



Administrative Offices  
5520 Lacy Road  
Fitchburg, WI 53711-5318  
Phone: (608) 270-4200 Fax (608) 270-4275  
[www.fitchburgwi.gov](http://www.fitchburgwi.gov)

## AGENDA

Park Commission  
January 02, 2025  
Frances-Cooper Council Chambers  
6:00 PM

*Please take note that some or all of the members of this governing body may attend via telephone or internet.*

*For information on how to attend via Zoom for public comment, please contact Scott Endl at [scott.endl@fitchburgwi.gov](mailto:scott.endl@fitchburgwi.gov)*

*Interested parties are invited to watch from their own homes in lieu of attending the meeting in person. Full coverage of this meeting is available through FACTv and Streaming Video, accessible on the city web site at <http://factv.fitchburgwi.gov/CablecastPublicSite/watch/4?channel=3>*

PLEASE TAKE NOTICE that the Park Commission of the City of Fitchburg, Dane County, Wisconsin will hold a meeting on **Thursday, January 02, 2025 at 6:00 PM** in the Fitchburg City Hall, 5520 Lacy Road, Fitchburg, WI 53711 for the purposes of:

1. **Call to Order**
2. **Approval of Minutes - December 2024**
3. **Public Appearances - Non Agenda Items**
4. **Review and Approve Agenda**
5. **Action Items**
  - A. [Resolution R-230-24 Community/Senior Center Upper Level Tables & Chairs Replacement](#)
6. **Discussion/Action Items**
7. **Communication**
  - A. [Parks Project Updates](#)
  - B. [Resolution R-208-24: 2025 - 2030 Parks, Open Space & Recreation Plan](#)
  - C. [Comprehensive Parks Amenities Update](#)
8. **Staff Reports/Updates**
  - A. [Recreation Report](#)
  - B. [Parks Report](#)
  - C. [Forestry Report](#)
  - D. [Director's Report](#)
9. **Future Agenda Items**
10. **Announcements - Next 2 Park Commission meetings with be February 6 and March 6**
11. **Adjournment**

*Note: It is possible that members of and possibly a quorum of members of other government bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Fitchburg City Hall, 5520 Lacy Road, Fitchburg WI 53711, (608) 270-4200*



5520 Lacy Road  
Fitchburg, WI 53711-5318  
Phone: (608) 270-4200  
[www.fitchburgwi.gov](http://www.fitchburgwi.gov)

DRAFT MINUTES  
Park Commission  
December 05, 2024  
6:00 PM  
Common Council Chambers

**1. Call to Order**

Chairperson Sue Easterday called the meeting to order at 6:00 P.M. In attendance: Alder David Herbst, Heidi Reynolds, Sam DiMaggio, Chris Sina, Sarah Schroeder, and Director Scott Endl.

Absent: Christopher Peguero with excuse.

Others in attendance: Community Development Planner Brad Sipple, Steve Arnold, and Patrick Cheney.

**2. Approval of Minutes November**

Alder Dave Herbst approved minutes with minor edits, 2<sup>nd</sup> by Heidi Reynolds. Motion carried.

Patrick Cheney, 5211 Kittycrest provided minor edits.

**3. Public Appearances - Non-Agenda Items**

None

**4. Review and Approve Agenda**

Chris Sina moved to approve agenda as written, 2<sup>nd</sup> by Sarah Schoeder. Motion carried.

## 5. Action Items

### A. Resolution R-189-24 Granting an Underground Electric Easement on Lot 1 in CSM 5147 (Nine Springs Golf Course)

Alder David Herbst moved to approve Resolution R-189-24, 2<sup>nd</sup> by Chris Sina. Motion carried.

Madison Gas & Electric is proposing to loop the electric distribution system in the Traceway Drive area. This loop will provide electric redundancy in the neighborhood. It will benefit not only private development, but City properties such as the North Fish Hatchery HUB and the Nine Springs Golf Course. This easement will allow Madison Gas & Electric to install an underground electric distribution line, with no above ground equipment, within the Nine Springs Golf Course.

