



P.O. Box 352 • 150 S. Bridge St. • Markesan, WI 53946 • P: (920) 398-3031 • F: (920) 398-3991

## CITY OF MARKESAN COMMON COUNCIL

Markesan City Hall

### AGENDA

February 13, 2024

7:00 PM

1. Preliminaries
  - 1.1. Call to Order
  - 1.2. Roll Call by the Clerk-Treasurer
  - 1.3. Pledge of Allegiance
  - 1.4. Citizen's Comments
2. Approval & Review of Minutes, Reports, & Correspondence
  - 2.1. Approve Common Council Minutes – January 9, 2024
  - 2.2. Approve Dog Park Minutes – January 31, 2024
  - 2.3. January Police Report & February Schedule
  - 2.4. Public Property & Health Minutes – February 6, 2024
  - 2.5. Finance Personnel & Safety Minutes – February 6, 2024
  - 2.6. Streets, Buildings & Utilities Minutes – February 6, 2024
  - 2.7. January Library Director's Report and Markesan Library Board Minutes – January 18, 2024
3. Approval of Claims:
  - 3.1. City Checks #38233-38277, Electronic Payments #EFT 1481-1493, Direct Deposits # 6125-6164 Totaling \$590,479.48, and Utility Checks #13273-13288 Totaling \$33,383.87
  - 3.2. Approve and File January 2024 Treasurer's Report for Audit
4. Old Business
5. New Business
  - 5.1. Discussion and Action on the Updates to the Park Plan
  - 5.2. Discussion and Action on the Markesan Community Garden Rules and Expectations
  - 5.3. Discussion and Action on the Specifications and Bidding for Kiwanis Park, Hein Park and the Library Shed
  - 5.4. Discussion and Action on Ordinance No. 273 Amending the Purchase Policy
  - 5.5. Discussion and Action on the Change to the Purchasing Policy
  - 5.6. Discussion and Action on the Bobcat Quote for \$3,500 for a New Bobcat for the Public Works Department in Spring 2024
  - 5.7. Discussion and Action on Pay App No. 7 (Final Payment) for Kopplin & Kinas Co. for \$157,784.07
  - 5.8. Discussion and Action on ARPA Funds
  - 5.9. Approval of Operator's Licenses for the Period Ending 6/30/2024: Karina Gomez, Robert Kwiatkowski and Amanda Leahy
6. Schedule Future Meetings and Agenda Items
7. Adjournment

The Common Council welcomes all visitors to listen & observe, but only Council members & those invited to speak will be permitted to do so, except during any posted Public Hearing. Citizen's Comments is where any citizen may comment on an issue, but the Council may only listen and may not reply to or address the issue unless it is an item on the agenda.

Any person requiring special assistance to participate in this meeting should contact the Clerk-Treasurer at 398-3031 at least 24 hours prior to the meeting so appropriate accommodations can be made.

## **Dog Park Committee Meeting**

January 31, 2024 @ 6:30 PM

Markesan, WI

The following members were present: Nichole Augustyowicz, Kathy Loudenslager, Kimbal Loudenslager, Moria Pollesch, Helen Reid, and Rich Slate.

With a Quorum present, the Chairperson called the meeting to order at 6:30 pm.

The Committee discussed several fencing issues:

1. Broken latches – Nichole contacted the fence company, and they will correct it.
2. There is a gap in the fencing that the City crew will fix.
3. The entry area will need improvements to lower maintenance. The Committee discussed having a volunteer day and filling in the small entryway with stone chips to eliminate mowing.
4. Discuss having the City provide a trash canister that can get picked up weekly with the regular trash pickup.

The Committee discussed creating a list of needed equipment. Nicole will provide a handout listing the park's needs for the next meeting, and the Committee will assign donation requests to needed items.

The Committee discussed the security cameras. Moria will contact Jerry Chisnell to discuss access to the video feed.

The Committee discussed posting some of the main rules. Members should look into possible places to have the signs made or find a premade sign on the Internet.

Richard will present the park policies and rules to the Public Property Committee for adoption by the City.

Helen is working on the grant applications, which is an ongoing project.

The Committee currently has \$4,991.44 in the checking account.

The Committee discussed having the grand opening on April 20, 2024.

The next meeting is March 6, 2024, at 6:30 pm.

The meeting adjourned at 7:35 pm.

Respectfully submitted by



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Rich Slate, Chairperson

PUBLIC PROPERTY & HEALTH COMMITTEE OF THE WHOLE  
Markesan City Hall  
February 6, 2024  
Immediately Following Streets, Building & Utilities Meeting

MINUTES

Call to Order at 6:33 p.m.

Roll Call by Sign-in – Adam, Pat, Mike, Dennis, Dave and Rich.

Citizen's Comments – Pat read a Thank You from the Little Green Lake Management Committee for the \$300 donation toward their effort to secure a Surface Water Grant from the State of Wisconsin.

Public Works Report

A written report including an updated punch list was provided to the committee.

Old Business:

Community Garden Revised Guidelines – Following discussion relating to concerns regarding the Community Garden, motion was made by Rich/Mike to have all future applications to use the Community Garden be made through the Clerk's Office. Motion carried. Updated Guidelines and Rules reflecting this change to be developed. Applications for use of a plot of land in the Community Garden are due to the City no later than March 5, 2024.

Recycling Center Agreement with Towns – Motion was made by Rich/Mike to have the Clerk contact the affected Towns and advise that the City will no longer continue efforts to modify the Recycling Center Agreement. Motion carried.

Preliminary Park Plan – The committee discussed the Preliminary Park Plan that was distributed at the January committee meeting. Motion was made by Rich/Pat to approve the ranking of the Recreation and Resource Inventory Summary as discussed. Motion carried. These changes, along with several other minor changes, will be included in an updated Preliminary Park Plan. Motion was made by Rich/Adam to approve the updated Preliminary Plan and authorize Pat and Rich to attend several future civic meetings to gather public opinion. Motion carried.

Reworked Specifications for: Repairs & Painting at Kiwanis Park, Hein Park & Library Shed – Recommendations were reviewed regarding the repairs to Kiwanis Park buildings, after which a motion was made by Rich/Dave to have the Director of Public Works rework the specifications for the repairs using the recommendations provided. Motion carried.

**New Business:**

**Young Stars Playground Equipment Placement Agreement – No action.**

**Flower Planter by Chamber of Commerce Sign – Motion was made by Rich/Pat to grant permission to the Chamber to proceed with a plan for the construction of a permanent planter. Motion carried.**

**Benches for the Cemetery – No action. Permission was granted by committee in October. Waiting for placement plan to be provided to the City.**

**As there was no further business to come before the Committee, motion was made by Adam/Dave to adjourn. Motion carried. Meeting adjourned at 7:38 p.m.**

**Respectfully Submitted,**

**Pat Prill, Chairman**

Finance, Personnel & Safety Committee  
City Council Chambers  
February 6, 2024

The Chairperson, Mayor Slate, called the meeting to order at 6:00 pm.

The Committee accepted the published agenda by unanimous consent.

Roll call completed by sign-in.

No Citizen's Comments.

Emergency Management Director Mike Ross appeared before the committee. No action.

Motion to approve vouchers Payable by Treimstra/Abendroth. Motion carried.

Motion to accept the Police Report and Schedule by Abendroth/Treimstra. Motion carried.

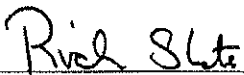
Motion to approve Ordinance 273 amending City Ordinance 50-9 Purchases and waive the reading by Treimstra/Prill. Motion carried.

Motion to request the City Clerk update the Purchasing Policies in the Employee Handbook after the Council approves and publishes Ordinance 273 by Prill/Treimstra. Motion carried.

Motion to adjourn by Treimstra/Glisch. Motion carried.

The Chairperson Slate adjourned the meeting with unanimous consent at 6:15 pm.

Respectfully submitted by



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Rich Slate, Chairperson

# **STREETS, BUILDINGS & UTILITIES COMMITTEE**

Markesan City Hall

**February 6, 2024**

Immediately Following Finance, Personnel & Safety Meeting

## MINUTES

Call to Order – Called to order at 6:16 pm by Dave.

Roll Call – Was by sign-in.

Citizen's Comments – None.

### Public Works Report

- Written Report Submitted – By Todd. Discussion regarding snow piling thru out the city. A request was made to have Todd research putting a cement pad north of river on Bridge Street for piling of snow.
- Update on Punch List

Water & Sewer Department Report – Jeff reported they just finished all the yearly reports, Sludge, PSC and Proficiency testing for the Lab certification. Next they will be getting bids for sewer cleaning and re-writing the private well ordinance.

### New Business

- Discussion and Action on Pay App No. 7 (Final Payment) for Kopplin & Kinas Co. for \$157,784.07; Motion by Rich & 2<sup>nd</sup> by Dennis to pay App No 7. Motion passed all ayes.
- Discussion & Action on Bobcat Quote for PWD. Motion by Rich & 2<sup>nd</sup> by Adam to have Todd verify if the city owns or has lease on current Bobcat & bring to council for approval. Motion passed.
- Discussion & Action on Survey & funding option for 2025 Street & Utility Project. Motion by Adam & 2<sup>nd</sup> by Rich to allow the sewer & water dept. target survey Grand St. for possible grant funding for the project to start July 2025. Other option is referendum on the November 2024 election. Motion passed.

Adjournment – Motion by Adam & 2<sup>nd</sup> by Dennis to adjourn at 6:32 pm. Motion passed.

Respectfully Submitted – Dave Abendroth

## Markesan Public Library Report – January 2023

### **Programming:**

Programming this month has included 3 people for the Card Making Class on January 8<sup>th</sup>. The numbers were lower due to the impending snowstorm, but all attendees were first time participants who were eager for next month's class. We have had many kids participating in the Winter Reading Bingo challenge which has led to families coming in every day to mark off a new box to work towards a bingo.

