



PARKS COMMISSION MEETING AGENDA

November 03, 2025 at 4:45 PM

1260 North Road Mauston, WI

1. **Call to Order/Roll Call**
2. **Discussion and Action Regarding Minutes**
 - a. a. October 6, 2025
3. **Review Financial Reports**
 - a. a. Financial Reports
4. **Discussion and Possible Action for Parks**
 - a. Lions Park Hitting Wall & Nets
 - b. Jones Park - Soccer and Youth Football
 - c. May Park Improvements
 - d. Little Dog Park
5. **Staff Report**
 - a. Seasonal Updates
6. **Adjourn**

NOTICE:

It is possible that action will be taken on any of the items on the agenda and that the agenda may be discussed in any order. It is also possible that a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact City Deputy Clerk Carole Wolff at (608) 747-2706.

Any member of the public wishing to join the meeting telephonically should call City Hall by 4pm the day of the meeting. Staff will be happy to provide instructions on joining the meeting by phone. City Hall main number: 608-847-6676



PARKS COMMISSION MEETING MINUTES

October 06, 2025 at 4:45 PM
1260 North Road Mauston, WI

1. **Call to Order/Roll Call:** The Board of Parks Commission met on Monday, October 6, 2025, at the Public Works Building. Chair Mike Taake called the meeting to order at 4:45 p.m. Members present were Mike Taake, Amanda Ketcham, Mary Ann Allaby, Todd Galbrecht, Dan Holzberger, and Lori Hammer. Absent was Laura Taake. Also present was Jordan Wilke, Parks Superintendent.
2. **Minutes:** Motion by Holzberger, seconded by Allaby, to approve the minutes from September 8, 2025. Motion carried by voice vote.
3. **Financial Reports:** The financial reports were reviewed. No concerns or questions were generated.
4. **Staff Report:** Wilke provided an update on current park projects and activities:
 - a. Jones Park: TruGreen was hired to aerate and overseed the new athletic field. Two additional service visits are scheduled to occur by Thanksgiving. These efforts are intended to accelerate the growth of the field and make it ready for use by mid-summer 2026.
 - b. Lions/Riverside Parks: Restroom facilities will remain open through Halloween.
 - c. May Park: Previously named Kiwanis Park has now been re-named.
 - d. Pickleball Fundraiser: Wilke highlighted that he continues to coordinate with the manufacturer regarding the installation of the Tennis Court Training Wall.
 - e. Marchowsky Park: This park hosts the Living Food Pantry. The fruit trees and the berry patches have been harvested.
5. **Adjourn:** Motion by Ketcham, seconded by Hammer, to adjourn. Motion carried by voice vote. Meeting adjourned at 5:24 p.m.

Chair

Date



10/30/2025

8:38 AM

Reprint Check Register - Quick Report - ALL

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ACCT

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 10/04/2025 From Account: 100-00-55200-110-000
 Thru: 10/31/2025 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
41635	10/09/2025	Davey Resource Group Parks - TreeKeeper Subscription	2,500.00
41653	10/09/2025	VSP Vision Service Plan City of Mauston - Vision Ins Expense	26.27
41660	10/15/2025	CESA 10 25-26 contracted service agreement	526.00
41691	10/15/2025	Wisconsin Building Supply Parks- items for maint/repairs	13.64
41695	10/16/2025	Delta Dental of Wisconsin City of Mauston - Dental Premiums	137.64
41698	10/22/2025	Amazon Capital Services, Inc City of Mauston - items for office/use	40.88
41699	10/22/2025	AT&T Mobility City of Mauston - Monthly Service Fees	24.09
41712	10/22/2025	Mauston Plumbing Inc Parks - items for maint/repairs	101.66
41723	10/22/2025	Time Clock Plus, LLC City of Mauston - Pro Fees	378.00
41725	10/22/2025	U.S. Cellular City of Mauston - Phone service fees	241.68
ALLIANT	10/23/2025	Alliant - 3183940000 City of Mauston - Electric & Gas fees	383.21
UTILITIES	10/06/2025	City of Mauston City of Mauston - Monthly Utilities	5,436.97
Grand Total			9,810.04