### B. Public Hearing Resolution R-208-24 - Approval of the 2025 - 2030 Parks, Open Space & Recreation Plan.

Steve Arnold, 2530 Targhee Street - provided written and verbal comments as a representative of Bike Fitchburg Inc.

### C. Resolution R-208-24 Approval of the 2025 - 2030 Parks, Open Space, and Recreation Plan

Sue Easterday moved approval of Resolution R-208-24 with the below Park Commission amendments, 2<sup>nd</sup> by Heidi Reynolds. Motion carried.

Brad Sipple, Community Development Planner was in attendance to answer questions.

#### Amendments:

#### Red line version of POSP

Page 7 and page 88, Goal 4: Add the word “quality” before “tree canopy”

Page 43: Update Stoner Prairie Park acreage to 10.39 acres to reflect recent expansion. Consider including adjacent public works property and potential future restrooms and shelter associated with it.

Page 44: Above first photo. Change one word ~~Northern~~ to “southern” end of park

Page 50: update the Wildwood Kettle description to reflect the death of many trees and significant work to restore the property with native plants, creating more open space.

Pages 67 and 68: Crescent Crossing Park and the Dog Playground at Crescent Crossing are now completed

Page 69: Remove references to beer gardens under “food/drink opportunities and public/private partnerships,” including the examples in Milwaukee County. This is in response to public hearing feedback. Remaining language leaves future options open for food and drink opportunities at parks, potentially including alcohol, but deemphasizes beer gardens.

Page 70: Three orchards are listed. The line of pear, apple, (maybe plum and others) south of the community garden space at Southdale Park is a 4<sup>th</sup> orchard area.

Page 76: Edit action/issue about inclusive playground, reverting to “consider installing inclusive playgrounds anytime equipment is installed or replaced” The Parks Commission thought a requirement would be too limiting due to the increased

cost of inclusive equipment and the limited budget for annual equipment replacement. Reverting to prior language keeps inclusive playgrounds as a goal but allows discretion.

Page 92: Delete “food/drink ‘gardens’” from Action 2.a. This is in response to public hearing feedback regarding beer gardens. The remaining “other local food/drink opportunities” still allows exploration of food and drink in City parks.

Page 95 10.g.: Clarifying language that the purpose of the action is to avoid future conflicts between tree canopy and solar infrastructure.

Page 96, Item 11.b.: Add language to action item to include the inventories stormwater areas to the stormwater management property inventory to allow stormwater utility funds to be used for maintenance of these facilities.

## **6. Discussion/Action Items**

### **A. Southdale Park Master Plan**

Scott Endl introduced this Park Master Plan Concept which was developed from comments received on the Southdale Park Schematic Design presented November 7<sup>th</sup>.

Sue Easterday moved to approve this Park Master Plan Concept with the below edits, 2nd by Sam DiMaggio. Motion carried.

- **The Vegetation Management Area would follow to the north along the walking path to the beltline.**
- **The orchard south of the Community Gardens would be identified on the plan.**
- **No fire pit in the improved gathering space to the west of the existing Community Gardens.**
- **An additional permanent grill would be added around the existing open-air shelter.**

### **B. Park Project Updates - Comprehensive Park Inventory**

Scott Endl provided a brief update of information gathered for this Comprehensive Park Inventory.

## **7. Communication**

### **A. Park Project Updates**

### **B. Resolution R-190-24 AMENDING THE 2024 GENERAL FUND BUDGET – ADDITIONAL HOURS FOR COMMUNITY CENTER LTE ATTENDANTS Resolution R-190-24 AMENDING THE 2024 GENERAL FUND BUDGET – ADDITIONAL HOURS FOR COMMUNITY CENTER LTE ATTENDANTS**

The Common Council approved this resolution at their November 12<sup>th</sup> meeting.

