



AMENDED BOARD OF PARK'S COMMISSION MEETING AGENDA

May 06, 2024 at 4:45 PM
1260 North Road Mauston, WI

1. **Call to Order/Roll Call**
2. **Appointment of Chair**
3. **Appointment of Secretary**
4. **Discussion and action relating to Minutes**
 - a. a. April 8, 2024
5. **Review Financial Reports**
 - a. a. Review of Financials
6. **Discussion on the Big Dig Application**
7. **Staff Report**
8. **Friends of Mauston Parks**
9. **Next Agenda**
10. **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 Nicole Lyddy (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



BOARD OF PARKS COMMISSION MINUTES

April 08, 2024 at 4:45 PM
1260 North Road Mauston, WI

1. **Call to Order/Roll Call-** The Board of Park Commissioners met on Monday, April 08, 2024 in the meeting room at the Public Works Building. Chair Mike Taake called the meeting to order at 4:45 PM. Members present were Jim Kolba, Todd Galbrecht, Amanda Ketchum, Dan Holzberger, Lori Hammer, Laura Taake, and Mike Taake. Also present were City Administrator Daron Haugh and Parks Supervisor and Arborist Jordan Wilke.
2. **Minutes-** Laura Taake/Amanda Ketchum to approve minutes from the March 04, 2024 meeting and voice vote carried.
3. **Review Financial Reports-** Jim Kolba voiced concern for the rise in taxes especially felt by our senior citizens with himself being a voice for our senior citizens. Jim wanted clarification on the line item of unemployment insurance paid out by the City. Daron Haugh reminded the Board of the current law concerning unemployment benefits. Lastly, Daron Haugh will make a recommendation to the city council that the City of Mauston will continue to support the School District's role in summer recreation based on contractual services.
4. **Big Dig Grant application-** Chair Mike Taake provided the Board with a plan for applying for the grant. Please see the handout. Through the work of Mike Taake, Daron Haugh, Rob Nelson, they will contract with MSA (at a cost of \$2500) to produce the proposal for the Big Dig Grant. The Board recognizes the need to have a professional proposal moving forward as the Board begins to seek other grant opportunities in the future for city park improvements. Todd Galbrecht will be able to assist with photography of existing conditions and ideas. The plan put forward will be a work in progress. The Board will price each item on its 'wish list' and prioritize each item with 'safety first' in mind at each step from parking lots, to walking and bike paths, to fenced and lighted courts. The Board recognizes the dual role Dan Holzberger plays between the Big Dig Grant and a board member. Dan Holzberger will abstain from any activity which would constitute a conflict of interest. Any related party transaction will be noted and avoided. Daron Haugh feels this is a lofty and attainable goal, worth all the effort for our parks for the next decade. It is a great vision.
5. **Hiring a weed harvester operator-** Jordan Wilke announced Brayden Heath will be this season's weed harvester driver. He will begin in early May 2024. His hours will be Monday through Friday, 7 AM - 1 PM. As time permits, he will then pick up other duties as necessity dictates. As time permits, Jordan and GOLD will place necessary marker buoys in Lake Decorah.

- 6. **Staff Report-** The AED donated by Mauston Picklers and Lynx will be installed at Lions Park as weather and time permits. Interested people may attend an instructional meeting soon to be announced. Jordan Wilke accepted the Urban Forestry Award on behalf of the City of Mauston. This award stemmed from his and his crew’s work on our Living Food Pantry at Marachosky’s Park. Soon citizens will be able to harvest apples, cherries, pears, plums, raspberries, and blackberries. Jordan will present the award to the city council on April 09, 2024. Jordan and crew are busy getting restrooms repaired and opened, trees trimmed and planted, hiring and training new staff as Summer 2024 approaches. Jordan said the green space by the new interstate and roundabout will most likely be mowed and maintained by his crew. Arbor Day will be celebrated on April 24, 2024, with many trees planted below the dam along Water Street. Daron Haugh continues working with Alliant Energy and other entities to secure new green space real estate within the city of Mauston.
- 7. **Friends of Mauston Parks-** nothing to report
- 8. **Next Agenda-** May 06, 2024 Alliant Energy property along Water Street
- 9. **Adjourn-** Amanda Ketchum/Dan Holzberger to adjourn and voice vote carried. The meeting adjourned at 5:45 PM.

