

# MONTHLY REPORTS JANUARY 2026

Updates from City Departments and Monthly Activities



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CITY OF FITCHBURG, WISCONSIN



# Administration Monthly Report

For the Month of: January 2026

## Meetings

- Held a 1:1 meeting with each of the 16 department heads
- Attended Development Team meetings
- Attended weekly update meetings with Mayor
- Held DH meetings for Council agenda review and roundtable discussion
- Attended monthly League of Municipalities Administrator Zoom meeting and WCMA Region 5 meeting, DCCVA virtual roundtable
- Attended IDAC meeting
- Attended bi-weekly Police Services Facility meetings
- Attended various developer meetings and bi-monthly meeting with Promega
- Held monthly meetings with Community Resource Team and Buildings & Grounds staff
- Attended Finance, Council, and COW meetings
- Attended weekly communication and monthly Veterans Park meetings

## Staff Projects

Worked with staff on various projects and policies including but not limited to city newsletter, no tax on overtime rules, emergency communications, Sustainability Plan, Oregon/Fitchburg/CARPC meeting coordination, TIF requests, Police Services Facility, Oregon/Verona/Fitchburg Joint Fire-EMS District, Ag. Park & community gardens, data centers, city hall remodel & furniture, Fitchburg Celebration Wall, development and housing, resident concerns, bike & pedestrian plan, Fire Department contract arbitration, and Country View Mobile Home Park.

## Events and Collaboration with Businesses & Residents

- Provided a monthly video update and Council meeting recap for residents via FACTv.
- Attended Forward Physical Therapy ribbon cutting, the retirement celebration for Juli Aulik - UW Health, and the annual employee MVV awards ceremony.



2026 MVV Awards Ceremony



# Assessing Monthly Department Report

For the Month of: January 2026

## Inspections Completed Over the Past Month

- 131 full inspections completed
- 59 exterior inspections completed
- 57 partial new construction properties inspected on 01/02/2026
- Mailed out 80 inspection request letters.

## Projects Completed Over the Past Month

- Attended Wisconsin Association of Assessing Officers Executive Board meeting.
- Began planning activity for Youth Government Week.
- Completed all sales processing and reported on 496 sales to Department of Revenue.
- Completed responses to interrogatories and requests to admit for Hy-Vee court case.
- Mailed out income and expense requests for commercial properties.
- Held 1:1s with all staff.

## Major Projects in Progress

- Field work and inspections for 2026 assessment roll.
- Processing and listing data changes for 2026 assessment roll.
- Ongoing review of sales and permit records to add inspections of properties to review for 2026 assessment roll.
- Cross training in commercial valuation, parcel splits and combinations.
- Continued work on properties in litigation.
- Contract review and changes to Laredo access.
- Revamp of Assessing pages on City's website.

## Projects in the Next Month

- Continued work on properties in litigation.
- Continued discovery and listing work for 2026 assessment roll.
- Continued field inspections and reviews for 2026 assessment roll.
- Complete annual mobile home assessment work.
- Complete processing of parcel splits and combinations
- Attend Ehlers Public Finance Seminar.

**CITY OF FITCHBURG  
BUILDING INSPECTION DEPARTMENT**

**PERMITS ISSUED**

	New Single Family	New Two Family	Construction Value 1&2 Family	New Multi-Family	Multi-Family Units	Construction Value Multi-Family	Total Living Units	New Commercial	Construction Value Commercial	Alteration/Repairs Residential	Alteration/Repairs Commercial	Value ALL Permits including Alteration/Repairs	Building Inspection Permit Fees for ALL Permits
January	3	0	\$ 1,050,000	1	210	\$ 34,500,000	213	2	\$ 34,881,863	93	8	\$ 72,104,216	\$ 705,451
February							0						
March							0						
April							0						
May							0						
June							0						
July							0						
August							0						
September							0						
October							0						
November							0						
December							0						
<b>2026</b>	<b>3</b>	<b>0</b>	<b>\$1,050,000</b>	<b>1</b>	<b>210</b>	<b>\$3,450,000</b>	<b>213</b>	<b>2</b>	<b>\$34,881,863</b>	<b>93</b>	<b>0</b>	<b>\$72,104,216</b>	<b>\$705,451</b>
<b>2025</b>	83	19	\$ 48,800,354	7	477	\$ 80,560,000	580	7	\$ 142,062,474	1618	102	\$ 338,172,715	\$ 1,131,253
<b>2024</b>	99	22	\$ 55,370,597	14	323	\$ 65,534,385	466	6	\$ 32,571,989	1150	105	\$ 196,260,700	\$ 867,972
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>M</b>

A SINGLE FAMILY DWELLINGS  
 B TWO FAMILY DWELLINGS  
 C TOTAL CONSTRUCTION VALUE 1&2 FAMILY  
 D MULTI-FAMILY DWELLINGS  
 E TOTAL MULTI-FAMILY UNITS  
 F TOTAL CONSTRUCTION VALUE MULTI-FAMILY  
 G TOTAL LIVING UNITS

H COMMERCIAL BUILDINGS  
 I TOTAL COMMERCIAL BUILDING VALUE  
 J RESIDENTIAL ALTERATION/REPAIR PERMITS  
 K COMMERCIAL ALTERATION/REPAIR PERMITS  
 L TOTAL VALUE ALL PERMITS  
 M TOTAL FEES ALL PERMITS



## Clerk Monthly Department Report

For the Month of: January 2026

### Elections

- Processed nomination papers for candidates running on the January 6<sup>th</sup> deadline.
- Established with the County that a February primary election is needed in Fitchburg for Circuit Court Judge Branch 1.
- Drew names of candidates for lot placement on the April ballot as we do not have a city primary.
- Updated contests and local candidates running for election in WISVOTE voter program.
- Updated Election plans and polling location in WISVOTE based on ward changes and addition of 7<sup>th</sup> polling location.
- Established in-person/early voting hours at City Hall.
- Published Type E Notice in official newspaper of absentee voting instructions.
- Processed 1,260 absentee ballots to meet the statutory mailing deadline. Ballots for the February primary were delivered by the County on January 16<sup>th</sup> and were required to be mailed out on January 27<sup>th</sup> to voters that have an absentee request on file.
- On average, 15 absentee ballot requests have been coming in daily after the January 28<sup>th</sup> statutory mailing deadline. These daily requests require a 24-hour turnaround time to mail out the ballots.
- In-person absentee voting in the Clerk's Office for the February 17<sup>th</sup> primary begins on Tuesday, February 3<sup>rd</sup> and ends on Friday, February 13<sup>th</sup>.
- Began ordering supplies and election equipment for new polling location.
- Began work on preparing election materials for new 7<sup>th</sup> polling location.
- Coordinated postcard notice mailings for Wards 9,10, 20 and 22 notifying electors of polling location changes. These postcards were mailed out in the last week of January.
- Began work on preparing materials and scheduling of Special Voting Deputies to service seven assisted living facilities for absentee voting for the February primary election.
- Conducted first of two visits of Special Voting Deputies to assisted living facilities on January 28<sup>th</sup>.
- Began work on scheduling of election inspectors and chiefs to staff seven polling locations on election day for the February primary.
- Conducted two separate training sessions on updates to the Badger Books for elections inspectors working the February Primary.

- Coordinated set-up of the City's seven polling locations with election inspectors, City staff and contact person for each.
- Coordinated for assistance with public testing of voting equipment.
- Sent reminders to candidates required to file campaign finance reports.

### **Licensing**

- Issued 557 Dog Licenses
- Issued 73 Cat Licenses
- Issued 16 Kennel Tags
- Issued 4 Operators Licenses.
- Processed Change of Agent for Pick N Save Store #182

### **Special Projects**

- Began communication and coordination of implementing the records request software program.
- Participated in future City Hall remodel discussions.

### **Other**

- Processed 19 Open Records Request.
- Completed preparations and mailing related to 2026 tax exempt single and multiple parcel reporting, done only in even years.

### **Staff**

- Team members created agendas for two PSHS and Common Council meetings and monthly COW meeting.
- Clerk attended bi-weekly PSHS and Common Council meetings.



# Communications Monthly Department Report

For the Month of: January 2026

## FACTv Current Productions

- 18 Productions completed in January.
- 22 Meetings completed in January.
- 24 Talking Fitchburg updates- 1 per day and 1 TF Digest per week in January.
- 20 Productions scheduled for February.
- 23 Meetings scheduled for February.

## FACTv Upcoming Productions

- TF Recreation Update- started in December
- Wonders of Physics
- 2 Lunch & Learns - FSC
- Police Services Facility Update
- Chamber Fitchburg Focus
- TF Council Recap Show
- TF Fitchburg Chamber Update
- TF Department of Ag., Trade, and Consumer Protection
- TF Better Business Bureau

## Long Term Productions

- FACTv Marketing Plan- FACTv Marketing Videos- On Going
- Fitchburg Police Department Video Projects- Spotlight Series & Monthly Building Updates
- Fitchburg Fire Department- Day and Life of a Firefighter
- RRFB/ Crosswalk Safety Video- Completed in January 2026

## Department Projects

- FSC Dining Room AV Project- project will be started in February.
- City-wide newsletter (Fitchburg Connect)- first newsletter sent out in February.
- March edition of Fitchburg Connect Newsletter
- City Communications Plan- staff completed updates
- Review FACTv Marketing Project and make updates plans for 2026

## Department Focus

- City-wide Communications

Fitch-Rona EMS oxygen refill station interview.