- C. Resolution R-193-24 AUTHORIZING STAFF TO DRAFT AGREEMENTS FOR PUBLIC IMPROVEMENTS FOR PROPERTY LOCATED ON YARMOUTH GREENWAY DRIVE Resolution R-193-24 AUTHORIZING STAFF TO DRAFT AGREEMENTS FOR PUBLIC IMPROVEMENTS FOR PROPERTY LOCATED ON YARMOUTH GREENWAY DRIVE**

The Common Council approved this resolution at the November 12<sup>th</sup> meeting. Additional approvals included the park name: Kyle Stiegert Greenway along with the proposed concept plan.

**8. Staff Reports/Updates**

- A. Recreation Report**
- B. Parks Report**
- C. Forestry Report**
- D. Directors Report**

**9. Future Agenda Items**

- 10. Announcements - Next two meetings will be January 2nd and February 6th, 2025.**

**11. Adjournment**

Motion to adjourn by Sarah Schroeder, 2<sup>nd</sup> by Heidi Reynolds. Motion carried 7:35 PM.

Minutes provided by Scott Endl

*Note: Full coverage of this meeting is available through FACTv and Streaming Video, accessible on the city web site at <http://factv.fitchburgwi.gov/CablecastPublicSite/watch/4?channel=3>*



## AGENDA

Park Commission  
January 02, 2025  
Frances-Cooper Council Chambers  
6:00 PM

### Agenda Comments

1. **Call to Order**
2. **Approval of Minutes - December 2024**
3. **Public Appearances - Non Agenda Items**
4. **Review and Approve Agenda**
5. **Action Items**

A. **[Resolution R-230-24 Community/Senior Center Upper Level Tables & Chairs Replacement](#)**

Using approved funding from CIP Project #6354 the tables/chairs used in the upper level of the Community Center will be replaced. Due to the age of the tables and chairs combined with the frequent usage from City Departments as well as rentals, replacement of these items is necessary.

The tables in the upper level of the Community/Senior Center were purchased in 2014, the chairs approximately 20 years ago.

Programming through the Senior Center, Recreation Department and rentals of the rooms has increased the usage of these tables and chairs.

The replacement of this equipment is appropriate due to the wear and tear over the years.

Total cost for the purchase of new tables and chairs to be used in the upper level of the Community/Senior Center and authorizes will not to exceed \$58,000.

6. **Discussion/Action Items**
7. **Communication**

A. **[Parks Project Updates](#)**

Included in the Park Commission packet is the updated Parks Project list for 2025 (below).  
**(2024 projects included for work in 2025: HUB construction, Stoner Prairie Park implementation, Tower Hill Shelter renovation. McKee Farms Park Shelter residing, and McGaw Pickleball court expansion).**

<b>Park projects 2025</b>
Chicory Meadow tennis/hoops courts replacement
Chicory Meadow gazebo paint
Rimrock Park Playground and swing set bay replacement
Chicory Meadow Playground and swing set replacement
Open Air Shelter Inclusive Playground
Community Tree Gravel Beds
Southdale Park Plan
Kids Crossing Design and removal

B. [Resolution R-208-24: 2025 - 2030 Parks, Open Space & Recreation Plan](#)

The Common Council approved the 2025 – 2030 Parks, Open Space & Recreation Plan at their December 10, 2024 meeting.

C. [Comprehensive Parks Amenities Update](#)

I have included the Comprehensive Amenities update which included the inventories trees for our woodlots, terrace trees, and park trees.

8. **Staff Reports/Updates**

A. [Recreation Report](#)

B. [Parks Report](#)

C. [Forestry Report](#)

D. [Director's Report](#)

9. **Future Agenda Items**

10. **Announcements - Next 2 Park Commission meetings with be February 6 and March 6**

11. **Adjournment**

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# Committee or Commission Referral

Direct Referral Initiated by:  
Direct Referral Approved by:

Date Referred: <b>December 10, 2024</b>	Ordinance Number:
Date to Report Back: <b>January 14, 2025</b>	Resolution Number: <b>R-230-24</b>
Sponsored by: Mayor	Drafted by: SENIOR CENTER

TITLE:           Community/Senior Center Upper Level Table & Chair Replacement

**Background:** Using approved funding from CIP Project #6354 the tables/chairs used in the upper level of the Community Center will be replaced. Due to the age of the tables and chairs combined with the frequent usage from City Departments as well as rentals, replacement of these items is necessary.

