



PARK COMMISSION MEETING AGENDA

September 09, 2024 at 4:45 PM

Meeting at Jones Park located at Prairie St. & Bluff St. off
of East State St.

1. Call to Order/Roll Call
2. Discussion and action relating to Minutes
 - a. August 5, 2024
3. Review Financial Reports
 - a. Financial reports
4. Discussion and action regarding Park Improvement Plan Funding
5. Continue Review of Parks including Jones, Veterans, Oakridge, and Kwanis parks
6. Staff Report
7. Friends of Mauston Parks
8. Next Agenda
9. 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

August 05, 2024 at 4:45 PM

Mauston Lions Park- located at the corner of Division and Grayside

1. **Call to Order/Roll Call**-The Board of Park Commissioners met on Monday, August 5, 2024, at the Lions Park shelter. Chair Mike Taake called the meeting to order at 4:47 PM. Members present were Mike Taake, Todd Galbrecht, Laura Taake, Jim Kolba, Dan Holzberger. Members absent were Lori Hammer, Amanda Ketchum. Also present was Parks Superintendent Jordan Wilke.
2. **Discussion and action relating to Minutes**-Laura Taake/Jim Kolba to approve minutes from July 1, 2024 meeting. Motion carried.
3. **Review Financial Reports**-Financial reports were viewed, reviewed, and generated no questions or concerns.
4. **Continue review of parks** - Jordan Wilke updated the Board on many noticeable changes at Lions Park. First, the cameras are working to help deter vandalism. As the picnic tables need repair the city crew makes the necessary, yet costly repairs. The volleyball courts have been removed and the posts have been saved. Jordan has noticed kids are playing in the outfall from the splash pad; no harm to kids or rock-lined waterfalls. As Jordan and the Board toured the east end of the tennis courts area, Jordan confirmed there is plenty of real estate to expand park amenities as we look forward to hearing about the Big Dig Grant. The park staff will be adding a tribute bench for the tennis coach, Sterling Walsh. Todd Galbrecht reminded the Board that elderberries will be ready to pick and Jordan assured us that it is permitted within our parks. And lastly, the two restrooms at this park are unisex.
6. **Adjourn**- Dan Holzberger/Laura Taake motion to adjourn. The meeting adjourned at 5:25 PM.

Chair

Date

Budget Comparison - Detail
Parks

Section 3, Item a.

ACCT

Account Number		2024 August	2024 Actual 08/02/2024	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	3,050.00	0.00	3,050.00	0.00
Parks - Revenue		0.00	3,610.00	1,120.00	2,490.00	322.32
Total Revenues		0.00	3,610.00	1,120.00	2,490.00	322.32

Budget Comparison - Detail
Parks

Section 3, Item a.

