and had, in many cases, to be relocated and re-augered.

Warming shelters at Elver, and Westmorland have been set up with rubber matting, tables, and are ready for sledders, skiers, and skaters. The Westmorland shelter is opened and closed by the ice volunteers, but Elver is opened and closed by maintenance, concessions, or ranger staff.

Our flail mower has finished the majority of its work for the year, including the sledding hills at Elver and Glacier Hill parks. There has been quite a delay in the replacement of the rear flail unit damaged in a traffic accident over the summer, and the unit we're using in the interim is not perfectly suited to the tractor. It is not as heavy-duty, and it doesn't overlap with the side mowing unit. This results in a narrow strip of unmown grass which the operator has to go over a second time to cut completely.

As we move into the holiday season, we'll be keeping an eye on staffing levels to ensure that we can honor our snow removal commitments while still accommodating some leave requests.

### **CONSERVATION – PAUL QUINLAN, SUPERVISOR**

Conservation staff began November by making final preparations for the fall prescribed burn season. This included completing firebreaks, prepping equipment and notifying Alders and neighborhood groups of burns that were planned for this fall. The "burn window" came in the second week of the month, and we were able to conduct prescribed burns on five different days at Cherokee Marsh (North Unit), Edna Taylor, Owen, and Prairie Ridge. Despite notifications and signs posted along roads, some of the burns were reported to 911, as expected. However, we monitored the Madison Fire Department radio channel and telephoned the 911 dispatch center when we heard a call that was obviously for our prescribed burn. This prevented at least three unnecessary responses by the fire department. The Edna Taylor burn was observed by a reporter from *The Isthmus*, which ran the story in the Nov. 24 issue. Richard Westbury is pictured on page 4, igniting the fire.

For other conservation work, a contractor worked to remove buckthorn and other brush from about 3 acres of high-quality prairie remnant at Prairie Ridge. Native seed mixes were purchased for restoration projects at North Cherokee and Heritage Prairie. These will be installed this winter. A damaged fence was repaired along the boundary at Heritage Sanctuary.

Next, we turned our attention to preparing for ski season. A portion of trail at Turville was re-routed to avoid a steep slope that has suffered some heavy erosion. Trails were trimmed and mowed at South Cherokee, Elver, Owen and Olin-Turville. At Elver, leaves were blown from the trail as well, in order to prevent them from being mixed in to the snow by grooming equipment. Tracks were installed on our Polaris Ranger UTVs. Ski trail maps were updated and are being printed on permanent metal signs by the Streets Division sign shop. These will be posted at trailheads and trail junctions where trails are groomed.

Some other notable work this month included a tour of restoration work that has been done at Indian Springs Park by volunteer Dan Kerkman, and installation of donated native plants along the shoreline at Brittingham Park by volunteer David Lovell. I provided a template of a burn plan for Charles Hammer and the Vilas Neighborhood Association to use for prescribed burns they voluntarily conduct at Bear Mound Park. Brandon Mann and I reviewed Engineering's specifications for the Bonner Lane storm water pond and adjacent wetland scrape that will be constructed this winter. Finally, I attended the Habitat Stewardship Committee meeting on November 1.

## OLBRICH BOTANICAL GARDENS – ROBERTA SLADKY

### Visitor comment:

*"Where can I find prints of Maria Merian's artwork? Can the information in the Merian exhibit be saved and available to the public? This is a wonderful exhibit of an early leader in botanical & entomology studies!" Sarah W., WI 11/12/2016*

### October 2016 Numbers

<b>OBG Attendance</b> (counted from 9 – 4 only + event participants)	<b>2016</b>	<b>2015</b>	<b>Previous 5 yrs avg</b>
October 1 - 31	26,901	21,415	17,655
YTD October 31	261,079	248,974	

<b>OBG City of Madison Major Revenue Categories</b> (unaudited)	<b>YTD 10/31/16</b>	<b>YTD 10/31/15</b>
Bolz Conservatory Admission YTD	\$66,187	\$64,016
Room Rentals YTD*	\$111,561	\$116,936
Catering Percentage Revenue YTD**	\$27,982	\$24,653
<b>TOTAL YTD</b>	<b>\$205,730</b>	<b>\$205,605</b>

*\*accrued at time of booking – up to 21 months before the rental date, \*\* accrued on a monthly basis following each catered rental*

**December 2016 Public Events at Olbrich Botanical Gardens** call **608-246-4550** for more information or visit [www.olbrich.org/events](http://www.olbrich.org/events)

**Bolz Conservatory Exhibit -- Maria Sibylla Merian: The Suriname Expedition 1699 – 1701,**  
Through March 5, 2017

**Olbrich's Holiday Express: Flower & Model Train Show,** daily 10 am – 4 pm (closes at 2 pm  
12/24 and closed 12/25) through 12/31

**Holiday Concert Series:** Sundays at 2 – 3 pm

Ladies Must Swing – Dec 4

Suzuki Strings – Dec 11

Duke Otherwise – Dec 18

**Education – December 2016** classes and programs 608/246-4550 for information/registration or visit <http://www.olbrich.org/education/classes.cfm>

