



PARKS COMMISSION AGENDA

February 03, 2025 at 4:45 PM

1260 North Road Mauston, WI

1. **Call to Order/Roll Call**
2. **Discussion and action relating to Minutes**
 - a. December 2, 2024
3. **Review Financial Reports**
 - a. Financial reports
4. **Discussion and recommendation on moving forward with the Jones Park restructure project.**
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

December 02, 2024 at 4:45 PM

1260 North Road Mauston, WI

1. **Call to Order/Roll Call:** Call to Order/Roll Call: The Board of Park Commissioners met on Monday, December 2, 2024, at the Public Works Building. Chair Mike Taake called the meeting to order at 4:45 PM. Members present were Mike Taake, Laura Taake, Amanda Ketcham, Jim Kolba, Lori Hammer, and Todd Galbrecht. Members absent was Dan Holzberger. Parks Superintendent Jordan Wilke, was also present.
2. **Minutes:** Laura Taake/Jim Kolba to approve minutes from November 4, 2024 meeting. Motion carried.
3. **Financial Reports:** Financial Reports were viewed, reviewed, and generated no questions or concerns.
4. **Jones Park Restructuring:** In preparation for Jones Park restructuring, all interested parties were consulted including the soccer club, youth football club, Park Board Chair Mike Taake, and Public Works Admin. Rob Nelson. After scrutinizing the current Jones Park layout, Jordan Wilke will recommend to the council to repurpose Jones Park into a youth soccer/football field. Jordan Wilke and crew will do the necessary preliminary work including removing trees and branches, removing necessary fencing and posts, relocating bleachers, repurposing dugouts, and generally “getting stuff out of the way”. Lori Hammer/Amanda Ketcham to propose/recommend to the city council the repurposing of Jones Park to a multi-purpose athletic field and voice vote carried. Jordan Wilke said it will be presented to the council at the January 2025 meeting. Jordan Wilke and Mike Taake will discuss the formation of a committee to oversee the project. Jordan Wilke said Veteran’s Park will continue to serve all baseball and softball needs.
5. **Staff Report:** Jordan Wilke and crew continue to prepare the parks for winter. They can remove some trees/branches and trim them in our city parks. Jordan continues to update the living tree inventory in the computer system program. Jordan is working on the G.O.L.D ice fishing contest at Riverside Park in January 2025. Lastly, Jordan Wilke and Mike Menard put up the Christmas Tree at Hatch Public Library in preparation for the Holiday Parade and tree lighting ceremony on December 07, 2024.
6. **Friends of Mauston Parks:** No new items were generated.
7. **Adjourn:** Laura Taake/Mike Taake to adjourn. The meeting was adjourned at 5:03 PM.

Chair

Date

1/31/2025

10:46 AM

Reprint Check Register - Quick Report - ALL

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ACCT

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 1/01/2025 From Account: 100-00-55200-110-000
 Thru: 1/31/2025 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
BMO	1/24/2025	BMO Harris Bank N.A.	17.99
Prev YR Exp/Manual Check		City of Mauston - Monthly Statement	
ETF	1/23/2025	Department of Employee Trust Fund (ETF)	1,853.48
Manual Check		City of Mauston - Health Ins Premiums	
40342	1/03/2025	Baer Insurance Services, Inc	529.53
		City of Mauston - 1sr Qrtr Liability Pre	
40343	1/03/2025	Baer Insurance Services, Inc	1,383.00
		City of Mauston - 1st Qrtr WC Premium	
40348	1/03/2025	Municipal Property Insurance Co.	5,210.88
		City of Mauston - Property Insurance 25	
40352	1/03/2025	Travelers Casualty and Surety Company	24.00
		City of Mauston - Casualty & Surety	
40373	1/09/2025	Allied Cooperative	62.23
Previous Year Expense		City of Mauston - Supplies & Parts	
40377	1/09/2025	CivicPlus, LLC	740.25
		City of Mauston - Meeting renewal fees	
40380	1/09/2025	Delta Dental of Wisconsin	137.64
		City of Mauston - Dental Premiums	
40385	1/09/2025	Mauston True Value, Inc.	3.49
Previous Year Expense		City of Mauston - Hardware & Supplies	
40395	1/09/2025	VSP Vision Service Plan	26.27
		City of Mauston - Vision Ins Expense	
40398	1/09/2025	Wisconsin Building Supply	14.93
Previous Year Expense		City of Mauston - Monthly Statement	
40406	1/16/2025	Amazon Capital Services, Inc	44.38
Previous Year Expense		City of Mauston - items for office/use	
40420	1/16/2025	DWD-UI	1,110.00
Previous Year Expense		Parks - UI for December 24	
40466	1/22/2025	AT&T Mobility	24.07
Previous Year Expense		City of Mauston - Monthly phone service	
40467	1/22/2025	Better Buys	14.99
		Parks - Item for repairs/maint	
40490	1/22/2025	U.S. Cellular	145.20
		City of Mauston - Phone service fees	
40507	1/29/2025	DWD-UI	370.00
		Parks/Library - UI for month	
ALLIANT	1/24/2025	Alliant - 3183940000	587.13
Prev YR Exp/Manual Check		City of Mauston - Electric & Gas fees	

