



BOARD OF PARKS COMMISSION AGENDA

May 05, 2025 at 4:45 PM

1260 North Road Mauston, WI

1. **Call to Order/Roll Call**
2. **Discussion and action relating to Minutes**
 - a. April 7, 2025
3. **Review Financial Reports**
 - a. Financial Information
4. **Big Dig Grant for Lions Park**
5. **Vibrant Spaces grant update**
6. **Jones Park update**
7. **Parks Superintendent**
8. **Staff Report**
9. **Friends of Mauston Parks**
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



PARKS COMMISSION MINUTES

April 07, 2025 at 4:45 PM

1260 North Road Mauston, WI

1. **Call to Order/Roll Call:** The Board of Park Commissioners met on Monday, April 07, 2025, at the Public Works Building. Mike Taake called the meeting to order at 4:45 PM. Members present were Mike Taake, Laura Taake, Amanda Ketcham, Jim Kolba, Lori Hammer, Todd Galbrecht, Dan Holzberger. Also present were City Administrator Daron Haugh, Parks Superintendent Jordan Wilke, and Mauston Picklers representative Cyntia Macloud.
2. **Minutes:** Jim Kolba/Amanda Ketcham to approve minutes from February 03, 2025 meeting. Motion carried.
3. **Review Financial Reports:** Financial statements were reviewed. Jim Kolba had a credit card question and City Administrator Daron Haugh was able to address the question.
4. **Fundraising for the Parks Department-** Representing Mauston Picklers, Cynthia Macloud, addressed the Board concerning the increased interest and participation of Pickleball. She has agreed to head up a fundraiser for Lions Park tennis/pickleball courts. The goal is \$10,000. The group has agreed to raise funds for windscreens, rolling nets and replacements, and practice board. Daron Haugh will collect the funds as they come in and will help with the fundraising ledger.
5. **Lions Park redesign of Parking Lot:** The Board and Jordan Wilke, Parks Superintendent continue to look at ways to improve the design of Lions Park parking lot. The Board suggested that the Big Dig Grant 2025 address the needs of the Parking Lot and directed Daron Haugh to focus on that need. Daron will work with landscape experts and ideas to put together a proposal.
6. **Jones Park Athletic field conversion:** Jordan Wilke updated the Board on the progress being made at Jones Park. It is quickly taking shape as the spring weather has been cooperating. The Board suggested to Jordan and crew to make changes and improvements to the south parking lot as an additional idea if time allows. Hoping that Mother Nature continues to cooperate, seeding and watering grass, fields will be ready in early Fall for some competition.

7. **Staff Report:** After thorough research, Jordan Wilke announced that the Kiwanis Club in Mauston no longer exists. With this fact in mind, and an agreement with the May family, the committee recommends that Kiwanis Park be renamed May Park, after Herbert and Elvania May, motion by Laura Taake/Dan Holzberger. Motion carried. The disk golf equipment will remain, with hopes of making continuing improvements as interest grows. Jordan also announced a parcel of land, corner of Arlington and Loomis streets, will make a great dog park/run. Laura Taake/Lori Hammer motion to approve and motion carried. Jordan voiced concern for patrons using Oak Street dog park. Patrons are reminded to read and follow the rules established at the dog park. Lastly, Daron Haugh updated the Board on the developing itinerary for the City’s 4th of July 2025 celebration.
8. **Friends of Mauston Parks:** No new items generated.
9. **Adjourn:** Jim Kolba/Todd Galbrecht to adjourn. The meeting was adjourned at 5:50 p.m.

Chair

Date



4/30/2025

1:48 PM

Reprint Check Register - Quick Report - ALL

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ACCT

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 4/05/2025 From Account: 100-00-55200-110-000
 Thru: 5/02/2025 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
ETF	4/16/2025	Department of Employee Trust Fund (ETF)	1,853.48
	Manual Check	City of Mauston - Health Ins Premiums	
40805	4/10/2025	Allied Cooperative	24.79
		City of Mauston - Supplies & Parts	
40814	4/10/2025	Docking Solutions, Inc	78.74
		Parks - 12/16 boat dock repairs	
40815	4/10/2025	DWD-UI	1,850.00
		Parks - UI for month	
40820	4/10/2025	Holiday Wholesale	1,155.00
		Parks - Cleaning supplies	
40825	4/10/2025	Mauston True Value, Inc.	22.57
		City of Mauston - Hardware & Supplies	
40832	4/10/2025	U.S. Cellular	511.34
		City of Mauston - Phone service fees	
40836	4/16/2025	Amazon Capital Services, Inc	245.06
		City of Mauston - items for office/use	
40841	4/16/2025	Delta Dental of Wisconsin	137.64
		City of Mauston - Dental Premiums	
40851	4/16/2025	Rhyme Business Products	8.89
		City of Mauston - Copier lease fees	
40857	4/16/2025	U.S. Cellular	241.68
		City of Mauston - Phone service fees	
40859	4/16/2025	VSP Vision Service Plan	26.27
		City of Mauston - Vision Ins Expense	
40884	4/23/2025	Mauston Plumbing Inc	175.15
		Parks - items for maint/repairs	
40897	4/28/2025	DNR Processing Center	32.00
		Parks - Weed harvester registration	
40899	4/30/2025	Amazon Capital Services, Inc	402.70
		City of Mauston - Items for office/use	
40910	4/30/2025	EarthPlanter	3,375.00
		Parks - items for Vibrant Space Grant	
40913	4/30/2025	Johnson's Nursery, Inc.	3,345.00
		Parks - Trees	
40922	4/30/2025	Rhyme Business Products	29.26
		City of Mauston - Copier lease fees	



