



Laura M. Hicklin, Director
Melissa Agard, Dane County Executive

Administration • Lake Management • Land Conservation • Parks • Water Resource Engineering • Watersheds & Ecosystem Services

DATE: September 4, 2026

TO: Personnel & Finance Committee

FROM: Laura Hicklin, Land & Water Resources Department

RE: Request to fill position #3130 Park Maintenance Technician

Park Maintenance Technician position #3130 in the Land & Water Resources Department – Parks Division has been vacant for more than six months, and the Department would like to fill it. County Ordinance 29.52(15) requires the Personnel and Finance Committee and the County Executive to approve filling positions that are vacant longer than six (6) months.

Nature of the Work / Essential Functions

This position is an essential field position for Dane County Parks. The Park Maintenance Technician provides hands-on trail and park maintenance and operates heavy equipment for development and construction projects. This role is critical to ensuring public safety, maintaining infrastructure, and delivering high-quality recreational opportunities year-round.

How the Function Has Been Fulfilled Without This Position

Since the vacancy, duties have been covered by other staff. However, this has caused delays in scheduled trail maintenance, slowed progress on development projects, and placed additional strain on remaining staff.

Impact on the Department's Function and Mission

Dane County Parks, now the largest county park system in the State, depends on this position to meet increasing public demand for safe, well-maintained parks and trails. Filling this vacancy will allow the Department to keep up with seasonal needs, address deferred maintenance, and continue to fulfill our mission of protecting natural resources while providing high-quality outdoor recreation opportunities for residents and visitors.