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Pickleball Court Fencing

- We received five quotes with the low being $12,800. This includes installing the fence posts in concrete. The fencing was budgeted and under $15,000, so it required a Purchase Order signed by the Mayor and the Finance Director. The quote was signed and sent back to the contractor. There is a deadline to complete the installation by May 17th, but the contractor said they would have it installed prior to then.
- We will need to have the painter come back and touch up the court once the fence installation is completed.
- Area pickleball players have informed me that that the Capital Area Pickleball Association and the Lions Club would like to have a grand opening celebration.

Pickleball Court

- Met with the contractor to go over revised restoration costs in final bill and negotiated a new number that was $10,000 less than billed amount.

Nordic Ridge Playground

- Preliminary designs have started to come in.
- Scheduled a second advisory committee meeting for January 8th.

Yahara River Trail

- Drafted and sent a letter to IKI Manufacturing. This is to start a dialogue about gaining one of the three easements needed to create the connection to Cooper's Causeway.

Whitewater Park

- Worked with DNR officials and consultants to revise Sediment Sampling RFP so that sediment would be tested for all possible contaminants.

Mandt Park Master Plan

- Updated the RFP based on committee's recommendation.

City Special Events Policy Update

- Coordinated a meeting to update the City's special event policy and procedure.

Vacation & Holidays

- Was off from December 22 to January 2. Used vacation time and holidays.
- I will need to carryover five vacation days to 2019.

Training

- Attended WPRA meeting on 1/10 hosted by Madison School and Community Recreation. They had a seminar about how to conduct yourself in front of TV news

Rivers & Trails Taskforce

- Scheduled and coordinated Rivers & Trails Taskforce meeting.

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- The meeting covered recent updates to parks including KPW park land, Yahara River Trail and future easements, and

Park Design Guidelines

- Researched design for park placements and access to neighborhoods. This includes applying Crime Prevention Through Environmental Design.
    - Strategies include:
        - Access Control
            - Main entry points with sign
            - Safe areas overlooking unsafe areas. For example, shelters next to parking lots could prevent criminals from breaking into cars since there would be people in the shelter.
        - Visibility/Natural Surveillance.
            - Streets bordering park land. This increases visibility into the park and makes it more safe.
            - Tree canopies should not be lower than six feet high. Anything lower would create obstructions.
- Fitchburg has an ordinance (24-9.i) that requires street frontage for parks or payment in lieu of. It is based on how large the development is and how many dwellings there are.