We have an upcoming Pinecone Bird Feeder program on January 29<sup>th</sup> @ 3:30pm as well as Book Club on the 31<sup>st</sup> at 6:00pm. The Book Club book this month is *The Cherry Harvest* by Lucy Sanna.

### **Building and Website Updates:**

The decal selected last meeting was installed leading out of the children's area on Monday, January 15<sup>th</sup>. Steven Edwards Graphics did a fantastic and quick installation and we currently hold the record as the highest installation they have ever had to do. Additionally, Jay Harland, Winnefox Network Manager/Web Developer, spent the morning at the library on Tuesday, January 16<sup>th</sup> working on updating the library website's layout and content. The updated website will make it easier for patrons to find information as well as better organize our online files. The website will be ready the first week of February.

### **Donations:**

The \$2000 Pat Schulz donated has been added to our bank account to offset the cut we have received this year. In addition, Michael Keller and Larry & Leanne Shultz donated an additional \$500 and \$1000, respectively, effectively eliminating the budget cut we received. There was no stipulation provided on how to use the donations so they will likely be put towards the Summer Reading program and to purchase additional Library of Things items. We also have been added on the Round Up Rotation schedule at the 2 Sisters Piggly Wiggly based on a suggestion by Nancy Kirst. I have not heard back yet about how much the has been donated to the library yet.

### **Library Collection:**

The Library of Things items we have added to our collection have been very popular with many of the board games being checked out regularly by families. The Children's Museum pass has also seen a lot of use but not the Zoo or Historical Society passes due to the poor weather and seasonal closures.

Markesan Public Library  
Board of Trustees  
January 18, 2024

Minutes

**I. Call to Order:** The meeting was called to order at 4:20 p.m. by Chairman, Jill Worden.. Trustees present: Cindy Boelter, Nancy Kirst, Mike Hansen, Pat Prill, Joan Slate and Director Lucas Almas.

**II. Approval of Minutes:** Motion by Prill/Kirst to approve the minutes of December 21, 2023. Motion carried.

**III. Input from Public:** None

**IV. Financial Report:** Lucas presented the financial report. It showed a nice increase in value to the Oshkosh Area Community Foundation Funds over the past months, and in an effort to safe-guard those monies from future fluctuations, motion was made by Kirst/Slate to authorize the Treasurer to transfer \$7,500 to a 7 month C.D. Motion carried. The Treasurer's Report was filed for audit. Motion was made by Worden/Slate to approve payment of this month's bills as presented. Motion carried.

**V. President's Report:** A Thank You was read from Nancy Stellmacher for the gift card given her.

**VI. Director's Report:** Lucas reported on previous programs held at the Library and that our new website will be available around February 1<sup>st</sup>. He provided a proposed Horicon State Bank Visa Business Credit Card Policy. After discussion, motion was made by Prill/Hansen to approve the Credit Card Policy as presented. Motion carried. It was reported that the Children's Area Refresh decals have been installed. It was suggested that Lucas contact Pizza Ranch in Beaver Dam regarding their Summer Reading Program Incentives.

**VII. Committee Reports:** Children's Area Refresh – As reported earlier, the decals were installed. A big Thank You to Nancy Kirst for her suggestions and guidance in this project.

**VIII. Old Business:** Carpet in Meeting Room – Lucas indicated he had contacted both Surface & Surround and Green Lake Flooring and Cabinetry concerning new flooring in the area with Green Lake Flooring providing the best pricing. He provided the Board with several samples, after which consensus of the group was that we favored those blocks with the red accent line. He will proceed with the lifting of the old carpet to determine possible moisture issues, and then get a more definite quote for work to be done, along with larger samples of the blocks so we can determine which of the red lined blocks we prefer.

**IX. New Business:** Cindy Boelter indicated she has been offered, and will be accepting a position with the Library to fill the hours of Nancy Stellmacher, and thus will be submitting her resignation from the Library Board. Thank You's were extended to Cindy for her years of service and dedication on the Board. Motion was made by Prill/Slate that our next meeting will be held February 15, 2024, and not as previously noticed. Motion carried.

As there was no further business to come before the Board, motion was made by Worden/Hansen to adjourn. Motion carried. Meeting adjourned at 5:08 p.m. Next meeting will be Thursday, February 15, 2024 at 4:15 p.m.

Pat Prill, Secretary



February 2, 2024

TO: CLERK-TREASURER  
FROM: FINANCE, PERSONNEL & SAFETY COMMITTEE

Please be advised we have reviewed the following vouchers, found them to be in order, and recommend to the Common Council that authorization for payment be approved:

CITY CHECKS: 38233-38277	\$	502,037.84
DD #6125-6164	\$	32,070.39
EFT# 1481-1493		\$56,371.25

TOTAL	\$	<b>590,479.48</b>
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UTILITY CHECKS: 13273-13288	\$	33,383.87
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TOTAL	\$	<b>33,383.87</b>
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With the exception of:

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Signed:

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**City of Markesan**  
**Voucher List**  
January 9 through February 2, 2024

Num	Date	Name	Memo	Original Amount
EFT-1481	01/09/2024	WRS (Wisconsin Retirement System)	0457000	-11,860.09
EFT-1482	01/16/2024	SHELL FLEET	DEC Fuel 2023	-601.40
EFT-1483	01/16/2024	EMPOWER RETIREMENT (WDC)	98971-01 P457	-770.00
EFT-1484	01/16/2024	INTERNAL REVENUE SERVICE	39-6006314	-5,730.76
EFT-1485	01/16/2024	WISCONSIN DEPT. OF REVENUE	036-0000583032-02	-998.52
EFT-1486	01/18/2024	STATE OF WI HEALTH INS	FEB 2024 HEALTH INS	-19,654.84
EFT-1487	01/29/2024	DELTA DENTAL OF WISCONSIN	DELTAVISION FEB 2023	-52.58
EFT-1488	01/29/2024	DELTA DENTAL OF WISCONSIN	SUPPLEMENTAL DENTAL PLAN FEB 2023	-352.60
EFT-1489	01/30/2024	CITGO	Jan Fuel 2024	-1,256.06
EFT-1490	01/30/2024	INTERNAL REVENUE SERVICE	39-6006314	-5,632.76
EFT-1491	01/30/2024	WISCONSIN DEPT. OF REVENUE	036-0000583032-02	-995.05
EFT-1492	01/31/2024	EMPOWER RETIREMENT (WDC)	98971-01 P457	-770.00
EFT-1493	02/02/2024	WRS (Wisconsin Retirement System)	0457000	-7,696.59
<b>TOTAL EFT PAYMENTS</b>				<b>-56,371.25</b>
DD6125	01/12/2024	Almas, Lucas N	PAYROLL	-998.13
DD6126	01/12/2024	Amend, Elizabeth A	PAYROLL	-1,454.03
DD6127	01/12/2024	Behlke, Ryan R	PAYROLL	-1,656.78
DD6128	01/12/2024	Chisnell, Gerald	PAYROLL	-207.79
DD6129	01/12/2024	DeNell, Linda M	PAYROLL	-125.60
DD6130	01/12/2024	Galkowski, Jackson T	PAYROLL	-1,224.42
DD6131	01/12/2024	Glover, Valerie	PAYROLL	-73.42
DD6132	01/12/2024	Heberer, Jeffrey	PAYROLL	-1,783.67
DD6133	01/12/2024	Helling, Rachel	PAYROLL	-18.26
DD6134	01/12/2024	Huhndorf, John E	PAYROLL	-302.74
DD6136	01/12/2024	Lopez, Ingrid A	PAYROLL	-38.46
DD6136	01/12/2024	Mace, Matthew R	PAYROLL	-1,306.46
DD6138	01/12/2024	Meyer, Vanessa K	PAYROLL	-346.31
DD6139	01/12/2024	Pflum, William	PAYROLL	-1,536.13
DD6140	01/12/2024	Plagenz-Jensen, Karen C	PAYROLL	-584.69
DD6141	01/12/2024	Sippel, Christina J	PAYROLL	-36.37
DD6142	01/12/2024	Stellmacher, Nancy J	PAYROLL	-349.25
DD6143	01/12/2024	VanRossum, Carla M	PAYROLL	-771.03
DD6144	01/12/2024	Wilderman, James H	PAYROLL	-1,199.13
DD6145	01/12/2024	Zamzow, Todd B	PAYROLL	-1,456.63
DD6146	01/26/2024	Almas, Lucas N	PAYROLL	-998.13
DD6147	01/26/2024	Amend, Elizabeth A	PAYROLL	-1,369.86
DD6148	01/26/2024	Behlke, Ryan R	PAYROLL	-1,597.53
DD6149	01/26/2024	Chisnell, Gerald	PAYROLL	-207.78
DD6150	01/26/2024	Galkowski, Jackson T	PAYROLL	-1,226.97
DD6151	01/26/2024	Glover, Valerie	PAYROLL	-208.02
DD6152	01/26/2024	Heberer, Jeffrey	PAYROLL	-1,783.67
DD6153	01/26/2024	Helling, Rachel	PAYROLL	-10.25
DD6164	01/26/2024	Huhndorf, John E	PAYROLL	-807.80
DD6155	01/26/2024	Lopez, Ingrid A	PAYROLL	-89.70
DD6156	01/26/2024	Mace, Matthew R	PAYROLL	-1,306.46
DD6167	01/26/2024	McLean, Cody	PAYROLL	-1,453.10
DD6168	01/26/2024	Meyer, Vanessa K	PAYROLL	-263.09
DD6169	01/26/2024	Pflum, William	PAYROLL	-1,521.08
DD6160	01/26/2024	Sippel, Christina J	PAYROLL	-46.07
DD6161	01/26/2024	Stellmacher, Nancy J	PAYROLL	-656.42
DD6162	01/26/2024	VanRossum, Carla M	PAYROLL	-396.43
DD6163	01/26/2024	Wilderman, James H	PAYROLL	-1,199.12
DD6164	01/26/2024	Zamzow, Todd B	PAYROLL	-1,456.63
<b>TOTAL DIRECT DEPOSITS</b>				<b>-32,070.39</b>
38233	01/11/2024	GREEN LAKE COUNTY TREASURER	JAN TAX SETTLEMENT	-197,691.58
38234	01/11/2024	MARKESAN DISTRICT SCHOOLS	JAN TAX SETTLEMENT	-224,636.32
38235	01/11/2024	MORAINES PARK TECHNICAL COLLEGE	JAN TAX SETTLEMENT	-21,946.57
38236	01/15/2024	A-1 ELEVATOR	2024 Annual Service	-528.00

