



BOARD OF PARKS COMMISSION AGENDA

April 08, 2024 at 4:45 PM

1260 North Road Mauston, WI

1. **Call to Order/Roll Call**
2. **Discussion and action relating to Minutes**
 - a. **March 4, 2024**
3. **Review Financial Reports**
 - a. **Review of Financial Reports**
4. **Discussion and action regarding goals**
5. **Discussion and action regarding the Big Dig Grant application**
6. **Discussion and action regarding hiring a weed harvester operator**
7. **Discussion and action regarding Marker buoys**
8. **Staff Report**
9. **Friends of Mauston Parks**
10. **Next Agenda**
11. **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 MEETING MINUTES

March 04, 2024 at 4:45 PM
1260 North Road Mauston, WI

1. **Call to Order/Roll Call-** The Board of Park Commissioners met on Monday, March 04, 2024, in the meeting room at the Public Works Building. Chair Mike Taake called the meeting to order at 4:47 PM. Members present were Mike Taake, Amanda Ketchum, Lori Hammer, Dan Holzberger, Laura Taake, and Jim Kolba, via phone connection. Member absent Todd Galbrecht. Also present was Parks Superintendent/Arborist Jordan Wilke.
2. **Minutes-** Lori Hammer/Amanda Ketchum to approve minutes from the February 05, 2024 meeting. Motion carried.
3. **Financial Reports-** Financial reports were viewed and generated no questions or responses.
4. **Staff Report-** Jordan Wilke and staff are working with Oh! Arts, Food Vendors, Farmers Market, Mauston Picklers, and Music in the Parks for the 2024 outdoor season. They are all reminded to check the schedules at City Hall and to use the reservation form for park usage. Dan Holzberger offered some suggestions and ideas as Jordan and the Park Board are working on the Big Dig grant application process. Chair Mike Taake tabled the Big Dig project until the April 8 meeting. He asked members to generate ideas for the application. Jordan Wilke accepted the Wisconsin DNR Arborist Award for Urban Forestry. Jordan and his crew worked for the last couple of years getting the living food pantry started and now it's in its maintenance stage and soon citizens will be able to gather the fruits. Jordan and crew will work with the Baptist Church and their food garden plot as necessary.
5. **Friends of Mauston Parks-** No new items were generated.
7. **Adjourn-** Laura Taake/Jim Kolba motion to adjourn. The meeting adjourned at 5:33 PM.

Chair

Date

Budget Comparison - Detail
Parks

Section 3, Item a.
ACCT

Account Number		2024 April	2024 Actual 04/05/2024	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	50.00	500.00	0.00	500.00	0.00
Parks - Revenue		50.00	1,060.00	1,120.00	-60.00	94.64
Total Revenues		50.00	1,060.00	1,120.00	-60.00	94.64

Budget Comparison - Detail
Parks

Account Number	2024 April	2024 Actual 04/05/2024	2024 Budget	Budget Status	% of Budget	
100-00-55200-110-000	Salary/Wages	3,698.29	24,817.35	130,388.00	105,570.65	19.03
100-00-55200-130-000	FICA/Medicare	273.83	1,592.04	9,806.00	8,213.96	16.24
100-00-55200-131-000	Health Insurance	0.00	4,538.64	21,839.00	17,300.36	20.78
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	129.54	518.16	1,125.00	606.84	46.06
100-00-55200-134-000	Vision Insurance	24.72	98.88	294.00	195.12	33.63
100-00-55200-135-000	Retirement	246.55	1,433.62	6,775.00	5,341.38	21.16
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	928.00	6,000.00	5,072.00	15.47
100-00-55200-223-000	Water/Sewer	649.04	1,298.08	24,000.00	22,701.92	5.41
100-00-55200-224-000	Telephone/Fax	0.00	338.42	2,000.00	1,661.58	16.92
100-00-55200-232-000	Trees & Brush	99.45	438.35	10,000.00	9,561.65	4.38
100-00-55200-330-000	Educ/Trng/Travel	0.00	565.00	1,250.00	685.00	45.20
100-00-55200-340-000	Hand Tools,Material,Supp	100.96	1,066.93	3,479.00	2,412.07	30.67
100-00-55200-354-000	Equip Maint (Non-Office)	57.20	1,922.59	5,218.00	3,295.41	36.85
100-00-55200-361-000	Building Maintenance	40.68	307.83	11,000.00	10,692.17	2.80
100-00-55200-362-000	Grounds Maintenance	121.53	1,301.44	13,000.00	11,698.56	10.01
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
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Parks - Expenses	5,441.79	49,661.14	260,604.00	210,942.86	19.06	
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Total Expenses	5,441.79	49,661.14	260,604.00	210,942.86	19.06	
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Net Totals	-5,391.79	-48,601.14	-259,484.00	-210,882.86	18.73	