**Staff Recommendation:** Approve

**Recommendation Details:**

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Commission on Aging Well	McHone	December 12, 2024	approved
2	Park Commission	Endl	January 2, 2025	
3	Finance Committee	Dodge	January 14, 2025	
4				

Amendments:



## Pre-Approval Information

<b>Pre-Approval Request #</b> 13236	<b>Contact Person *</b> JILL.MCHONE	<b>Department *</b> SENIOR CENTER	<b>Department Head *</b> JILL.MCHONE	<b>Complete Date</b>
<b>Date *</b> 12/02/2024	<b>Procurement Types *</b> Sole Source	<b>Item Description *</b> TABLES / CHAIRS FOR COMMUNITY / SENIOR CENTER		
<b>Rationale for Purchase</b> (What do you want to buy and why?) *				
Replacement of tables/chairs for upper level of Community/Senior Center. Funding approved in CIP project #6354				

## Estimates/Quote/Bids

### Vendor

<b>Is Vendor New? *</b> No	<b>New W9 Required</b> NO	<b>Payment Type *</b> Check
-------------------------------	------------------------------	--------------------------------

### Recommended Vendor Name

(Enter a portion of the Vendor Name OR full Vendor Name, then hit TAB to retrieve Vendor Information)  
EMMONS BUSINESS INTERIORS

### Vendor #

3678

### Vendor Address

#### Vendor Name

EMMONS BUSINESS INTERIORS

#### Street Address

N115 W18500 EDISON DR

#### Street Address 2

#### City

GERMANTOWN

#### State

WI

#### Zip

53022

### Rationale for Recommendation or Sole Source

(Why do you want to purchase this item from this vendor?) \*

Vendor on state contract

Contract Info Section

Does this pre-approval involve a contract or quote that needs a signature?

Yes

Have you started a Contract Review Form?

Yes

Contract Review Form Lookup (Using Contact Person) \*

JILL.MCHONE

Contract Review # \*

435

Contract Review Status

ADD RESOLUTION NUMBER

Public Construction and Grant Info

Is This a Public Construction

Project? \*

No

Is Any Funding From a Grant? \*

No

Attachments Section

T&T#

(Enter a portion of your name OR full name, then hit TAB to retrieve Travel & Training form list)

Recommended Bid/Quote (2)

Recommended Bid/Quote

[12/2/2024 - Requestor - JILL.MCHONE, Vendor: EMMONS BUSINESS INTERIORS, Dept: SENIOR CENTER](#)

[12/2/2024 - Requestor - JILL.MCHONE, Vendor: EMMONS BUSINESS INTERIORS, Dept: SENIOR CENTER](#)

Other Supporting Document (0)

Supporting Documents

Other Bid/Quote (0)

Bids/Quotes

Vendor W9 (1)

W9

[12/2/2024 - Requestor - JILL.MCHONE, Vendor: EMMONS BUSINESS INTERIORS, Dept: SENIOR CENTER](#)

Purchase Order Information

Line Items

Quantity *	Unit Price *	Description *	GL Fund *	GL Dept *	GL Acct	GL Actv *	Line Total
70	\$540.91	CHAIRS-SETS OF 4	400 - CAPITAL PROJECTS	5716 - GENERAL	354 - SR CTR/COMM CTR SEAT/TABLES	0	\$37,863.70
58	\$281.30	TABLES	400 - CAPITAL PROJECTS	5716 - GENERAL	354 - SR CTR/COMM CTR SEAT/TABLES	0	\$16,315.40
12	\$311.05	CHAIR STACKING CARTS	400 - CAPITAL PROJECTS	5716 - GENERAL	354 - SR CTR/COMM CTR SEAT/TABLES	0	\$3,732.60

