



## PARKS COMMISSION AGENDA

August 05, 2024 at 4:45 PM

Mauston Lions Park- located at the corner of Division and Grayside

1. **Call to Order/Roll Call**
2. **Discussion and action relating to Minutes**
  - a. July 1, 2024
3. **Review Financial Reports**
  - a. financial reports
4. **Continue review of parks including Kiwanis Park and Jones Park**
5. **Staff Report**
6. **Friends of Mauston Parks**
7. **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*



## PARKS COMMISSION MINUTES

July 01, 2024 at 4:45 PM

1260 North Road Mauston, WI

1. **Call to Order/Roll Call-** The Board of Park Commissioners met on Monday, July 01, 2024, in the meeting room at the Public Works Building. Chair Mike Taake called the meeting to order at 4:55 PM. The members present were Mike Taake, Laura Taake, Amanda Ketchum, and Lori Hammer. The members absent were Jim Kolba, Todd Galbrecht, Dan Holzberger. Also present was Parks Superintendent Jordan Wilke.
2. **Discussion and action relating to Minutes-** The motion was made by Amanda Ketchum and seconded by Laura Taake to approve the minutes from the June 3, 2024 meeting. Motion carried.
3. **Review Financial Reports-** Financial reports were reviewed and generated no questions or concerns.
4. **Park Commission continued the meeting at Marachowsky Park -** Jordan and crew continue to monitor ash trees within the park with treatment and or removal of said trees due to emerald ash borer. The basketball court gets a fair share of activity and needs repairs and improvements. In addition, the old backdrop and metal benches need to be removed as the t-ball field is no longer used. The t-ball greenspace has given way to a living food pantry. Jordan said the fruit trees and berry plants are thriving. These will soon supply a bountiful harvest for years to come. Jordan is looking into signage at the living food pantry that will provide rules and regulations and recognition to the many entities that helped make it possible. The storage shed/restroom has been remodeled and is being properly utilized once again.  
  
**Park Commission continued the meeting at Riverside Park -** Jordan pointed out that the shelters are getting much use and upkeep. He is monitoring the many trees along the river for pruning, removing, and replanting as time permits. Jordan and crew are looking into staining the band shelter using the new paint sprayer. The chipper continues to make the necessary mulch used throughout the parks. Jordan and crew will be painting the restrooms as time and weather permits. Music in the Park and the Farmers Market continues to bring in many people.
5. **Friends of Mauston Parks-** No new items were generated.
6. **Adjourn-** The motion was made by Laura Taake and seconded by Amanda Ketchum to adjourn. The meeting was adjourned at 5:45 PM.

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Chair

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Date

Budget Comparison - Detail  
Parks

Section 3, Item a.

ACCT

Account Number		2024 August	2024 Actual 08/02/2024	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	0.00	3,050.00	0.00	3,050.00	0.00
Parks - Revenue		0.00	3,610.00	1,120.00	2,490.00	322.32
Total Revenues		0.00	3,610.00	1,120.00	2,490.00	322.32

**Budget Comparison - Detail**  
**Parks**

Section 3, Item a.

ACCT

Account Number		2024 August	2024 Actual 08/02/2024	2024 Budget	Budget Status	% of Budget
100-00-55200-110-000	Salary/Wages	0.00	74,271.95	130,388.00	56,116.05	56.96
100-00-55200-130-000	FICA/Medicare	0.00	5,325.84	9,806.00	4,480.16	54.31
100-00-55200-131-000	Health Insurance	0.00	10,590.16	21,839.00	11,248.84	48.49
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	1,036.32	1,125.00	88.68	92.12
100-00-55200-134-000	Vision Insurance	0.00	197.76	294.00	96.24	67.27
100-00-55200-135-000	Retirement	0.00	3,680.96	6,775.00	3,094.04	54.33
100-00-55200-191-000	Protective Clthng/Gear	0.00	200.00	1,000.00	800.00	20.00
100-00-55200-221-000	Electricity	0.00	3,159.71	6,000.00	2,840.29	52.66
100-00-55200-223-000	Water/Sewer	0.00	5,014.63	24,000.00	18,985.37	20.89
100-00-55200-224-000	Telephone/Fax	0.00	1,015.10	2,000.00	984.90	50.76
100-00-55200-232-000	Trees & Brush	0.00	7,041.14	10,000.00	2,958.86	70.41
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	2,650.71	3,479.00	828.29	76.19
100-00-55200-354-000	Equip Maint (Non-Office)	0.00	4,940.12	5,218.00	277.88	94.67
100-00-55200-361-000	Building Maintenance	0.00	2,991.28	11,000.00	8,008.72	27.19
100-00-55200-362-000	Grounds Maintenance	0.00	5,826.60	13,000.00	7,173.40	44.82
100-00-55200-363-000	Tree Tribute Program Expense	0.00	82.00	160.00	78.00	51.25
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	4.51	0.00	-4.51	0.00
100-00-55200-510-000	Ins (Non-Labor)	0.00	9,854.71	12,250.00	2,395.29	80.45
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	1,635.00	0.00	-1,635.00	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	818.00	0.00	-818.00	0.00
<b>Parks - Expenses</b>		<b>0.00</b>	<b>141,624.83</b>	<b>260,604.00</b>	<b>118,979.17</b>	<b>54.34</b>
<b>Total Expenses</b>		<b>0.00</b>	<b>141,624.83</b>	<b>260,604.00</b>	<b>118,979.17</b>	<b>54.34</b>
<b>Net Totals</b>		<b>0.00</b>	<b>-138,014.83</b>	<b>-259,484.00</b>	<b>-121,469.17</b>	<b>53.19</b>

