

Dane County Contract Cover Sheet

Revised 01/2026

Res 306

Dept./Division	LWRD / Admin		
Vendor Name	City of Fitchburg	MUNIS #	1383
Brief Contract Title/Description	Dane County Parks is granting a PLE and TLE to the City of Fitchburg for its Fitchrona Rd construction project at Ice Age Trail Junction.		
Contract Term	permanent and during construction		
Contract Amount	\$260.00		

Contract # Admin will assign	16115
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input type="checkbox"/>	Grant
<input checked="" type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Sharene Smith	Name	Teri Weil
Phone #	608-224-3761	Phone #	608-635-4401
Email	smith.sharene@dane county.gov	Email	teri@tva-llc.com
Purchasing Officer	Hazel Schuster		

Purchasing Authority	<input type="checkbox"/> \$13,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$13,000 – \$46,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$46,000 (\$25,000 Public Works) (Formal RFB/RFP required)	<input type="checkbox"/> RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$46,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$46,000 (N/A to Public Works)	
	<input type="checkbox"/> Cooperative Contract	Contract Name & #
	<input checked="" type="checkbox"/> N/A - Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org:	Obj:	Proj:	\$
		Org:	Obj:	Proj:	\$
	Year	Org:	Obj:	Proj:	\$

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000	<input type="checkbox"/> Contract does not exceed \$100,000		
	<input type="checkbox"/> Contract exceeds \$100,000 – resolution required.	<input type="checkbox"/> Res #	306
	<input type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.	<input type="checkbox"/> Year	2025

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input type="checkbox"/> Non-standard Contract

APPROVAL		APPROVAL – Contracts Exceeding \$100,000	
Dept. Head / Authorized Designee		Director of Administration	Corporation Counsel
Smith, Sharene	Digitally signed by Smith, Sharene Date: 2026.01.13 07:58:42 -06'00'		

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
DOA:	Date In: 1/13/26	Date Out: _____	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

Goldade, Michelle

From: Goldade, Michelle
Sent: Thursday, January 15, 2026 9:38 AM
To: Hicklin, Charles; Schuster, Hazel; Gault, David; Cotillier, Joshua
Cc: Oby, Joe
Subject: Contract #16115
Attachments: 16115.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 1/15/2026 9:39 AM	Approve: 1/15/2026 9:39 AM
	Schuster, Hazel		Approve: 1/15/2026 10:17 AM
	Gault, David	Read: 1/15/2026 2:59 PM	Approve: 1/15/2026 3:00 PM
	Cotillier, Joshua	Read: 1/15/2026 10:24 AM	Approve: 1/15/2026 10:25 AM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #16115

Department: Land & Water Resources

Vendor: City of Fitchburg

Contract Description: Permanent & Temporary Limited Easements for Fitchrona Rd Construction Project (Res 305)

Contract Term: permanent & during construction

Contract Amount: \$260.00

Michelle Goldade

Administrative Manager

Dane County Department of Administration

Room 425, City-County Building

210 Martin Luther King, Jr. Boulevard

Madison, WI 53703

PH: 608/266-4941

Fax: 608/266-4425

TDD: Call WI Relay 711

Please Note: I currently have a modified work schedule...I am in the office Mondays and Wednesdays and working remotely Tuesdays, Thursdays and Fridays.

2025 RES - 306

AUTHORIZING A PERMANENT LIMITED EASEMENT AND TEMPORARY LIMITED EASEMENT AT ICE AGE TRAIL JUNCTION AREA TO CITY OF FITCHBURG

The City of Fitchburg will be reconstructing Fitchrona Road between Tonto Trail and Nesbitt Road in order to address flooding issues. The City is requesting easements from the County over a small portion of the Ice Age Trail Junction Area along Fitchrona Road for the project.

Dane County Parks has agreed to grant a 610 square foot Permanent Limited Easement for drainage purposes that will allow for a box culvert, along with a 8,276 square foot Temporary Limited Easement for construction purposes. The City has offered \$260.00 in compensation for the easements.

NOW, THEREFORE, BE IT RESOLVED that the Dane County Board of Supervisors and the Dane County Executive hereby authorize the conveyance of the easements to City of Fitchburg for total compensation of \$260.00 as described above;

BE IT FURTHER RESOLVED that the Dane County Executive and the County Clerk are hereby authorized to execute the easements on behalf of the County of Dane and that the Real Estate Coordinator is authorized to administer the sale and conveyance of the above-mentioned easements to the City of Fitchburg.

PERMANENT LIMITED EASEMENT

Wisconsin Department of Transportation

Exempt from fee: s.77.25(2r) Wis. Stats.

Exempt from filing transfer form [s. 77.21(1), 77.22(1) Wis. Stats.]

RE1552 01/2023 Ch. 84 Wis. Stats.

THIS EASEMENT, made by **Dane County**, a municipal corporation organized and existing under the laws of the State of Wisconsin, GRANTOR, conveys a permanent limited easement as described below to the **City of Fitchburg**, GRANTEE, for the sum of **Two Hundred Sixty and No/100 Dollars (\$260.00)** for the purpose of **Utility infrastructure**.

Any person named in this conveyance may make an appeal from the amount of compensation within six months after the date of recording of this conveyance as set forth in s.32.05(2a) Wisconsin Statutes. For the purpose of any such appeal, the amount of compensation stated on the conveyance shall be treated as the award, and the date the conveyance is recorded shall be treated as the date of taking and the date of evaluation.

Other persons having an interest of record in the property: **None**.

LEGAL DESCRIPTION IS ATTACHED AND MADE A PART OF THIS DOCUMENT BY REFERENCE.

The undersigned certify that this instrument is being executed pursuant to a resolution of the board of directors (or shareholders, if authorized by law) of GRANTOR corporation.

FOR: Dane County

This space is reserved for recording data

Return to
Teri Weil
TerraVenture Advisors, LLC
PO Box 110
Baraboo, WI 53913

Parcel Identification Number/Tax Key Number
062/0608-124-9730-2

Signature _____ Date _____
Scott McDonell, County Clerk
Print Name _____

Signature _____ Date _____

Date

Print Name _____

Signature _____ Date _____

State of Wisconsin

)
)
)
ss.
County

Print Name _____

On the above date, this instrument was acknowledged before me by the named person(s).

Signature _____ Date _____

The signer was: _____ Physically in my presence. OR _____ In my presence involving the use of communication technology.

Print Name _____

Signature, Notary Public, State of Wisconsin

Signature _____ Date _____

Print Name, Notary Public, State of Wisconsin

Print Name _____

Date Commission Expires

Project ID
25-3492

This instrument was drafted by
City of Fitchburg

Parcel No.
20

LEGAL DESCRIPTION

Parcel 20 of Transportation Project Plat 25-3492 - 4.03, recorded as Document No. 6056695 and recorded in Dane County, Wisconsin.

Property interests and rights of said Parcel 20 consist of:

Temporary Limited Easement (TLE)
Permanent Limited Easement (PLE)