CITY OF MAUSTON POOLED CASHAccounting Checks

Posted From: 1/01/2025From Account: 100-00-55200-110-000
Thru: 1/31/2025Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
KWIKTRIP	1/20/2025	Kwik Trip, Inc.	462.86
Prev YR Exp/Manual Check		City of Mauston - Fuel for Month	
UTILITES	1/21/2025	City of Mauston	649.04
Prev YR Exp/Manual Check		City of Mauston - Utilites for month	
Grand Total			13,411.36

CITY OF MAUSTON POOLED CASHAccounting Checks
Posted From: 1/01/2025From Account: 100-00-55200-110-000
Thru: 1/31/2025Thru Account: 100-00-55200-821-000

		Amount
<hr/> Total Expenditure from Fund # 100 - General Fund		13,411.36
Total Expenditure from all Funds		13,411.36

Budget Comparison - Detail
Parks

Section 3, Item a.

ACCT

Account Number		2025 January	2025 Actual 01/31/2025	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	175.00	175.00	3,500.00	-3,325.00	5.00
Parks - Revenue		175.00	175.00	4,500.00	-4,325.00	3.89
Total Revenues		175.00	175.00	4,500.00	-4,325.00	3.89

**Budget Comparison - Detail
Parks**

Section 3, Item a.

ACCT

Account Number		2025 January	2025 Actual 01/31/2025	2025 Budget	Budget Status	% of Budget
100-00-55200-110-000	Salary/Wages	5,733.67	5,733.67	143,493.00	137,759.33	4.00
100-00-55200-130-000	FICA/Medicare	598.44	598.44	10,977.00	10,378.56	5.45
100-00-55200-131-000	Health Insurance	1,853.48	1,853.48	24,792.00	22,938.52	7.48
100-00-55200-132-000	FSA Contribution	0.00	0.00	850.00	850.00	0.00
100-00-55200-133-000	Dental Insurance	137.64	137.64	1,143.00	1,005.36	12.04
100-00-55200-134-000	Vision Insurance	26.27	26.27	294.00	267.73	8.94
100-00-55200-135-000	Retirement	553.14	553.14	7,228.00	6,674.86	7.65
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	0.00	6,000.00	6,000.00	0.00
100-00-55200-223-000	Water/Sewer	0.00	0.00	24,000.00	24,000.00	0.00
100-00-55200-224-000	Telephone/Fax	145.20	145.20	2,000.00	1,854.80	7.26
100-00-55200-232-000	Trees & Brush	0.00	0.00	10,000.00	10,000.00	0.00
100-00-55200-330-000	Educ/Trng/Travel	0.00	0.00	1,250.00	1,250.00	0.00
100-00-55200-340-000	Hand Tools,Material,Supp	14.99	14.99	3,479.00	3,464.01	0.43
100-00-55200-354-000	Equip Maint (Non-Office)	0.00	0.00	5,218.00	5,218.00	0.00
100-00-55200-361-000	Building Maintenance	0.00	0.00	11,000.00	11,000.00	0.00
100-00-55200-362-000	Grounds Maintenance	0.00	0.00	13,000.00	13,000.00	0.00
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)	7,147.41	7,147.41	12,250.00	5,102.59	58.35
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	0.00	0.00	0.00	0.00
Parks - Expenses		16,210.24	16,210.24	278,134.00	261,923.76	5.83
Total Expenses		16,210.24	16,210.24	278,134.00	261,923.76	5.83
Net Totals		-16,035.24	-16,035.24	-273,634.00	-257,598.76	5.86