**City of Markesan**  
**Voucher List**  
January 9 through February 2, 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Original Amount</u>
38237	01/15/2024	ACTION APPRAISERS & CONSULTANT	2024 1st Quarter Maintenance	-1,800.00
38238	01/15/2024	AIRGAS USA, LLC	Cylinder Rental	-53.78
38239	01/15/2024	ALLIANT ENERGY/WP&L	street lights	-1,798.52
38240	01/15/2024	EHLERS AND ASSOCIATES, INC.	Continuing Disclosure Fee	-860.00
38241	01/15/2024	ERGO BANK OF MARKESAN	WRS Loan - Payment #68	-320.64
38242	01/15/2024	HORICON BANK VISA	JAN STATEMENT	-1,242.94
38243	01/15/2024	HUB INTERNATIONAL MIDWEST LTD.	LIABILITY INS	-475.00
38244	01/15/2024	SECURIAN FINANCIAL GROUP, INC.	FEB 2024- Life Ins Premium	-132.70
38245	01/15/2024	THEDA CARE LABORATORIES	Blood Draw	-42.50
38246	01/18/2024	KWIATKOWSKI, ROBERT	SANTA FOR TREE LIGHTING	-176.00
38247	01/18/2024	STOLL, CAMI	TAX REFUND/OVERPYMNT	-213.11
38248	01/25/2024	ALLIANT ENERGY/WP&L	Dec '23/Jan '24 energy bills	-1,542.91
38249	01/25/2024	ARAMARK	FINAL DEC INVOICES	-140.68
38250	01/25/2024	COMPLETE OFFICE OF WISCONSIN	General Office Supplies	-211.48
38251	01/25/2024	DAYE, CHARLES	Repair snow plow	-66.00
38252	01/25/2024	EMC INSURANCE	Property & Liability / Workers Comp	-10,133.72
38253	01/25/2024	GREEN LAKE COUNTY TREASURER	2023 LEADS	-234.20
38254	01/25/2024	MCLEAN CODY	work boots	-106.50
38255	01/25/2024	PT TIRE & SERVICE CORP.	Plow truck repairs	-365.00
38256	01/25/2024	RENNERT'S FIRE EQUIPMENT	Dash cam mount/mic clip	-54.90
38257	01/25/2024	VERIZON WIRELESS	Jan cell phone bill	-92.58
38258	01/25/2024	WE ENERGIES	Dec gas bills 2023	-1,742.75
38259	01/25/2024	WELLS FARGO REMITTANCE CENTER	Google / Amazon	-1,104.80
38260	01/25/2024	WI DEPARTMENT OF JUSTICE	TIME Billing	-231.00
38261	01/25/2024	WIL-KIL PEST CONTROL CO.	2024 Annual Pest Control	-333.09
38262	01/29/2024	SECURIAN FINANCIAL GROUP, INC.	JAN ACCIDENT INS 2024 - 76038	-49.28
38263	01/30/2024	BERLIN CONSERVATION CLUB	2024 Dues	-40.00
38264	01/30/2024	CENTURYLINK BUSINESS SERVICES	Jan/Feb bill 2024	-465.02
38265	01/30/2024	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	-199.43
38266	01/30/2024	GREEN LAKE COUNTY TREASURER	2023 LEADS	-454.23
38267	01/30/2024	MID-STATES EQUIPMENT, INC.	Coupler	-117.44
38268	01/30/2024	GFL ENVIROMENTAL	Jan Service 2024	-9,503.19
38269	01/30/2024	PRE-EMPLOYMENT FUND	JAN PreEmployment/Galkowski	-128.20
38270	01/30/2024	MARKESAN PUBLIC LIBRARY	1st qtr pymt/2024 Budget	-17,667.00
38271	01/31/2024	JOHNSON BLOCK AND COMPANY	2023 Audit	-3,408.88
38272	02/01/2024	US POSTMASTER	stamps	-340.00
38273	02/02/2024	BRIGHTSPEED	JAN INVOICE	-426.80
38274	02/02/2024	COMPLETE OFFICE OF WISCONSIN	General Office Supplies	-62.41
38275	02/02/2024	JOHN DEERE FINANCIAL	Coupler	-117.44
38276	02/02/2024	SONDALLE LAW OFFICE	JAN INV 2024	-106.26
38277	02/02/2024	BERLIN JOURNAL NEWSPAPERS	CC MINUTES	-698.00
<b><u>TOTAL CITY CHECKS</u></b>				<b>-502,037.84</b>

**Markesan Utilities**  
**Voucher List**  
January 9 through February 2, 2024

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Original Amount</u>
13273	01/24/2024	DIGGERS HOTLINE, INC.	2024 1st Prepayment Charges	-126.40
13274	01/24/2024	E. & B. SCALE COMPANY	Clean & Certify Ohaus	-125.00
13275	01/24/2024	NESS ELECTRIC, INC	Rubber tape	-25.20
13276	01/24/2024	USA BLUEBOOK	VOID:	0.00
13277	01/24/2024	GREAT LAKES TV SEAL INC	TV unit tech	-453.70
13278	01/24/2024	USA BLUEBOOK	supplies	-541.36
13279	01/25/2024	ALLIANT ENERGY/WP&L	VOID: GJE, RGJE created on 01/25/2024	0.00
13280	01/25/2024	WE ENERGIES	Dec '23/Jan '24 reading	-560.63
13281	01/25/2024	ALLIANT ENERGY/WP&L	Electric bill	-2,834.89
13282	01/31/2024	CORE & MAIN	510M Wired SP	-184.10
13283	01/31/2024	JOHNSON BLOCK AND COMPANY	2023 Audit	-2,483.89
13284	01/31/2024	MARKESAN, CITY OF	Jan 2024 PR reimb	-16,636.85
13285	02/01/2024	US POSTMASTER	stamps	-340.00
13287	02/02/2024	GENERAL ENGINEERING CO., INC.	2022 Street Project	-9,025.35
13288	02/02/2024	NESS ELECTRIC, INC	Tank Mixer Test	-46.50
<b><u>TOTAL UTILITY CHECKS</u></b>				<b>-33,383.87</b>