Forward Physical Therapy ribbon cutting.





# Economic Development Monthly Report

For the Month of: January 2026

## Economic Development

- Prepared referral and resolution for participation in the Madison Development Venture/Debt Program.
- Ehlers – TIF Requests – JT Klein, General Beverage, The UPS Store, Syncopation
- Update draft development update
- Prepared CEDA agenda, packet and minutes.

## Business/Developer Outreach

- 26 business/developer contacts with several requiring follow-ups, outreach and sharing information.

## Housing

- Prepared referral, resolution and preapproval for the Efficiency Navigator Program.
- Met with Vandewalle & Redevelopment Resources to discuss housing and housing plan action items.
- Reviewed draft housing plan.
- Met with Sustain Dane and Phil Grupe regarding energy goals and Efficiency Navigator Program.
- Met with team regarding Country View Mobile Home Park.
- Met with Becky Binz for Inter-Municipal Discussion.
- Regional Housing Strategy meeting
- Met with administrative team regarding housing updates.
- Met weekly with Redevelopment Resources.
- Presented to CEDA and the Finance Committee seeking approval of Phase I of the Efficiency Navigator Program.
- Met with Samina Khan regarding development.

## Meetings

- Met with Bike Fitchburg to discuss Cycling Without Age program.
- Attended Fitchburg Biz After Hours and weekly staff meeting.
- Met with Jeremy to discuss Housing communications.
- Attended Forward Fitchburg Steering Committee and Strategy team meetings.

- Met with MMSD to discuss treated wastewater effluent.
- Attended CEDA and CRT meetings.

### **Marketing/Tourism**

- Fitchburg Store – conversations with Sports World

### **Professional Development**

- Prepared travel and training for WEDA Governor's Conference and attended.

### **Alder Contact/Projects**

- Met with Alder Lepper to discuss CEDA and economic development.



Patrick Anderson, EMS Chief  
 101 Lincoln Street  
 Verona, WI 53593  
 608-497-2909 (Business Office)  
 608-845-9455 (Fax)  
 www.fitchronaems.com

## Chief's Report February-2026

EMS Calls for Service				
Month	2024	2025	2026	Change from Previous Year
January	412	491	474	-3%
February	386	472		
March	384	421		
April	382	475		
May	414	411		
June	469	458		
July	457	483		
August	464	431		
September	431	447		
October	464	482		
November	454	410		
December	467	453		
<b>Total</b>	<b>5,184</b>	<b>5,434</b>	<b>474</b>	<b>-3.5%</b>

Runs by Municipality				
Municipality	Jan-26	Jan-25	Year to Date	Percent of Total Runs to Date
City of Fitchburg	311	344	311	66%
City of Verona	119	113	119	25%
Town of Verona	15	10	15	3%
City of Madison	6	3	6	1%
Belleville (District)	9	10	9	2%
Mount Horeb (Dist)	5	9	5	1%
Other	9	2	9	2%

Fractile Times for Previous Month		
	Service Median (in minutes)	90th Percentile (in minutes)
Notified to Enroute	1.67	2.82
En Route to Arrived on Scene	4.87	9.61
Notified to Arrived on Scene	6.69	11.00
On scene to Transporting	14.50	24.30
Transporting to Destination	15.63	21.98
At Destination to Unit in Service	11.10	17.20

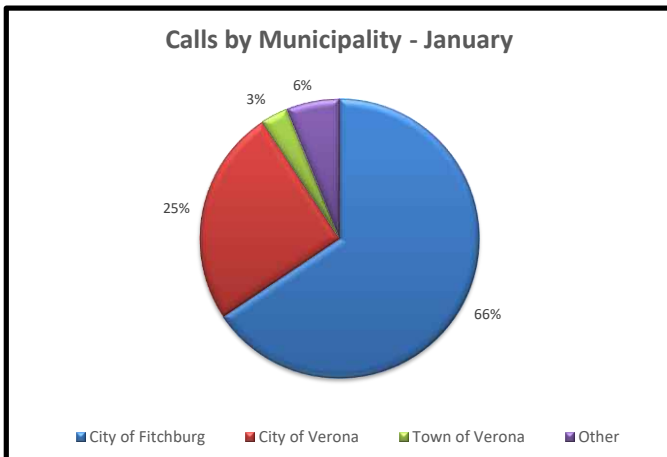
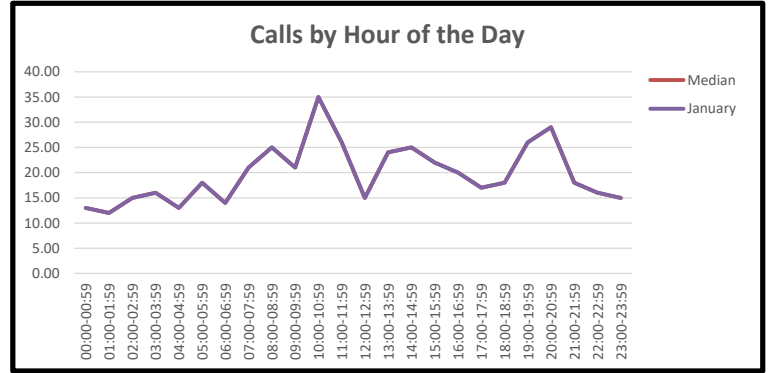
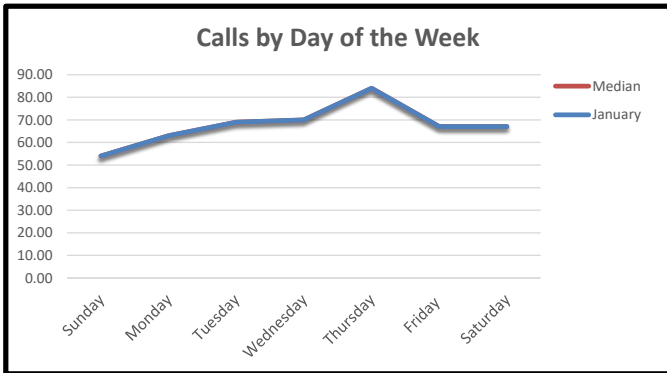
Special Reporting		
	Jan-26	Jan-25
Naloxone Administration	5	0
Car 15/17 Responses	3	9
Out of Resources	2026	2025
All trucks on calls - January	19	25
Mutual Aid Required (to date)	8	55 Total

Average calls per day - Previous Year (2025)	14.89
Average calls per day - Year to date	15.29

### Community Events January 9th -February 16th

Briarpatch Youth \_\_\_\_\_ Patrick and Sara \_\_\_\_\_

### Statistics



Top 70% Dispatch Reasons for Calls for Service - January			
Previous Month	Current Month	Complaint	
2	1	Sick Person	19.20 %
1	2	Falls	18.78 %
3	3	Breathing Problems	10.55 %
4	4	Chest Pain	6.12 %
5	5	Unconscious/Fainting	4.85 %
6	6	Unknown Problem	4.64 %
7	7	Seizure	4.43 %
7	8	Hemorrhage	4.22 %
			<b>72.79 %</b>

Calls by Station -January		
Station	Count	Percentage
Verona	139	29%
FB Sta 2	173	37%
FB Sta 3	160	34%

### Financial Report

A/R Aging (as of January 30th, 2026)

	0-30	31-60	61-90	91-120	121-180	180+	Total
EMS MC	\$821,977	\$420,804	\$138,659	\$195,498	\$190,146	\$380,378	\$2,147,463
Current %	<b>38.3%</b>	<b>19.6%</b>	<b>6.5%</b>	<b>9.1%</b>	<b>8.9%</b>	<b>17.7%</b>	<b>100.0%</b>
Goals	40.0%	20.0%	10.0%	7.0%	8.0%	3.0%	100.0%

### Cash on Hand

	1/30/2026	Previous Month	Previous Year	Change from Prev Month	Change from Prev Year
Checking/Market	\$ 1,278,667.16	\$ 1,046,934.95	\$ 2,042,486.12	\$ 231,732.21	\$ (763,818.96)
Savings	\$ 286,220.15	\$ 285,832.66	\$ 51,437.57	\$ 387.49	\$ 234,782.58
Oak Bank - CD 8518	\$ 200,000.00	\$ 200,000.00	\$ 150,931.43	\$ -	\$ 49,068.57
Oak Bank - CD 0852	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ -	\$ -
Oak Bank - CD 1824	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ -	\$ -
WISC Funds	\$ 904,874.49	\$ 903,522.82	\$ 267,737.27	\$ 1,351.67	\$ 637,137.22
<b>Total Cash</b>	<b>\$ 2,969,761.80</b>	<b>\$ 2,736,290.43</b>	<b>\$ 2,812,592.39</b>	<b>\$ 233,471.37</b>	<b>\$ 157,169.41</b>