### Wellness at the Gardens

**Gentle Kripalu Hatha Yoga,** 7 Mondays, Nov 7 – Dec 19, 5:30 pm – 6:45 pm

### Classes & Workshops for Adults

**Evergreen Holiday Wreaths With Natural Materials Workshop,** Thu, Dec 1, 6:30 – 8:30 pm

**Herbal Gift-Making: Hands-on, Interactive, & Fun!,** Sat, Dec 10, 1 – 5 pm

### Learn & Play Together

**Toddler Story & Stroll:** (for ages 2 – 4 with an adult)

#### December Delights:

**Trains,** Sat, Dec 3, 10 – 11 am or Tues, Dec 13, 10 – 11 am

**Candyland,** Sat, Dec 10, 10 – 11 am or Tues, Dec 6, 10 – 11 am

**Gingerbread,** Sat, Dec 17, 10 – 11 am or Tues, Dec 20, 10 – 11 am

### Family Classes

#### I Wonder.....Series

**Who Was Maria Sibylla Merian?** Fri, Dec 9, 6:30 – 7:30 pm (grades K - 3)

### **Girl Scout Programs**

#### **Bolz Conservatory Special Exhibit (Self-Guided Visits)**

Saturdays & Sundays, through 3/5/17, 10 am – 4 pm, Register for a self-guided visit highlighting the adventurous life of female naturalist Maria Sibylla Merian. Activities included!

### **FORESTRY – MARLA EDDY**

Forestry Section	Total Trees	Total Hours
Cycle Pruning	130	152
Pruned by Request	180	390
Small Tree Pruning Cycle	583	278
Tree Removal	114	430
Ash Preemptive Removals	66	254
Storm Work/Hangers		29

In November both east and west units worked on multiple facets. East was able to put more time into small tree cycle pruning in the McClellan Park and Door Creek neighborhoods. West was able to get a bit more done in district cycle pruning in Arbor Hills neighborhood. Also, pruning and removals for upcoming engineering projects, construction projects or request work were completed. Ash preemptive removals continued in designated areas.

Forestry specialists reviewed upcoming engineering reconstruction projects to advise engineering on impacts to the street trees as well as laying out new trees on engineering projects that were completed this past summer/fall; and evaluated private developments for street tree impacts. The forestry specialists are also following up evaluating sites for tree replacement after arborists have removed the street trees. Finally, they have been working on the spring 2017 tree order.

Special projects:

- Hiestand park – Removed several dead elms and pruning deadwood along the property edge at Stonewood Village apartments

### **COMMUNITY SERVICES SUMMARY – CLAIRE OLEKSIK**

#### **Rangers and Aquatics – Josh Schmitt**

- Ranger Winter Job Duties- - With park shelters now winterized Park Rangers move toward minimum staffing. Job duties shift toward preparing for the winter season and getting out to some parks that we don't get to see as often as we would like. It's also a good time to catch our breath and begin to review the peak season.
- Permanent Park Ranger Position -- We are excited to announce Park Ranger Ashley Bowman has been hired as the new District Park Ranger! This position was vacated by Chris Jauch who joined the UW Police. In her new role, which she began on November 6, she will work the west parks. Sayer Larson will move to the central parks and Tammy Bieberstein will continue working the east parks. Ashley will be leaving her current post of Hourly Park Ranger 2 in charge of Records Management. She has been with the Park Rangers since May 2013 when we successfully pried her away from the Alaskan wilderness. Ashley had previously worked for the National Parks as a Ranger, and also as a Police Community Officer and Dispatcher during her time in the land of the midnight sun. Ashley is a published author and Alaskan wilderness historian. She lives in Evansville with her Dog, Merlin.

- Disc Golf Course – Disc Golf Courses are now closed for the year. Due to the unseasonably warm fall weather we were able to keep Elver and Hiestand open until November 29<sup>th</sup>. This is about two weeks longer than normal. Since “Pay to Play” was introduced in 2013 it has been our practice to close the disc golf courses in the winter to minimize course damage when the grass is dormant. The disc golf community has desired a winter course for some time and this season we were able to put a temporary course together on the driving range at Yahara Hills for the winter. The temporary course has been receiving very positive reviews and reception.

#### 2016 Parks Ranger calls for service

Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	.	Total
Animal Complaint	22	37	106	54	21	54	53	14	12	12	11			396
Assist Citizen	10	8	4	11	28	97	60	19	16	8	6			267
Assist Fire/Police	1	3	4	4	7	35	23	14	7	7	0			105
Check Person	12	24	16	17	20	49	71	29	15	9	9			271
Check Area	127	126	238	180	495	815	916	979	979	696	573			6124
Behavioral Ban	0	0	1	2	1	3	8	6	6	5	0			32
Damage to property	3	8	10	6	5	24	35	3	8	5	2			109
Drug Investigation	1	0	1	1	3	9	8	4	12	1	0			40
Graffiti complaint	0	2	2	6	3	11	15	9	2	6	3			59
Intoxicated Person	2	3	0	0	0	2	7	1	2	2	0			19
Information	126	89	65	39	66	217	196	92	110	114	46			1160
Liquor Law Violation	11	11	16	11	16	25	22	8	5	2	0			127
No permanent Address issue	3	0	0	4	0	0	3	1	0	0	0			11
Noise complaint	0	2	1	3	2	6	9	7	2	1	0			33
Parking Complaint	19	20	14	21	32	67	89	6	12	13	4			297
Phone Call	1	8	0	0	5	12	4	0		0	0			30
Trespass	1	3	0	0	4	0	3	2	2	2	0			17
Total reports	339	344	478	359	708	1426	1522	1194	1190	883	654	0		8329