## City of Markesan Treasurer's Report Budget vs. Actual January 2024

	Jan 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>4100000 · Taxes</b>				
4133000 · PILOT's Water Dept	0.00	60,000.00	-60,000.00	0.0%
4111000 · City Taxes & Overrun	588,420.79	588,421.00	-0.21	100.0%
4112000 · TIF Increment	0.00	105,000.00	-105,000.00	0.0%
4114000 · Mobile Home Fees	24.29	300.00	-275.71	8.1%
4132000 · PILOT's MRH	0.00	10,000.00	-10,000.00	0.0%
4180000 · Interest on Taxes	48.07	1,000.00	-951.93	4.8%
4190000 · State Personal Prop Aid	0.00	4,635.00	-4,635.00	0.0%
4195000 · State TID Personal Prop Aid	0.00	4,110.00	-4,110.00	0.0%
<b>Total 4100000 · Taxes</b>	<b>588,493.15</b>	<b>773,466.00</b>	<b>-184,972.85</b>	<b>76.1%</b>
<b>4200000 · Special Assessments</b>				
4220000 · Sidewalk Assessment Loan	0.00	13,334.00	-13,334.00	0.0%
4230000 · Sidewalk Assessments	0.00	6,666.00	-6,666.00	0.0%
<b>Total 4200000 · Special Assessments</b>	<b>0.00</b>	<b>20,000.00</b>	<b>-20,000.00</b>	<b>0.0%</b>
<b>4300000 · Intergovernmental Revenues</b>				
4341000 · Shared Revenue	0.00	514,436.98	-514,436.98	0.0%
4343000 · Exempt Comp Aid	0.00	3,888.00	-3,888.00	0.0%
4352100 · Police Training	0.00	500.00	-500.00	0.0%
4353100 · Transportation Aids	27,578.75	110,298.70	-82,719.95	25.0%
4354500 · Recycling Grant	0.00	5,900.00	-5,900.00	0.0%
<b>Total 4300000 · Intergovernmental Revenues</b>	<b>27,578.75</b>	<b>635,023.68</b>	<b>-607,444.93</b>	<b>4.3%</b>
<b>4400000 · Licenses &amp; Permits</b>				
4410100 · Alcohol Licenses	0.00	3,000.00	-3,000.00	0.0%
4410200 · Operator's Licenses	95.00	1,100.00	-1,005.00	8.6%
4410300 · Soda Water Licenses	5.00	80.00	-75.00	6.3%
4410400 · Cigarette Licenses	75.00	300.00	-225.00	25.0%
4410500 · Other Business Lic.	0.00	200.00	-200.00	0.0%
4410900 · Cable Franchise Fees	0.00	1,200.00	-1,200.00	0.0%
4420000 · Dog Licenses (City)	963.42	925.00	38.42	104.2%
4430000 · Building Permits	400.00	6,000.00	-5,600.00	6.7%
4440000 · Land Use Permits	0.00	250.00	-250.00	0.0%
4450000 · MDM Hunter Permit Fee	0.00	240.00	-240.00	0.0%
<b>Total 4400000 · Licenses &amp; Permits</b>	<b>1,536.42</b>	<b>13,295.00</b>	<b>-11,756.58</b>	<b>11.6%</b>
<b>4500000 · Fines, Forfeits &amp; Penalties</b>				
4510000 · Ordinance Violations	0.00	9,500.00	-9,500.00	0.0%
4510100 · Parking Violations	0.00	600.00	-600.00	0.0%
<b>Total 4500000 · Fines, Forfeits &amp; Penalties</b>	<b>0.00</b>	<b>10,100.00</b>	<b>-10,100.00</b>	<b>0.0%</b>
<b>4600000 · Public Charges for Services</b>				
4610000 · Clerk-Treas Fees	50.00	1,200.00	-1,150.00	4.2%
4610100 · Publication Fees	0.00	250.00	-250.00	0.0%
4621000 · Police Dept Fees	0.00	250.00	-250.00	0.0%
4632200 · Snow Removal Fees	0.00	250.00	-250.00	0.0%
4643500 · Recycle Fees	183.00	3,400.00	-3,217.00	5.4%
4644000 · Weed Control Charges	379.98	350.00	29.98	108.6%
4654000 · Cemetery Sales	0.00	500.00	-500.00	0.0%
4672000 · Park Shelter Use	0.00	1,700.00	-1,700.00	0.0%
4674300 · Comm Ctr Use	65.00	500.00	-435.00	13.0%
<b>Total 4600000 · Public Charges for Services</b>	<b>677.98</b>	<b>8,400.00</b>	<b>-7,722.02</b>	<b>8.1%</b>
<b>4700000 · Intergov't Charges for Services</b>				
4732100 · School Liason	6,846.00	64,000.00	-57,154.00	10.7%
4734100 · Recycle Ctr-Towns	0.00	12,825.00	-12,825.00	0.0%
4739100 · Crossing Guard Reimb	0.00	6,000.00	-6,000.00	0.0%
<b>Total 4700000 · Intergov't Charges for Services</b>	<b>6,846.00</b>	<b>82,825.00</b>	<b>-75,979.00</b>	<b>8.3%</b>
<b>4800000 · Miscellaneous Revenue</b>				
4811000 · Interest-City Investments	0.00	10,000.00	-10,000.00	0.0%
4820000 · Rent-Muni Bldg	2,350.00	16,200.00	-13,850.00	14.5%
4820100 · Rent-Land	0.00	3,500.00	-3,500.00	0.0%
4820200 · Rent-Cell Tower	975.21	11,475.00	-10,499.79	8.5%
4840900 · Ins Dividends	0.00	1,800.00	-1,800.00	0.0%
4850000 · Donations	0.00	5,000.00	-5,000.00	0.0%
4850025 · Connolly Memorial Cemetery Fund	9,845.00	0.00	9,845.00	0.0%
4850030 · Dog Park Donations	0.00	15,000.00	-15,000.00	0.0%
4850100 · Police Donations	10.00	3,000.00	-2,990.00	0.3%

## City of Markesan Treasurer's Report Budget vs. Actual January 2024

	Jan 24	Budget	\$ Over Budget	% of Budget
4890000 · Exp Reimb-All Types	1,704.86	3,500.00	-1,795.14	48.7%
<b>Total 4800000 · Miscellaneous Revenue</b>	<b>14,885.07</b>	<b>69,475.00</b>	<b>-54,589.93</b>	<b>21.4%</b>
<b>Total Income</b>	<b>640,019.37</b>	<b>1,612,584.68</b>	<b>-972,565.31</b>	<b>39.7%</b>
<b>Gross Profit</b>	<b>640,019.37</b>	<b>1,612,584.68</b>	<b>-972,565.31</b>	<b>39.7%</b>
<b>Expense</b>				
5100000 · General Government				
5100100 · W&S Expense Reimb	3,944.77			
5100111 · Accts Rec - W&S Wages	10,097.13			
5100112 · Accts Rec - W&S WRS	648.16			
5100114 · Accts Rec - W&S Insurance	5,069.64			
5110000 · Legislative				
5110111 · Council	0.00	12,750.00	-12,750.00	0.0%
5110211 · Mayor	0.00	9,000.00	-9,000.00	0.0%
5111011 · Committees	0.00	400.00	-400.00	0.0%
<b>Total 5110000 · Legislative</b>	<b>0.00</b>	<b>22,150.00</b>	<b>-22,150.00</b>	<b>0.0%</b>
5130000 · Legal				
5130021 · City Atty-General	0.00	1,800.00	-1,800.00	0.0%
5130121 · City Atty-Prosecution	0.00	1,500.00	-1,500.00	0.0%
5131021 · Muni Code Updates	0.00	1,500.00	-1,500.00	0.0%
<b>Total 5130000 · Legal</b>	<b>0.00</b>	<b>4,800.00</b>	<b>-4,800.00</b>	<b>0.0%</b>
5140000 · General Administration				
5141011 · Legislative Support-Wages	389.34	9,968.70	-9,579.36	3.9%
5141025 · Legislat. Support-Training/Dues	0.00	850.00	-850.00	0.0%
5141032 · Legislative Support-Publication	0.00	7,000.00	-7,000.00	0.0%
5142011 · General Admin-Wages	924.92	34,575.76	-33,650.84	2.7%
5142021 · General Admin-Outside Services	0.00	575.00	-575.00	0.0%
5142025 · General Admin-Training/Dues	65.00	450.00	-385.00	14.4%
5142031 · General Admin-Office Supplies	1,691.07	4,000.00	-2,308.93	42.3%
5142033 · General Admin-Mileage	0.00	125.00	-125.00	0.0%
5143011 · Elections-Wages	135.99	7,777.00	-7,641.01	1.7%
5143032 · Elections-Publication	0.00	250.00	-250.00	0.0%
5143034 · Elections-Supplies	0.00	650.00	-650.00	0.0%
5144011 · Licensing & Permits-Wages	398.80	1,883.65	-1,484.85	21.2%
5144032 · Licensing & Permits-Publication	0.00	300.00	-300.00	0.0%
<b>Total 5140000 · General Administration</b>	<b>3,605.12</b>	<b>68,405.11</b>	<b>-64,799.99</b>	<b>5.3%</b>
5150000 · Financial Administration				
5150011 · General Accounting-Wages	1,609.03	19,190.00	-17,580.97	8.4%
5150034 · General Accounting-Supplies	0.00	1,500.00	-1,500.00	0.0%
5150521 · Independent Audit	2,558.88	13,200.00	-10,641.12	19.4%
5151113 · Medicare (default)	824.53	8,484.00	-7,659.47	9.7%
5151213 · Social Security	2,519.61	28,891.50	-26,371.89	8.7%
5151314 · Health Insurance	10,286.68	173,829.06	-163,542.38	5.9%
5151414 · Life Insurance	56.78	650.00	-593.22	8.7%
5151611 · Paid Time Off (PTO)-Wages	6,521.39			
5152012 · Wisconsin Retirement System	3,645.58	45,450.00	-41,804.42	8.0%
5155021 · Prop. Assmnt.-Outside Services	1,800.00	7,500.00	-5,700.00	24.0%
5155111 · Prop Tax Collection-Wages	806.76	1,691.75	-884.99	47.7%
5155121 · Prop Tax Collection-Outside Ser	0.00	900.00	-900.00	0.0%
5156005 · Prop & Liability Ins	5,310.71	31,369.00	-26,058.29	16.9%
5156100 · Workers Comp - Calculated	15.10			
5156105 · Workers Comp	1,767.05	10,653.00	-8,885.95	16.6%
5156205 · Employee Bonds	475.00	900.00	-425.00	52.8%
5150000 · Financial Administration - Other	10.00			
<b>Total 5150000 · Financial Administration</b>	<b>38,207.10</b>	<b>344,208.31</b>	<b>-306,001.21</b>	<b>11.1%</b>
5160000 · Municipal Building				
5160011 · Municipal Building-Wages	371.32	8,080.00	-7,708.68	4.6%
5160021 · Municipal Building-Outside Serv	1,087.05	4,000.00	-2,912.95	27.2%
5160022 · Municipal Building-Utilities	2,210.10	27,000.00	-24,789.90	8.2%
5160023 · Municipal Building-Repairs&Supp	0.00	10,381.82	-10,381.82	0.0%
<b>Total 5160000 · Municipal Building</b>	<b>3,668.47</b>	<b>49,461.82</b>	<b>-45,793.35</b>	<b>7.4%</b>
<b>Total 5100000 · General Government</b>	<b>65,240.39</b>	<b>489,025.24</b>	<b>-423,784.85</b>	<b>13.3%</b>
5150520 · Bank Service Charges	30.00			
5200000 · Public Safety				
5210000 · Law Enforcement				
5210001 · Police Administration				