8/01/2024 12:06 PM Reprint Check Register - Quick Report - ALL

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ACCT

## CITY OF MAUSTON POOLED CASH

## Accounting Checks

Posted From: 6/29/2024 From Account: 100-00-55200-110-000  
 Thru: 8/02/2024 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
BMO	6/26/2024	BMO Harris Bank N.A.	17.99
	Manual Check	City of Mauston - Monthly Statement	
BMO	7/25/2024	BMO Harris Bank N.A.	17.99
	Manual Check	City of Mauston - Monthly Statement	
ETF	7/17/2024	Department of Employee Trust Fund (ETF)	1,512.88
	Manual Check	City of Mauston - Health Ins Premiums	
39566	6/30/2024	Mauston Equipment	194.11
		PW - Items for repair/maint	
39578	7/03/2024	Delta Dental of Wisconsin	129.54
		City of Mauston - Dental Premiums	
39584	7/03/2024	Mauston True Value, Inc.	151.66
		City of Mauston - Hardware & Supplies	
39590	7/03/2024	VSP Vision Service Plan	24.72
		City of Mauston - Vision Ins Expense	
39592	7/03/2024	Wisconsin Building Supply	88.80
		City of Mauston - Monthly Statement	
39594	7/10/2024	Allied Cooperative	1,194.53
		City of Mauston - Supplies & Parts	
39603	7/10/2024	Hallman Lindsay	1,025.09
		Parks - Paint for maint/repairs	
39605	7/10/2024	Most Dependable Fountains, Inc	169.00
		Parks - fountain repairs	
39608	7/10/2024	Northwoods Orchard	2,049.00
		Parks - Flowers for the year	
39624	7/25/2024	AT&T Mobility	24.00
		City of Mauston - Monthly Phone Service	
39638	7/25/2024	Croell Redi-Mix	753.50
		PW - Deliveries	
39650	7/25/2024	Holiday Wholesale	385.45
		City of Mauston - Cleaning Supplies	
39659	7/25/2024	Mauston Equipment	424.71
		City of Mauston - Items for repair/maint	
39678	7/25/2024	U.S. Cellular	145.20
		City of Mauston - Phone service fees	
39697	7/31/2024	Delta Dental of Wisconsin	129.54
		City of Mauston - Dental Premiums	
39701	7/31/2024	Gray Electric, LLC	80.40
		Parks - Items for maint/repairs	

CITY OF MAUSTON POOLED CASH			Accounting Checks
Posted From:		6/29/2024	From Account: 100-00-55200-110-000
Thru:		8/02/2024	Thru Account: 100-00-55200-821-000
Check Nbr	Check Date	Payee	Amount
39708	7/31/2024	Mauston Equipment Parks - item for repair/maint	2.42
39710	7/31/2024	Miller's Classics Parks - Portable restroom fees	280.00
39721	7/31/2024	VSP Vision Service Plan City of Mauston - Vision Ins Expense	24.72
RHYME	6/30/2024	Rhyme Business Products City of Mauston - Copier lease fees	1.55
	Manual Check		
RHYME	7/31/2024	Rhyme Business Products City of Mauston - Copier lease fees	0.33
	Manual Check		
ALLIANT	6/26/2024	Alliant - 3183940000 City of Mauston - Electric & Gas fees	553.06
	Manual Check		
ALLIANT	7/26/2024	Alliant - 3183940000 City of Mauston - Electric & Gas fees	573.39
	Manual Check		
KWIKTRIP	7/20/2024	Kwik Trip, Inc. City of Mauston - Monthly Fuel Expense	-66.18
	Manual Check		
UTILITIES	7/08/2024	City of Mauston City of Mauston - Monthly Utilities	2,393.96
	Manual Check		
Grand Total			12,281.36

CITY OF MAUSTON POOLED CASHAccounting Checks  
Posted From: 6/29/2024From Account: 100-00-55200-110-000  
Thru: 8/02/2024Thru Account: 100-00-55200-821-000

	Amount
Total Expenditure from Fund # 100 - General Fund	12,281.36
Total Expenditure from all Funds	12,281.36