2015 Parks Ranger calls for service														
Month	Ja n	Fe b	Ma r	Ap r	Ma y	Jun e	July	Aug	Sep t	Oc t	No v	De c	.	Total
Animal Complaint	6	7	6	8	25	36	34	50	36	28	21	25		282
Assist Citizen				7	20	18	37	17	18	14	7	4		142
Assist Fire/Police				2	5	5	21	6	6	3	5	1		54
Check Person				13	49	26	47	40	21	25	13	7		241
Check Area	29	26	41	57	169	212	186	370	366	279	152	143		2030
Behavioral Ban	0	0	4	6	5	8	8	10	6	0	2	0		49
Damage to property	3	0	2	10	15	14	6	12	10	5	9	6		92
Drug Investigation	0	1	1	3		3	3	3	3	7	2	0		26
Graffiti complaint	4	2	7	5	6	7	2	12	7	6	4	1		63
Intoxicated Person	0	1	5	3	1	0	4	3	0	0	2			19
Information	7	4	5	28	73	103	126	198	126	107	76	82		935
Liquor Law Violation				5	10	16	9	25	17	10	6	1		99
No permanent Address issue	4	3	3					17	17	0	0			44
Noise complaint				5	3	3	4	12	7	0	1	3		38
Parking Complaint	9	9	6	15	43	42	45	44	32	23	6	5		279
Phone Call	0	0	0	6	21	10	2	4	6	4	0	0		53
Trespass	0	0	0	1	1	0	4	8	9	0	1	0		24
Total reports	62	53	80	174	446	503	538	831	687	511	307	278		3992

## Recreation Services – Tracey Hartley

### Hayrides

Reserved rides at Olin Park – 1156 Olin-Turville Ct.

Monday, November 21 – 3 reservations & Tuesday, November 22 – 4 reservations

### Event rides

Hayrides at Warner Family Fun Night (11/11/16) – 32 attended

Hayrides at Holiday Fantasy in Lights (11/20/16) - 170 attended

**Adopt Ice Volunteer Meeting**

Wednesday, November 30 – 15 attendees

Adopt Ice Rinks currently include Heritage Heights, Hillington Green, Nakoma, Olbrich, Westmorland and Wexford

**Winter Operations**

Hired Winter Attendant Coordinator, Dan Nagle

Completing Hiring staff for Winter Attendant positions

Winter Staff Training on Wednesday, 12/14/16 & Saturday, 12/17/16

**Learn To Series**

Learn to Birdwatch – Warner Park, 2930 N. Sherman Ave.

Partnered with Madison Audubon and Wild Warner

Sunday, November 20, 1:30 – 3:00 PM

11 registered & 7 attended

Learn to Winter Disc Golf – Yahara Hills, 6701 US Highway 12 and 18

Led by Professional Disc Golfer, Holly Finley

Saturday, January 14, 10:00 – 11:00 AM (Tentative Date)

Learn to Skate – Vilas Park, 1602 Vilas Park Dr.

Led by Volunteer, Nichole Kraemer

Saturday, January 21, 10:00 – 11:00 AM

Learn to Cross Country Ski – Odana Hills, 4635 Odana Rd.

Led by Volunteer, Anne Pearce

Saturday, January 28, 3:00 – 4:30 PM

Learn to Winter Disc Golf – Yahara Hills, 6701 US Highway 12 and 18

Led by Professional Disc Golfer, Holly Finley

Sunday, January 29, 10:00 – 11:00 AM (Tentative Date)

Learn to Skate – John Wall Pavilion Shelter, Tenney Park, 402 N. Thornton Ave

Led by Volunteer, Nichole Kraemer

Saturday, February 11, 10:00 – 11:00 AM

Learn to Snowshoe – Elver Park, 1250 McKenna Blvd.

Partnered with REI Madison

Sunday, February 12, 10:00 – 11:30 AM

Learn to Cross Country Ski – Elver Park, 1250 McKenna Blvd.

Partnered with MadNorSki (Included in Madison's Winter Festival)

Sunday, February 19, TBA (Tentative Date)

**Groove & Glide Events**

Friday, January 20, 6:00 – 8:00 PM

John Wall Pavilion Shelter - Tenney Park, 402 N. Thornton Ave.

Friday, January 27, 6:00 – 8:00 PM

Elver Park, 1250 McKenna Blvd.

Friday, February 3, 6:00 – 8:00 PM

Westmorland Park, 4114 Tokay Blvd.

Friday, February 10, 6:00 – 8:00 PM

Vilas Park, 1602 Vilas Park Dr.



**Skate with WI Women's Hockey Team**

Sunday, January 8, TBD

Vilas Park, 1602 Vilas Park Dr.

**Winter Clothing Drive**

Dates: January 13-29, 2017 accepting items at all 5 winter locations. Donations will be provided to the Community Action Coalition (CAC) for South Central Wisconsin, Inc.

**Ice Skating Lessons Instructor: Nichole Kraemer**

Monday, January 16 – Monday, February 20

Elver Park, 1250 McKenna Blvd.

30 minute class sessions

Parent/Child – 5:30 PM

Snowplow Sam – 6:05 PM

Basic 1 – 6:45 PM

Basic 2 – 7:15 PM

Tuesday, January 17 – Tuesday, February 21

John Wall Pavilion Shelter – Tenney Park, 402 N. Thornton Ave

30 minute class sessions

Parent/Child – 5:30 PM

Snowplow Sam – 6:05 PM

Basic 1 – 6:45 PM

Basic 2 – 7:15 PM

**Candlelit Snowshoe Hike partner with Aldo Leopold Nature Center and Monona Park & Rec.**

Saturday, January 21, 4:30 – 8:00 PM

Aldo Leopold Nature Center, 330 Femrite Dr., Monona

Saturday, January 28, 6:30 – 8:30 PM

Cherokee Marsh North, 6098 N. Sherman Ave.