ACCT

Account Number		2024 August	2024 Actual 08/02/2024	2024 Budget	Budget Status	% of Budget
100-00-55200-110-000	Salary/Wages	0.00	74,271.95	130,388.00	56,116.05	56.96
100-00-55200-130-000	FICA/Medicare	0.00	5,325.84	9,806.00	4,480.16	54.31
100-00-55200-131-000	Health Insurance	0.00	10,590.16	21,839.00	11,248.84	48.49
100-00-55200-132-000	FSA Contribution	0.00	0.00	1,020.00	1,020.00	0.00
100-00-55200-133-000	Dental Insurance	0.00	1,036.32	1,125.00	88.68	92.12
100-00-55200-134-000	Vision Insurance	0.00	197.76	294.00	96.24	67.27
100-00-55200-135-000	Retirement	0.00	3,680.96	6,775.00	3,094.04	54.33
100-00-55200-191-000	Protective Clthng/Gear	0.00	200.00	1,000.00	800.00	20.00
100-00-55200-221-000	Electricity	0.00	3,159.71	6,000.00	2,840.29	52.66
100-00-55200-223-000	Water/Sewer	0.00	5,014.63	24,000.00	18,985.37	20.89
100-00-55200-224-000	Telephone/Fax	0.00	1,015.10	2,000.00	984.90	50.76
100-00-55200-232-000	Trees & Brush	0.00	7,041.14	10,000.00	2,958.86	70.41
100-00-55200-330-000	Educ/Trng/Travel	0.00	1,288.33	1,250.00	-38.33	103.07
100-00-55200-340-000	Hand Tools,Material,Supp	0.00	2,650.71	3,479.00	828.29	76.19
100-00-55200-354-000	Equip Maint (Non-Office)	0.00	4,940.12	5,218.00	277.88	94.67
100-00-55200-361-000	Building Maintenance	0.00	2,991.28	11,000.00	8,008.72	27.19
100-00-55200-362-000	Grounds Maintenance	0.00	5,826.60	13,000.00	7,173.40	44.82
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	4.51	0.00	-4.51	0.00
100-00-55200-510-000	Ins (Non-Labor)	0.00	9,854.71	12,250.00	2,395.29	80.45
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	1,635.00	0.00	-1,635.00	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	818.00	0.00	-818.00	0.00
Parks - Expenses		0.00	141,624.83	260,604.00	118,979.17	54.34
Total Expenses		0.00	141,624.83	260,604.00	118,979.17	54.34
Net Totals		0.00	-138,014.83	-259,484.00	-121,469.17	53.19

Budget Comparison - Detail
Parks

Section 3, Item a.

ACCT

Account Number		2024 September	2024 Actual 09/06/2024	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	3,150.00	0.00	3,150.00	0.00
Parks - Revenue		0.00	3,710.00	1,120.00	2,590.00	331.25
Total Revenues		0.00	3,710.00	1,120.00	2,590.00	331.25

**Budget Comparison - Detail
Parks**

Section 3, Item a.

ACCT

Account Number		2024 September	2024 Actual 09/06/2024	2024 Budget	Budget Status	% of Budget
100-00-55200-110-000	Salary/Wages	6,525.73	94,431.97	130,388.00	35,956.03	72.42
100-00-55200-130-000	FICA/Medicare	490.06	6,840.74	9,806.00	2,965.26	69.76
100-00-55200-131-000	Health Insurance	0.00	12,103.04	21,839.00	9,735.96	55.42
100-00-55200-132-000	FSA Contribution	0.00	486.00	1,020.00	534.00	47.65
100-00-55200-133-000	Dental Insurance	129.54	1,165.86	1,125.00	-40.86	103.63
100-00-55200-134-000	Vision Insurance	24.72	222.48	294.00	71.52	75.67
100-00-55200-135-000	Retirement	276.22	4,501.50	6,775.00	2,273.50	66.44
100-00-55200-191-000	Protective Clthng/Gear	0.00	200.00	1,000.00	800.00	20.00
100-00-55200-221-000	Electricity	0.00	3,652.51	6,000.00	2,347.49	60.88
100-00-55200-223-000	Water/Sewer	7,031.01	18,549.65	24,000.00	5,450.35	77.29
100-00-55200-224-000	Telephone/Fax	0.00	1,184.31	2,000.00	815.69	59.22
100-00-55200-232-000	Trees & Brush	0.00	7,641.14	10,000.00	2,358.86	76.41
100-00-55200-330-000	Educ/Trng/Travel	0.00	1,288.33	1,250.00	-38.33	103.07
100-00-55200-340-000	Hand Tools,Material,Supp	0.00	2,650.71	3,479.00	828.29	76.19
100-00-55200-354-000	Equip Maint (Non-Office)	929.89	6,157.23	5,218.00	-939.23	118.00
100-00-55200-361-000	Building Maintenance	0.00	4,351.18	11,000.00	6,648.82	39.56
100-00-55200-362-000	Grounds Maintenance	1,428.48	8,279.31	13,000.00	4,720.69	63.69
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	4.51	0.00	-4.51	0.00
100-00-55200-510-000	Ins (Non-Labor)	0.00	9,854.71	12,250.00	2,395.29	80.45
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	1,635.00	0.00	-1,635.00	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	818.00	0.00	-818.00	0.00
Parks - Expenses		16,835.65	186,100.18	260,604.00	74,503.82	71.41
Total Expenses		16,835.65	186,100.18	260,604.00	74,503.82	71.41
Net Totals		-16,835.65	-182,390.18	-259,484.00	-77,093.82	70.29