CITY OF MAUSTON POOLED CASH Accounting Checks

Posted From: 10/04/2025 From Account: 100-00-55200-110-000

Thru: 10/31/2025 Thru Account: 100-00-55200-821-000

	Amount
Total Expenditure from Fund # 100 - General Fund	9,810.04
Total Expenditure from all Funds	9,810.04



10/30/2025 8:40 AM

Budget Comparison - Detail
Parks

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ACCT

Account Number		2025 October	2025 Actual 10/31/2025	2025 Budget	Budget Status	% of Budget
100-00-46721-000-000	Tree Tribute Program Revenue	0.00	280.00	1,000.00	-720.00	28.00
100-00-48220-000-000	Rent of Fairgrounds/Parks	50.00	3,750.00	3,500.00	250.00	107.14
Parks - Revenue		50.00	4,030.00	4,500.00	-470.00	89.56
Total Revenues		50.00	4,030.00	4,500.00	-470.00	89.56



Account Number		2025 October	2025 Actual 10/31/2025	2025 Budget	Budget Status	% of Budget
100-00-55200-110-000	Salary/Wages	12,262.97	122,702.98	143,493.00	20,790.02	85.51
100-00-55200-130-000	FICA/Medicare	909.52	8,913.52	10,977.00	2,063.48	81.20
100-00-55200-131-000	Health Insurance	0.00	16,681.32	24,792.00	8,110.68	67.29
100-00-55200-132-000	FSA Contribution	0.00	875.26	850.00	-25.26	102.97
100-00-55200-133-000	Dental Insurance	137.64	1,376.40	1,143.00	-233.40	120.42
100-00-55200-134-000	Vision Insurance	26.27	262.70	294.00	31.30	89.35
100-00-55200-135-000	Retirement	834.90	6,717.19	7,228.00	510.81	92.93
100-00-55200-191-000	Protective Clthng/Gear	0.00	1,372.65	1,000.00	-372.65	137.27
100-00-55200-221-000	Electricity	383.21	5,247.01	6,000.00	752.99	87.45
100-00-55200-223-000	Water/Sewer	5,436.97	23,257.81	24,000.00	742.19	96.91
100-00-55200-224-000	Telephone/Fax	265.77	2,564.86	2,000.00	-564.86	128.24
100-00-55200-232-000	Trees & Brush	2,500.00	6,179.60	10,000.00	3,820.40	61.80
100-00-55200-330-000	Educ/Trng/Travel	0.00	3,009.24	1,250.00	-1,759.24	240.74
100-00-55200-340-000	Hand Tools,Material,Supp	0.00	2,901.12	3,479.00	577.88	83.39
100-00-55200-354-000	Equip Maint (Non-Office)	0.00	3,997.31	5,218.00	1,220.69	76.61
100-00-55200-361-000	Building Maintenance	54.52	4,987.44	11,000.00	6,012.56	45.34
100-00-55200-362-000	Grounds Maintenance	0.00	12,440.01	13,000.00	559.99	95.69
100-00-55200-363-000	Tree Tribute Program Expense	0.00	0.00	160.00	160.00	0.00
100-00-55200-364-000	Parks Fund Raising Expenses	0.00	0.00	0.00	0.00	0.00
100-00-55200-390-000	Miscellaneous	526.00	868.14	0.00	-868.14	0.00
100-00-55200-510-000	Ins (Non-Labor)	0.00	12,884.00	12,250.00	-634.00	105.18
100-00-55200-740-000	Losses/Damages	0.00	1,792.99	0.00	-1,792.99	0.00
100-00-55200-790-000	Donations/Grants Expenditures	101.66	116,545.71	0.00	-116,545.71	0.00
100-00-55200-820-000	Expenditure of Parkland Ded.	0.00	0.00	0.00	0.00	0.00
100-00-55200-821-000	Building Improvement	0.00	0.00	0.00	0.00	0.00
Parks - Expenses		23,439.43	355,577.26	278,134.00	-77,443.26	127.84
Total Expenses		23,439.43	355,577.26	278,134.00	-77,443.26	127.84
Net Totals		-23,389.43	-351,547.26	-273,634.00	77,913.26	128.47