**Candlelit Ski / Hike**

Saturday, February 11, 6:00 – 9:00 PM

Turville Point Conservation Park, 1155 Olin-Turville Ct.

**Daddy Daughter Dance**

Saturday, February 4, 3:00 – 5:00 PM & 6:00 – 8:00 PM

Warner Park Community Recreation Center, 1625 Northport Dr.

11 Registered Participants

**Warner Park Community Recreation Center – Jacob Tisue**

- Warner Family Fun Nights - WPCRC have been very successful in our 3<sup>rd</sup> year of Family Fun Nights. They have become a staple of the Northside.
  - Next one - Friday, December 9
- Warner Family Fun Nights won a 2016 WPRA Silver Star Award for Recreation Programming. WPRA is the Wisconsin Park and Recreation Association – the statewide association for our profession.
- WPCRC Advisory Committee Update
  - Last Meeting – Thursday, November 17
  - Next Meeting - Thursday, January 26
  - Committee discussed recommending raising fitness center membership rates for 2017 and possibly expanding the options members have for payment intervals
- Contractor replaced automated blinds – November 2016 (a few more details to wrap up)
- City Engineering completed solar power project at WPCRC – September 2016

Events – Kelli Lamberty

2016 Special & Community Event Permits

Count of Event Days

Madison, WI

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
<b>Park Events</b>	3	1	0	6	22	60	83	52	22	48	21	32	<b>350</b>
<b>Neighborhood Association Park Events</b>	0	0	0	2	4	7	17	5	2	7	1	1	<b>46</b>
<b>Street Use Events</b>	0	3	2	18	27	50	61	71	42	36	9	1	<b>320</b>
<b>Neighborhood Block Parties</b>	0	0	0	1	3	15	15	11	22	3	0	0	<b>70</b>
<b>Downtown Performance Spaces*</b>	0	0	0	6	8	20	28	27	24	5	1	0	<b>119</b>
<b>Totals</b>	<b>3</b>	<b>4</b>	<b>2</b>	<b>33</b>	<b>64</b>	<b>152</b>	<b>204</b>	<b>166</b>	<b>112</b>	<b>99</b>	<b>32</b>	<b>34</b>	<b>905</b>

\* includes "Summer In YOUR City" programming

<b>Additional Park Events Permits</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
<b>Beer Selling Permits</b>	0	0	0	0	1	3	5	6	6	0	0	0	<b>21</b>
<b>PA2 Amplification Permits</b>	0	0	0	0	4	9	9	7	6	0	0	0	<b>35</b>

Customer Service/Front Desk - Joanne Austin

<b>Gift Certificates Processed</b>			
<b>2016 as of 12/6/16</b>		<b>2015</b>	<b>2014</b>
94*		200	274

\*

December is a busy month for processing gift certificates, which are often purchased online used for holiday gifts. This number is certain to increase as the month of December continues.

<b>Annual and Daily Permits Processed</b>									
<b>2016 Totals, as of 11/30/16</b>			<b>2015 Totals, as of 10/25/15</b>			<b>2015 Totals</b>			
	Annual	Daily		Annual	Daily		Annual	Daily	
Disc Golf	1,443	6,173	Disc Golf	1,421	6,767	Disc Golf	1,422	7,195	
Dog	7,978	588	Dog	7,092	490	Dog	7,177	547	
Lake	4,218	5,207	Lake	4,111	4,976	Lake	4,123	5,159	
XC Ski	1,318	486	XC Ski	1,827	548	XC Ski	1,828	550	

### 2017 Shelter Reservations that have been processed since Lottery Day (Nov 15, 2016)

As one can see, we've already been quite busy taking shelter reservations for next year. Shaded cells are months a shelter is generally closed for the standard reservation season. Online reservations are going quite well and customers are very pleased with this option.

	Jan-March		Apr		May		Jun		Jul		Aug		Sep		Oct-Dec		Total
Shelter Location	W k E n d	W k D a y	W k E n d	W k D a y	W k E n d	W k D a y	W k E n d	W k D a y	W k E n d	W k D a y	W k E n d	W k D a y	W k E n d	W k D a y	W k E n d	W k D a y	
Brittingham	1						3		1		2		3	2			11
Burrows							1		3				6				10
Demetral			1				1		6		1						9
Elvehjem																	
Elver #1	1								2		1		1				5
Elver #2	2								2	1	2		1				8
Garner Main					1		2		6		3	1	4				17
Garner Upper							4		1		2	2					9
Gates of Heaven	7	13	4	3	4	6	2	4	6	4	1	5	5	4	3	5	76
Highland	2																2
Hoyt							4		2		2		3				11
Hoyt Roys															1		1
James Madison									2								2
Lake Edge							1										1
Marshall							3										3
Olin	2				10	1	8	1	14	2	5		13	2	2		60
Reindahl									2		2		1				5
Rennebohm							7	4	1	4	1	4	1				22
Tenney/John Wall	2				6		8	2	7		4	1	6	1	6		43
Vilas	5		1		6	1	9	1	1		2			2			28
Warner					5		4	4		5	1		1		1		21
Westmorland	1					1	4	1	2	1							11
<b>Total/Month</b>	23	13	6	3	32	9	61	17	58	17	29	13	45	11	13	5	355

## **PLANNING AND DEVELOPMENT – JANET SCHMIDT**

### **Bowman Field Baseball Backstop Netting Poles – South Side**

The four backstop netting poles at the Bowman baseball field require replacement. The project was originally bid in early 2016 but the single bid received was significantly over the project's budget. The project was redesigned by Beacon Athletics in an effort to deliver a project within the current funding. The Public Works contract was re-released for bidding in late October. Containment Systems was the project low bidder at \$117,843.50 and the work is anticipated to begin in late December with final completion by April 12, 2017.

