



BOARD OF PARKS COMMISSION AGENDA

July 07, 2025 at 4:45 PM
1260 North Road Mauston, WI

1. **Call to Order/Roll Call**
2. **Discussion and action relating to Minutes**
 - a. June 2, 2025
3. **Review Financial Reports**
 - a. Vouchers
4. **Staff Report**
 - a. Pickleball Update
 - b. Vibrant Spaces Update
 - c. Jones Park Update
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 Administrator Daron Haugh at (608) 747-2704.

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

June 02, 2025 at 4:45 PM

1260 North Road Mauston, WI

1. **Call to Order/Roll Call:** The Board of Park Commissioners met on Monday, June 02, 2025, at the Public Works Building. Mike Taake called the meeting to order at 4:45 p.m. Members present were Mike Taake, Laura Taake, Todd Galbrecht, and Jim Kolba. Members absent were Lori Hammer, Amanda Ketcham, and Dan Holzberger. Also present were City Administrator Daron Haugh and Parks Superintendent Jordan Wilke.
2. **Minutes:** Motion by L. Taake, seconded by M. Taake, to approve the minutes of May 5, 2025. Motion carried.
3. **Financial Reports:** Financial statements were reviewed. Jim Kolba requested clarification on a \$600 truck repair charge. The repair was completed in-house.
4. **Staff Report:** The City of Mauston and Pickleball fundraising event is progressing. Plans include wind screens, rolling nets, and court line repainting. Fence repairs and a new hitting wall (funded by the Sterling Walsh Memorial) are under review. Logos on wind screens are currently cost-prohibitive but may be included with future private donations. Jordan Wilke reported two new staff members have joined the parks crew, which is now fully staffed and addressing summer maintenance. Jones Park renovation is awaiting DNR permit approval. Laura Taake shared a resident concern about disc golf at Mays Park, where damage to a garage near Hole #1 has occurred. A request has been made to adjust the hole's location. Jordan acknowledged and appreciated the feedback.
5. **Friends of Mauston Parks:** No new items were generated.
6. **Fair Board Committee to Utilize the Veteran's Park Ball Fields & Pavilion for a Craft/Flea Market Sale during the Fair:** Motion by L. Taake, seconded by Galbrecht, to approve cart and foot traffic only (weather permitting); no motorized vehicles on said ball fields. Motion carried.
7. **Adjourn:** Motion by Kolba, seconded by Galbrecht to adjourn. The meeting adjourned at 5:15 p.m.



7/02/2025 4:20 PM

Budget Comparison - Detail
Parks

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Account Number		2025 July	2025 Actual 07/04/2025	2025 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	0.00	3,125.00	3,500.00	-375.00	89.29
Parks - Revenue		0.00	3,125.00	4,500.00	-1,375.00	69.44
Total Revenues		0.00	3,125.00	4,500.00	-1,375.00	69.44



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Budget Comparison - Detail
Parks

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Account Number		2025 July	2025 Actual 07/04/2025	2025 Budget	Budget Status	% of Budget
100-00-55200-110-000	Salary/Wages	0.00	65,454.30	143,493.00	78,038.70	45.61
100-00-55200-130-000	FICA/Medicare	0.00	4,651.20	10,977.00	6,325.80	42.37
100-00-55200-131-000	Health Insurance	0.00	11,120.88	24,792.00	13,671.12	44.86
100-00-55200-132-000	FSA Contribution	0.00	197.63	850.00	652.37	23.25
100-00-55200-133-000	Dental Insurance	137.64	963.48	1,143.00	179.52	84.29
100-00-55200-134-000	Vision Insurance	26.27	183.89	294.00	110.11	62.55
100-00-55200-135-000	Retirement	0.00	4,128.59	7,228.00	3,099.41	57.12
100-00-55200-191-000	Protective Clthng/Gear	169.99	597.99	1,000.00	402.01	59.80
100-00-55200-221-000	Electricity	0.00	2,931.54	6,000.00	3,068.46	48.86
100-00-55200-223-000	Water/Sewer	0.00	3,469.23	24,000.00	20,530.77	14.46
100-00-55200-224-000	Telephone/Fax	0.00	1,501.93	2,000.00	498.07	75.10
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	2,577.59	3,479.00	901.41	74.09
100-00-55200-354-000	Equip Maint (Non-Office)	0.00	3,107.55	5,218.00	2,110.45	59.55
100-00-55200-361-000	Building Maintenance	0.00	3,764.77	11,000.00	7,235.23	34.23
100-00-55200-362-000	Grounds Maintenance	0.00	2,337.76	13,000.00	10,662.24	17.98
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	70.15	0.00	-70.15	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	2,910.02	28,746.91	0.00	-28,746.91	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		3,243.92	154,413.67	278,134.00	123,720.33	55.52
Total Expenses		3,243.92	154,413.67	278,134.00	123,720.33	55.52
Net Totals		-3,243.92	-151,288.67	-273,634.00	-122,345.33	55.29