**City of Markesan**  
**Treasurer's Report Budget vs. Actual**  
**January 2024**

	Jan 24	Budget	\$ Over Budget	% of Budget
5210011 - Police Admin-Wages	4,803.15	79,790.00	-74,986.85	6.0%
5210019 - Police Admin-Uniforms	105.50	2,000.00	-1,894.50	5.3%
5210022 - Police Admin-Utilities	482.75	5,000.00	-4,517.25	9.7%
5210034 - Police Admin-Supplies	54.90	5,000.00	-4,945.10	1.1%
<b>Total 5210001 - Police Administration</b>	<b>5,446.30</b>	<b>91,790.00</b>	<b>-86,343.70</b>	<b>5.9%</b>
<b>5212000 - Police Patrol</b>				
5212011 - Police Patrol-Wages				
5213011 - Police Criminal Invest-Wages	0.00	1,515.00	-1,515.00	0.0%
5212011 - Police Patrol-Wages - Other	11,332.55	166,650.00	-155,317.45	6.8%
<b>Total 5212011 - Police Patrol-Wages</b>	<b>11,332.55</b>	<b>168,165.00</b>	<b>-156,832.45</b>	<b>6.7%</b>
5212021 - Police Patrol-Outside Services	271.00	4,000.00	-3,729.00	6.8%
5212022 - Police Patrol-Utilities	206.54	600.00	-393.46	34.4%
5212023 - Police Patrol-Repairs/Supplies	154.31	10,000.00	-9,845.69	1.5%
5212033 - Police Patrol-Fuel/Miles	517.48	9,000.00	-8,482.52	5.7%
<b>Total 5212000 - Police Patrol</b>	<b>12,481.88</b>	<b>191,765.00</b>	<b>-179,283.12</b>	<b>6.5%</b>
5213021 - Police Criminal Inv-Suppl/Serv	276.70	2,000.00	-1,723.30	13.8%
5214025 - Police Training	0.00	1,500.00	-1,500.00	0.0%
<b>Total 5210000 - Law Enforcement</b>	<b>18,204.88</b>	<b>287,055.00</b>	<b>-268,850.12</b>	<b>6.3%</b>
5219000 - School Crossing Guard	0.00	11,500.00	-11,500.00	0.0%
<b>5220000 - Fire Protection</b>				
5220021 - Fire Dept-Annual Budget	0.00	25,922.50	-25,922.50	0.0%
5220022 - Water Hydrant Rental	0.00	113,750.00	-113,750.00	0.0%
5220034 - Fire Dept-Incident Charges	0.00	1,000.00	-1,000.00	0.0%
<b>Total 5220000 - Fire Protection</b>	<b>0.00</b>	<b>140,672.50</b>	<b>-140,672.50</b>	<b>0.0%</b>
5240021 - Building Inspection	0.00	12,500.00	-12,500.00	0.0%
<b>5290000 - Other Public Safety</b>				
5290011 - Emergency Govt-Wages	0.00	2,200.00	-2,200.00	0.0%
5290022 - Emergency Govt-Utilities	27.78	1,900.00	-1,872.22	1.5%
5290023 - Emer Govt-Supp., Equip & Repair	0.00	5,520.00	-5,520.00	0.0%
<b>Total 5290000 - Other Public Safety</b>	<b>27.78</b>	<b>9,620.00</b>	<b>-9,592.22</b>	<b>0.3%</b>
<b>Total 5200000 - Public Safety</b>	<b>18,232.66</b>	<b>461,347.50</b>	<b>-443,114.84</b>	<b>4.0%</b>
<b>5300000 - Public Works</b>				
<b>5310000 - Streets Administration</b>				
5310005 - Streets Admin-CDL Testing	0.00	150.00	-150.00	0.0%
5310011 - Streets Admin-Wages	259.56	5,403.50	-5,143.94	4.8%
5310021 - Streets Admin-Outside Services	42.64	500.00	-457.36	8.5%
5310025 - Streets Admin-Training	0.00	1,000.00	-1,000.00	0.0%
<b>Total 5310000 - Streets Administration</b>	<b>302.20</b>	<b>7,053.50</b>	<b>-6,751.30</b>	<b>4.3%</b>
<b>5311000 - Public Works Shop</b>				
5311011 - PW Shop-Wages	0.00	2,020.00	-2,020.00	0.0%
5311022 - PW Shop-Utilities	945.72	5,600.00	-4,654.28	16.9%
5311033 - PW Shop-Fuel	103.71	350.00	-246.29	29.6%
5311034 - PW Shop-Supplies/Tools	303.14	2,500.00	-2,196.86	12.1%
<b>Total 5311000 - Public Works Shop</b>	<b>1,352.57</b>	<b>10,470.00</b>	<b>-9,117.43</b>	<b>12.9%</b>
<b>5312000 - Public Works Mach &amp; Equip</b>				
5312011 - PW Mach & Equip-Wages	751.34	25,755.00	-25,003.66	2.9%
5312023 - PW Mach & Equip-Repair/Supplies	430.00	7,000.00	-6,570.00	6.1%
5312033 - PW Mach & Equip-Fuel	700.76	3,500.00	-2,799.24	20.0%
<b>Total 5312000 - Public Works Mach &amp; Equip</b>	<b>1,882.10</b>	<b>36,255.00</b>	<b>-34,372.90</b>	<b>5.2%</b>
<b>5331000 - Road Maintenance</b>				
5331011 - Road Maintenance-Wages	0.00	1,515.00	-1,515.00	0.0%
5331023 - Road Maintenance-Repair/Supply	0.00	8,000.00	-8,000.00	0.0%
5331033 - Road Maintenance-Fuel	0.00	800.00	-800.00	0.0%
<b>Total 5331000 - Road Maintenance</b>	<b>0.00</b>	<b>10,315.00</b>	<b>-10,315.00</b>	<b>0.0%</b>
<b>5331100 - Curbs &amp; Gutters</b>				
5331111 - Curbs & Gutters-Wages	0.00	252.50	-252.50	0.0%
5331100 - Curbs & Gutters - Other	0.00	250.00	-250.00	0.0%
<b>Total 5331100 - Curbs &amp; Gutters</b>	<b>0.00</b>	<b>502.50</b>	<b>-502.50</b>	<b>0.0%</b>

## City of Markesan Treasurer's Report Budget vs. Actual January 2024

	Jan 24	Budget	\$ Over Budget	% of Budget
<b>5331200 · Traffic Signs &amp; Markings</b>				
5331211 · Traffic Signs, Markings-Wages	133.39	1,010.00	-876.61	13.2%
5331223 · Traffic Sign & Mark-Repair/Supp	0.00	1,000.00	-1,000.00	0.0%
<b>Total 5331200 · Traffic Signs &amp; Markings</b>	<b>133.39</b>	<b>2,010.00</b>	<b>-1,876.61</b>	<b>6.6%</b>
<b>5331300 · Bridges &amp; Culverts</b>				
5331321 · Bridges & Culverts-Outside Serv	0.00	650.00	-650.00	0.0%
<b>Total 5331300 · Bridges &amp; Culverts</b>	<b>0.00</b>	<b>650.00</b>	<b>-650.00</b>	<b>0.0%</b>
<b>5331900 · Snow &amp; Ice Control</b>				
5331911 · Snow & Ice Control-Wages	4,254.30	11,110.00	-6,855.70	38.3%
5331933 · Snow & Ice Control-Fuel	365.08	5,000.00	-4,634.92	7.3%
5331934 · Snow & Ice Control-Supplies	0.00	10,000.00	-10,000.00	0.0%
5331900 · Snow & Ice Control - Other	0.00	26,110.00	-26,110.00	0.0%
<b>Total 5331900 · Snow &amp; Ice Control</b>	<b>4,619.38</b>	<b>52,220.00</b>	<b>-47,600.62</b>	<b>8.8%</b>
<b>5342022 · Street Lighting</b>	<b>2,018.85</b>	<b>24,000.00</b>	<b>-21,981.15</b>	<b>8.4%</b>
<b>5343100 · Sidewalks</b>				
5343111 · Sidewalks-Wages	0.00	516.11	-516.11	0.0%
5343100 · Sidewalks - Other	0.00	20,000.00	-20,000.00	0.0%
<b>Total 5343100 · Sidewalks</b>	<b>0.00</b>	<b>20,516.11</b>	<b>-20,516.11</b>	<b>0.0%</b>
<b>5344000 · Storm Sewers</b>				
5344111 · Storm Sewers-Wages	0.00	835.27	-835.27	0.0%
<b>Total 5344000 · Storm Sewers</b>	<b>0.00</b>	<b>835.27</b>	<b>-835.27</b>	<b>0.0%</b>
<b>5344100 · Street Cleaning</b>	<b>0.00</b>	<b>2,020.00</b>	<b>-2,020.00</b>	<b>0.0%</b>
<b>5345000 · Parking Lots</b>				
5345011 · Parking Lots-Wages	0.00	505.00	-505.00	0.0%
<b>Total 5345000 · Parking Lots</b>	<b>0.00</b>	<b>505.00</b>	<b>-505.00</b>	<b>0.0%</b>
<b>5362000 · Sanitation/Trash</b>				
5362011 · Sanitation/Trash-Wages	854.39	6,751.85	-5,897.46	12.7%
5362021 · Sanitation/Trash-Outside Serv.	5,764.23	68,225.00	-62,460.77	8.4%
<b>Total 5362000 · Sanitation/Trash</b>	<b>6,618.62</b>	<b>74,976.85</b>	<b>-68,358.23</b>	<b>8.8%</b>
<b>5363100 · Landfill Monitoring</b>	<b>0.00</b>	<b>4,200.00</b>	<b>-4,200.00</b>	<b>0.0%</b>
<b>5363500 · Recycling Center</b>				
5363511 · Recycling Center-Wages	194.47	6,300.00	-6,105.53	3.1%
5363523 · Recycling Center-Markesan	0.00	500.00	-500.00	0.0%
5363533 · Recycling Center-Fuel	51.15	250.00	-198.85	20.5%
5363500 · Recycling Center - Other	6.68	375.00	-368.32	1.8%
<b>Total 5363500 · Recycling Center</b>	<b>252.30</b>	<b>7,425.00</b>	<b>-7,172.70</b>	<b>3.4%</b>
5363521 · Recycling-Curbside	3,738.96	44,250.00	-40,511.04	8.4%
5363600 · Recycling Center-Mackford	6.67	1,700.00	-1,693.33	0.4%
5363700 · Recycling Center-Manchester	6.68	1,700.00	-1,693.32	0.4%
5363800 · Recycling Center-Green Lake	6.67	2,600.00	-2,593.33	0.3%
<b>5364000 · Weed Control</b>				
5364011 · Weed Control-Wages	0.00	1,515.00	-1,515.00	0.0%
5364034 · Weed Control-Supplies	0.00	300.00	-300.00	0.0%
<b>Total 5364000 · Weed Control</b>	<b>0.00</b>	<b>1,815.00</b>	<b>-1,815.00</b>	<b>0.0%</b>
<b>Total 5300000 · Public Works</b>	<b>20,938.39</b>	<b>306,019.23</b>	<b>-285,080.84</b>	<b>6.8%</b>
<b>5400000 · Health &amp; Human Services</b>				
<b>5490000 · Cemetery</b>				
5491011 · Cemetery-Wages	0.00	12,155.35	-12,155.35	0.0%
5491022 · Cemetery-Utilities	17.93	300.00	-282.07	6.0%
5491033 · Cemetery-Fuel	0.00	350.00	-350.00	0.0%
5491034 · Cemetery-Supplies	0.00	500.00	-500.00	0.0%
<b>Total 5490000 · Cemetery</b>	<b>17.93</b>	<b>13,305.35</b>	<b>-13,287.42</b>	<b>0.1%</b>
<b>Total 5400000 · Health &amp; Human Services</b>	<b>17.93</b>	<b>13,305.35</b>	<b>-13,287.42</b>	<b>0.1%</b>
<b>5500000 · Culture, Rec &amp; Educ</b>				
<b>5510000 · Library</b>				
5511011 · Library-Wages	178.83	2,500.00	-2,321.17	7.2%
5511021 · Library-Annual Budget	17,667.00	70,668.00	-53,001.00	25.0%
<b>Total 5510000 · Library</b>	<b>17,845.83</b>	<b>73,168.00</b>	<b>-55,322.17</b>	<b>24.4%</b>