### **Forest Hill Cemetery – Near West Side**

Cemetery staff and consultants are working on a design and required permits that will address infrastructure needs at the cemetery. Improvements will include the irrigation system upgrades, storm water management improvements and reconstruction of the road system in the cemetery. Staff is also working on a policy paper to be presented to the Landmarks Commission for approval regarding the tree replacement procedures at the cemetery. Phase 1 improvements for the irrigation and storm sewer and drainage are tentatively scheduled for 2017.

### **Central Park – Near East Side**

The Central Park Phase 1B construction is substantially complete. The work includes a new entry plaza adjacent to the recently completed skatepark and a pedestrian railroad crossing near the E. Wilson Street intersection with Few Street. The skatepark plaza, sidewalk crossings and pervious sidewalk installation on Wilson Street are done. The City, in partnership with WisDOT and WSOR, has installed a temporary fence along the park to address safety concerns along the rail corridor. The City is also working with WisDOT and FHWA on acquiring properties located on E. Wilson and Baldwin Streets which would complete the land acquisition for that quadrant of the park. Funds are available from a federal earmark, which would pay for the majority of the land costs. Acquisition of the properties is anticipated in late spring or early summer of 2017.

### **Improvements to Cherokee Marsh Conservation Park – North Unit – North Side**

Excavation and lay-down of gravel to complete the parking lot and walking path connecting to the trailhead area continues and Parks Construction staff hopes to have it completed before ground freeze conditions halt work for the season.

### **Garver Feed Mill – East Side**

The rezoning and CSM for the project was approved by the Council on August 4, 2015. Conversion paperwork was submitted to the DNR and has been approved. Negotiations with the Baum Development team continue. The Baum team submitted revised storage building and site plans, which are currently being reviewed. Parks staff continues to work with the development team to resolve issues and work on obtaining final zoning approvals.

### **Tenney Park Shoreline – Near East Side**

Shoreline reconstruction and reconstruction of the bike path is complete. Landscaping and invasive plant removal along the shoreline through a separate Public Works Contract began in April. Hundreds of shrubs, acres of native seed, tens of thousands of native wetland and savannah herbaceous plants, and over 150 new trees were planted in April, May and June. Invasive plant removals will continue through December 2017, along with dormant native seeding.

### **Brittingham Park Playgrounds – Isthmus/Central**

The neighborhood has selected a 5-12 age range equipment in lime green and purple from Landscape Structures for the Community Garden playground replacement. At a meeting with the community, equipment from Burke was selected for the main structure for the fully accessible playground. Parks staff will continue to work with the City's accessibility coordinator to refine the proposal to ensure that it meets accessibility standards and to select additional pieces of stand-alone equipment from a series of vendors to develop the overall playground. Construction of the accessible playground is anticipated to begin in the spring of 2017.

**Allied Drive Improvements – South Side**

Along with the master plan, a new name for the park, “Allied Park” was approved at the October Board of Park Commissioners meeting. Staff are working with planning to re-zone the park to TR-C3, in which “park and recreation” is already an approved use. A goal of the project is to complement amenities already available at the adjacent City of Fitchburg park by way of maximizing facilities available to both cities. Construction of the park is anticipated to begin in early 2017.

**Breese Stevens Facility Plan**

The Parks Division has contracted with Isthmus Architects to prepare a facility plan for Breese Stevens Field. The facility plan will assess potential improvements to the stadium and field area based on criteria provided by Big Top Events and Parks staff. A draft facility plan is anticipated in late January 2017 for staff review.

**Demetral Park Adult Fitness – East Side**

Parks staff held a meeting with the public on November 9, 2016 to select the type of, and location for, adult fitness equipment to be installed at the park in 2017. The neighborhood selected individual stations from Life Trail and an accessible station from Greenfields Outdoor Fitness to be installed at a location proximate to the existing softball facilities and along the recently improved bike path at the park. This project is anticipated to be installed in late summer 2017.

**Esther Beach Park Improvements – South Side**

Phase I of the Esther Beach Park Master Plan Implementation includes construction of the new restroom building and associated site work has begun. The contract has been awarded to the low bidder Joe Daniels Construction at \$428,888.00 and is under construction with completion by May 25, 2017. The Engineering Division completed construction of a raingarden and riprap outfall as part of the Phase I improvements for Esther Beach Park in October. Phase II of the Esther Beach Park Master Plan Implementation includes upgrading stormwater facilities, shoreline repair, construction of a new canoe/kayak boat launch and reconstructing the existing parking lot. Phase II Improvements were awarded to the low bidder Drax, Inc. at \$238,112.00. Construction of Phase II Improvements are anticipated to begin in June 2017 and be complete by fall 2017.

