



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Agenda - Amended

### BOARD OF PARK COMMISSIONERS

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Wednesday, January 14, 2009

7:30 PM

3330 Atwood Ave (Olbrich Botanical Gardens)

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PEOPLE FOR PARKS  
Volunteer Recognition Ceremony  
Honoring 2008 Volunteers and Contributors

Welcome 6-6:30 PM  
Ceremony & Refreshments 6:30 - 7:30 PM

#### **Meeting begins at 7:30 p.m. in Upstairs Meeting Room**

*If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.*

*Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.*

*Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.*

*Если Вам необходима помощь устного или письменного переводчика, а также если Вам требуются материалы в иных форматах либо у Вас имеются особые пожелания в связи с доступом к данной услуге, мероприятию или программе, пожалуйста, позвоните по указанному ниже телефону и сообщите об этом не менее чем за три рабочих дня до соответствующей встречи.*

*Please contact the Parks Division at 608-266-4711, TDD #866-704-2315.*

#### **I. CALL TO ORDER / ROLL CALL**

#### **II. PARKS EMPLOYEE OF THE MONTH**

A. January

#### **III. ELECTION OF OFFICERS**

A. President of the Park Commission

B. Vice President of the Park Commission

- C. *Standing Committees to be appointed in February*
  - 1. *Long Range Planning*
  - 2. *Facilities, Programs and Fees*
  - 3. *Habitat Stewardship/Tree Board*
  - 4. *Golf*
  - 5. *Warner Park Community Recreation Center*
  - 6. *Olbrich Botanical Society*
  - 7. *Two Appointments to the Madison Parks Foundation*

#### **IV. APPROVAL OF MINUTES**

- A. *Minutes of the Regular Meeting of December 10, 2008*  
*RECOMMEND APPROVAL*

#### **V. PUBLIC COMMENT**

*(3 minute speaking limit for items not on the agenda)*

#### **VI. COMMITTEE REPORTS**

##### **A.**

*James Madison Park Planning Committee*

- 1. *Report ID#11520 on Conditions for Sale of James Madison Park Property*

*GENERAL DISCUSSION and RECOMMEND APPROVAL*

##### **B.**

*Olbrich Botanical Society Minutes of November 18, 2008 Meeting*  
*RECOMMEND ACCEPTANCE*

##### **C.**

*Warner Park Community Recreation Center Minutes of September 25, 2008 Advisory Committee Meeting*  
*RECOMMEND ACCEPTANCE*

#### **VII. REPORT OF THE PRESIDENT OF THE PARK COMMISSION**

#### **VIII. REPORT OF THE SUPERINTENDENT OF PARKS**

- A. *Written Report of Supervisor's Activities*
- B. *Informational Items*
  - 1. *2008 Parks Survey Analysis*
  - 2. *Preliminary Special Events 2009 Listing*
  - 3. *Madison Parks Newsletter – to be distributed at meeting*

#### **IX. CORRESPONDENCE, RESOLUTIONS, ORDINANCES**

##### **A.**

*Request from Caroline Purcell and Nick Lynch of Capri Events to host a US Women's*

*Racing Series 5/10k Run/Walk at Warner Park on May 10, 2009.*

*Note: The increasing number of Walks and Runs scheduled for Warner Park is a concern for Parks staff and neighborhood alderpersons. In 2008, several large events made public access to the Warner Park Community Recreation Center difficult or impossible. Parks staff suggest that it may be time to determine how many events the park can reasonably accommodate and to limit or deny new requests. If this event is approved, sponsor must work closely with staff to insure that park neighbors and people attending functions at the WPCRC will not be inconvenienced or obstructed.*

*Parks staff propose the following items for consideration by the Park Commission in the event they agree another large event can be held in Warner Park and provided the Organizer complies with all recommendations proposed by the Park Commission:*

- 1. The run/walk must start and finish near the park shelter. The run must avoid the two main entrances/exits to the park and stay on the park trail as much as possible. All park users must be able to enter and leave the park, especially the recreation center at will.*
- 2. CAPRI must meet with recreation center staff at least two weeks prior to the event to review their site plans. People using the Recreation Center or other park facilities must be assured of access.*
- 3. A parade permit must be filed with the Madison Police Department at least two months prior to the event. Either paid staff or volunteers must be assigned to all intersections.*
- 4. CAPRI is responsible for contacting Digger's Hotline 7-10 days prior to event, and then providing the Parks Office with the ticket number.*
- 5. CAPRI is responsible for contacting the East Parks Maintenance Supervisor, Craig Klinke at 246-4510 or cklinke@cityofmadison.com to arrange for a pre-event walk through no less than one week prior to event.*
- 6. A Certificate of Insurance that names the City of Madison as an additional insured shall be provided no less than one week prior to the event.*
- 7. CAPRI is responsible for Aldermanic notification by contacting Alders no less than two weeks prior to event.*
- 8. All permits and fees must be obtained and paid for prior to event. Event sponsor must also abide by all rules and regulations by the parks department.*
- 9. CAPRI must obtain permission from the State of Wisconsin to use Governor's Island as part of the route.*

## **B.**

*Request from Marylou Grzadzielewski of Wisconsin Youth Company, Inc. to host a Winter Skill Games Event at Elver Park on February 9 through 12, 2009.*

*Parks staff proposes the following items for consideration by the Park Commission and provided Organizer complies with the recommendations of the Park Commission:*