GL Actv Info:	PO Grand Total
0 - Default	\$57,911.70
13 - Billable (Needs to be billed to third party for reimbursement)	
14 - Unexpected Cost	
15 - Grant	
23 - COVID19	

Budget Amendment Needed *	Disposition of previous item?	Resolution Number *
No	N/A	R-230-24

Is form ready for review? \*  
YES

Approvals Section

Department Head	Workflow Status	Timestamp
Jill McHone	APPROVED	12/02/2024 11:54:52 AM
Accounting Quality Review	.	.
Robert Cornelius	APPROVED	12/03/2024 09:09:42 AM
Comptroller	.	.
Misty Dodge	APPROVED	12/4/2024 12:27:39 PM
IT Review	.	.
Administrator	.	.
Chad Brecklin	APPROVED	12/4/2024 3:48:24 PM
Mayor	.	.
Julia Arata-Fratta	APPROVED	12/4/2024 7:24:28 PM
Council	.	.
Mayor Signed	.	.
Attorney Review	.	.
Attorney Signed	.	.
Accounting PO	.	.

EBI  
5265 Femrite Drive  
Madison WI 53718



Sales Contact: Terry Vaughn

Prepared For: **City of Fitchburg**

Job: GLOBAL OPTION  
PO Number:  
By: Terry Vaughn  
Notes:

Page 1 of 1  
11/11/2024  
7:45:11AM  
**City of Fitchburg - Global Folding Table Quote**

Line #	Qty	Mfg	Part Number	Part Description	List	Ext List	Sell	Ext Sell	Sell - %
Tag:									
1	1			City of Fitchburg - Lightweight Folding tables	\$0.00	\$0.00	\$0.00	\$0.00	0.00
2	1			State of WI Contract #505ENT-M20-OFFURNITUR-04 - Delivered and Installed	\$0.00	\$0.00	\$0.00	\$0.00	0.00
3	58	GLB	MVLFR72	Tubular Legs - 30D x 72W x 29-1/4H, LITE LIFT II FOLDING TABLES	\$485.00	\$28,130.00	\$281.30	\$16,315.40	42.00
4	1			Contract Terms - 2/21/2020 - 2/28/2025	\$0.00	\$0.00	\$0.00	\$0.00	0.00
5	1			delivery included per State of WI Contract #505ENT-M20-OFFURNITUR-04	\$0.00	\$0.00	\$0.00	\$0.00	0.00
6	1			install included per State of WI Contract #505ENT-M20-OFFURNITUR-04	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Tag Subtotals:						\$28,130.00		\$16,315.40	
Total List:						\$28,130.00	Total Sell:	\$16,315.40	

Authorized Customer Signature: \_\_\_\_\_

Printed Name / Title: \_\_\_\_\_

Date: \_\_\_\_\_

EBI  
5265 Femrite Drive  
Madison WI 53718



Sales Contact: Terry Vaughn

Prepared For: **City of Fitchburg**

Job: High Density Motivate Chair  
PO Number:  
By: Terry Vaughn  
Notes:

Page 1 of 1  
11/11/2024  
7:47:30AM  
**City of Fitchburg - HON High Density Seating  
Quote**

Line #	Qty	Mfg	Part Number	Part Description	List	Ext List	Sell	Ext Sell	Sell - %
Tag:									
1	1			HON - Motivate High Density Stack Chair and dolly - 300 chairs and 12 chair dollies	\$0.00	\$0.00	\$0.00	\$0.00	0.00
2	70	HON	HMS1	Motivate High Density Stacker-Sled Base-Set/4	\$1,146.00	\$80,220.00	\$540.91	\$37,863.70	52.80
			.N	No Arm					
			.LA	Lava					
			.Y	Chrome					
3	12	HON	HMSCART	Motivate Cart for Stacking Chairs - holds up to 40 chairs per dolly	\$659.00	\$7,908.00	\$311.05	\$3,732.60	52.80
4	1			shipping included per UW Contract #23-5665	\$0.00	\$0.00	\$0.00	\$0.00	0.00
5	1			install included per UW Contract #23-5665	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Tag Subtotals:						\$88,128.00		\$41,596.30	
Total List:						\$88,128.00	Total Sell:	\$41,596.30	