### Assigned Fund Balances - Oak Bank

	1/30/2026	Previous Month	Previous Year	Change from Prev Month	Change from Prev Year
FAP Funds (Restricted)	\$ 238,473.01	\$ 238,473.01	\$ 6,271.13	\$ -	\$ 232,201.88
2024 EPIC Grant	\$ 6,246.03	\$ 6,246.03	\$ 580.00	\$ -	\$ 5,666.03
Labor Contract Funds	\$ 17,984.00	\$ 17,984.00	\$ 24,000.00	\$ -	\$ (6,016.00)
<b>Total Assigned Funds</b>	<b>\$ 262,703.04</b>	<b>\$ 262,703.04</b>	<b>\$ 30,851.13</b>	<b>\$ -</b>	<b>\$ 231,851.91</b>

### WISC Investments

	1/30/2026	Previous Month	Previous Year	Change from Prev Month	Change from Prev Year
HRA Investment Acct (IS)	\$ 478,217.97	\$ 477,474.67	\$ 267,737.27	\$ 743.30	\$ 210,480.70
Unassigned Fund Balance	\$ 426,656.52	\$ 426,048.15	\$ -	\$ 608.37	\$ -
<b>Total Assigned Funds</b>	<b>\$ 904,874.49</b>	<b>\$ 903,522.82</b>	<b>\$ 267,737.27</b>	<b>\$ 1,351.67</b>	<b>\$ 637,137.22</b>

### January Donations

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### February Milestones

Jamsion Brinkmann - 2 Years (LTE)  
Kathy Anderson - 1 Year (LTE)

### Comparables - Calls for Service

Service	2019	2020	2021	2022	2023	2024	2025	Percent Change 2024-2025
Fitch-Rona EMS	3443	3505	4184	4267	4858	5184	5434	5.1%
Middleton EMS	1969	1898	2254	2543	2715	2769		
Sun Prairie Fire/ EMS	3165	3213	3368	3692	4424	4961		

### Other Updates


### SHOUT OUTS

Thank you card for the car provided by Mollie Olson and Andrew Jensen
Shout out to DC Dostalek from Safer Communities of Dane Co for his work in 2025 on falls prevention throughout the County
Call from a patient's father thanking Andrew Jensen and Chip Hankley for the care of his son



# Finance Monthly Department Report

For the Month of: January 2026

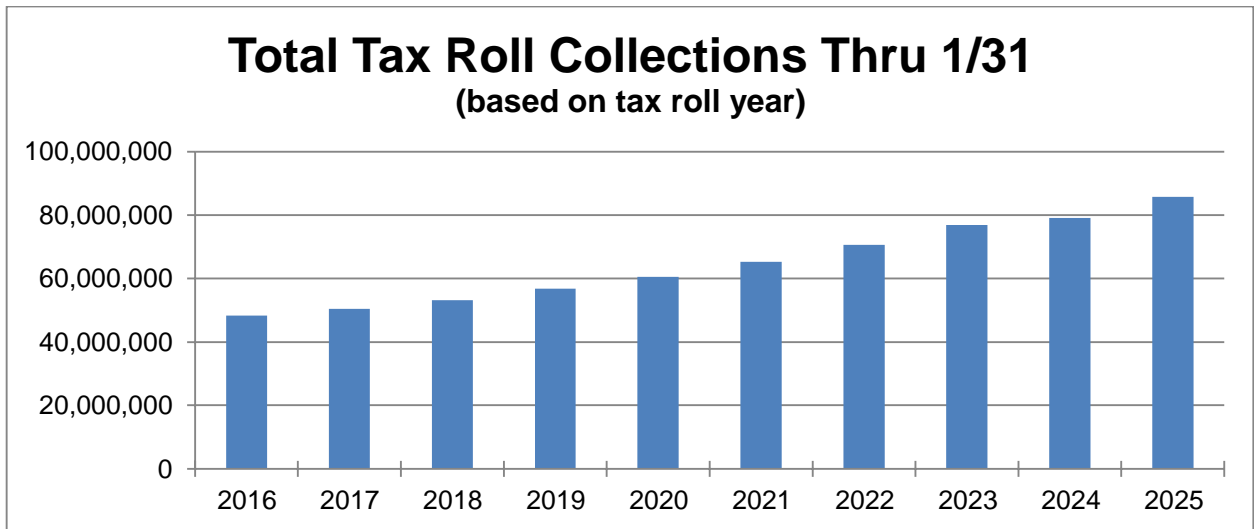
## Routine Finance Cycles

- Tax collection went well overall. Tax settlement for collections through December 31<sup>st</sup> was completed without issue on January 15<sup>th</sup>. Some statistics below:

	2016 tax roll	2017 tax roll	2018 tax roll	2019 tax roll	2020 tax roll	2021 tax roll	2022 tax roll	2023 tax roll	2024 tax roll	2025 tax roll
Total Collections	\$48,326,675	\$50,440,828	\$53,218,344	\$56,822,552	\$60,520,334	\$65,316,235	\$70,607,430	\$76,856,802	\$79,117,586	\$85,765,508
Refunds Issued	77	249	243	99	176	84	244	70	78	105
# of Tax Bills Issued	8,212	8,212	8,429	8,601	8,885	9,036	9,207	9,573	8,906	9,105
% of Total Roll										
12/31	38.3%	40.4%	37.2%	40.3%	36.0%	28.4%	40.4%	26.5%	26.6%	31.5%
1/31	30.2%	27.8%	33.3%	30.0%	33.1%	39.7%	29.0%	41.5%	41.3%	36.6%
Total Collections	68.5%	68.2%	70.5%	70.3%	69.1%	68.1%	69.5%	68.0%	67.9%	68.1%
By Payment Type										
Online	0.28%	0.44%	0.31%	0.84%	3.56%	2.91%	5.09%	4.43%	6.65%	7.43%
Cash	0.08%	0.08%	0.08%	0.09%	0.06%	0.11%	0.09%	0.12%	0.14%	0.16%
Checks	99.64%	99.48%	99.61%	99.08%	96.38%	96.99%	94.81%	95.45%	93.20%	92.41%

- Debt payments were completed without issue.
- Attended Finance Committee, Council, and Department Head meetings.
- Monthly reports on purchasing cards and ACH transactions and semi-monthly reports on checks issued were submitted to Finance Committee and Council. Quarterly COPS grant reports submitted.
- Participated in various roundtable discussions held by the League of Wisconsin Municipalities to stay current on relevant issues.
- Met with various staff to discuss purchasing policies, CIP projects, and budget amendments. Assisted Fire, FACTv, Parks and Public Works on various 2025 and 2026 budget amendment resolutions.
- End of year processes have begun. W-2s and 1099s were issued. Payroll system has been rolled over for the new year and COLA increases calculated, reviewed, and imported. Annual reconciliation and documentation will be a priority over the next couple of months. Held the annual fixed asset kick-off meeting with the auditors and staff from both Finance and Public Works. Final audit fieldwork is scheduled for mid-March.
- Several special payroll runs were completed including WPPA clothing allowance, IAFF clothing allowance, longevity payments, and Commission/etc. per diems.
- Prepared the declaration of intent to reimburse certain costs with borrowed funds.
- Fourth quarter room tax collection included \$119,004 collected from eleven operators.

## Routine Finance Cycles (continued)



## Special Projects

- Participated in various development conversations, including JT Klein Senior Housing, Lido Apartments, a possible amendment to TID #17 and #18, Syncopation development, and new affordable housing initiatives. Council action will be required prior to the execution of any TID amendments or Development Agreements.
- Met with Economic Development staff and Sustain Dane about the Efficiency Navigator Program.
- Met with the Mayor and City Administrator to discuss their financial statement questions.
- Met with Communications staff regarding the Finance Department's needs and goals.
- Participated in various meetings to discuss payroll questions and employee handbook updates. Participated in discussions and information gathering for the upcoming interest-arbitration with IAFF. Continued research and discussions on the new 'no tax on overtime' provision. The IRS provided reporting relief to employers for 2025 but communication to employees was distributed in January to share information about the complex rules surrounding the provision.
- Transitioned from the 'welcome phase' to the 'requirement phase' with the new payroll provided. Held multiple meetings and gathered a significant amount of data to assist in the set-up of the new software. Council approved a contract with a new advanced scheduling provider.
- Distributed 78 new purchasing cards in advance of their expiration date in February. This cycle occurs every four years.
- Prepared a summary staff memo for Finance Committee about the terminology and purpose of a bona fide debt service fund. Discussion was held at the Committee meeting.

## Staff

- Weekly, bi-weekly, monthly, and quarterly team meetings were held.
- New part-time Utility Billing Specialist started and began training.
- Posted new full-time Finance Specialist – Procurement/Budget position that will primarily support the Public Works department.
- Kari Miller, Accounting Manager/Treasurer was awarded the Accountability award as a part of the City's Mission, Vision, Values award ceremony. Congratulations, Kari!