9/04/2024

4:10 PM

Reprint Check Register - Quick Report - ALL

Page: 1

ACCT

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 8/03/2024 From Account: 100-00-55200-110-000
 Thru: 9/06/2024 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
BMO	8/27/2024	BMO Harris Bank N.A.	17.99
	Manual Check	City of Mauston - Monthly Statement	
ETF	8/23/2024	Department of Employee Trust Fund (ETF)	1,512.88
	Manual Check	City of Mauston - Health Ins Premiums	
39722	8/07/2024	Allied Cooperative	162.32
		City of Mauston - Supplies & Parts	
39736	8/07/2024	Mauston True Value, Inc.	170.39
		City of Mauston - Hardware & Supplies	
39742	8/07/2024	Stump Grinding by Edwards	600.00
		Parks - Grind stumps	
39753	8/14/2024	Holiday Wholesale	290.84
		Parks - Cleaning Supplies	
39766	8/14/2024	U.S. Cellular	145.20
		City of Mauston - Phone service fees	
39771	8/22/2024	Amazon Capital Services, Inc	59.99
		City of Mauston - Items for office/use	
39773	8/22/2024	AT&T Mobility	24.01
		City of Mauston - Monthly Service Fees	
39781	8/22/2024	Dog Waste Depot	459.90
		Parks - Mittn Header bags for waste	
39795	8/22/2024	Mauston Equipment	144.90
		Parks/Streets - items for repairs/maint	
39812	8/28/2024	Commercial Recreation Specialists	780.00
		Parks - Splash Pad Parts	
39820	8/28/2024	Holiday Wholesale	192.40
		City of Mauston - Custodial Supplies	
39835	9/04/2024	Delta Dental of Wisconsin	129.54
		City of Mauston - Dental Premiums	
39839	9/04/2024	Holiday Wholesale	178.20
		Parks - custodial supplies	
39842	9/04/2024	Juneau County Highway Department	1,250.28
		City of Mauston - Fuel expense for month	
39847	9/04/2024	Mauston Equipment	58.99
		PW - items for maint/repairs	
39850	9/04/2024	Pomp's Tire Service, Inc	870.90
		Streets/Parks - Tires	
39855	9/04/2024	VSP Vision Service Plan	24.72
		City of Mauston - Vision Ins Expense	

CITY OF MAUSTON POOLED CASH			Accounting Checks
Posted From:		8/03/2024	From Account: 100-00-55200-110-000
Thru:		9/06/2024	Thru Account: 100-00-55200-821-000
Check Nbr	Check Date	Payee	Amount
ALLIANT	8/29/2024	Alliant - 3183940000	492.80
	Manual Check	City of Mauston - Electric & Gas fees	
KWIKTRIP	8/20/2024	Kwik Trip, Inc.	392.62
	Manual Check	City of Mauston - Monthly Fuel Expense	
UTILITES	8/06/2024	City of Mauston	6,504.01
	Manual Check	City of Mauston - Monthly Utilities	
UTILITIES	9/06/2024	City of Mauston	7,031.01
	Manual Check	City of Mauston - Monthly Utilities	
Grand Total			21,493.89

CITY OF MAUSTON POOLED CASHAccounting Checks
Posted From: 8/03/2024From Account: 100-00-55200-110-000
Thru: 9/06/2024Thru Account: 100-00-55200-821-000

		Amount
Total Expenditure from Fund # 100 - General Fund		21,493.89
Total Expenditure from all Funds		21,493.89

8/01/2024 12:06 PM Reprint Check Register - Quick Report - ALL

Page: 1

ACCT

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 6/29/2024 From Account: 100-00-55200-110-000
 Thru: 8/02/2024 Thru Account: 100-00-55200-821-000