CITY OF MAUSTON POOLED CASH Accounting Checks

Posted From: 4/05/2025 From Account: 100-00-55200-110-000
Thru: 5/02/2025 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
40924	4/30/2025	Seitz, Ron Parks - weed trimmer mower mount	260.00
Grand Total			13,774.57



CITY OF MAUSTON POOLED CASH Accounting Checks

Posted From: 4/05/2025 From Account: 100-00-55200-110-000
Thru: 5/02/2025 Thru Account: 100-00-55200-821-000

	Amount
Total Expenditure from Fund # 100 - General Fund	13,774.57
Total Expenditure from all Funds	13,774.57



4/30/2025 2:01 PM

Budget Comparison - Detail
Parks

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ACCT

Account Number		2025 April	2025 Actual 04/30/2025	2025 Budget	Budget Status	% of Budget
100-00-46721-000-000	Tree Tribute Program Revenue	0.00	0.00	1,000.00	-1,000.00	0.00
100-00-48220-000-000	Rent of Fairgrounds/Parks	650.00	1,275.00	3,500.00	-2,225.00	36.43
Parks - Revenue		650.00	1,275.00	4,500.00	-3,225.00	28.33
Total Revenues		650.00	1,275.00	4,500.00	-3,225.00	28.33



4/30/2025

2:01 PM

Budget Comparison - Detail
Parks

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ACCT

Account Number		2025 April	2025 Actual 04/30/2025	2025 Budget	Budget Status	% of Budget
100-00-55200-110-000	Salary/Wages	10,051.30	35,471.54	143,493.00	108,021.46	24.72
100-00-55200-130-000	FICA/Medicare	597.79	2,444.79	10,977.00	8,532.21	22.27
100-00-55200-131-000	Health Insurance	1,853.48	7,413.92	24,792.00	17,378.08	29.90
100-00-55200-132-000	FSA Contribution	0.00	197.63	850.00	652.37	23.25
100-00-55200-133-000	Dental Insurance	137.64	550.56	1,143.00	592.44	48.17
100-00-55200-134-000	Vision Insurance	26.27	105.08	294.00	188.92	35.74
100-00-55200-135-000	Retirement	552.63	2,259.24	7,228.00	4,968.76	31.26
100-00-55200-191-000	Protective Clthng/Gear	0.00	228.00	1,000.00	772.00	22.80
100-00-55200-221-000	Electricity	0.00	1,152.34	6,000.00	4,847.66	19.21
100-00-55200-223-000	Water/Sewer	699.15	2,047.61	24,000.00	21,952.39	8.53
100-00-55200-224-000	Telephone/Fax	753.02	1,091.86	2,000.00	908.14	54.59
100-00-55200-232-000	Trees & Brush	3,345.00	3,633.60	10,000.00	6,366.40	36.34
100-00-55200-330-000	Educ/Trng/Travel	0.00	2,253.24	1,250.00	-1,003.24	180.26
100-00-55200-340-000	Hand Tools,Material,Supp	278.10	406.22	3,479.00	3,072.78	11.68
100-00-55200-354-000	Equip Maint (Non-Office)	1,115.31	1,403.88	5,218.00	3,814.12	26.90
100-00-55200-361-000	Building Maintenance	2,209.32	2,562.18	11,000.00	8,437.82	23.29
100-00-55200-362-000	Grounds Maintenance	509.90	1,020.69	13,000.00	11,979.31	7.85
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	70.15	70.15	0.00	-70.15	0.00
100-00-55200-510-000	Ins (Non-Labor)	0.00	9,059.94	12,250.00	3,190.06	73.96
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	3,375.00	3,375.00	0.00	-3,375.00	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	0.00	0.00	0.00	0.00
Parks - Expenses		25,574.06	76,747.47	278,134.00	201,386.53	27.59
Total Expenses		25,574.06	76,747.47	278,134.00	201,386.53	27.59
Net Totals		-24,924.06	-75,472.47	-273,634.00	-198,161.53	27.58