



PARKS COMMISSION MEETING AGENDA

December 01, 2025 at 4:45 PM

1260 North Road Mauston, WI

- 1. Call to Order/Roll Call**
- 2. Discussion and Action Regarding Minutes**
 - a. November 3, 2025**
- 3. Review Financial Reports**
 - a. Financial Report**
- 4. Staff Report**
 - a. Discussion and Update Regarding the Big Dig Grant**
 - b. Discussion and Update Regarding the Stewardship Grant Application**
 - c. Discussion Regarding May Park Improvements**
- 5. 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 Carole Wolff at (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

November 03, 2025 at 4:45 PM

1260 North Road Mauston, WI

1. **Call to Order/Roll Call:** The Board of Parks Commission met on Monday, November 3, 2025, at the Public Works Building. Chair Mike Taake called the meeting to order at 4:45 p.m. Members present were Mike Taake, Dan Holzberger, Lori Hammer, Mary Ann Allaby, Todd Galbrecht, and Laura Taake. Member absent was Amanda Ketcham. Also present were Parks Superintendent Jordan Wilke, Luella Wilke and Liv Wilke.
2. **Minutes:** Motion by Hammer, seconded by L. Taake, to approve the minutes from October 6, 2025. Motion carried by voice vote.
3. **Financial Reports:** The financial reports were reviewed. Wilke clarified a question concerns CESA 10 and Time Clock Plus, Inc.
4. **Parks:** Wilke provided an update on current projects and activities as noted below.
 - a. Lions Park Hitting Wall & Nets: The hitting wall arrived during the week of October 20, but installation will occur in spring 2026 with the start of the tennis season. The Sterling Walsh Foundation memorial recognition will coincide with the MHS tennis alumni tournament scheduled for April 25, 2026. After consulting with the windscreens company and considering labor intensity and the cost of materials (more than 100 zip ties), the windscreens will remain in place until replacement.
 - b. Jones Park - Soccer and Youth Football: TruGreen's aeration and over seeding services have been successful. The multipurpose athletic field remains on track for use beginning next summer. Youth football and youth soccer presidents will work together to coordinate a shared usage schedule.
 - c. May Park Improvements: Discussion included potential improvements or additional holes for the disc golf course. Wilke suggested this could be a future budget consideration. It was recommended that MHS classes collaborate on certain projects when relevant to their curriculum (e.g. Landscaping and Forestry). Sledding activity occurs at May Park during winter. Wilke also noted existing lighting and electrical capability considerations.
 - d. Little Dog Park: Wilke reported that fencing installation is the final step to complete this project.
5. **Staff Report**
 - a. Seasonal Updates: All public restrooms and the splash pad have been winterized. City crews are installing holiday lights while continuing street clearance work. Tennis and pickleball nets

are being removed and stored for the season, and perennial cleanup is being finalized at the parks. With budget preparation underway, Wilke will invite City Administrator Daron Haugh to the December meeting to discuss the 2026 Parks budget. Ideas will include increasing access to a full-size basketball court at Lions Park and elsewhere in the City. The Board requested an update on MSA's planning efforts for Lions Park. Wilke noted that electrical infrastructure at Riverside Park will need upgrades. Board members are encouraged to consider and bring forward infrastructure improvement ideas or additions to the park system.

6. Adjourn: Motion by Allaby, seconded by M. Taake, to adjourn. Motion carried by voice vote.

Meeting adjourned at 5:24 p.m.



11/26/2025 11:44 AM

Reprint Check Register - Quick Report - ALL

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CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From:	11/01/2025	From Account:	100-00-55200-110-000
Thru:	11/28/2025	Thru Account:	100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
41748	11/05/2025	CCSI International, Inc. PW - items for maint/repairs	375.00
41757	11/05/2025	National Sports Products Parks - Backboard for Tennis Court	4,539.59
41774	11/12/2025	Delta Dental of Wisconsin City of Mauston - Dental Premiums	137.64
41784	11/12/2025	Mauston True Value, Inc. City of Mauston - Hardware & Supplies	83.68
41786	11/12/2025	Miller's Classics Parks/Cemetery - Portable restroom fees	1,170.00
41796	11/12/2025	VSP Vision Service Plan City of Mauston - Vision Ins Expense	26.27
41805	11/20/2025	Amazon Capital Services, Inc City of Mauston - Items for office/use	24.45
41816	11/20/2025	Gray Electric, LLC Parks - GFCI plates and covers	342.80
41833	11/20/2025	Rhyme Business Products City of Mauston - Copier lease fees	0.86
41841	11/20/2025	U.S. Cellular City of Mauston - Phone service fees	241.68
		Grand Total	6,941.97