**Penn Park Shelter Replacement – South Side**

Destree Architectural Design, Inc is preparing design drawings for the existing shelter renovation and new restroom/concession building based on input received during the public input process. Parks staff is responsible for the design of the new parking lot and landscape improvements. The project will be presented to the Urban Design Commission on January 11, 2017. A fourth and final public input meeting is scheduled for January 19, 2017. The project is anticipated to go out for bid in March, 2017.

**2016 Sun Shelters Request for Bids and Contract – City Wide**

Work by Madison Commercial Landscapes, Inc. concluded with the installation of the shelter at Worthington Park in mid-November. Other shelters completed earlier under this contract include those at Cardinal Glenn, Owl Creek, Junction Ridge and Sauk Heights Parks. This project is completed.

**2016 Fall Parks Division and Water Utility Landscaping Contract – City Wide**

Greener Valley Landscaping, Inc of Janesville completed installation of perennial plants, shrubs and coniferous and deciduous trees at 14 parks, 1 golf course and one water utility well site. Maintenance and watering of the plants installed under this contract will continue through December 1, 2017.

**2016 Parks Division Rain Garden Management Contract – City Wide**

Invasive species removal and planting of new plant plugs by Tallgrass Restoration at Goodman and Olin Parks as well as the planting of perennial upland and prairie species at Central Park was completed in September. This contract includes a year of maintenance at each park site through the 2017 growing season. Work under separate change order, included invasive control in sensitive park areas at James Madison, Merrill Springs and Warner Park sites.

### **2016 Dog Park Improvements – City Wide**

Staff has received bids for entrance improvements at Brittingham Dog Park to install a double gated entrance and improve accessibility. Bids were received in August and awarded to the low bidder Raymond P. Cattell Inc. for \$21,410.00. Work is now completed.

### **Emerald Ash Borer Mitigation – City Wide**

Staff is developing a GIS-based mapping database to inventory all ash trees removed in the City of Madison park system. Installation of new trees to replace removed ash trees is underway. Living Landscapes, LLC was awarded both of the fall and spring tree installation contracts that were opened at the end of November. The trees included in these contracts replace approximately 2/3 of those removed due to EAB infestation. Work to install the trees at six parks including Brittingham, Demetral, Olbrich, Reindahl, Sycamore and Warner Parks were completed in June and work to install trees at Elver, Garner, Goodman, Marshall, Olin, Thut and Vilas Parks was completed at the end of October. Both of the contracts include a maintenance year (2017) to help ensure establishment of the trees.

### **Sugar Maple Park – Far West Side**

Rough grading work at the site began in July along with the installation of stormwater lines and inlets. A new path and half basketball court and sun shelter will be constructed with this project. Paving of the path and half basketball court were completed in November. Due to a backlog with the playground equipment supplier, the remaining work will not be completed until early December.

### **Waldorf Park Master Planning and Preliminary Park Development – West Side**

Site and grading plans are being developed with rough grading and drainage improvements are anticipated to occur in early 2017 with construction of park amenities and improvements in 2017. A follow-up meeting will be held with the neighborhood on November 3, 2016 as part of the 2017 Playgrounds – Group 2 workshop to determine the type of equipment and surfacing to be installed at the park.

### **Goodman Ice Rink (Franklin Field) - Central/South**

Staff is working on design to modify and replace the lighting at the existing ice rink at Goodman (Franklin Field). Work will include replacement of the existing lights with new electric and poles, modifying the existing outlet structure to Wingra Creek used to drain the rink, and possible demolition of the existing warming shelter. Design will occur summer and fall of 2016 with improvements occurring in 2017. Staff has designed and bid a public works contract for the rehabilitation of the storm sewer draining the ice rink and replacement of the control valve. The storm sewer project is currently out to bid and start work is expected in June 2017. Estimated cost for storm sewer repair is \$47,000.

### **2017 Playground Workshops – City Wide**

Staff held three playground workshops that focused on several park playgrounds to provide the opportunity for neighborhoods to learn and share ideas with each other. These projects are part of the 2017 Capital Budget Submission. The first playground workshop was held on October 19<sup>th</sup> and addressed playground replacement projects at Baxter, Sunridge, Westmorland and Zook Park. The second playground workshop was held on November 3<sup>rd</sup> and addressed playground replacement projects at Bordner, Country Grove, Waldorf, and Wexford Park. The third playground workshop was held on November 19<sup>th</sup> and addressed playground replacement projects at Brigham, Lake Edge, McGinnis and Tenney Park (island playground).

### **Park and Open Space Plan – City Wide**

Staff has begun the data collection and engagement for the 2018-2022 Park and Open Space Plan (POSP) Update. This phase of the POSP includes, but is not limited to participating in the engagement process of Imagine Madison; focus group meetings with neighborhood/community centers and youth through partnerships with the University of Wisconsin Madison Department of Landscape Architecture and Public Health; coordinating volunteer efforts for field validated System for Observing Play and Recreation in Communities – which has resulted in over 500 observations; review of existing facility uses and reservations; surveys and discussions with existing recreational organizations; and online and paper

comment cards at park events as well as nine (9) libraries, thirteen (13) community centers and the senior center to gather input on recreation preferences.

Additionally, staff issued a Request for Proposals for facilitation of community visioning sessions and theme focused events as part of the development of the Park and Open Space Plan. The contract for this proposal has been tentatively awarded to Urban Assets, LLC for \$37,048 and is undergoing routing for final signatures. The Park and Open Space Plan implementation strategy outline was presented to the Long Range Planning Subcommittee on June 28, 2016 with an update provided on September 1, 2016 and October 20, 2016.