Authorized Customer Signature: \_\_\_\_\_

Printed Name / Title: \_\_\_\_\_

Date: \_\_\_\_\_

Mayor Arata-Fratta  
Introduced by

SENIOR CENTER  
Prepared by

Commission on Aging Well, Park Commission,  
Finance Committee  
Referred to

December 10, 2024  
Date

## **RESOLUTION R-230-24**

### **COMMUNITY/SENIOR CENTER UPPER LEVEL TABLE & CHAIR REPLACEMENT**

**WHEREAS**, the tables in the upper level of the Community/Senior Center were purchased in 2014, the chairs approximately 20 years ago; and

**WHEREAS**, programming through the Senior Center, Recreation Department and rentals of the rooms has increased the usage of these tables and chairs; and

**WHEREAS**, the replacement of this equipment is appropriate due to the wear and tear over the years; and

**WHEREAS**, money to replace this equipment is included in the CIP project #6354; and

**NOW BE IT HEREBY RESOLVED**, by the Fitchburg Common Council that it approves the purchase of new tables and chairs to be used in the upper level of the Community/Senior Center and authorizes an amount not to exceed \$58,000; and

**BE IT FURTHER RESOLVED**, by the Fitchburg Common Council that it authorizes the Mayor to sign the quotes attached, subject to technical corrections by the City Attorney.

Adopted this 14th day of January, 2025.

\_\_\_\_\_  
Julia Arata-Fratta, Mayor

\_\_\_\_\_  
Tracy Oldenburg, City Clerk

Park projects 2022	Completed	Under construction	in design	not started
Hatchery Hill Grading				As Part of HUB project
Park projects 2023	Completed	Under construction	in design	not started
Belmar Hills Drinking Foutain		November 30, 2024 completion		
Terravessa Ag. Park ID sign			EOR working on updated plan and \$\$\$	
Terravessa Ag . Park parking lot			EOR working on updated plan and \$\$\$	
Park projects 2024	Completed	Under construction	in design	not started
Park & Open Speace Plan Update		Complete in 2024		
Kyle Stiegert Greenway			CC Resolution 2024	
Comprehensive Park Inventory			Complete December 31, 2024	
NSGC HUB		Complete September 2025		
Stoner Prairie Park Plan implementation		Complete July 1, 2025/start spring 2025		
Crescent Crossing dog playground	Take ownership in 2025			
Crescent Crossing neighborhood playground	Take ownership in 2025			
Tower Hill Park shelter renovation			Bid in 2024 completion Oct. 1, 2025	
McKee Farms Park shelter siding			Bid in 2024 completion Oct 1, 2025	
McGaw Pickleball Court expansion			Bid in 2024 completion Oct. 1, 2025	
Southdale Park Plan			Bid in 2025 completion Oct. 1, 2025	
Terravess Ag. Park Phase 1			EOR working on updated plan and \$\$\$	
Park projects 2025	Completed	Under construction	in design	not started
Chicory Meadow tennis/hoops courts replacement				1-Jan-25
Chicory Meadow gazebo paint				1-Jan-25
Rimrock Park Playground and swing set bay replacement				1-Jan-25
Chicory Meadow Playground and swing set replacement				1-Jan-25
Terravessa Ag. Park Phase II			EOR working on updated plan and \$\$\$	
Open Air Shelter Inclusive Playground				1-Jan-25
Kids Crossing Design and removal				1-Jan-25
Park projects 2026	Completed	Under construction	in design	not started
Kids Crossing installation				1-Jan-26
Schappe Playground				
Clayton Hoops court				
Swan Creek Tennis courts				
Community Gravel bed				