- 1. Aldermanic notification is required by the event organizer. You must contact Alder Jed Sanborn at district1@cityofmadison.com or 576-5509; and Alder Thuy Pham-Remmele at district20@cityofmadison.com or 957-4433; and Libby Monson at district7@cityofmadison.com or 845-7130, no less than two weeks prior to your event.*
- 2. A park walk through is required with West Parks Maintenance Supervisor, Bill Schott. Please contact him directly to arrange a walk through one week prior to your event at wschott@cityofmadison.com, or 608-266-9214.*
- 3. No temporary structures have been approved for this event.*
- 4. Event organizer shall submit a park site plan as soon as possible to the Parks office showing the location of all activities and other park plans.*

5. Sponsor has reviewed the City of Madison special event park policies and procedures and will assume the responsibility of their conveyance to the event participants and assure the Parks Division that they will be upheld throughout the course of the event.
6. A Certificate of Insurance is required that also names the City of Madison as an additional insured
7. No public amplification has been approved for this event
8. You are responsible for the ordering, placement, pickup, and payment for any portable toilets for your event.
9. Event organizer is responsible for picking up the keys to the facility from the Parks office one week prior to its event. If it is necessary to call staff out to unlock facilities for the event, event organizer will be charged a minimum of 2 hours staff time at double time.
10. Immediately after your event, all trash will be picked up. Please bring extra trash bags with you.
11. No glass containers are allowed in the parks.
12. All parks close at 10:00 PM, so please allow enough time for clean up prior to 10:00 PM.
13. No parking is allowed on the grass.
14. There will be no fireworks or bon fire before, during, or after your event.
15. No merchandise, food, beverages, or alcohol is to be sold during your event.
16. All applications, permits, deposits, fees, are to be reconciled and on file in the Parks office at least one week prior to the event.

**C.**

*Correspondence from Bill Provencher of the Madison Pond Hockey Association requesting discussion of issues regarding city ice rinks.*

1. Presentation by Provencher

**GENERAL DISCUSSION AND POSSIBLE RECOMMENDATION****D.**[12456](#)

To authorize the Parks Superintendent to enter into an agreement with the Wisconsin Youth Company, Inc. for a special enclosed shelter permit for Elver Park Shelter #2 from December 2008 through March 2009.

**RECOMMEND APPROVAL**

**E.**[12564](#)

To authorize the City to enter into a three (3) year agreement with the possibility of a three one-year renewal terms with Madison Metropolitan School District (MMSD) for the non-exclusive use of softball diamonds, baseball fields, soccer fields, tennis courts, golf courses, and cross-country courses in various City parks for MMSD athletic programs. (Various AD's)

**RECOMMEND APPROVAL**

**F.**[12615](#)

Authorizing the acceptance of a Dedication and Purchase Agreement for the acquisition of the remaining interests of Cherokee Park, Inc. in approximately 48 acres of land located adjacent to Wheeler Road referred to as the Wheeler Open Space Parcel and including agreement on the estimated dedication requirements for the remaining lands that Cherokee Park, Inc. intends to develop and amending the 2008 Parks Capital Budget to authorize the expenditure of an amount not to exceed \$90,000 for this acquisition.

**RECOMMEND APPROVAL**

- G. [12885](#) Deaccessioning Original *Effigy Tree* (1991), Wood Carved Sculpture, by Harry Whitehorse and Accepting Ownership of a Bronze Version of *EffigyTree*.  
*RECOMMEND APPROVAL*
- H. [13068](#) To authorize the Mayor and City Clerk to sign and execute a three (3) year Renewal Agreement with Madison Football Club, Inc. for priority field scheduling at four (4) soccer fields at Reindahl Community Park in exchange for Madison Football Club, Inc. maintaining said fields.  
*RECOMMEND APPROVAL*
- I. [13078](#) Authorizing the placement on the April 7, 2009 ballot of a binding referendum question relating to the conveyance of the Garver Feed Mill building and abutting lands to Common Wealth Development, Inc. or its assignees for the purpose of constructing an arts incubator and other associated improvements in Olbrich Park.  
*RECOMMEND APPROVAL*
- J. [13079](#) To authorize the Mayor and City Clerk to enter into a three (3) year Agreement between the City of Madison and the Madison Metropolitan School District, Madison School & Community Recreation beginning May 1, 2009 and ending on September 30, 2011 for the operation of a Pontoon Boat Program for persons with disabilities. (AD 2)  
*RECOMMEND APPROVAL*
- K.. [13084](#) To authorize the Mayor and City Clerk to enter into a \$110,000 contract with Plunkett Raysich Architects for architectural services to complete the construction of the Tenney Park Shelter. (AD #2)  
*RECOMMEND APPROVAL*
- L. [13088](#) To amend the 2008 Parks Division Capital Budget to include reimbursement from the trade-in and sale of Parks older equipment.  
*RECOMMEND APPROVAL*
- M. [13133](#) To amend the 2008 Parks Division Capital Budget to accept reimbursement from the insurance fund for the replacement of irrigation controllers damaged by the high waters this past summer.  
*RECOMMEND APPROVAL*

## X. UNFINISHED BUSINESS

- A. *Olbrich Park Master Plan*

*GENERAL DISCUSSION/RECOMMENDATION*

## XI. NEW BUSINESS

- A. *Resolution recognizing Si Widstrand's Retirement*

*GENERAL DISCUSSION AND POSSIBLE RECOMMENDATIONS*

## XII. ADJOURNMENT