Chair

Date

Budget Comparison - Detail
Parks

Section 5, Item a.
ACCT

Account Number		2024 May	2024 Actual 05/02/2024	2024 Budget	Budget Status	% of Budget
100-00-46721-000-000	Tree Tribute Program Revenue	0.00	560.00	1,120.00	-560.00	50.00
100-00-48220-000-000	Rent of Fairgrounds/Parks	75.00	1,225.00	0.00	1,225.00	0.00
Parks - Revenue		75.00	1,785.00	1,120.00	665.00	159.38
Total Revenues		75.00	1,785.00	1,120.00	665.00	159.38

Budget Comparison - Detail
Parks

Account Number		2024	2024	2024	Budget	% of
		May	Actual 05/02/2024	Budget	Status	Budget
100-00-55200-110-000	Salary/Wages	0.00	30,244.91	130,388.00	100,143.09	23.20
100-00-55200-130-000	FICA/Medicare	0.00	1,899.36	9,806.00	7,906.64	19.37
100-00-55200-131-000	Health Insurance	0.00	6,051.52	21,839.00	15,787.48	27.71
100-00-55200-132-000	FSA Contribution	0.00	0.00	1,020.00	1,020.00	0.00
100-00-55200-133-000	Dental Insurance	0.00	518.16	1,125.00	606.84	46.06
100-00-55200-134-000	Vision Insurance	0.00	98.88	294.00	195.12	33.63
100-00-55200-135-000	Retirement	0.00	1,707.52	6,775.00	5,067.48	25.20
100-00-55200-191-000	Protective Clthng/Gear	0.00	0.00	1,000.00	1,000.00	0.00
100-00-55200-221-000	Electricity	0.00	1,436.91	6,000.00	4,563.09	23.95
100-00-55200-223-000	Water/Sewer	0.00	1,298.08	24,000.00	22,701.92	5.41
100-00-55200-224-000	Telephone/Fax	0.00	507.58	2,000.00	1,492.42	25.38
100-00-55200-232-000	Trees & Brush	0.00	4,493.17	10,000.00	5,506.83	44.93
100-00-55200-330-000	Educ/Trng/Travel	0.00	1,288.33	1,250.00	-38.33	103.07
100-00-55200-340-000	Hand Tools,Material,Supp	0.00	1,128.21	3,479.00	2,350.79	32.43
100-00-55200-354-000	Equip Maint (Non-Office)	0.00	2,048.21	5,218.00	3,169.79	39.25
100-00-55200-361-000	Building Maintenance	0.00	581.07	11,000.00	10,418.93	5.28
100-00-55200-362-000	Grounds Maintenance	0.00	1,951.51	13,000.00	11,048.49	15.01
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	0.00	0.00	0.00	0.00	0.00
100-00-55200-510-000	Ins (Non-Labor)	0.00	8,207.81	12,250.00	4,042.19	67.00
100-00-55200-740-000	Losses/Damages	0.00	0.00	0.00	0.00	0.00
100-00-55200-790-000	Donations/Grants Expenditures	0.00	0.00	0.00	0.00	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	288.00	0.00	-288.00	0.00
Parks - Expenses		0.00	63,749.23	260,604.00	196,854.77	24.46
Total Expenses		0.00	63,749.23	260,604.00	196,854.77	24.46
Net Totals		75.00	-61,964.23	-259,484.00	-197,519.77	23.88

5/02/2024

1:08 PM

Reprint Check Register - Quick Report - ALL

Page: 1
ACCT

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 4/06/2024 From Account: 100-00-55200-110-000
Thru: 5/03/2024 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
KT	4/20/2024	Kwik Trip, Inc.	-41.62
		Manual Check City of Mauston - Monthly Fuel Expense	
ETF	4/23/2024	Department of Employee Trust Fund (ETF)	1,512.88
		Manual Check City of Mauston - Health Ins Premiums	
39186	4/10/2024	Amazon Capital Services, Inc	45.24
		City of Mauston - Supplies/Items for use	
39194	4/10/2024	DWD-UI	1,291.00
		Parks - UI wages for March 24	
39200	4/10/2024	Leaves Inspired Tree Nursery LLC	2,200.00
		Parks - Trees/flowers for city	
39204	4/10/2024	Mauston Equipment	125.62
		Parks - Items for maint/repairs	
39205	4/10/2024	Mauston Plumbing Inc	4.03
		Parks - Items for maint/repair	
39220	4/17/2024	B&K's Affordable Tree Service LLC	1,300.00
		Parks - Removal of 2 trees	
39246	4/17/2024	Juneau County Highway Department	0.00
		City of Mauston - Fuel expense for month	
39253	4/17/2024	Mauston Plumbing Inc	29.80
		Parks - Bathroom Repairs	
39262	4/17/2024	U.S. Cellular	145.20
		City of Mauston - Phone service fees	
39267	4/25/2024	AT&T Mobility	23.96
		City of Mauston - Monthly Service Fees	
39273	4/25/2024	Mauston Equipment	16.04
		Parks - Spray Paint	
39281	4/25/2024	Siteone Landscape Supply	1,064.74
		City of Mauston - Items for Landscape	
39293	4/30/2024	Holiday Wholesale	239.41
		Parks - Cleaning Supplies	
ALLIANT	4/24/2024	Alliant - 3183940000	508.91
		Manual Check City of Mauston - Electric & Gas fees	
Grand Total			8,465.21

5/02/2024

1:08 PM

Reprint Check Register - Quick Report - ALL

Page: 2
ACCT

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 4/06/2024 From Account: 100-00-55200-110-000
Thru: 5/03/2024 Thru Account: 100-00-55200-821-000

Amount

Total Expenditure from Fund # 100 - General Fund

8,465.21

Total Expenditure from all Funds

8,465.21