#### **Tenney Park (Island Playground) – Central/East**

Staff held a playground workshop on November 19<sup>th</sup> to talk about Tenney Park playground replacement. This project will be combined into a contract with other playgrounds and bid out for construction in 2017 (Group 3 Playground Contract). Staff will hold a second public input meeting to review playground designs on January 18<sup>th</sup>. Plans and specs are anticipated to be bid in May 2017.

#### **Brigham Park Playground - East**

Staff held a playground workshop on November 19<sup>th</sup> to talk about Brigham Park playground replacement. This project will be combined into a contract with other playgrounds and bid out for construction in 2017 (Group 3 Playground Contract). Staff will hold a second public input meeting to review playground designs on December 21<sup>st</sup>. Plans and specs are anticipated to be bid in May 2017.

#### **Lake Edge Park Playground - East**

Staff will held playground workshop on November 19<sup>th</sup> to talk about Lake Edge Park playground replacement. This project will be combined into a contract with other playgrounds and bid out for construction in 2017 (Group 3 Playground Contract). Staff will hold a second public input meeting to review playground designs on January 10<sup>th</sup>. Plans and specs are anticipated to be bid in May 2017.

#### **McGinnis Park Playground - East**

Staff will held a playground workshop on November 19<sup>th</sup> to talk about McGinnis Park playground replacement. This project will be combined into a contract with other playgrounds and bid out for construction in 2017 (Group 3 Playground Contract). Staff will hold a second public input meeting to review playground designs on January 23<sup>rd</sup>. Plans and specs are anticipated to be bid in March 2017.

#### **Zook Park Playground**

Staff held a playground workshop on October 19<sup>th</sup> to discuss the playground replacements at Baxter, Westmorland, Sunset and Zook Parks. A second public input meeting is scheduled for December 7<sup>th</sup> to review the playground designs specific to Zook Park. This project will be bid for construction in 2017 as part of the Group 1 Playground Contract. Plans and specs are anticipated to be released for bidding in March 2017.

#### **Sunset Park Playground**

Staff held a playground workshop on October 19<sup>th</sup> to discuss the playground replacements at Baxter, Westmorland, Sunset and Zook Parks. A second public input meeting is scheduled for December 15<sup>th</sup> to review the playground designs specific to Sunset Park. This project will be bid for construction in 2017 as part of the Group 1 Playground Contract. Plans and specs are anticipated to be released for bidding in March 2017.

**Westmorland Park Playground**

Staff held a playground workshop on October 19<sup>th</sup> to discuss the playground replacements at Baxter, Westmorland, Sunset and Zook Parks. A second public input meeting is scheduled for January 10<sup>th</sup> to review the playground designs specific to Westmorland Park. This project will be bid for construction in 2017 as part of the Group 1 Playground Contract. Plans and specs are anticipated to be released for bidding in March 2017.

**Baxter Park Playground**

Staff held a playground workshop on October 19<sup>th</sup> to discuss the playground replacements at Baxter, Westmorland, Sunset and Zook Parks. A second public input meeting is scheduled for January 26<sup>th</sup> to review the playground designs specific to Baxter Park. This project will be bid for construction in 2017 as part of the Group 1 Playground Contract. Plans and specs are anticipated to be released for bidding in March 2017.

**Goodman Pool Expansion- Central / South**

Staff has been coordinated with the Madison Parks Foundation to create designs and cost estimates for a grant application for expansion of the Goodman Pool.

**Reynolds Tennis- Near East**

Staff issued a Request for Quotation for a modular athletic court surfacing for the existing tennis courts at Reynolds Park, the contract was awarded to CDC Holdings Co – Sport Court WI for \$50,013.50. Staff presented this project at the Tenney Lapham Neighborhood Association Meeting on September 8, 2016. This court will be installed in spring 2017.

**2017 Tennis and Basketball Court Improvements**

Staff is developing the plans and specifications for the 2017 Tennis and Basketball Court Improvements including the following acrylic sport courts: Burr Jones Basketball courts, Heritage Heights Park tennis courts, Vilas Park tennis courts, Westmorland Park tennis courts, Reindahl Park pickleball line painting and Waunona Park pickleball line painting. Plans and specifications are anticipated to be advertised in January.

**James Madison Park Master Plan and Shelter Design**

Staff is developing a RFP for master planning and shelter building design services for James Madison Park. The RFP is anticipated to be advertised in early 2017.

**Other Projects**

- Staff is coordinating with volunteers at Glenwood Park for implementation of volunteer-led projects.
- Staff submitted a 2016 update to the Trust for Public Lands parks survey.
- Staff is working with Engineering on preliminary survey work for shoreline projects at Wingra and Yahara Place Park.
- Staff is working with a consultant at Tenney Park Shelter to come up with solutions to acoustic concerns inside the shelter. The consultants have been reviewed by City Facilities Management and staff continues to explore options.
- Staff participated in Neighborhood Resource Teams and/or Neighborhood Development Plans for Owls Creek, Arbor Hills/Leopold, Allied Drive, Emerson East – Eken Park – Yahara Neighborhood Plan, Worthington and University/Hill Farms.
- Staff is developing a GIS-based mapping database to inventory facilities within parks including memorial plaques, benches, trees, etc.
- Staff is coordinating emerald ash borer removals and replacements, and tracking proposed species to meet urban forest diversity guidelines in parks.
- Staff is coordinating with Madison Parks foundation on the installation of memorial benches and other memorials.