4/03/2024

1:07 PM

Reprint Check Register - Quick Report - ALL

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ACCT

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 3/02/2024 From Account: 100-00-55200-110-000
Thru: 4/05/2024 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
KT	3/20/2024	Kwik Trip, Inc.	109.24
		Manual Check City of Mauston - Fuel for the Month	
ETF	3/14/2024	Department of Employee Trust Fund (ETF)	1,512.88
		Manual Check City of Mauston - Health Ins Premiums	
39029	3/06/2024	Allied Cooperative City of Mauston - Supplies & Parts	814.96
39031	3/06/2024	Amazon Capital Services, Inc City of Mauston - Items for use/office	86.33
39035	3/06/2024	Delta Dental of Wisconsin City of Mauston - Dental Premiums	129.54
39036	3/06/2024	DWD-UI Parks - UI benefits for the month	1,750.00
39045	3/06/2024	Mauston True Value, Inc. City of Mauston - Hardware & Supplies	23.11
39051	3/06/2024	VSP Vision Service Plan City of Mauston - Vision Ins Expense	24.72
39053	3/06/2024	Wisconsin Building Supply City of Mauston - Items for Repair/maint	12.49
39058	3/13/2024	Amazon Capital Services, Inc City of Mauston - Items for office/use	56.32
39069	3/13/2024	DWD-UI Parks - UI benefits for the month	1,415.31
39109	3/20/2024	Amazon Capital Services, Inc Parks - items for repair/maint	69.00
39110	3/20/2024	AT&T Mobility City of Mauston - Monthly service fees	24.01
39111	3/20/2024	Baer Insurance Services, Inc City of Mauston - 2nd quarter premiums	1,646.90
39127	3/20/2024	Mauston Equipment FD/Parks - items for repair/maint	1,010.43
39135	3/20/2024	U.S. Cellular City of Mauston - Phone service fees	145.20
39142	3/27/2024	Gray Electric, LLC Parks - Riverwalk Lights	78.70
39157	4/03/2024	Allied Cooperative City of Mauston - Supplies & Parts	176.95
39166	4/03/2024	Delta Dental of Wisconsin City of Mauston - Dental Premiums	129.54

4/03/2024

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Accounting Checks

Posted From: 3/02/2024 From Account: 100-00-55200-110-000
Thru: 4/05/2024 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
39167	4/03/2024	Eagle Promotions & Apparel, LLC Parks - custom embroidery	14.00
39173	4/03/2024	Mauston True Value, Inc. City of Mauston - Hardware & Supplies	130.74
39181	4/03/2024	VSP Vision Service Plan City of Mauston - Vision Ins Expense	24.72
39184	4/03/2024	Wisconsin Building Supply City of Mauston - Monthly Statement	98.13
ALLIANT	3/27/2024	Alliant - 3183940000	442.82
	Manual Check	City of Mauston - Electric & Gas fees	
UTILITIES	3/06/2024	City of Mauston	649.04
	Manual Check	City of Mauston - Monthly Utilities	
UTILITIES	4/05/2024	City of Mauston	649.04
	Manual Check	City of Mauston - monthly utilites	
Grand Total			11,224.12

4/03/2024

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Reprint Check Register - Quick Report - ALL

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ACCT

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 3/02/2024 From Account: 100-00-55200-110-000
Thru: 4/05/2024 Thru Account: 100-00-55200-821-000

Amount

Total Expenditure from Fund # 100 - General Fund 11,224.12

Total Expenditure from all Funds 11,224.12