**Statistics**

	2023	2024	2025*	Current Month	YTD 2026
Special Assessment Letters	496	538	537	33	33
Payroll Payments					
Checks	141	151	133	27	27
ACH Payments	7,327	7,523	7,299	663	663
Cash Receipts (non-tax)					
Utility Billing	30,435	29,046	28,928	6,186	6,186
Library	202	231	244	17	17
General*	41,922	5,379	4,710	512	512
OpenGov*	-	845	1,053	161	161
Budget Amendments					
Administrative Approval	68	57	42	2	2
Council Action	49	53	60	6	6
Purchasing Transactions					
Accounts Payable Checks	1,796	1,979	1,886	206	206
Purchasing Card Payments	4,169	4,262	4,190	391	391
Invoices Generated					
General Customer Invoices	497	475	562	-	-
Quarterly/Annual Utility Bills	30,085	30,744	31,439	-	-
Final Utility Bills	630	675	736	42	42

\*with the implementation of OpenGov, most permit payments are imported as a single daily transaction rather than individual payments

\*\*additional transactions may be completed for 2025 as the end of year process continues into 2026



# FITCHBURG FIRE DEPARTMENT

## MONTHLY UPDATE

JANUARY 2026



# FITCHBURG FIRE DEPARTMENT

## MONTHLY REPORT

FOR THE MONTH OF JANUARY

### CALLS FOR SERVICE

EMERGENCY MEDICAL SERVICES ASSIST

**\* 179**

STILL ALARM

**78**

MOTOR VEHICLE ACCIDENTS

**3**

STRUCTURE FIRES

**2**

TOTAL CALLS THIS MONTH

**255**

TOTAL CALLS FOR THE YEAR

**255**

**2025**

TOTAL CALLS THIS MONTH

**287**

TOTAL CALLS FOR THE YEAR

**287**

**2026**

AVERAGE RESPONSE TIME FOR THE MONTH:

**5 mins 16 secs**

### STAFFING

CAREER STAFF

**19**

\*Approved staffing = 20

PAID ON CALL FIREFIGHTERS

**26**

\*Approved staffing = 50

INTERN FIREFIGHTERS

**4**

\*Approved staffing = 6

SUPPORT STAFF

**7**

\*Approved staffing = 10

TOTAL MEMBERS **56**

### AT A GLANCE

INSPECTIONS

**24**

PUBLIC EDUCATION EVENTS

**1**

TRAINING HOURS

**321**



## STRUCTURE FIRE OVERVIEW

The Department responded to one structure fire this past month.

Compared to last month:

Structure Fire calls are the same as last month.

*DATE*

*LOCATION*

*FIRE DESCRIPTION*

1/4/2026	Mutual Aid (City of Verona) - 208 Todd Street	Structure Fire
1/4/2026	Mutual Aid (Town of Fulton) - 3213 County Highway M	Structure Fire

## PUBLIC EDUCATION EVENTS OVERVIEW

The Department participated in 1 public education event this past month.

- 1/20/26 - Turning Point Station Tour at Firehouse 2

## PERSONNEL NOTES

- 
- 

## RECRUITMENT

- Battalion Chief process ongoing

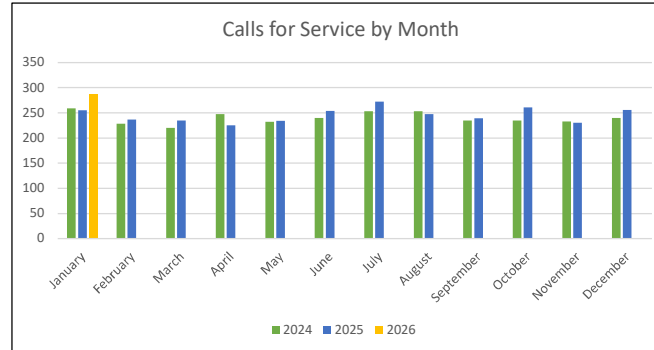
## PROMOTIONS

- FF Brock Buskager promoted from Intern to Career Firefighter

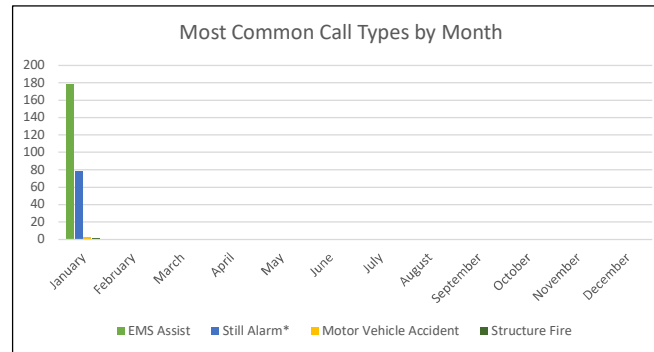


**Fire Department Activity Report**  
 As of January 31, 2026

Calls for Service by Month			
Month	2024	2025	2026
January	259	255	287
February	228	237	
March	220	235	
April	247	225	
May	232	234	
June	240	254	
July	253	272	
August	253	247	
September	235	239	
October	235	261	
November	233	230	
December	240	256	
Total	2875	2945	287

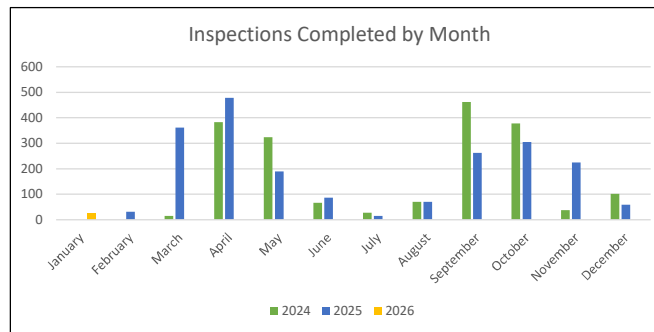


Most Common Call Types by Month				
Month	EMS Assist	Still Alarm*	Motor Vehicle Accident	Structure Fire
January	179	78	3	2
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				



\*Still Alarms include: Alarm Sounding, Car Fires, Odor Investigations

Inspections Completed by Month			
Month	2024	2025	2026
January	0	0	24
February	0	31	
March	15	361	
April	382	479	
May	324	189	
June	66	87	
July	27	14	
August	70	69	
September	462	262	
October	378	305	
November	37	224	
December	102	59	
Total	1863	2080	24



**FIRE DEPARTMENT STAFFING REPORT**  
As of February 11, 2026

	Authorized Headcount	Number of Members	Light Duty / On Leave	TOTAL	+/- Headcount	M/F	Black	Hispanic	Asian	Two or More
<b>Career Staff</b>	<b>20</b>			<b>19</b>						
Chiefs	5	4	0	4	-1	4 / 0	0	0	0	0
Lieutenants	5	6	0	6	1	3 / 0	0	0	0	0
Firefighters	9	8	0	8	-1	8 / 1	0	1	0	0
Admin Services Mng	1	1	0	1	0	0 / 1	0	1	0	0
<b>Part-Time Staff</b>	<b>66</b>			<b>36</b>						
Chiefs (POX)	2	2	0	2	0	1 / 1	0	0	0	0
Lieutenants (POX)	3	0	0	0	-3	0 / 0	0	0	0	0
Firefighters (POX)	30	23	0	23	-7	21 / 2	0	1	1	1
Intern Staff	6	5	0	5	-1	4 / 0	0	0	0	0
Support Staff	10	6	0	6	-4	6 / 1	0	0	1	0
<b>Total</b>	<b>71</b>	<b>55</b>	<b>0</b>	<b>55</b>	<b>-16</b>	<b>43 / 5</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>1</b>

**FIREFIGHTER OVERTIME**

Month	2025 Total Hours	2026 Total Hours
Jan	435	567.5
Feb	428	
Mar	634.75	
Apr	535	
May	643.25	
Jun	649	
Jul	976	
Aug	584.5	
Sep	449	
Oct	464	
Nov	711.5	
Dec	657.5	
<b>TOTAL HRS</b>	<b>7167.5</b>	<b>567.5</b>

**YEAR-TO-DATE MANDATES**

Month	# of Mandates	Total Hours
Jan	4	46.5
Feb		
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
<b>TOTAL HOURS:</b>		<b>46.5</b>
<b>TOTAL MANDATES:</b>	<b>4</b>	

**CURRENT MONTH MANDATES**

Date	Firehouse	Position	Hours
1/7/26	Firehouse 2	Driver	12.5
1/11/26	Firehouse 3	Firefighter	10
1/21/26	Firehouse 2	Firefighter	10
1/31/26	Firehouse 3	Firefighter	14

Month	Training Hours
Jan	321
Feb	
Mar	
Apr	
May	
Jun	
Jul	
Aug	
Sep	
Oct	
Nov	
Dec	
<b>TOTAL HOURS:</b>	<b>321</b>

Demographics		
Female	6	10.9%
Male	49	89.1%
White	49	89.1%
Black	0	0%
Hispanic	3	5.5%
Asian	2	3.6%
Other/Multi-Racial	1	1.8%

Month	# of CRR Events
Jan	1
Feb	
Mar	
Apr	
May	
Jun	
Jul	
Aug	
Sep	
Oct	
Nov	
Dec	
<b>TOTAL EVENTS:</b>	<b>1</b>



# Human Resources Monthly Department Report

For the Month of: January 2026

## Projects & Initiatives

- We held our 2<sup>nd</sup> annual Mission, Vision and Value (MVV) employee recognition ceremony. Congratulations to this year's recipients: Mark Hodel, Streets Supervisor for Service; Tracy Foss, Assistant Public Works Director for Teamwork; Mandi Miller, Volunteer Coordinator and Nutrition Site Manager for Innovation, and Kari Miller, Accounting Manager/Treasurer for Accountability. It was a beautiful ceremony.
- Completed the 2025 Wisconsin Retirement annual reconciliation process.
- Kicked off training and information gathering for movement to a new HRIS/Payroll provider, UKG.
- Hours of preparation for the Fire arbitration through the pulling of pay and benefits for over ten municipalities over the last ten years of contracts.
- Held our quarterly Safety Team meeting and discussed the following:
  - Safety walk-through of the basement of City Hall. Discovered that we could use the following:
    - Fire extinguisher in the storage room
    - AED in the fitness center
    - Signs that fitness equipment wipes are available and should be used.
  - The building safety plans still need some adjustments so they are readable. Dakota will continue to work on these.
  - PD will work on getting a date on the calendar for Active Shooter training for all staff in the Chambers, (we will record for those unable to make it).
  - Fire drill info. in Employee Handbook needs updating now that we don't have Dispatch. We need to communicate fire drill info. to staff and then look to have a practice fire drill this spring/summer.