**City of Markesan**  
**Treasurer's Report Budget vs. Actual**  
**January 2024**

	Jan 24	Budget	\$ Over Budget	% of Budget
<b>5520000 - Parks</b>				
5520011 - Parks-Wages	378.87	8,000.00	-7,621.13	4.7%
5520022 - Parks-Utilities	180.74	2,500.00	-2,319.26	7.2%
5520023 - Parks-Repairs/Supplies	168.89	3,000.00	-2,831.11	5.8%
5520033 - Parks-Fuel	77.80	500.00	-422.20	15.6%
<b>Total 5520000 - Parks</b>	<b>806.30</b>	<b>14,000.00</b>	<b>-13,193.70</b>	<b>5.8%</b>
<b>5530000 - City Events/Banners</b>				
5530011 - City Events/Banners-Wages	273.98	3,000.00	-2,726.02	9.1%
<b>Total 5530000 - City Events/Banners</b>	<b>273.98</b>	<b>3,000.00</b>	<b>-2,726.02</b>	<b>9.1%</b>
5530100 - Summer Rec Program	0.00	2,000.00	-2,000.00	0.0%
5531000 - Events Comm. (Special Events)	0.00	5,260.00	-5,260.00	0.0%
<b>Total 5500000 - Culture, Rec &amp; Educ</b>	<b>18,926.11</b>	<b>97,428.00</b>	<b>-78,501.89</b>	<b>19.4%</b>
<b>5600000 - Conservation &amp; Development</b>				
5670000 - Advertising & Promotion	0.00	150.00	-150.00	0.0%
5671000 - Industrial Park Development	26.49	120.00	-93.51	22.1%
5671021 - TIF Fees	850.00			
5690000 - Zoning & Development	0.00	250.00	-250.00	0.0%
5691000 - Mapping	0.00	50.00	-50.00	0.0%
<b>Total 5600000 - Conservation &amp; Development</b>	<b>876.49</b>	<b>570.00</b>	<b>306.49</b>	<b>153.8%</b>
<b>5900000 - Debt Service</b>				
5912000 - 2018 Bond Issue Princ.				
5912100 - 2018 Bond Issue Fees	0.00	850.00	-850.00	0.0%
5912000 - 2018 Bond Issue Princ. - Other	0.00	110,000.00	-110,000.00	0.0%
<b>Total 5912000 - 2018 Bond Issue Princ.</b>	<b>0.00</b>	<b>110,850.00</b>	<b>-110,850.00</b>	<b>0.0%</b>
5916000 - Principal Long-Term Debt	294.29	3,604.85	-3,310.56	8.2%
5926000 - Interest Long Term Debt	26.35	242.83	-216.48	10.9%
5926250 - 2018A Bond Issue Interest	0.00	29,375.00	-29,375.00	0.0%
5927000 - Patrol Car Principal Loan	0.00	5,034.37	-5,034.37	0.0%
5927500 - Patrol Car Interest Loan	0.00	1,965.63	-1,965.63	0.0%
<b>Total 5900000 - Debt Service</b>	<b>320.64</b>	<b>151,072.68</b>	<b>-150,752.04</b>	<b>0.2%</b>
<b>6000000 - Capital Outlay</b>				
6576550 - Outlay - Dog Park	0.00	15,000.00	-15,000.00	0.0%
6571400 - Outlay - City Hall	0.00	5,000.00	-5,000.00	0.0%
6571900 - Outlay - General Acctg Admin	0.00	5,000.00	-5,000.00	0.0%
6572900 - Outlay - Emergency Govt	0.00	1,500.00	-1,500.00	0.0%
6573240 - Outlay - Machines & Equipment	0.00	10,000.00	-10,000.00	0.0%
6573270 - Outlay - Garages & Sheds	0.00	5,000.00	-5,000.00	0.0%
6573310 - Outlay - Streets	0.00	25,000.00	-25,000.00	0.0%
6573340 - Outlay - 2025 Streets Project	0.00	10,626.68	-10,626.68	0.0%
6574200 - Outlay - Recycling Center	0.00	5,000.00	-5,000.00	0.0%
6575100 - Outlay - Cemetery	0.00	10,000.00	-10,000.00	0.0%
6576100 - Outlay - Library	0.00	800.00	-800.00	0.0%
6576200 - Outlay - Parks	0.00	20,000.00	-20,000.00	0.0%
6576300 - Outlay - Codification	0.00	2,000.00	-2,000.00	0.0%
6576500 - Outlay - Walking Path	0.00	5,000.00	-5,000.00	0.0%
<b>Total 6000000 - Capital Outlay</b>	<b>0.00</b>	<b>119,926.68</b>	<b>-119,926.68</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>124,582.61</b>	<b>1,638,694.68</b>	<b>-1,514,112.07</b>	<b>7.6%</b>
<b>Net Ordinary Income</b>	<b>515,436.76</b>	<b>-26,110.00</b>	<b>541,546.76</b>	<b>-1,974.1%</b>
<b>Net Income</b>	<b>515,436.76</b>	<b>-26,110.00</b>	<b>541,546.76</b>	<b>-1,974.1%</b>

# **CITY OF MARKESAN**

Created January 2024

## **City Common Council**

Rich Slate, Mayor

David Abendroth

Pat Prill

Clint Lager

Adam Thiem

Dennis Triemstra

Michael Glisch

Betsy Amend, City Clerk/Treasurer

## **Public Property & Health Committee**

Pat Prill, Chair

Michael Glisch

Adam Thiem

Clint Lager

Rich Slate, Mayor

This draft report was prepared for the City of Markesan by General Engineering Company in January 2024.

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**CITY OF MARKESAN  
PARK and OUTDOOR RECREATION PLAN - 2023**

**INTRODUCTION**

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This report is the Park and Outdoor Recreation Plan for the City of Markesan. This new plan for the City proposes recreation improvements through the year 2045. The purpose of this plan is threefold: To guide the decisions of the City and other providers of open space and recreational lands in the area in order to provide for the increasing demand for recreation facilities; To recommend proposals for recreation development within the City and; To establish City eligibility for recreation grant funds. Updates of this plan should be done every five years to maintain the City's eligibility for recreation grant funds and to update and revise the City's development goals and proposed recreation improvements.

The demand for outdoor recreation resources has been increasing dramatically for some years and will most likely continue to grow based on changing lifestyles that allow for more leisure time, greater mobility and larger incomes to spend on recreational activities. Also, as the resident and tourist population of the area continues to grow, demand for recreational facilities will increase. It is important to keep pace with these trends for all government levels, as their responsibility dictates, to adequately provide parks and recreational facilities for active recreation and/or preserve open space to protect natural habitats and provide renewal for the human spirit.

The State requires an approved recreation plan not more than five years old to maintain eligibility for grant funding. Grant funding is often vital to the undertaking and completion of needed projects.

This plan addresses recommendations for future park development, including the expansion of additional facilities in existing parks. A number of projects are proposed in this plan to improve, update, preserve and further develop park and recreation areas of the City. It is hoped that all providers of recreational facilities will coordinate their recreational developments with other providers in order to compliment resources and prevent the duplication of facilities.

The process of creating the plan began with a detailed inventory of public and private outdoor recreation facilities in the City of Markesan. Policies, Goals and Objectives were then developed on which to base the planning process. The inventory, City Council, and public input were then used in the analysis phase to determine the needs of the City. Recreation needs were analyzed in light of recommended per capita standards for acreage and facility requirements and were analyzed for geographical distribution. Based upon identified needs; proposals were developed for the 22-year period from 2023 to 2045, recommending a plan for development to meet the recreational needs of the people of the City of Markesan.

