



PARKS COMMISSION MEETING AGENDA

February 02, 2026 at 4:45 PM
1260 North Road Mauston, WI

1. **Call to Order/Roll Call**
2. **Discussion and Action Regarding Minutes**
 - a. a. January 5, 2026
3. **Review Financial Reports**
 - a. a. Financial Report
4. **Staff Report**
 - a. Discussion and Update Regarding the Federal Grant Status
5. **Next Agenda**
 - a. Discussion and Action Regarding Changing the March Meeting Date from March 2, 2026 to March 9, 2026
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



PARKS COMMISSION MEETING MINUTES

January 05, 2026 at 4:45 PM
1260 North Road Mauston, WI

1. **Call to Order/Roll Call:** The Board of Parks Commission met on Monday, January 6, 2026, at the Public Works Building. Chair Mike Taake called the meeting to order at 4:47 p.m. Members present were Mike Taake, Laura Taake, Lori Hammer, Amanda Ketcham, and Todd Galbrecht. Also present was Parks Superintendent Jordan Wilke. Absent were Mary Ann Allaby and Dan Holzberger.
2. **Minutes:** Motion by Ketcham, seconded by Galbrecht, to approve the December 1, 2025 minutes. Motion carried by voice vote.
3. **Financial Report:** The financial reports were reviewed with no concerns or questions.
4. **Staff Report:**
 - A. Bobcat Toolcat: Parks Superintendent Wilke introduced a newly purchased Bobcat Toolcat, scheduled to arrive in early February 2026. The equipment will be used citywide, including all parks, and will assist with snow removal and various in-house landscaping projects.
 - B. Big Dig Grant/Stewardship Grant: The Big Dig Grant will be placed on hold while the City continues work on the Stewardship Grant application. The City is exploring how both grant opportunities may be combined as the final design plan for Lions Park is developed.
 - C. Ice Fishing Jamboree: The Ice Fishing Jamboree is scheduled for January 17, 2026.
 - D. Tree Lighting Event: The Board expressed appreciation for the Tree Lighting Event at Riverside Park, noting the quality of the event and positive feedback received from the community. The Greater Mauston Tourism Association was commended for its efforts.
 - E. Arbor Day 2026: Wilke reported that treatment and removal of ash trees affected by Emerald Ash Borer is ongoing in city parks and in response to residential requests. The Tree Board will meet in early spring 2026 to plan Arbor Day activities and tree plantings.
 - F. Living Food Pantry: Wilke reported that he is researching options for an improved irrigation system at Marchowsky Park.
 - G. Jones Park: Chair Mike Taake will invite the youth soccer and youth football presidents to the March Board meeting to discuss scheduling for the new athletic field. TruGreen lawn applications will continue into the 2026 growing season. Final landscaping work at Jones Park will also be completed.

H. Sterling Walsh Hitting Wall Dedication: The dedication of the Sterling Walsh Hitting Wall at Lions Park is scheduled for April 25, 2026, in conjunction with the Mauston High School Alumni Tennis Event.

I. Summer School and Park Equipment: Wilke and Jim Dillin will continue coordinating the use and storage of park equipment, including concession stand facilities.

5. **Adjourn:** Motion by Galbrecht, seconded by Hammer, to adjourn. Motion carried by voice vote. Meeting adjourned at 5:17 p.m.

Chair

Date



CITY OF MAUSTON POOLED CASH Accounting Checks
 Posted From: 11/29/2025 From Account: 100-00-55200-110-000
 Thru: 12/31/2025 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
KT	12/20/2025	Kwik Trip, Inc.	262.19
	Manual Check	City of Mauston - Monthly Fuel Expense	
ETF	11/21/2025	Department of Employee Trust Fund (ETF)	1,853.48
	Manual Check	City of Mauston - Health Ins Premiums	
ETF	12/19/2025	Department of Employee Trust Fund (ETF)	2,136.53
	Manual Check	City of Mauston - Health Ins Premiums	
41852	11/30/2025	AT&T Mobility	24.09
		City of Mauston - Monthly Service Fees	
41859	11/30/2025	Dog Waste Depot	254.95
		Parks - Mittn Header Bags	
41874	11/30/2025	Rhyme Business Products	3.34
		City of Mauston - Copier lease fees	
41876	11/30/2025	Superior Chemical LLC	562.92
		Parks/Streets - Items for maint/repairs	
41881	12/04/2025	Amazon Capital Services, Inc	225.05
		City of Mauston - items for office/use	
41898	12/11/2025	Delta Dental of Wisconsin	137.64
		City of Mauston - Dental Premiums	
41907	12/11/2025	Holiday Wholesale	-47.60
		City of Mauston - Cleaning Supplies	
41912	12/11/2025	Mauston True Value, Inc.	24.97
		City of Mauston - Hardware & Supplies	
41928	12/11/2025	VSP Vision Service Plan	26.27
		City of Mauston - Vision Ins Expense	
41933	12/18/2025	Allied Cooperative	29.31
		City of Mauston - Supplies & Parts	
41954	12/18/2025	U.S. Cellular	241.68
		City of Mauston - Phone service fees	
41972	12/31/2025	AT&T Mobility	24.09
		City of Mauston - Monthly Service Fees	
41982	12/31/2025	Crowley Electric, LLC	1,750.00
		Parks - Electric for Vibrant Space	
41985	12/31/2025	Enterprise Lighting, Ltd	1,730.64
		Parks - Sun bollard repair	
41998	12/31/2025	Rhyme Business Products	2.94
		City of Mauston - Copier lease fees	