11/26/2025 11:44 AM

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CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From:	11/01/2025	From Account:	100-00-55200-110-000
Thru:	11/28/2025	Thru Account:	100-00-55200-821-000

Amount

Total Expenditure from Fund # 100 - General Fund	6,941.97
Total Expenditure from all Funds	6,941.97



Section 3, Item a.

11/26/2025

11:45 AM

Budget Comparison - Detail
Parks

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Account Number		2025		2025 Budget	Budget Status	% of Budget
		November	Actual 11/28/2025			
100-00-46721-000-000	Tree Tribute Program Revenue	0.00	280.00	1,000.00	-720.00	28.00
100-00-48220-000-000	Rent of Fairgrounds/Parks	0.00	3,750.00	3,500.00	250.00	107.14
	Parks - Revenue	0.00	4,030.00	4,500.00	-470.00	89.56
	Total Revenues	0.00	4,030.00	4,500.00	-470.00	89.56



Section 3, Item a.

11/26/2025

11:45 AM

 Budget Comparison - Detail
 Parks

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Account Number		2025		2025 Budget	Budget Status	% of Budget
		2025 November	Actual 11/28/2025			
100-00-55200-110-000	Salary/Wages	8,067.82	130,770.80	143,493.00	12,722.20	91.13
100-00-55200-130-000	FICA/Medicare	587.18	9,500.70	10,977.00	1,476.30	86.55
100-00-55200-131-000	Health Insurance	0.00	18,534.80	24,792.00	6,257.20	74.76
100-00-55200-132-000	FSA Contribution	0.00	875.26	850.00	-25.26	102.97
100-00-55200-133-000	Dental Insurance	137.64	1,514.04	1,143.00	-371.04	132.46
100-00-55200-134-000	Vision Insurance	26.27	288.97	294.00	5.03	98.29
100-00-55200-135-000	Retirement	543.34	7,260.53	7,228.00	-32.53	100.45
100-00-55200-191-000	Protective Clthng/Gear	24.45	1,855.47	1,000.00	-855.47	185.55
100-00-55200-221-000	Electricity	0.00	5,247.01	6,000.00	752.99	87.45
100-00-55200-223-000	Water/Sewer	0.00	23,257.81	24,000.00	742.19	96.91
100-00-55200-224-000	Telephone/Fax	241.68	2,806.54	2,000.00	-806.54	140.33
100-00-55200-232-000	Trees & Brush	0.00	6,698.30	10,000.00	3,301.70	66.98
100-00-55200-330-000	Educ/Trng/Travel	0.00	3,009.24	1,250.00	-1,759.24	240.74
100-00-55200-340-000	Hand Tools,Material,Supp	0.00	2,901.12	3,479.00	577.88	83.39
100-00-55200-354-000	Equip Maint (Non-Office)	11.81	4,009.12	5,218.00	1,208.88	76.83
100-00-55200-361-000	Building Maintenance	446.87	5,434.31	11,000.00	5,565.69	49.40
100-00-55200-362-000	Grounds Maintenance	1,512.80	14,437.53	13,000.00	-1,437.53	111.06
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	0.86	869.00	0.00	-869.00	0.00
100-00-55200-510-000	Ins (Non-Labor)	0.00	12,884.00	12,250.00	-634.00	105.18
100-00-55200-740-000	Losses/Damages	0.00	1,792.99	0.00	-1,792.99	0.00
100-00-55200-790-000	Donations/Grants Expenditures	4,539.59	121,085.30	0.00	-121,085.30	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		16,140.31	375,032.84	278,134.00	-96,898.84	134.84
Total Expenses		16,140.31	375,032.84	278,134.00	-96,898.84	134.84
Net Totals		-16,140.31	-371,002.84	-273,634.00	97,368.84	135.58