## TRENDS INFLUENCING THE PLANNING PROCESS

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A number of nationwide trends can affect the park and open space planning process. These environmental, social, economic and demographic trends should be considered in order to efficiently and effectively plan and deliver park and open space services and facilities. National trends adapted from Park, Recreation, Open Space and Greenway Guidelines that may be applicable to park and open space planning in Green Lake County and the City of Markesan include the following:

1. **Disappearing Resources** - Significant open spaces and natural habitats, original landscapes, wetlands and natural drainages are being lost to development.
2. **Environmentally Sensitive Lifestyles** - Low impact, non-consumptive use (walking, biking) and increased aesthetic appreciation.
3. **No Growth and “Not in My Backyard” Attitudes** - Resistance to change, growth and development.
4. **Water Quality Concerns** - Natural drainage systems (wetlands and waterways) become more important.
5. **Increasing Concerns for Personal and Family Health, Safety and Well-being**
6. **Increasing Importance of “Wellness” and Health Conscientious Activities**
7. **Increased Inclusiveness** - Laws and public policies addressing accessibility of public facilities and services regardless of race, sex, and physical abilities.
8. **Leisure Services Provided by Multiple Partners and Providers** - Private and public partnerships to address needs with less individual resources.
9. **Growing Importance and Interest in Eco-Tourism and Eco-Travel** - Natural resource based vs. manmade attractions.
10. **Recognition of Economic Value of Parks and Open Spaces with Regard to Community Attractiveness to Residents, Tourists, Businesses and Industries**
11. **Aging of the Population** - by 2030, one-third of population will be senior citizens.
12. **Increased Sprawling Development** - Located primarily along major transportation corridors.
13. **Historic Preservation** - Valuing heritage resources as treasures.

## SETTING

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### Location

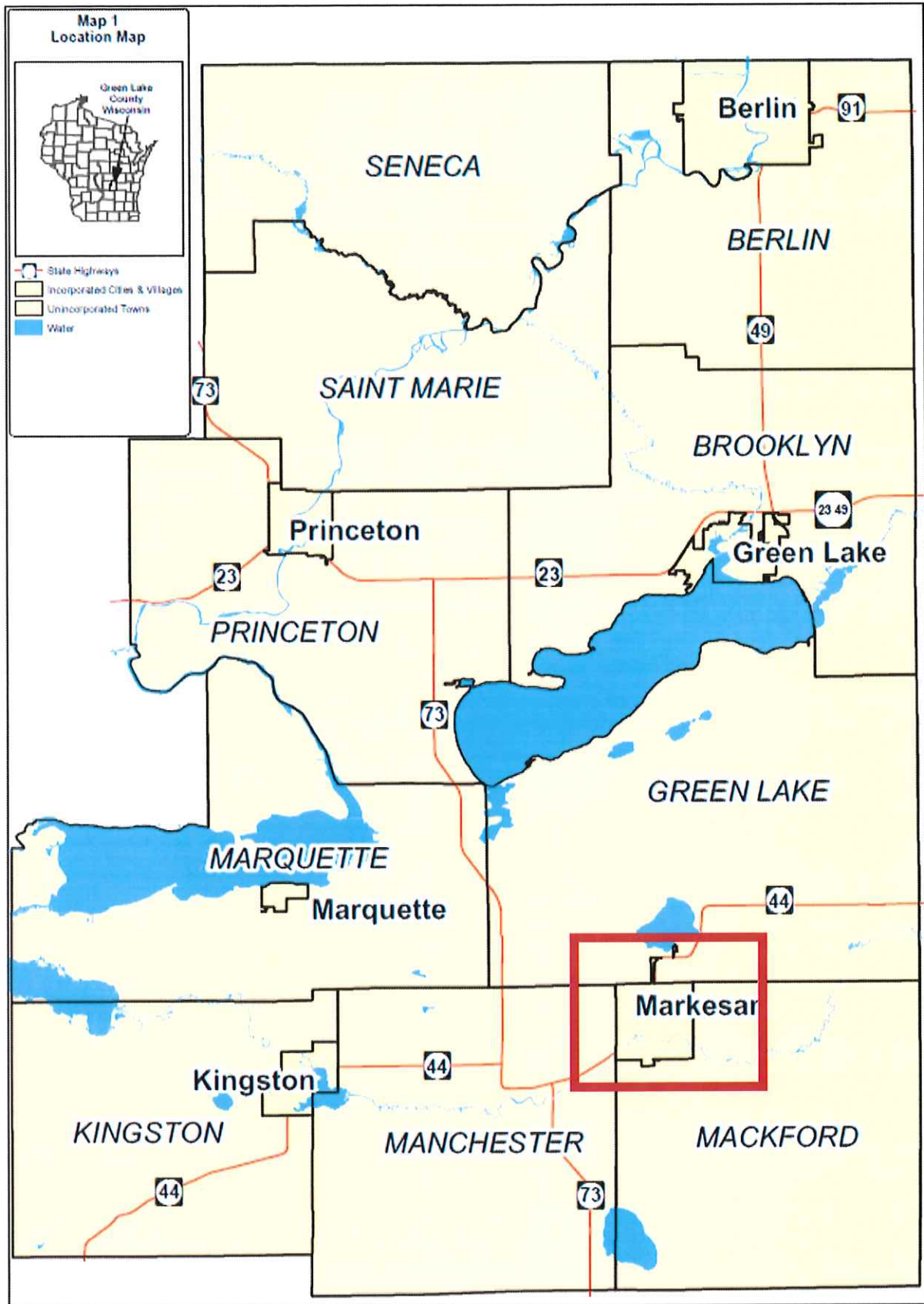
The City of Markesan is located in southern Green Lake County, just south of Little Green Lake. The City and County are shown in Map 1 below. State Highway 44 is the main regional highway that connects the City of Markesan to the City of Ripon, in Fond du Lac County, to the northeast and the Village of Kingston to the west. The City is surrounded by the Towns of Green Lake, Mackford, and Manchester. The City is surrounded by agricultural land uses, despite a large tourist population in the Town of Green Lake. The environment around Markesan is defined by agriculture. The City of Markesan is relatively isolated and not greatly affected by outside forces. The City will likely need to maintain their existing park and green spaces in order to best serve their aging population.

### Physical and Cultural Features

Physical features play a major role in planning, designing, and developing recreation and open space areas. The diverse natural and cultural resources and climate of the area affect the type and amount of recreational and open space facilities that can and should be provided. An abundance of wetlands, surface waters, and unique natural resources in an area tend to require more parks and open space areas to help protect and preserve the resources. In turn, more fishing, boating and nature observation should be expected within these areas. In areas with limited wetland, surface water, or unique resources, timing becomes more critical in order to protect and preserve them before they are lost, damaged, or destroyed due to development. Certain outdoor recreation activities are entirely dependent upon these natural resource amenities, such as nature study areas. Others, such as picnic areas and trails rely on the natural resource amenities to the extent of enhancing and creating quality recreational experiences. Still other types of activities (i.e., ball fields) are somewhat independent of the natural resource base and only require land suitable for development of the desired facilities. Lands with a mix of natural resource amenities and developable areas provide the greatest ability to accommodate the widest array of outdoor recreation facilities.

The greatest natural resource in the City of Markesan is the Grand River. The Grand River eventually connects to the Fox River and is part of a much larger natural resource base. The Grand River flows directly through the City and has the potential to provide recreational and economic opportunities for the City. Additionally, Soldiers and Sailors Park sits on Little Green Lake. While the lake is not within the boundaries of the City, the Park is a municipal island. The beach and park property provides the City and its residents with swimming, fishing, boating, and other water-based outdoor recreation opportunities.

The residents of Markesan have emphasized their desire to preserve and enhance the natural resources and historic nature of the City. The overarching goal for the City is to maintain its small town charm, rural character of the surrounding area, and maintain the historic resources within its limits.



Source: 2016 Green Lake County Comprehensive Plan



## Land Use and Economy

Residential development in the City of Markesan is divided into two areas. The central part of the City was developed first and contains older homes that are more established. The south side of the City is expanding and developing with new residences. The south side of the City is expected to continue to develop into the future.

Industrial development in the City of Markesan is located at the far north end, along State Highway 44, and the far east side on County Highway S. Industrial development in Markesan is sizeable for a City of its size. There are multiple companies in Markesan that have a major economic impact. The major commercial development is located in the center of the City around S. Bridge Street.

## POPULATION

Population trends, projections, distributions, age compositions and other population characteristics are important elements in effective park and open space planning. National standards for park and open space developments are based upon population trends and projections. Population distribution helps determine where facilities should be located; and age Compositions help determine the types of facilities to be developed.

### Trends and Projections

The City of Markesan's population increased by 92 people (107%) between 1970 and 2020. The population increased between 1970 and 1990 with the population increasing by more than 200 during those two decades. However, between 1990 and 2000, the population dropped to 1,396. This is a decline of 100 people in one ten-year period. The population jumped up again in 2010 to 1,476 and then dropped again in 2020 to the current population of 1,377. The Wisconsin Department of Administration currently estimates the City's population at 1,352. Table 1 shows the population trends for the City of Markesan.

**TABLE 1**  
**City of Markesan Population Trends, 1970 - 2020**

Year	1970	1980	1990	2000	2010	2020	% Change 1970-2020	Total New Persons 1970-2020
Population	1,285	1,446	1,496	1,396	1,476	1,377	107.2	92

Source: US Census of Population and the Department of Administration

In 2013 the Wisconsin Department of Administration (WDOA) Demographic Services Center prepared baseline population projections to the year 2040 for the communities and counties of Wisconsin. According to the projection model, the City of Markesan will have a population of 1,370 by 2040. The City of Markesan will lose 7 residents by 2040, which is a 0.1 percent decrease in population from 2020 to 2040. Table 2 displays the population projections for the City of Markesan.

**TABLE 2**  
**City of Markesan Population Projections, 2025-2040**

2020 Population	2025	2030	2035	2040	% Change 2020-2040	Total New Persons 2020-2040
1,377	1,450	1,440	1,410	1,370	0.1	-7

Source: Wisconsin Department of Administration, Demographics Services Center, Preliminary Population Projections for Wisconsin Municipalities: 2010-2040

### Age Composition

A review and analysis of the age compositions for the City is helpful in understanding who lives in the City and, thus what types of recreational facilities will be most in demand. Generally, older populations require more passive facilities such as picnic areas, trails, and natural areas. A greater emphasis is needed on active recreation facilities such as ball fields and playgrounds for high youth populations. Table 3 identifies the age composition in 2021.