7/02/2025

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Reprint Check Register - Quick Report - ALL

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ACCT

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 5/31/2025 From Account: 100-00-55200-110-000
 Thru: 7/04/2025 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
ETF	6/20/2025	Department of Employee Trust Fund (ETF)	1,853.48
	Manual Check	City of Mauston - Health Ins Premiums	
41069	5/31/2025	Croell Redi-Mix	660.50
		Parks - Vibrant Space delivery	
41070	5/31/2025	DWD-UI	370.00
		Parks - UI Wages for Month	
41083	5/31/2025	Minard, Mike	200.00
		Parks - Annual boot allowance	
41098	6/13/2025	Allied Cooperative	580.70
		City of Mauston - Supplies & Parts	
41099	6/13/2025	Amazon Capital Services, Inc	76.28
		City of Mauston - Items for office/use	
41100	6/13/2025	AVH Graphics	280.00
		Parks - Veterans Memorial Graphics	
41104	6/13/2025	Commercial Recreation Specialists	1,050.00
		Parks - Splash pad parts replacement	
41107	6/13/2025	Delta Dental of Wisconsin	137.64
		City of Mauston - Dental Premiums	
41115	6/13/2025	Lee Recreation, LLC	13,745.00
		Parks - Items for Vibrant Space	
41118	6/13/2025	Mauston True Value, Inc.	17.98
		City of Mauston - Hardware & Supplies	
41124	6/13/2025	Slama Equipment	126.50
		Parks - items for maint/repairs	
41128	6/13/2025	VSP Vision Service Plan	26.27
		City of Mauston - Vision Ins Expense	
41135	6/19/2025	Baer Insurance Services, Inc	1,912.53
		City of Mauston - 3rd Qtr 25 Premiums	
41145	6/19/2025	Slama Equipment	822.00
		Parks - items for maint/repairs	
41146	6/19/2025	U.S. Cellular	241.68
		City of Mauston - Phone service fees	
41175	6/25/2025	Northwoods Orchard	2,955.74
		Parks - Flowers for Year	
41177	6/25/2025	Postal Annex	114.98
		Parks - Banner for Tennis/Pickleball	



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Reprint Check Register - Quick Report - ALL

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ACCT

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From:

5/31/2025

From Account:

100-00-55200-110-000

Thru:

7/04/2025

Thru Account:

100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
41181	6/25/2025	Slama Equipment Parks/Cemetery - Items for maint/repairs	58.99
41189	6/30/2025	AT&T Mobility City of Mauston - Monthly Phone Service	24.07
41198	7/02/2025	Delta Dental of Wisconsin City of Mauston - Dental Premiums	137.64
41205	7/02/2025	Manning, Carson Parks - Boots Reimbursement	169.99
41212	7/02/2025	Pioneer Manufacturing Company Parks - Items for pickleball maint	2,910.02
41219	7/02/2025	VSP Vision Service Plan City of Mauston - Vision Ins Expense	26.27
ALLIANT	6/25/2025	Alliant - 3183940000	572.45
	Manual Check	City of Mauston - Electric & Gas fees	
KWIKTRIP	5/20/2025	Kwik Trip, Inc.	699.68
	Manual Check	City of Mauston - Fuel for Month	
UTILITIES	6/06/2025	City of Mauston	722.47
	Manual Check	City of Mauston - Monthly Utilities	
Grand Total			30,492.86



CITY OF MAUSTON POOLED CASHAccounting Checks

Posted From: 5/31/2025From Account: 100-00-55200-110-000

Thru: 7/04/2025Thru Account: 100-00-55200-821-000

	Amount
Total Expenditure from Fund # 100 - General Fund	30,492.86
Total Expenditure from all Funds	30,492.86