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CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 11/29/2025 From Account: 100-00-55200-110-000
Thru: 12/31/2025 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
USBANK	11/22/2025	US BANK	123.45
	Manual Check	City of Mauston - Monthly Statement	
ALLIANT	11/26/2025	Alliant - 3183940000	397.85
	Manual Check	City of Mauston - Electric & Gas fees	
ALLIANT	12/24/2025	Alliant - 3183940000	380.52
	Manual Check	City of Mauston - Electric & Gas fees	
KWIKTRIP	11/20/2025	Kwik Trip, Inc.	781.57
	Manual Check	City of Month - Fuel Charges for Month	
UTILITIES	12/05/2025	City of Mauston	1,243.36
	Manual Check	City of Mauston - Monthly Utilities	
UTILITIES	11/06/2025	City of Mauston	2,576.93
	Manual Check	City of Mauston - Monthly Utilities	
Grand Total			14,746.17



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CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 11/29/2025 From Account: 100-00-55200-110-000
Thru: 12/31/2025 Thru Account: 100-00-55200-821-000

Amount

Total Expenditure from Fund # 100 - General Fund	14,746.17
Total Expenditure from all Funds	14,746.17



CITY OF MAUSTON POOLED CASH Accounting Checks
 Posted From: 1/01/2026 From Account: 100-00-55200-110-000
 Thru: 1/30/2026 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
KT	1/20/2026	Kwik Trip, Inc.	185.51
Prev YR Exp/Manual Check		City of Mauston - Monthly Fuel Expense	
ETF	1/21/2026	Department of Employee Trust Fund (ETF)	2,136.53
Manual Check		City of Mauston - Health Ins Premiums	
42029	1/07/2026	Baer Insurance Services, Inc 1st Qrtr 26 WC Premiums	1,137.00
42048	1/07/2026	Mauston True Value, Inc.	5.99
Previous Year Expense		City of Mauston - Hardware & Supplies	
42064	1/15/2026	Allied Cooperative	12.42
Previous Year Expense		City of Mauston - Supplies & Parts	
42065	1/15/2026	Amazon Capital Services, Inc	161.97
Previous Year Expense		City of Mauston - items for office/use	
42068	1/15/2026	Baer Insurance Services, Inc City of Mauston - 1st Qrtr Liability Pre	572.49
42075	1/15/2026	CivicPlus, LLC City of Mauston - Agenda & Meeting Manag	777.26
42083	1/15/2026	FEI Behavioral Health City of Mauston - Annual EAP fees	277.77
42089	1/15/2026	K&L Bobcat, Inc. Parks - block heater & rear camera	475.00
42104	1/15/2026	Municipal Property Insurance Co. City of Mauston - 2026 MPIC coverage fee	5,397.88
42118	1/15/2026	U.S. Cellular City of Mauston - Phone service fees	241.68
42127	1/16/2026	AT&T Mobility	24.11
Previous Year Expense		City of Mauston - Monthly Service Fees	
42137	1/22/2026	Delta Dental of Wisconsin City of Mauston - Dental Premiums	137.64
42153	1/22/2026	VSP Vision Service Plan City of Mauston - Vision Ins Expense	35.27
42176	1/28/2026	Slama Equipment Parks - Items for maint/repairs	205.44
USBANK	1/22/2026	US BANK	66.09
Prev YR Exp/Manual Check		City of Mauston - Monthly Statement	
ALLIANT	1/24/2026	Alliant - 3183940000	460.11
Prev YR Exp/Manual Check		City of Mauston - Electric & Gas fees	



