



Joleen Stinson, Parks Director  
Laura M. Hicklin, LWRD Director  
Melissa Agard, Dane County Executive

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**MEMORANDUM**

**TO:** Dane County Park Commission  
**FROM:** Joleen Stinson, Parks Director  
**DATE:** July 23, 2025  
**RE:** Approve Friends Capital Grant Award for Anderson Park Friends

**Capital Grant Program Overview:**

The Friends Capital Grant Program provides funding for capital improvement projects on Dane County parkland. Grants may cover up to 75% of total project costs and are reimbursement grants that are paid upon project completion. A minimum 25% cash match is required. Applications are accepted year-round and awarded on a rolling basis, subject to available funding.

Eligible projects must:

- Be on capital project on Dane County Park property - capital improvements are defined as permanent changes that have a life expectancy of at least ten years
- Have total project costs not exceeding \$25,000
- Align with the Dane County Parks and Open Space Plan, applicable park master plans, and/or work plans
- Be pre-approved by Dane County Parks staff

Eligible applicants must:

- Be a 501(c)(3) non-profit organization
- Abide by all Dane County rules, policies, and guidelines
- Have a demonstrated history of successfully working with Dane County Parks
- Carry Commercial General Liability insurance with a minimum of \$1,000,000 per occurrence
- Be capable of independently implementing the project, including securing any necessary permits
- Submit no more than one application per year, per organization/park
- Have closed out any previously awarded Friends Capital Grants

**Anderson Park Friends Capital Grant Request**

Anderson Park Friends proposes to hire a certified arborist contractor to remove nine female box elder trees and one elm tree located in the northeast corner of Anderson Farm County Park, near the property line adjacent to private land. Due to the size of the trees (over 25 feet tall) and their proximity to private property, removal is too technical for volunteers to complete on their own and requires a professional contractor with specialized equipment.

**Fiscal Note**

This grant will be funded through Dane County's Capital Budget. Sufficient funds are available to support this request. Additional funding remains available for other eligible Friends Capital Grants, which will continue to be reviewed and brought to the Park Commission for approval as submitted.