



PARKS COMMISSION MEETING AGENDA

January 06, 2025 at 4:45 PM
1260 North Road Mauston, WI

1. **Call to Order/Roll Call**
2. **Discussion and action relating to Minutes**
 - a. a. December 2, 2024
3. **Review Financial Reports**
 - a. a. Financial Reports
4. **Staff Report**
5. **Friends of Mauston Parks**
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 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

Budget Comparison - Detail
Parks

Section 3, Item a.

ACCT

Account Number		2024 December	2024 Actual 12/31/2024	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	0.00	3,325.00	0.00	3,325.00	0.00
Parks - Revenue		0.00	3,885.00	1,120.00	2,765.00	346.88
Total Revenues		0.00	3,885.00	1,120.00	2,765.00	346.88

Budget Comparison - Detail
Parks

Section 3, Item a.

ACCT

Account Number		2024 December	2024 Actual 12/31/2024	2024 Budget	Budget Status	% of Budget
100-00-55200-110-000	Salary/Wages	31,390.48	152,762.70	130,388.00	-22,374.70	117.16
100-00-55200-130-000	FICA/Medicare	2,244.58	11,097.88	9,806.00	-1,291.88	113.17
100-00-55200-131-000	Health Insurance	2,050.87	18,692.55	21,839.00	3,146.45	85.59
100-00-55200-132-000	FSA Contribution	0.00	574.81	1,020.00	445.19	56.35
100-00-55200-133-000	Dental Insurance	129.54	1,554.48	1,125.00	-429.48	138.18
100-00-55200-134-000	Vision Insurance	24.72	296.64	294.00	-2.64	100.90
100-00-55200-135-000	Retirement	2,116.39	8,079.27	6,775.00	-1,304.27	119.25
100-00-55200-191-000	Protective Clthng/Gear	174.99	876.57	1,000.00	123.43	87.66
100-00-55200-221-000	Electricity	563.89	6,065.15	6,000.00	-65.15	101.09
100-00-55200-223-000	Water/Sewer	704.71	28,655.91	24,000.00	-4,655.91	119.40
100-00-55200-224-000	Telephone/Fax	193.27	1,861.23	2,000.00	138.77	93.06
100-00-55200-232-000	Trees & Brush	50.38	10,332.57	10,000.00	-332.57	103.33
100-00-55200-330-000	Educ/Trng/Travel	0.00	1,798.26	1,250.00	-548.26	143.86
100-00-55200-340-000	Hand Tools,Material,Supp	36.80	3,318.06	3,479.00	160.94	95.37
100-00-55200-354-000	Equip Maint (Non-Office)	725.62	8,747.48	5,218.00	-3,529.48	167.64
100-00-55200-361-000	Building Maintenance	195.03	6,827.88	11,000.00	4,172.12	62.07
100-00-55200-362-000	Grounds Maintenance	62.22	13,308.02	13,000.00	-308.02	102.37
100-00-55200-363-000	Tree Tribute Program Expense	0.00	82.00	160.00	78.00	51.25
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	9.83	0.00	-9.83	0.00
100-00-55200-510-000	Ins (Non-Labor)	0.00	11,501.61	12,250.00	748.39	93.89
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	3,365.98	0.00	-3,365.98	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	818.00	0.00	-818.00	0.00
Parks - Expenses		40,663.49	290,626.88	260,604.00	-30,022.88	111.52
Total Expenses		40,663.49	290,626.88	260,604.00	-30,022.88	111.52
Net Totals		-40,663.49	-286,741.88	-259,484.00	27,257.88	110.50

1/03/2025

2:52 PM

Reprint Check Register - Quick Report - ALL

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ACCT

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 11/23/2024 From Account: 100-00-55200-110-000
 Thru: 12/31/2024 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
BMO	11/26/2024	BMO Harris Bank N.A.	57.92
	Manual Check	City of Mauston - Monthly Statement	
ETF	12/20/2024	Department of Employee Trust Fund (ETF)	1,744.45
	Manual Check	City of Mauston - Health Ins Premiums	
FSA	11/05/2024	Associated - FSA	88.81
	Manual Check	City of Mauston - monthly FSA expense	
40203	12/04/2024	Allied Cooperative	305.03
		City of Mauston - Supplies & Parts	
40204	12/04/2024	Amazon Capital Services, Inc	225.37
		City of Mauston - items for office/use	
40206	12/04/2024	AT&T Mobility	24.04
		City of Mauston - Monthly Phone Fees	
40219	12/04/2024	Holiday Wholesale	87.95
		City of Mauston - cleaning supplies	
40244	12/04/2024	Wisconsin Building Supply	23.49
		City of Mauston - monthly statement	
40255	12/11/2024	Delta Dental of Wisconsin	129.54
		City of Mauston - Dental Premiums	
40256	12/11/2024	DWD-UI	1,750.00
		Parks - UI wages for November 24	
40261	12/11/2024	Mauston True Value, Inc.	143.26
		City of Mauston - Hardware & Supplies	
40269	12/11/2024	VSP Vision Service Plan	24.72
		City of Mauston - Vision Ins Expense	
40283	12/19/2024	Factory Motor Parts	459.94
		Parks - items for maint/repairs	
40300	12/19/2024	U.S. Cellular	145.20
		City of Mauston - Phone service fees	
40305	12/26/2024	AT&T Mobility	24.03
		City of Mauston - Monthly service fees	
ALLIANT	11/27/2024	Alliant - 3183940000	519.74
	Manual Check	City of Mauston - Electric & Gas fees	
ALLIANT	12/25/2024	Alliant - 3183940000	563.89
	Manual Check	City of Mauston - Electric & Gas fees	
UTILITIES	12/06/2024	City of Mauston	704.71
	Manual Check	City of Mauston - Monthly Utilities	
		Grand Total	7,022.09

CITY OF MAUSTON POOLED CASHAccounting Checks
Posted From: 11/23/2024From Account: 100-00-55200-110-000
Thru: 12/31/2024Thru Account: 100-00-55200-821-000

		Amount
Total Expenditure from Fund # 100 - General Fund		7,022.09
Total Expenditure from all Funds		7,022.09