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CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 1/01/2026 From Account: 100-00-55200-110-000
Thru: 1/30/2026 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
UTILITIES	1/06/2026	City of Mauston	780.89
Prev YR Exp/Manual Check		City of Mauston - Monthly Utilities	
Grand Total			13,091.05



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CITY OF MAUSTON POOLED CASH Accounting Checks
Posted From: 1/01/2026 From Account: 100-00-55200-110-000
Thru: 1/30/2026 Thru Account: 100-00-55200-821-000

	Amount
Total Expenditure from Fund # 100 - General Fund	13,091.05
Total Expenditure from all Funds	13,091.05



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Budget Comparison - Detail
Parks

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Account Number		2025 December	2025 Actual 12/31/2025	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	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



Account Number		2025 December	2025 Actual 12/31/2025	2025 Budget	Budget Status	% of Budget
100-00-55200-110-000	Salary/Wages	9,091.23	139,862.03	143,493.00	3,630.97	97.47
100-00-55200-130-000	FICA/Medicare	658.13	10,158.83	10,977.00	818.17	92.55
100-00-55200-131-000	Health Insurance	2,136.53	22,524.81	24,792.00	2,267.19	90.86
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	1,651.68	1,143.00	-508.68	144.50
100-00-55200-134-000	Vision Insurance	26.27	315.24	294.00	-21.24	107.22
100-00-55200-135-000	Retirement	704.83	7,965.36	7,228.00	-737.36	110.20
100-00-55200-191-000	Protective Clthng/Gear	0.00	1,867.83	1,000.00	-867.83	186.78
100-00-55200-221-000	Electricity	380.52	6,025.38	6,000.00	-25.38	100.42
100-00-55200-223-000	Water/Sewer	1,243.36	27,078.10	24,000.00	-3,078.10	112.83
100-00-55200-224-000	Telephone/Fax	265.77	3,096.40	2,000.00	-1,096.40	154.82
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)	30.39	4,039.51	5,218.00	1,178.49	77.41
100-00-55200-361-000	Building Maintenance	108.82	5,543.13	11,000.00	5,456.87	50.39
100-00-55200-362-000	Grounds Maintenance	262.19	16,320.25	13,000.00	-3,320.25	125.54
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	2.94	875.28	0.00	-875.28	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	1,730.64	3,523.63	0.00	-3,523.63	0.00
100-00-55200-790-000	Donations/Grants Expenditures	1,842.52	123,017.82	0.00	-123,017.82	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		18,621.78	400,233.20	278,134.00	-122,099.20	143.90
Total Expenses		18,621.78	400,233.20	278,134.00	-122,099.20	143.90
Net Totals		-18,621.78	-396,203.20	-273,634.00	122,569.20	144.79



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Budget Comparison - Detail
Parks

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Account Number		2026 January	2026 Actual 01/30/2026	2026 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	125.00	125.00	3,500.00	-3,375.00	3.57
Parks - Revenue		125.00	125.00	4,500.00	-4,375.00	2.78
Total Revenues		125.00	125.00	4,500.00	-4,375.00	2.78



Account Number		2026		2026 Budget	Budget Status	% of Budget
		2026 January	Actual 01/30/2026			
100-00-55200-110-000	Salary/Wages	8,501.12	8,501.12	161,406.00	152,904.88	5.27
100-00-55200-130-000	FICA/Medicare	614.19	614.19	12,348.00	11,733.81	4.97
100-00-55200-131-000	Health Insurance	2,136.53	2,136.53	28,188.00	26,051.47	7.58
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	35.27	35.27	293.00	257.73	12.04
100-00-55200-135-000	Retirement	594.06	594.06	8,057.00	7,462.94	7.37
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	241.68	241.68	2,000.00	1,758.32	12.08
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	0.00	0.00	3,479.00	3,479.00	0.00
100-00-55200-354-000	Equip Maint (Non-Office)	680.44	680.44	5,218.00	4,537.56	13.04
100-00-55200-361-000	Building Maintenance	0.00	0.00	7,500.00	7,500.00	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	277.77	277.77	0.00	-277.77	0.00
100-00-55200-510-000	Ins (Non-Labor)	7,107.37	7,107.37	12,250.00	5,142.63	58.02
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		20,326.07	20,326.07	298,142.00	277,815.93	6.82
Total Expenses		20,326.07	20,326.07	298,142.00	277,815.93	6.82
Net Totals		-20,201.07	-20,201.07	-293,642.00	-273,440.93	6.88