## Permanent Hires and Promotions

- Corey Harris – Utility Maintenance Worker\*
- Ana Vasquez – Evening Custodian

\*New position for 2026

## Current Permanent Recruitments

- Custodian for Police facility – Re-Announcement (Accepting applications through 2/15/26)
- IT Specialist – Accepting applications through 3/1/26
- Finance Specialist – Procurement & Budget – Interviewing
- Fire Battalion Chief (full-time) – PFC to approve hire on 2/18/26
- Police Officer (continuous recruitment); looking to interview again in February

## Workers' Compensation Claims

- Building Inspection (1)
- Police (3)

Photos from the MVV ceremony in January. A big thank you to Communications Manager, Jeremy Crosby, for being our entertaining MC for the evening!





# Information Technology Monthly Department Report

For the Month of: January 2026

## Projects

The IT team is working on:

- Computer replacements continue
- Virtual infrastructure updates
- Windows updates
- Computer replacement (FACTv, new election laptops)

## Other Items

- OpenGov – six new forms
- TraCS update on FBPD server
- Hosto Hoci building controls network policy
- Firewall updates
- Spillman update
- Election laptop prep
- Backup software update
- New switch at McKee
- New UPS Community Center
- New switch configuration Community Center
- New database server build
- Server updates
- Tracs updates
- Security camera updates

## GIS Initiatives

- Refuse and Recycling Collection update
- Highfields Reserve Phase 3 and 4 record drawings/utilities
- Utility updates for Terravessa 4th addition
- Lead service line inventory updates
- Geodatabase maintenance
- Water/sewer utility updates/backup
- OpenGov updates
- Parcel updates

ServiceDesk

244 Helpdesk tickets were received.



## Legal Monthly Department Report

For the Month of: January 2026

### Development/Land Use Update

- 

### Other

- Ongoing existing tax assessment cases coordinate/oversee litigation with tax assessment counsel.
- Municipal pretrials for municipal and Circuit Court cases
- Weekly Municipal Attorney Conferences
- Country View Mobile Home ongoing issues
- Attended recurring meetings with Administration, Mayor, and Department Heads
- Discussions regarding Syene Road
- TIF request meetings
- 2026 MAI Planning meeting
- McKee Road transportation facility associated legal work



# Library Monthly Department Report

For the Month of: January 2026

## Monthly Visits

Monthly Visits – 11,258

## Checkouts/Renewals/Holds

Checkouts & Renewals – 24,839

Holds Filled – 7,291

## Programming for Adults

Adult Programs – 10

Adult Program Attendees – 95

## Programming for Kids

Youth Programs – 37

Youth Program Attendees – 1012

Youth Self Directed Programs – 2

Youth Self Directed Attendees – 319

Teen Programs – 2

Teen Program Attendees – 8

Teen Self Directed Programs – 1

Teen Self Directed Attendees – 20

## Outreach

Programs – 1

Program Attendees – 6

## Computer & Wireless Sessions

Computer Sessions – 509

Wireless Sessions – 87,093

## Meeting Room Reservations

Meeting Room Reservations – 75

## Overdrive Checkouts

Overdrive eBook Checkouts – 2,903

Overdrive Audio Checkouts – 3,792

Kids enjoying a neon game of Twister during Glow in the Dark Game Night.



Green Thursday attendees watch the film “Feeding Tomorrow”. This program is presented in partnership with the Fitchburg Resource Conservation Committee.





# Planning & Zoning Monthly Department Report

For the Month of: January 2026

## Plan Commission Applications Processed

- A. [Public Hearing and Consideration of Rezone RZ-2626-26](#) Request by Thomas Fahl, Agent for Irish 1855 LLC, to Rezone Property from A-S (Small Lot Agriculture) to R-L (Low-Density Residential) to Allow for a Proposed Single-Family Residential Development on Property Near 2674 Notre Dame Drive [Approved](#)
- B. [Preliminary Plat PP-2625-26](#) Request by Thomas Fahl, Agent for Irish 1855 LLC, to Approve a Preliminary Plat to Create 28 Parcels, Including 25 Buildable Lots, on Property Near 2674 Notre Dame Drive [Approved with Condition #22 amended as follows: 22. Erosion Control and Stormwater Management \(ECSWM\) permit shall be obtained prior to any land disturbance to meet the 200-year stormwater management standards and the McGaw Neighborhood stormwater management standards.](#)
- C. [Public Hearing and Consideration of Rezone RZ-2627-26](#) Request by Duane Helwig, Agent for Agrace (Hospicecare Holdings Inc.), to Amend the PDD-GIP (Planned Development District – General Implementation Plan) to Allow for an Assisted Living and Memory Care Facility at 5395 E. Cheryl Parkway along E. Cheryl Parkway and Fahey Glen [Approved](#)
- D. [Public Hearing and Consideration of Comprehensive Development Plan CDP-2628-26](#) Request by Chris Dawson, Agent for Fitchburg Partners LLC, to Amend the Jamestown Quarry Comprehensive Development Plan to Allow for a Commercial and Residential Development on Property Located Off Fitchrona Road [Approved](#)
- E. [Public Hearing and Consideration of Rezone RZ-2629-26](#) Request by Chris Dawson, Agent for Fitchburg Partners LLC, to Amend the PDD-GIP (Planned Development District – General Implementation Plan) to Allow for a Commercial and Residential Development on Property Located off Fitchrona Road [Approved with an amendment to Condition #7 as follows: 7. An environmental corridor along the north property line wider than 60-feet shall be provided and shown in the PDD-SIP.](#)
- F. [Certified Survey Map CS-2630-26](#) Request by Chris Dawson, Agent for Fitchburg Partners LLC, to Create 3 Lots Out of 1 Existing Outlot on Property Off Fitchrona Road [Approved](#)
- G. [Early Issuance of Permits - Holmes Street Multifamily Development](#) Request by Cory Frank, Agent for CF Investments LLC, to Obtain Early Issuance of Permits for a Multifamily Development in the No Oaks Ranch CSM, Located on Part of Outlot 2, CSM Number 15163 [Postponed indefinitely](#)

## Applications Processed

Type	2023 Totals	2024 Totals	2025 Totals	January	February	March	April	May	June	July	August	September	October	November	December
Architectural Design Review	12	15	28	0											
Rezone / Conditional Use Permit	21	31	30	3											
Certified Survey Map	18	7	16	1											
Comprehensive Development Plan Preliminary Plat	4	6	3	2											
Final Plat	5	7	3	0											
Other	41	41	41	1											
Variance	0	1	0	0											
Telecommunications Facilities Permit	0	0	0	0											
SmartCode Article 3	1	1	2	0											
SmartCode Article 5	36	64	58	10											
Architectural Design Review Admin.	17	11	8	0											
Sign Permits	52	44	40	1											
Zoning Permits	195	220	169	5											
Early Start Permits	55	81	61	3											
Zoning Letters	14	17	12	1											
<b>Totals</b>	<b>471</b>	<b>546</b>	<b>471</b>	<b>27</b>											

## Comprehensive Plan

- Staff published the request for proposals (RFPs) for the comprehensive plan update and the zoning code update. Both RFPs were published on Quest, National and [State American Planners Association](#) websites. Proposals are due March 6, 2026. Staff are building a team that will include Planning, Public Works and Economic Development to review the RFPs.

### **Agricultural & Rural Affairs**

- The Agricultural & Rural Affairs Committee did not meet in January.
- Staff are preparing updates for the Farmland Preservation zoning.

### **Other**

- The Development Team Meetings:
  - a. Osborn Property Planning Study
  - b. Madison Area Builders Association Fee Analysis



**MONTHLY UPDATE**

January 2026

# MONTHLY UPDATE | JANUARY



## CALL FOR SERVICE OVERVIEW

The Department handled 951 citizen-generated calls for service.

Officers initiated 692 calls.

### Compared to last month:

Citizen-generated calls increased by 4. Officer-initiated calls decreased by 43.

### Compared to last January:

Citizen-generated calls decreased by 5. Officer-initiated calls decreased by 767.

## CRIME

### PROPERTY CRIME

- Three burglaries were reported this month.
- One vehicle was reported stolen this month.

### SHOTS FIRED/GUN-RELATED CRIME

- There were no reports of a shooting or shots fired this month.
- Four firearms were seized as evidence this month.
- There were no robberies reported.

### DOMESTIC VIOLENCE

- Officers investigated five domestic violence incidents this month.