Check Nbr	Check Date	Payee	Amount
BMO	6/26/2024	BMO Harris Bank N.A.	17.99
	Manual Check	City of Mauston - Monthly Statement	
BMO	7/25/2024	BMO Harris Bank N.A.	17.99
	Manual Check	City of Mauston - Monthly Statement	
ETF	7/17/2024	Department of Employee Trust Fund (ETF)	1,512.88
	Manual Check	City of Mauston - Health Ins Premiums	
39566	6/30/2024	Mauston Equipment	194.11
		PW - Items for repair/maint	
39578	7/03/2024	Delta Dental of Wisconsin	129.54
		City of Mauston - Dental Premiums	
39584	7/03/2024	Mauston True Value, Inc.	151.66
		City of Mauston - Hardware & Supplies	
39590	7/03/2024	VSP Vision Service Plan	24.72
		City of Mauston - Vision Ins Expense	
39592	7/03/2024	Wisconsin Building Supply	88.80
		City of Mauston - Monthly Statement	
39594	7/10/2024	Allied Cooperative	1,194.53
		City of Mauston - Supplies & Parts	
39603	7/10/2024	Hallman Lindsay	1,025.09
		Parks - Paint for maint/repairs	
39605	7/10/2024	Most Dependable Fountains, Inc	169.00
		Parks - fountain repairs	
39608	7/10/2024	Northwoods Orchard	2,049.00
		Parks - Flowers for the year	
39624	7/25/2024	AT&T Mobility	24.00
		City of Mauston - Monthly Phone Service	
39638	7/25/2024	Croell Redi-Mix	753.50
		PW - Deliveries	
39650	7/25/2024	Holiday Wholesale	385.45
		City of Mauston - Cleaning Supplies	
39659	7/25/2024	Mauston Equipment	424.71
		City of Mauston - Items for repair/maint	
39678	7/25/2024	U.S. Cellular	145.20
		City of Mauston - Phone service fees	
39697	7/31/2024	Delta Dental of Wisconsin	129.54
		City of Mauston - Dental Premiums	
39701	7/31/2024	Gray Electric, LLC	80.40
		Parks - Items for maint/repairs	

CITY OF MAUSTON POOLED CASH			Accounting Checks
Posted From:		6/29/2024	From Account: 100-00-55200-110-000
Thru:		8/02/2024	Thru Account: 100-00-55200-821-000
Check Nbr	Check Date	Payee	Amount
39708	7/31/2024	Mauston Equipment Parks - item for repair/maint	2.42
39710	7/31/2024	Miller's Classics Parks - Portable restroom fees	280.00
39721	7/31/2024	VSP Vision Service Plan City of Mauston - Vision Ins Expense	24.72
RHYME	6/30/2024	Rhyme Business Products City of Mauston - Copier lease fees	1.55
	Manual Check		
RHYME	7/31/2024	Rhyme Business Products City of Mauston - Copier lease fees	0.33
	Manual Check		
ALLIANT	6/26/2024	Alliant - 3183940000 City of Mauston - Electric & Gas fees	553.06
	Manual Check		
ALLIANT	7/26/2024	Alliant - 3183940000 City of Mauston - Electric & Gas fees	573.39
	Manual Check		
KWIKTRIP	7/20/2024	Kwik Trip, Inc. City of Mauston - Monthly Fuel Expense	-66.18
	Manual Check		
UTILITIES	7/08/2024	City of Mauston City of Mauston - Monthly Utilities	2,393.96
	Manual Check		
Grand Total			12,281.36

CITY OF MAUSTON POOLED CASHAccounting Checks
Posted From: 6/29/2024From Account: 100-00-55200-110-000
Thru: 8/02/2024Thru Account: 100-00-55200-821-000

	Amount
Total Expenditure from Fund # 100 - General Fund	12,281.36
Total Expenditure from all Funds	12,281.36