



PARKS COMMISSION MEETING AGENDA

September 08, 2025 at 4:45 PM

116 E State St, Mauston, WI

1. **Call to Order/Roll Call**
2. **Discussion and Action Relating to Minutes**
 - a. August 4, 2025
3. **Review Financial Reports**
 - a. Financial Report
4. **Staff Report**
 - a. Seasonal Changes
 - b. Jones Park Update
5. **Next Agenda**
6. **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



BOARD OF PARKS COMMISSION MINUTES

August 04, 2025 at 4:45 PM
1260 North Road Mauston, WI

1. **Call to Order/Roll Call:** The Board of Park Commissioners met on Monday, August 4, 2025, at the Public Works building. Chair Mike Taake called the meeting to order at 4:48 p.m. Members present were Mike Taake, Laura Taake, Lori Hammer, Dan Holzberger, Todd Galbrecht, and Maryann Allaby. Parks Superintendent Jordan Wilke was also present.
2. **Minutes:** Motion by Holzberger, seconded by L. Taake, to approve the minutes from July 7, 2025. Motion passed by voice vote.
3. **Financial Reports:** The financial reports were reviewed. No concerns or questions were raised.
4. **Park Board Recognition – Jim Kolba:** Motion by L. Taake, seconded by Allaby, to recognize Jim Kolba's many years of service by planting a tribute tree and providing recognition at the upcoming City Council meeting. Motion carried by voice vote. The tree will be planted in the spring of 2026. Jim Kolba will select the species of tree and the planting site.
5. **Pickleball/Tennis Courts Fundraiser:** Wilke reported that the fundraiser project is complete, with thanks to the efforts of Cynthia Macleod. A formal thank you and dedication ceremony will take place in September. The final amounts raised, expenditures, and balanced budget will be finalized at the next meeting.
6. **Mauston State Street Lounge (Vibrant Spaces):** Wilke stated that the outdoor lounge is ready for use. The grass is growing well, tables have been set up, and signage, timed lighting, plantings, and trash receptacles are all in place and ready to be enjoyed.
7. **Staff Report:** Wilke reported that Jones Park is progressing on schedule. The newly established multipurpose green space/sports field has been seeded and is being watered and monitored. New fencing will be installed within the next three weeks. The field will winterize and be fully functional by spring 2026. Holzberger discussed plans to improve the green space at Lions Park for flag football. The Big Dig Grant announcement is expected soon. Holzberger also announced plans for a youth baseball tournament during the Fourth of July 2026 event at Veterans Memorial Park ball diamonds, including use of the concession stand. Concerns were raised about the condition in which the concession stand was left after use by the summer school recreation program's baseball tournament.
8. **Adjourn:** Motion by M. Taake, seconded by Hammer, to adjourn. Motion carried by voice vote. Meeting adjourned at 5:12 p.m.

 Chair

 Date



9/04/2025

3:04 PM

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ACCT

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 8/01/2025 From Account: 100-00-55200-110-000
 Thru: 9/05/2025 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
41369	8/06/2025	Allied Cooperative City of Mauston - Supplies & Parts	168.33
41376	8/06/2025	Delta Dental of Wisconsin City of Mauston - Dental Premiums	137.64
41379	8/06/2025	Holiday Wholesale Parks - cleaning supplies	352.15
41383	8/06/2025	Mauston Plumbing Inc Sewer/Parks - items for maint/repairs	12.65
41384	8/06/2025	Mauston True Value, Inc. City of Mauston - Hardware & Supplies	76.72
41388	8/06/2025	Northern Family Farms Parks - Plants for Vibrant Spaces	338.30
41390	8/06/2025	Pioneer Manufacturing Company Parks - Items for pickleball maint	4,440.00
41395	8/06/2025	VSP Vision Service Plan City of Mauston - Vision Ins Expense	26.27
41399	8/14/2025	Amazon Capital Services, Inc City of Mauston - Items for office/use	366.94
41408	8/14/2025	Croell Redi-Mix PW/Parks - Deliveries	253.00
41409	8/14/2025	Crowley Electric, LLC Parks - Electric for State St. Lounge	9,510.00
41411	8/14/2025	DWD-UI Parks - UI Wages Fee	3.08
41415	8/14/2025	Lulich Landscaping LLC Parks - Plants for Parks	68.97
41429	8/14/2025	Slama Equipment Parks - items for maint/repairs	62.56
41432	8/14/2025	TC Networks, Inc Parks - Cameras/License	3,613.35
41435	8/14/2025	U.S. Cellular City of Mauston - Phone service fees	241.68
41439	8/14/2025	Wisconsin Building Supply City of Mauston - Monthly Statement	112.89
41443	8/27/2025	Amazon Capital Services, Inc City of Mauston - Items for office/use	26.97