## OTHER NOTABLE EVENTS

### INCIDENTS, INVESTIGATIONS, AND ARRESTS

**Operating While Intoxicated, Threatening to Cause Bodily Harm | 1/5** | A Fitchburg officer on routine patrol observed a vehicle rapidly accelerate from a stop when the traffic signal turned green. Based on this driving behavior, the officer initiated a traffic stop. Upon making contact with the driver, the officer observed signs of impairment and conducted standardized field sobriety tests to assess the driver's ability to operate a motor vehicle safely. During the field sobriety tests, the driver made multiple threats of bodily harm toward the officer. The driver, a 37-year-old Madison man, was taken into custody and arrested for Operating While Intoxicated (1<sup>st</sup> offense) and Threatening to Cause Bodily Harm. He was transported to the Dane County Jail and booked on these charges. The driver was also cited for Unreasonable and Imprudent Speed and No Proof of Vehicle Insurance.

## MONTHLY UPDATE | JANUARY



**Disorderly Conduct, Criminal Damage to Property, Misdemeanor Bail Jumping | 1/18 |** Fitchburg officers were dispatched to a residence in the 2900 block of King James Way for a report of an intoxicated individual who refused to leave the residence. Officers were advised that the male suspect, who was intoxicated, approached the female caller and grabbed her by the shirt, breaking her necklace. The suspect, a 43-year-old Blue Mounds man, was arrested and transported to the Dane County Jail, where he was booked on charges of Domestic Disorderly Conduct, Misdemeanor Bail Jumping, and a Probation Hold.

**Operating While Intoxicated (6<sup>th</sup> offense), Disorderly Conduct, Operating While Revoked, Parole Violation |** Please read press release [HERE](#).

**2<sup>nd</sup> Degree Reckless Endangering Safety, Go Armed with Firearm While Intoxicated, Carrying a Concealed Weapon, Vehicle Operator Flee/Elude Officer | 1/25 |** A Fitchburg Police officer attempted to initiate a traffic stop on a vehicle, but the vehicle fled. The officer did not pursue and instead continued in the direction of travel observed. A short time later, the officer located the vehicle after it had crashed into a utility pole and sustained disabling damage. Upon making contact with the vehicle, the driver was uncooperative and was observed reaching around the driver's seat area. The driver was taken into custody and admitted to operating the vehicle while intoxicated. A search incident to arrest of the vehicle resulted in the recovery of a firearm near the driver's seat. The driver, a 21-year-old Madison man, was transported to the Dane County Jail and booked on charges of 2<sup>nd</sup> Degree Reckless Endangering Safety, Go Armed with a Firearm While Intoxicated, Carrying a Concealed Weapon, Vehicle Operator Flee/Elude an Officer, and Operating While Intoxicated (1<sup>st</sup> offense). He was also cited for Possession of THC and Operating While Suspended.

# MONTHLY UPDATE | JANUARY



Case Number	Date	Location	Alder District	Incident Description
FP26-00191	1/4/2026	6200 McKee Rd	4	Theft from Auto
FP26-00209	1/5/2026	2800 Fish Hatchery Rd	2	OWI, Threatening to Cause Bodily Harm
FP26-00221	1/3/2026	2300 High Ridge Trl	2	Burglary, Theft, Criminal Damage to Property, Misd. Bail Jumping
FP26-00372	1/5/2026	2400 Chalet Gardens Ct	1	Burglary, Theft
FP26-00478	1/9/2026	2400 County Hwy MM	4	3rd Deg. Sexual Assault
FP26-00560	1/11/2026	Lacy Rd/Blaney Rd	3	OWI 2nd, Operating While Revoked
FP26-00577	1/11/2026	2900 Arapaho Dr	1	Burglary
FP26-00591	1/11/2026	Anton Dr/King James Way	1	OWI 2nd, Misd. Bail Jumping
FP26-00957	1/18/2026	2900 King James Way	1	Disorderly Conduct, Criminal Damage to Property, Misd. Bail Jumping
FP26-00978	1/19/2026	2900 Fish Hatchery Rd	3	OWI 6th, Disorderly Conduct, Operating While Revoked, Parole Violation
FP26-01267	1/24/2026	2400 Chalet Gardens Ct	1	False Imprisonment, Disorderly Conduct, Felony Bail Jumping
FP26-01350	1/25/2026	USH 14/Lacy Rd	3	2nd Deg. Reckless Endangering Safety, Go Armed while Intoxicated, Carrying Concealed Weapon, Flee/Elude Officer
FP26-01511	1/27/2026	5100 Anton Dr	1	Theft of Auto
FP26-01673	1/31/2026	5100 Anton Dr	1	Strangulation & Suffocation, Battery, Disorderly Conduct
FP26-01689	1/31/2026	5100 Curry Ct	4	4th Deg. Sexual Assault

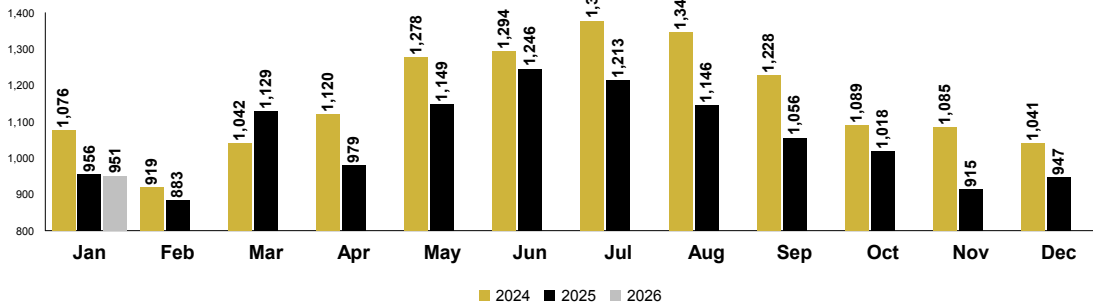
Incident descriptions reflect preliminary classifications that may change over the course of the investigation.

# Fitchburg Police Department

MONTHLY ACTIVITY January of 2026

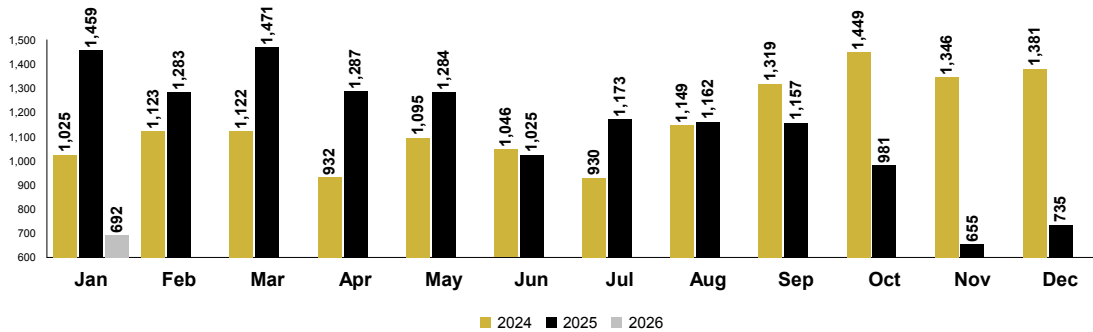


## CITIZEN GENERATED CALLS FOR SERVICE



2025 YTD	2026 YTD	YTD % +/-
956	951	-0.5%

## OFFICER INITIATED CALLS FOR SERVICE



2025 YTD	2026 YTD	YTD % +/-
1,459	692	-52.6%

	2025												2026												2025 YTD	2026 YTD	% +/- YTD	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec				
Abduction/FI	0	0	1	2	1	1	0	0	0	1	0	2	1													0	1	100.0%
Homicide	0	0	0	0	1	0	0	0	0	0	0	1	0													0	0	0.0%
Robbery	2	0	0	2	0	1	1	0	0	0	0	1	0													2	0	-200.0%
Sexual Assault	2	2	4	5	0	1	0	1	0	2	2	0	2													2	2	0.0%
Aggravated Assault	1	2	0	3	4	2	1	3	1	3	5	2	1													1	1	0.0%
Burglary	5	1	0	1	1	4	1	1	4	8	0	8	3													5	3	-40.0%
Theft of Auto	3	0	5	4	3	2	5	2	3	2	3	1	1													3	1	-66.7%
Theft from Auto	1	1	1	2	3	2	3	3	2	2	5	1	1													14	9	-35.7%

Notable incidents excludes unfounded incidents. It also aggregates to the highest offense within a single incident.

	2025												2026												2025 YTD	2026 YTD	% +/- YTD	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec				
Theft of Auto	4	0	5	4	3	2	5	2	3	2	1	2	1													4	1	-75.0%
Shots Fired	1	1	0	0	1	1	0	0	0	0	1	1	0													1	0	-100.0%
Domestic	7	5	10	11	10	15	14	14	15	8	13	17	5													7	5	-28.6%

These 3 categories include a count of all incidents were the related offense occurred whether or not it was the highest offense.