Mayor Arata-Fratta  
Introduced by

PLANNING  
Prepared by

Park Commission, Plan Commission  
Referred to

November 12, 2024  
Date

**RESOLUTION R-208-24**

**APPROVAL OF THE 2025 - 2030 PARKS AND OPEN SPACE, AND RECREATION PLAN**

**WHEREAS**, to create an ideal system of parks, open spaces, trails, forest, and other natural areas, along with high quality recreational opportunities that enhance the health and quality of life for all ages and interests and promote a strong sense of community, and

**WHEREAS**, to facilitate the decision-making process related to parks, recreation, and resource conservation, and

**WHEREAS**, to create a park and open space system that meets the desires of the community, and


**WHEREAS**, to be eligible for county, state, and federal funding; and

**WHEREAS**, the City of Fitchburg 2025 – 2030 Comprehensive Parks, Open Space and Recreation Plan has been prepared by City of Fitchburg Staff with input from City Committees and community members through public open houses and presentations; and

**WHEREAS**, the City of Fitchburg 2025 – 2030 Comprehensive Parks, Open Space and Recreation Plan has been reviewed and recommended for approval by the City of Fitchburg Parks Commission and City of Fitchburg Plan Commission;

**NOW THEREFORE, BE IT RESOLVED**, by the Fitchburg Common Council that it approves the attached 2025 – 2030 Comprehensive Parks, Open Space and Recreation Plan, effective December 10, 2024.

Adopted this 10th day of December 2024.

  
\_\_\_\_\_  
Julia Arata-Fratta, Mayor

  
\_\_\_\_\_  
Tracy Oldenburg, City Clerk



Scott Endl – Director  
 Parks, Recreation & Forestry  
 5520 Lacy Road, Fitchburg, WI 53711  
[Scott.endl@fitchburgwi.gov](mailto:Scott.endl@fitchburgwi.gov)  
 608-270-4288

## January 2, 2025 Parks Amenity Update

Playgrounds		44 total
Swing Bays		77 total
Open Air Shelters		4 total - (2) @ McKee (1) WW (1) Southdale
Drinking fountains		25 stand alone - 7 shelters
Shelters w/bathrooms		(9) including NSGC
Picnic tables		(41) McKee in addition (66) 6' wooden (55) 8' wooden
Recycled picnic tables		13 total
B/Cycle		44 total stalls
Story walk stations		22 stations at McKee
Bike Racks		33 total stalls
Tennis courts		14 total
Bleachers		20 sets
Recycled benches		13 total
Benches		20 total
Access road lighting		24 total fixtures
Tennis/Court lighting		14 total fixtures
Soccer goals (sets)		15 total
FC hoop		7 total
Sand v-ball - sand		4 total
Park ID monument signs		2 total
Park ID sign		52 total
Parking lots lights		21 total fixtures
Ice Rink lights		4 total fixtures
Path lighting		77 poles
Ball field fence/backstop		14 total
Shade structures		8 total
Little Free Library		10 total
Gazebos		16 total
1/2 hoops		22 total
Parking stalls		721 total
Barn Swallow Houses		2 total
Observation decks		1 total
Ball field lights		(12) wooden pole - 42 fixtures (12) metal poles - 40 fixtures - 4 fields
	38	Paved paths - replacement = \$130,000 per mile
9 woodlots – 25% inventoried	2,573	9 Woodlots
95% inventoried	6,559	Trees within Public ROW
95% inventoried	6,063	Park Trees outside of woodlots





**Scott Endl – Director**  
**Parks, Recreation & Forestry**  
**5520 Lacy Road, Fitchburg, WI 53711**  
[Scott.endl@fitchburgwi.gov](mailto:Scott.endl@fitchburgwi.gov)  
**608-270-4288**

## Recreation Report January 2025

Years	2020	2021	2022	2023	2024
Recreation Programming	\$21,456	\$102,509	\$159,769	\$181,743	\$152,746
Community Center Rentals	\$17,617	\$19,773	\$28,746	\$20,034	\$19, 114
Shelter/Athletic Field rentals	\$9,756	\$55,198	\$68,794	\$75,861	\$92,636
Total	\$48,829	\$177,480	\$257,309	\$277,638	\$264,496



## Parks Report January 2025

Hi Scott

Here is an updated list of what I have been working on.