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ACCT

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From:

8/01/2025

From Account:

100-00-55200-110-000

Thru:

9/05/2025

Thru Account:

100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
41444	8/27/2025	Archie Monument & Stone, Inc Parks - Veteran's Memorial down payment	50,000.00
41447	8/27/2025	AT&T Mobility City of Mauston - Monthly Phone Service	24.04
41457	8/27/2025	Eagle Promotions & Apparel, LLC Parks/Admin/Court - Sign & Desk Plates	138.02
41460	8/27/2025	Flyway Fence Co. Parks - Pickleball backboard	1,750.00
41486	9/03/2025	Amazon Capital Services, Inc City of Mauston - items for office/use	37.45
41492	9/03/2025	Henke Signs Parks - Signs for State Street/May Park	5,910.00
41495	9/03/2025	Rhyme Business Products City of Mauston - Copier lease fees	2.31
USBANK	8/22/2025	US BANK City of Mauston - Monthly Statement	21.09
UTILITIES	8/06/2025	City of Mauston City of Mauston - Monthly Utilities	5,764.87
UTILITIES	9/05/2025	City of Mauston City of Mauston - Monthly Utilities	7,200.79
Grand Total			90,660.07



CITY OF MAUSTON POOLED CASH Accounting Checks

Posted From: 8/01/2025 From Account: 100-00-55200-110-000
Thru: 9/05/2025 Thru Account: 100-00-55200-821-000

	Amount
Total Expenditure from Fund # 100 - General Fund	90,660.07
Total Expenditure from all Funds	90,660.07



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Budget Comparison - Detail
Parks

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Account Number		2025 September	2025 Actual 09/05/2025	2025 Budget	Budget Status	% of Budget
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	-75.00	3,400.00	3,500.00	-100.00	97.14
Parks - Revenue		-75.00	3,680.00	4,500.00	-820.00	81.78
Total Revenues		-75.00	3,680.00	4,500.00	-820.00	81.78



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Budget Comparison - Detail
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Account Number		2025 September	2025 Actual 09/05/2025	2025 Budget	Budget Status	% of Budget
100-00-55200-110-000	Salary/Wages	6,914.37	106,458.22	143,493.00	37,034.78	74.19
100-00-55200-130-000	FICA/Medicare	514.27	7,714.09	10,977.00	3,262.91	70.28
100-00-55200-131-000	Health Insurance	0.00	12,974.36	24,792.00	11,817.64	52.33
100-00-55200-132-000	FSA Contribution	0.00	705.87	850.00	144.13	83.04
100-00-55200-133-000	Dental Insurance	0.00	1,101.12	1,143.00	41.88	96.34
100-00-55200-134-000	Vision Insurance	0.00	210.16	294.00	83.84	71.48
100-00-55200-135-000	Retirement	266.46	5,615.83	7,228.00	1,612.17	77.70
100-00-55200-191-000	Protective Clthng/Gear	0.00	597.99	1,000.00	402.01	59.80
100-00-55200-221-000	Electricity	0.00	3,481.48	6,000.00	2,518.52	58.02
100-00-55200-223-000	Water/Sewer	7,200.79	17,820.84	24,000.00	6,179.16	74.25
100-00-55200-224-000	Telephone/Fax	0.00	2,033.37	2,000.00	-33.37	101.67
100-00-55200-232-000	Trees & Brush	0.00	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	0.00	2,763.22	3,479.00	715.78	79.43
100-00-55200-354-000	Equip Maint (Non-Office)	0.00	3,499.68	5,218.00	1,718.32	67.07
100-00-55200-361-000	Building Maintenance	-49.00	4,580.49	11,000.00	6,419.51	41.64
100-00-55200-362-000	Grounds Maintenance	3,041.45	9,281.24	13,000.00	3,718.76	71.39
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	2.31	72.46	0.00	-72.46	0.00
100-00-55200-510-000	Ins (Non-Labor)	0.00	10,972.47	12,250.00	1,277.53	89.57
100-00-55200-740-000	Losses/Damages	0.00	1,748.97	0.00	-1,748.97	0.00
100-00-55200-790-000	Donations/Grants Expenditures	2,955.00	115,991.08	0.00	-115,991.08	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		20,845.65	313,509.78	278,134.00	-35,375.78	112.72
Total Expenses		20,845.65	313,509.78	278,134.00	-35,375.78	112.72
Net Totals		-20,920.65	-309,829.78	-273,634.00	36,195.78	113.23