	2025												2026												2025 YTD	2026 YTD	% +/- YTD	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec				
Traffic Crash	45	55	42	44	51	54	51	38	40	46	56	63	46													45	46	2.2%

	2025												2026												2025 YTD	2026 YTD	% +/- YTD	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec				
Officer Initiated																												
Traffic Monitoring	223	140	218	142	163	153	149	137	154	111	58	23	54													223	54	-75.8%
Traffic Stop	590	505	671	613	583	355	439	430	350	345	254	197	221													590	221	-62.5%



# Public Works Monthly Department Report

For the Month of: January 2026

## Transportation/Transit

- Annual Street Resurfacing: Continued work on plans and specifications. Coordinated with Town of Verona on Fitchrona Road resurfacing near Whalen Road.
- Sidewalk Replacement: Finalized 2024 assessment. The 2026 preliminary assessment resolution is going through Council's approval process.
- Syene Road Reconstruction: Finalized Phase 3 fall punch list and created spring punch list for pond repairs.
- Fitchrona Road Reconstruction: Continued property acquisition process. 14 of 20 total properties have been acquired or agreed to sign, four are in negotiation, and two will possibly go to condemnation. Coordinated with Madison Metropolitan Sewerage District (MMSD) regarding sanitary sewer connection to lift station. Met with residents regarding dry utilities and easements for Madison Gas and Electric (MGE). Continued design refinements for April construction bid advertisement.
- Bus Rapid Transit: Submitted 60% design comments. Coordinated new construction estimates.
- LED Streetlight Conversion: Submitted final grant paperwork to allow LED lights to be purchased in February.
- CTH MM Bike and Pedestrian Underpass: MSA continues design work. CGC contract for deep soil borings in process.
- CTH MM Resurfacing (Dane County): Continued design meetings. Reviewed 90% plans.
- Bicycle and Pedestrian Commission: Approved Bicycle and Pedestrian Plan.
- Transportation and Transit Commission: Approved Bicycle and Pedestrian Plan. Discussed Madison Metro Transit user experiences, budget deficit, and stop locations.
- Plats/Certified Survey Maps (CSMs): Coordinated with No Oaks Ranch, Osborne Home Farms, and Syncopation developments regarding Traffic Impact Analysis (TIA) and ensuring construction is coordinated between the developments.
- Right of Way (ROW) Permits: 12 permits submitted.
- Madison Metro: Fitchburg Public Library now has Fast Fare cards, route schedules, maps, and instructions for using and registering cards.

## Stormwater

- Quarry Hill pond dredging was completed.
- Staff worked on updates to the Fitchburg Standard Specifications for Public Works Construction.
- Met with project manager for the 2026 storm sewer televising program. Work anticipated to begin in February.
- Updated Crescent Rd Utility Improvements project manual for February re-bid.
- Held annual Dane County check-in meeting for erosion control and stormwater services. Goal for 2026 is to improve compliance with construction site sediment tracking.
- Contracted with raSmith for McKee Farms Park culvert headwall replacement project. Plans anticipated to be completed in March.
- Began drafting the 2025 Municipal Separate Storm Sewer System (MS4) annual report. Draft report is anticipated to be referred out to committees in March.
- Continued work on culvert design for Goose Lake. Discussed easement/maintenance requirements with Dane County.
- Continued drafting and design work on the Schumann Storm Sewer Upsizing project.
- Reviewed stormwater management reports for No Oaks Ranch and Terravessa 5<sup>th</sup> addition plats.
- Attended Green Tier Clear Water meeting.

## Utilities

- Badger Lift Station: The City of Madison is replacing the Badger Lift Station this year. The City of Fitchburg is responsible for their prorated portion of this replacement. Worked through budget transfer options to cover additional costs for this project.
- Fitchrona Road Sanitary Sewer: Continued to work with AECOM, Town of Verona, and MMSD on the sanitary sewer design.
- Nine Springs Valley Interceptor (NSVI): MMSD continued design work and coordination with communities.
- Resurfacing: Checked all valves and manholes to determine needed repairs within streets to be resurfaced in 2026.
- Syene Interceptor (Phase II): Bid opening was held on January 16, 2026. Four bids were received. Awarded contract to Fischer Excavating. Finalized negotiations and submitted pre-approval for easement needed to construct this project.
- Tower Hill Water Main Replacements: Continued generating plan and profile drawings for the water main replacements on Barbara Drive, Lyman Lane, Florann Drive, and Tower Hill Drive.
- Tower D: Maquire Iron Inc. continued welding work on the tower. They are currently building it in sections on the ground and plan to weld them together in February.
- Tower E AT&T: AT&T is working to address City comments.
- Well No. 12: Strand Associates, Inc. continued work on redesigning the pump house without an open shelter area.
- Water System Plan: Strand finalized the plan.

- Sanitary Sewer Televising: Reviewed 2025 televising to identify sanitary sections that need repair work.
- 2026 Water Treatment Services: Awarded 2026-2028 water treatment to Hawkins. Worked on executing contracts.
- Meter Testing: The Utility continued 1.5" and 2" meter testing. 1.5" and 2" meters are required to be tested every four years.
- Meter Radio Installations: Continued installations in new construction.
- Watermain System Repairs:
  - Repaired the watermain adjacent to 5857 Woods Edge Road on January 22, 2026.
  - On January 29, 2026, a cracked 6-inch cast iron watermain was repaired at Specht Drive and Westchester Road.

## Parks

- Plowed approximately 10 inches of snow over seven snow events.
- Completed 46 forestry work orders, including 10 large oak trees from Nine Springs Golf Course. Work order system is being used and updated to track completed and planned removals.
- Clearance pruned trees in the Belmar neighborhood.
- Removed snow from rink and coated with water multiple times.
- Started installation of new restroom partitions at Dawley shelter.
- Made repairs on snow removal equipment.
- Placed order for new Morbark woodchipper.
- Placed order for new Paladin Harley Rake.
- Painted Quarry Ridge Park identification sign as well as painted and made new signposts.
- Made signposts and assembled new Castlebar Park identification sign.
- Emptied trash and recycling throughout the parks.
- Met with Mayor to discuss ongoing conceptual planning for Kid's Crossing Playground.
- Met with the McGaw Pickleball Advisory Committee (MPAC) representative.
- Attended Tree Advisory Committee (TAC) meeting for review of the Strategic Urban Forestry Management Plan.
- Prepared budget amendment resolution documents for Southdale, Stoner Prairie, and Tower Hill bench and picnic table purchases.
- Met with Terravessa developer and Administration to further discuss concept of urban agriculture.
- Met with staff to discuss resurfacing of Clayton Park basketball court in 2026.
- Reviewed initial concept for Kyle Steigert Greenway project and met with project proposers to discuss project.
- Developed concept variations for Southdale Park with Emmons & Olivier Resources (EOR). Verified existing water and sanitary utility access for installation of spray feature and restroom structure.

- Completed design of bike pump track rules and grant requirements signage for Hosto Hoci (formerly the HUB), anticipated to be installed in spring. Sullivan continued work on punchlist items. Received Operation & Maintenance Manuals and record drawings.
- Tower Hill Shelter: Received final lien waivers and released retainage.
- Land Use Agreement for the Capital Off Road Pathfinders (CORP) agreement is being drafted for Quarry Ridge.
- Reviewed wetland delineation proposal for Quarry Ridge parking lot expansion project.
- Created fee comparison charts for local municipal costs for pickleball court rental and reservation.
- Wrote new community garden management policy and application documents. Discussed with outreach coordinator at Western Wisconsin Health Organization.
- Facilitated grave site sales and burial/memorial installation scheduling at Oak Hall Cemetery.

## Forestry

- Attended the monthly Public Works/Engineering/Parks/Forestry meeting.
- Presented the draft Urban Forestry Strategic Management Plan to the Resource Conservation Commission (RCC).
- Met with Eocene Consulting to finalize the schedule for finishing the Urban Forestry Strategic Management Plan project.
- Facilitated the scheduling of a public hearing on the Urban Forestry Strategic Management Plan.
- Facilitated distribution of the Urban Forestry Strategic Plan rough draft to a variety of stakeholders for comments. Directed comments to Eocene.
- Facilitated at TAC meeting.
- Received the International Society of Arboriculture (ISA) Gold Leaf Award for the Arbor Day project at Huegel Jamestown.
- Met with Heartwood Tree Service to look at hazard tree removals in Seminole Glen Park.
- Submitted invoices / payment requests as appropriate.
- Continued to work on the transition to the field maps work order system.
- Inspected ash trees and marked trees for removal as appropriate.
- Awarded the ash removal project bid to the lowest qualified bidder – Boley Tree Care.
- Inspected ash trees treated in 2023 and 2024. Marked many for removal as they are infested with Emerald Ash Borer (EAB).
- Continued working on spring 2026 tree planting plan.
- Updated the tree inventory with trees removed this winter and trees that will be planted this spring.
- Responded to residents' requests for service. Particularly dead/declining ash trees.
- Began planning for volunteer workdays in 2026.

- Awarded the 2026 burn project to the lowest qualified bidder - Field and Stream Ecological.

## **Building & Grounds**

- Police Station: Continued foundation work. The current completion date for the Police Services Facility is April 2027.
- Police Evidence Roof: Jewell submitted plans & specifications for review.
- City Hall Renovations: The architect met with Department Heads to review space concepts.
- Continued work on Fire Station No. 2 heat pumps.
- Repaired leaking faucets at the Public Works Maintenance Facility.
- Mounted Wi-Fi access points at Hosto Hoci (formerly the HUB).
- Snow removal at City Hall campus.
- Touched up paint at Community Center.
- Worked on lighting issue at Fire Station No. 2.
- Repaired leaking heating valve at City Hall.
- Installed fire pull station covers at Hosto Hoci (formerly the HUB).
- Changed filters on heat pumps at Hosto Hoci (formerly the HUB).