- Purchase orders and Payment Requests
- Forestry work orders
- Forestry pruning and sucker pruning
- Trash throughout the park system
- Vehicle and mower Maintenance
- Daily Park Shelter rounds – McKee is only shelter currently open
- Tower Hill shelter remodel – Out for bid
- McGaw Pickleball court expansion – Out for bid
- McKee Farms Park Shelter residing – Out for bid
- Stoner Prairie new park development
- Drinking fountain install at Belmar – Now complete
- Snow removal
- McKee Ice rink Ice rink maintenance
- Clean up dog park willow tree area
- Rough mowed tall grass areas throughout park system
- Begin planning for 2025 projects

Let me know if you need anything additional.

Thanks

**Johren Frydenlund**

*Parks and Forestry Maintenance Supervisor*

*Office: 608-729-1750*

*Cell: 608-575-2918*

[Johren.Frydenlund@Fitchburgwi.gov](mailto:Johren.Frydenlund@Fitchburgwi.gov)



## Urban Forestry Report January 2025

### Urban Forestry

- Met with the Urban Tree Alliance on an Inflation Reduction Act grant funded Arbor Day / tree planting project in Huegel Jamestown Parks and in the Southdale Neighborhood.
- Set the date for Arbor Day as Saturday, April 26<sup>th</sup> in Huegel Jamestown Park. Created the draft tree planting plan for this event.
- Attended a CVMIC leadership training on “Project Management” as part of the Perfecting Leadership certification program.
- Watched a Parks Commission meeting.
- Reviewed tree planting plans for new developments.
- Started work on the Spring 2025 tree planting plan.
- Received a grant from the WI DNR to hire a consultant to work on a Strategic Urban Forestry Plan.
- Worked on a presentation for the Wisconsin Parks and Recreation Association Conference.
- Worked on end of year accounting.
- Attended a Tree Fund webinar on the use of bio char to improve urban tree establishment.
- Helped set and tear down the business luncheon.
- Identified available tree planting spaces in the Southdale neighborhood.
- Attended an Employee Resource Group meeting.
- Inspected ash trees and marked declining / infested ash trees as appropriate.
- Marked callery pear trees for removal as appropriate.
- Assisted with the Business Luncheon.
- Responded to resident’s requests for service. Particularly dead ash trees and storm damage.

### Naturalist

- Received bids for the 2025 City of Fitchburg Spring Burn project.
- Proceeded donations for work to be done in City of Fitchburg natural areas.
- Submitted invoices as appropriate.

### Volunteer Coordination

- Helped a volunteer put together a tree related article for the Fitchburg Star.



Director's report January 2025

- Attended monthly Park & Recreation, Building, and Grounds meeting with City Administration.
- Held monthly update meeting with City Forester/Naturalist Anna Healy on related Urban Forestry items.
- Had no locates/meetings with families at Oak Hall Cemetery.
- Attended biweekly construction meeting regarding the HUB project.
- Attended Common Council meetings to discuss the POSP Update.
- Met with EOR and staff at Southdale Park to review the updated plan.
- Attended City Strategic Plan meeting.
- Attended CVMIC Training Course Virtually – External Communication for Leaders (ELM4D1) and Profession Communication (ELM4D3).
- Met with Engineering and Park staff to discuss 2025 Park Projects.
- Reviewed 49 applicants received for Community Center/Recreation Coordinator position. Mr. Sigl and I will interview 9 candidates on January 8<sup>th</sup>.

Respectfully,  
Scott