Director's Report
March 2019

Nordic Ridge Playground

- Met with Bryant Foundation representative to go over the project.
- Updated the park development budget with the Planning Director.
- Communicated with the developer about the playground project and other items.

Whitewater Park

- Had six pre-submittal meetings with interested proposers.
- Received seven proposals for the sediment sampling.
- Reviewed proposals with the Public Works and Planning Directors.
- Communicated with sediment sampling specialist from the DNR about what to look for in the proposals.
- Developed a matrix to breakdown the costs to get an equal comparison on costs and services provided.

Mandt Park Master Plan

- Had five pre-submittal meetings with interested proposers.
- Received five proposals for the project.
- Reviewed proposals and compiled a report that details the tasks in each phase of the planning process.

Miscellaneous

- Updated and revised position descriptions for the Troll Beach Supervisor and Adult Softball Supervisor positions.
- Advertised the positions through local colleges, Facebook, and our user list.
- Interviewed student who is interested in interning with us this summer.
- Developed a memorandum of understanding with the Friends of Gazebo Musikk.
- Reached out to financial consultants for cost estimates to do a study on development impact fees.
- Worked with HR and the Mayor for strategies for staff development
- Met with Bryant Foundation about the youth center, Kegonsa afterschool program, and the inclusive playground project.
- Worked with Baker Tilly to get cost estimate for updating park development fees.
- Sent out the 2019 community garden information. Changed a few rules this year along with trying to form a volunteer committee to help administer the garden.

Rotary Park Improvements

- Met twice with the Rotary Club's Park Committee about potential improvements to the park and the budget for the improvements. They had a favorable reaction to the proposed improvements and would help.
- Edited RFP based on Committee feedback

Criddle Park Playground

- Had two pre-submittal meetings with interested proposers.

Director's Report
March 2019

Great Lakes Park Training Institute

- Attended sessions on developing partnerships, ecology of Midwestern ecosystems, hiring engineering consultants, fundraising, natural play spaces, inclusive playgrounds, and parks planning.

Youth Center

- Attended FSAYC meeting
- Compiled monthly report for Dane County grant
- Compiled annual budget for Dane County grant reporting