- Staff is working on developing walking routes that incorporate paths through park properties, bike trails and sidewalks to create a series of park-oriented walking loops to be mapped via MapMyWalk (or other similar site) and serve as a means to promote Madison's walkability.
- Staff is working with the Parks Long Range Planning Subcommittee on drafting policies related dogs in parks.
- Parks Staff is working with Engineering staff to cite locations within park properties that may utilize photo voltaic (solar) equipment to help reduce energy costs in future years. 2016 locations included Warner Park and Yahara Hills Golf Course.
- Parks Staff will be working with Engineering on the Warner Park Lagoon Planning Grant. The first public input meeting was held in late winter of 2016.
- Gates of Heaven flooring replacement is scheduled for early 2017. Staff will work with the State Historical Preservation Office (SHPO) to determine if a more durable variety of flooring will be allowed since Gates of Heaven is on the National Register.
- Staff continues to review and approve landscape permit proposals.
- Staff is working with a group of area residents interested in determining the feasibility of rehabilitating (either through adaptive re-use or restoration) the Annie Stewart Memorial fountain at Vilas Park.
- Staff are working with Engineering to review and approve consultant sketches for the design of the Starkweather Uplands Conservation Park.
- Staff is coordinating with Engineering for the selection and placement of plants to screen a waste oil tank building to be located at Glenway Golf Course.
- Staff is working with Engineering to review structural improvements for the Reindahl Barn at Reindahl Park. Structural stabilization of the beams is anticipated in 2017.
- Staff is working with the University Hill Neighborhood Association to install table tennis and bench improvements as part of a grant obtained by City Planning for neighborhood improvements.
- Staff is working on the annual stormwater management certifications.
- Parks Staff will be working with Engineering on the Warner Park Breakwater and Dredging and Boat Launch Repair project.
- Parks staff will be working with Building and Construction Trades Council of South Central Wisconsin to site an assessable fishing pier in Vilas Park on Lake Wingra. Parks staff is exploring possible locations, costs, and required permits.
- Staff is working with CDGB for placemaking improvements in Eken and Pennsylvania Parks in 2017.
- Parks staff is working in conjunction with Engineering, Planning and Traffic Engineering on the Blair Street/John Nolen Drive corridor plan, which also includes Law Park in the study area.
- Staff is work working with the Brentwood Neighborhood Association on the installation of a kiosk at Warner Park.
- Staff is working with the Madison Food Policy group on a report to identify potential community garden locations in the University Hills Neighborhood.
- Staff is working with the City Attorney's office on updating the Madison General Ordinances to allow for Temporary Land Use permits and Art Installation permits for private access and work in parks.

### **Projects Completed in 2016**

- Staff coordinated invasive plant removals along the Yahara Parkway.
- Staff coordinated installation of additional splash park features at Elver splash park.
- Yahara Hills Clubhouse Improvements – South East Side
- Parks Project website is complete and up and running. Please visit our site at <http://www.cityofmadison.com/projects> or <http://www.cityofmadison.com/parks/projects>
- Aldo Leopold Park Playground
- Cardinal Glenn Park Playground expansion/resurfacing
- Garner Park Pickleball Court Complex
- Honeysuckle Park Playground
- Westchester Gardens Park Playground

- Sycamore Park Playground
- Kingston-Onyx Park Playground
- Honeysuckle Park Playground
- Lerdahl Park Playground
- Midland Park Playground
- Quarry Park Trails Usage Plan
- Reynolds Park field re-grading (ongoing field rest through 2017)
- Rimrock Park Playground
- Brittingham Park Sidewalk Extension
- Sidewalk along Drake Street at Vilas Park
- Parks Division Rain Garden Management (maintenance ongoing)
- Spring Parks Division Tree Planting (maintenance ongoing)
- 2016 Parks Division and Water Utility Landscaping (maintenance ongoing)
- Sun shelter at Cardinal Glenn Park
- Sun shelter at Owl Creek Park
- Sun shelter at Junction Ridge Park
- Sun shelter at Sauk Heights Park
- Sun shelter at Worthington Park
- Demolition of the house located at 2049 Baird Street for expansion of Penn Park.
- 2016 Tennis and Basketball Court Improvements
- Lake Edge Restroom and Shelter
- Rimrock Park basketball court
- Tenney Park restoration including installation of over 30,000 native forbs, grasses, sedges; over 800 shrubs; and over 200 trees.
- Westmorland Park Path
- Berkley Park Playground
- Wheeler Heights Park Playground
- Fall Parks Division Tree Planting (maintenance ongoing)
- Canoe/kayak launch improvements at Cherokee Park
- Reger Park Path Paving and drive apron
- Raymond Ridge Park Playground
- Waunona Park Playground
- Installation of additional shade shelters at Reindahl and Elver splash pads.
- Installation of additional splash features at Elver splash pad.
- Staff worked with Purchasing to issue a Request for Quotes for rubbermulch playground safety surfacing which will ensure pricing through 2019 for playground replacement projects.
- Staff worked with Purchasing to issue a Request for Quotes for park benches which will ensure pricing for the Madison Kay Park bench through 2018
- Staff worked with Purchasing to issue a Request for Quotes for concrete and hardscape which will ensure pricing through 2018
- Park Paving- 2016 (various sites)
- Brittingham Dog Park Entrance Improvements
- Demetral Park Path Improvements