## **Refuse & Recycling**

- Continued food scrap collection at Swan Creek. Approximately 1,395 gallons (estimated ~5,350 lbs.) of food scraps have been collected since October 27, 2025.
- Staff are working on signage updates for the Recycling Drop-Off site.

## **Streets**

- Streets crews collected approximately 790 Christmas trees during two collections.
- Patched potholes citywide, as the weather allowed.
- Cleared 10.5-inches of snow for nine winter weather events, followed by clearing drifts and shoveling the bus shelters.
- Repaired street signs citywide due to slide offs.
- Repaired 31 vehicles/equipment and performed vehicle maintenance on two vehicles/equipment.
- Hauled two loads of sand to be used when temperatures are too cold for the salt to work.
- Repaired and rebuilt streetlights as needed.
- Took down the holiday snowflakes.
- Ordered 350 tons of seasonal salt.
- Submitted the 2025 Tier II report.

**Other**

- Developments:
  - City on a Hill: Worked through Architectural & Design Review (ADR) site review comments with Engineer.
  - Department of Correction (DOC): Worked with the Village of Oregon on cooperative agreements for sanitary sewer and water service to DOC's proposed Juvenile facility.
  - Gusto Development: Reviewed drawings/CSM revisions and worked through security requirements with developer.
  - Hartung: Contractor continued work on punchlist items.
  - Highfield (Phase 3 & 4): City received updated bond.
  - Highfield (Phase 6): Reviewed drawings. Released owner approval letters.
  - Irish 1855: Attended meetings to discuss development restrictions and potential options for moving this project forward.
  - Jamestown Quarry: Reviewed Traffic Impact Analysis (TIA) requirements with the County and JSD. Reviewed submittals.
  - Nine Springs (7<sup>th</sup> Addition): Work continued on private improvements. Gathered alternate ped light product information for discussion.
  - No Oaks Ranch CSM: Worked with MSA Professional Services, Inc. on CSM requirements. Drafted subdivision improvement agreement and distributed for comment.
  - No Oaks Ranch (Plat): Reviewed final plat and worked through design and TIA requirements with MSA.
  - Sub-Zero (Basswood Drive): Public improvement work on hold until spring.
  - Syncopation: Attended a TIA meeting with the developer and KL Engineering.
  - Terravessa, Terravessa (3<sup>rd</sup> Add) & Terravessa (4<sup>th</sup>): Contractor continued work on punchlist items.
  - Terravessa (5<sup>th</sup>): Reviewed drawings.
  - ThermoFisher: Reviewed water main extension drawings.
- Commercial Developments: Continued follow-up on occupancy punchlists.
- Planning & Building Permit Reviews: Completed approximately five reviews.
- Standard Specifications: Worked on 2026 update.
- Plant Value: Began gathering information and attended kickoff meeting.
- The Engineering Utility Intern's last day with the City was January 15<sup>th</sup>.

Work has begun on repairs to the Techlands Infiltration Basin. This work is anticipated to be completed in February.



Cracked 6-inch cast iron watermain at Specht Drive and Westchester Road.



Road grader pushing back drifting areas off the rural roads.





# Recreation & Community Services Monthly Report

For the Month of: January 2026

## Programs

**Seven new one-time programs and 43 monthly programs.**

- Addressing End of Life – Life Doula, Marggie Moertl
- Holistic Yoga w/Linda & Yoga w/Kurt
- Line Dancing
- Friendship Force – Global connections through local hosts, domestic & international
- Yarnies Group
- Forensic Science – Wisconsin Crime Laboratory

### **E-Newsletters Subscriptions:**

1,831 through December 2025. 1,879 current subscribers through January 2026.

### **Website:**

1614 website visits last 30 days

### **Senior Center Foot Traffic**

4727 Monthly

218 Avg. Daily Foot Traffic – 19 days

## Meals

**Congregate Meals:** 569

**Home Delivered Meals:** 668

**Total:** 1237

Meals were not delivered or served at the Senior Center on January 23<sup>rd</sup>. We made the choice, with the go-ahead from Dane County, not to send our meal driver volunteers out in the fridged weather. We were comfortable doing this since we had sent out Emergency Meals just a few weeks prior.

## Volunteer Program Update

Jan-26	Position	Notes	Started
S.A.	Data entry/ Face of Fitchburg	Application for 12/30/25: Request to fulfil community service hours. Needs a seated volunteer position. Sent email on 12/32/25 stating that we do not have any sit-down volunteer positions at this time.	
G.S.	Meal Driver	Application on: 12/30/25. Request to fulfil community service hours. Email sent on 01/02/26. Applicant responded saying he wanted to volunteer 2 to 3 days a week, needing to volunteer 238 hours. I wrote back saying that I didn't have a position that could accommodate 2 to 3 times per week.	
K.M.	Data entry/Face of Fitchburg	Application for 12/30/25: Request to fulfil community service hours. Using a wheelchair & needs a seated volunteer position. Sent email on 12/32/25 stating that we do not have any volunteer positions that can accommodate her mobility issues at this time.	
Y.A.	Spanish Social Group, Special Events	Application & Interview on 1/09/26.	01/12/26
L.A.	Deep Cleaning, Reception	Application on 01-12-26 Request to fulfil community service hours. Email sent on 01/15/26.	
H.B.	Kitchen Assistant	Application for 01/15/26. Interview on 01/15/26	01/16/26
I.J.	Deep Cleaning, Client Assistant (grocery shopping), Reception	Application on 01/16/25: Request to fulfil community service hours. mail sent on 01/20/26	
T.P.	Home Chore Volunteer	Application for 01/2/26: Interview on 01/16/26. Background check cleared on 01/22/26	01/22/26
M.B.	Filled social worker request for a volunteer to take a client and her cat to get neutered. Additionally, this volunteer will offer ongoing support to the client by picking up free cat food every month at the humane society.		01/16/26

**Volunteer Program Challenge:** Recent increase of individuals seeking volunteer opportunities to fulfill mandated community service hours.

**Volunteer Replacements in January:** 16 (number of volunteers that were unable to fulfill their commitments and required a replacement without notice).

## Case Management

New client referrals: 8

Case Management clients served: 120

Medicaid clients served: 11

### Client trends and other notables:

- Working with several clients who are in difficult situations due to bed bugs in apartments.
- Medicare Advantage open enrollment.
- New Social Worker started and onboarding.
- Attended Housing Search Clinic with Joining Forces for Families.
- Attended Dane County training for Focal points.
- Ongoing hours at senior apartments and working with property managers.

## Recreation

### January Programs

- Youth Basketball Practices & Games (2<sup>nd</sup>/3<sup>rd</sup> Grade & 4<sup>th</sup> Grade) 110 players
- Instructional Basketball (Ages 4 & 5, session 1 = 16 + session 2 = 17) 33 participants
- Instructional Basketball (Ages 6 & 7) 31 participants
- Fly Tying (Beginner = 25 + Intermediate = 20) 45 participants
- FORCE Fitness (Ages 18+) 25 participants
- Youth Dance (Pre-Ballet, Ballet, Jazz, & Hip Hop) 60 participants
- Coding for Kids (Ages 9 – 15) 10 participants
- Martial Arts (Grades 1st – 5th) 6 participants
- Volleyball (Grade 5 = 4 + Grade 6 = 23 + Grade 7 = 7 + Grade 8 = 19) 53 participants
- Yoga (Ages 14+) 10 participants
- YEL! Fencing (Grades 2<sup>nd</sup> – 5<sup>th</sup>) 7 participants
- YEL! Fencing (Grades 6<sup>th</sup> – 12<sup>th</sup>) 5 participants
- YEL! Grandmasters of Chess (Grades K – 5<sup>th</sup>) 11 participants
- Zumba (Tues = 15 + Thurs = 6) 21 participants

### January Community Center Rentals

- Private rentals = Oak Hall (1), SP Dining (3), Syene (1), Fitchburg (1), Swan (2), Prairie View (0)
- Fitchburg Non-Profit/Neighborhood Associations = Syene (3), Swan Creek (2), SP Dining (3), Fitchburg (0), Prairie View (1), Oak Hall (0)

## Healthy Neighborhood Initiatives

- Attended the Allied and Leopold NRT meetings.
- Healthy Neighborhoods Advisory meeting.
- Updated and released 2026 Grant materials.

- Attended family night at Leopold Elementary School.
- Continued to work on and write the Healthy Neighborhoods Strategic Plan.
- Met with sustainability staff to provide sustainability plan input.

## **Administration**

- Re-occurring meetings: Department Head, Deputy Administrator, Senior Center, Recreation and HNI staff, Commission on Aging Well, Healthy Neighborhood Advisory Committee, Fitchburg Senior Center Friends, Dane County Focal Point Directors, Wisconsin Association of Senior Centers, Talking Fitchburg.
- Onboarded new Spanish speaking social worker (24 hours/week).
- Hosted county meeting with new Department of Human Services Director.
- Met with database consultant for case management record keeping.
- Held several meetings related to the restructuring of the department.
- Made final selections with EBI Office Interiors, for the replacement of dining room chairs and tables.