**TABLE 3**  
**Age Composition: City of Markesan and Green Lake County - 2021**

	Age 0-4	Age 5-24	Age 25-34	Age 35-44	Age 45-64	Age 65+
Markesan	62 (5%)	271 (22%)	87 (7%)	170 (14%)	222 (18%)	439 (35%)
Green Lake County	1,055 (6%)	4,553 (24%)	17,89 (9%)	2,070 (11%)	3,630 (19%)	5,893 (31%)

Source: 2021 ACS 5-Year Estimates

The City of Markesan and Green Lake County have similar percentages of citizens in every age category. The most populous category for both is people in the 65 and over category, with the City's percent slightly higher than the County's. The second largest category for both the City and the County is for people ages 5 – 24. Ages 0 – 4 and 25 – 34 are low in both the City and the County. Finally, ages 35 – 44 and 45 – 64 are both middle level percents in both the City and the County.

Other Population Characteristics

The median household income in the City of Markesan in 2021 was \$57,688, according to the 2021 ACS 5-Year Estimate. Comparatively, the median household income for Green Lake County in 2021 was \$60,597, according to the same ACS estimate. Markesan's estimated 2021 median household income is lower than the median household income for Green Lake County (includes cities, towns, and villages). The City of Markesan's income level is slightly higher than most of the other cities and villages in Green Lake County. The City's median household income is over \$10,000 less than the average for the Towns in Green Lake County.

## **PARK AND OPEN SPACE CLASSIFICATION SYSTEM**

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Definitions used in this plan are modifications of definitions used by the National Recreation and Park Association (NRPA). They are used to classify the existing recreation system and to guide plans for its future. They begin with the smallest and most intensely developed and used, and proceed to the largest and least developed. Neighborhood and community facilities are normally provided by municipalities. Larger recreation areas are normally provided by larger units of government or private developers.

### Neighborhood Playgrounds

A neighborhood playground mainly serves the active recreational needs of children from 5 to 15 years of age, and it may offer passive recreation opportunities to adults. Neighborhood Playgrounds are typically developed for intensive recreational activities and usually offer play apparatus; open areas for games; fields for baseball or football, courts for basketball or volleyball; and toilet and shelter facilities. Buffered play areas are desirable. If size permits, an area for more constrained activities, such as quiet games or handicrafts, is advisable. Neighborhood Playgrounds are usually associated with or are located in close proximity to elementary school sites. Population density is important for determining the space needs and service area of a neighborhood playground. Walking distance of about one-half mile should be the maximum service area. A one-quarter mile service area is desirable, particularly for younger children and the elderly with mobility limitations.

### Neighborhood Parks

A neighborhood park provides open space for the passive recreation of all age groups in a neighborhood and enhances the overall neighborhood environment. An attractive natural setting such as a lake, stream or woods is a desirable location for a neighborhood park. Facilities may include trees, lawn, benches and tables, open areas for sitting and sunning, walks, paths, shelters, drinking fountains, lighting and toilet facilities. Population density is important in determining the space needs and service area of a neighborhood park. It should be within easy walking distance of intended users, not to exceed one-half mile. Neighborhood playgrounds may be included within neighborhood parks.

### Community Playfields

The community playfield provides for the active recreational needs of several neighborhoods. It provides more facilities than a neighborhood playground. Such facilities may include tennis complex, swimming pool, multi-purpose courts, community center, fields for sporting competition, ice-skating area, sanitary facilities, a playground and landscaping to buffer the playfields from surrounding properties. A community playfield might adjoin a public junior or senior high school. Population size and density are important for determining the space needs of a community playfield. It should serve an area with a radius of up to two miles. Neighborhood facilities might be included in a community playfield.

### Community Parks

The community park is intended to serve the passive recreational needs of a number of neighborhoods or a medium sized municipality. It may include wooded areas, varied topography and water features, undisturbed natural areas, scenic lookouts, picnic areas, hiking or riding trails, boating and swimming areas, and some area for active recreation on a less formal scale than the community playfield. The park may also be utilized for winter activities. The area served by a community park should have a radius of about two miles. Community park size should be determined by size and density of population. Community parks also serve as neighborhood facilities for the surrounding neighborhood.

### County and Regional Parks

The county or regional park fills the gap between intensively developed urban facilities and resource protection-oriented state parks and resource areas. County parks should offer a variety of active and passive recreational experiences and be designed for day-long or overnight use by the entire family. Proximity to significant population centers and scenic areas, accessibility from

highways, location in relation to existing recreation areas and a maximum travel time of one-half hour must be weighed when considering locations for county parks. In general, a location for a county park should emphasize interesting topography and be characterized by scenic views, wooded areas, lakes or rivers. Generally 100 - 200 acres is a desirable size range.

### Special Purpose Parks

Special purpose parks may be created by a municipality or by a larger unit of government. These areas are located to take advantage of natural or unusual features of the landscape or to preserve areas of historic value and provide a variety of outdoor recreation activities. Special purpose parks might be created to provide access to lakes and rivers or to protect ledges and areas with steep slopes. Sites of cultural, archaeological or historical importance and certain recreation facilities such as golf courses, boat launching ramps and marinas might be considered special purpose parks. Waysides and historical markers are special purpose parks designed to serve motorists. They are important to a tourist industry as a means of providing rest and information. They may include restrooms, picnic areas, shelters and other facilities needed by motorists. The size and location of special purpose parks depends upon natural features and the functions they are intended to serve. If oriented to motorists, traffic volumes must be considered. Size requirements, specific functions and service radius are difficult to assign to special purpose parks because of their variety and uniqueness.

### Reservations, Preserves and Greenbelts

Reservations and preserves are usually located outside urban concentrations and include large tracts of land, which are undeveloped or have limited development potential. Such areas have the primary function of resource protection. Reservations and preserves may be established to conserve forest lands, marshlands, floodplains, wildlife habitats and other areas having cultural, scenic or natural values. Normally, reservations and preserves include several hundred acres of undeveloped land, although some improvements may be provided which are incidental to the enjoyment of the natural scenery. Improvements are usually located in one section on the reservation or preserve so that the area remains largely undeveloped. Improvements may include parking areas, interpretive centers and scenic waysides. Hunting may be a primary recreational activity in such areas. Other recreational uses might include backpacking, camping, trail use, picnicking, swimming, boating, fishing, and water sports.

The greenbelt has basically the same characteristics and function as the reservation or preserve. However, a greenbelt may be used to shape urban development. It may be a buffer between an urban area and surrounding rural areas and may connect parks within an urban area.

### Linear Parks

Linear parks are areas developed for one or more varying modes of recreational travel such as hiking, biking, snowmobiling, horseback riding, cross country skiing, canoeing and pleasure driving. Typically linear parks are built on or follow existing natural or man-made corridors. Examples of these include railroad or utility rights-of-way, bluff lines, rivers and streams, roads and other systems that link facilities or components of a recreational system. Linear parks can be located within communities to link schools, parks, downtown areas, and other community facilities or they can be located within rural areas to link other communities, park systems or significant facilities or sites. There are no particular size standards for linear parks, but they do need to have sufficient width to protect the resource or provide a buffer between adjacent uses. Additionally, the types of uses allowed, the expected amount of use and future use potential all should help determine the desired width. Linear park development has been the most significant growth sector in recreation facilities over the past 10 to 20 years and all indications are that this will continue. Rail-Trails (trails built on abandoned railroad beds) and even Rails-With-Trails (trails built alongside active railroad beds) are increasing in popularity and quantity. Linear parks can also serve as important transportation links for alternative modes of transportation.

## RECREATION AND RESOURCE INVENTORY SUMMARY

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The City of Markesan's system of parks and playgrounds is comprised of City-owned, school-owned and privately-owned properties. The park system provides ample opportunity for citizens to enjoy a wide variety of passive and active recreational opportunities. The following are brief descriptions of each of Markesan's recreation sites. The inventory of existing recreation facilities is shown in Tables 4 and 5.

1. **Soldiers and Sailors Park** is a 4.83-acre park which makes up the northern municipal island of the City. The park is located off State Highway 44 on Little Green Lake. The park's amenities include a large shelter with a serving area, a medium closed building, restrooms, picnic tables, small grills, a large fire pit for bulk grilling, an open shelter with more picnic tables, a storage garage, a volleyball court, and a beach. Soldiers and Sailors Park serves as an active community park for residents of the City as well as the surrounding region.
2. **Kiwanis Park** is a 4.84-acre park in the central portion of the City. The park is located directly south of City Hall. The Grand River forms the western and southern boundaries of the park. The park is accessible from a frontage road off S. Bridge Street at City Hall. There are active and passive facilities at this park including a large, closed building, a small open shelter, restrooms, picnic tables, shuffleboard, a sand pit previously used for sand volleyball, and a portable ice skating rink. Kiwanis Park serves residents of the City as a community park due to its central natural, size, and adjacency to the Grand River.
3. **Hein Park** is a 1.35-acre neighborhood playground. The park is located in the center of the City between S. Main Street and S. Bridge Street. It is bordered on the north side by the Grand River. This park contains an open shelter with picnic tables, a restroom, and playground equipment. The playground equipment includes swings, climbing equipment, and a slide.
4. **Library Mini-Park** is a small 0.09-acre green space adjacent to the City Public Library. It is a small, open space with benches located on the corner of W. Charles Street and N. Bridge Street.
5. **Dog Park** is a small .985 acre fenced green space adjacent to the City Water/Wastewater Plant.
6. **Zanto Park** is a 1.79-acre neighborhood park. The park is located at the western end of the City, on W. John Street. The site has a large section of wooded land and serves as the community garden.
7. **High School/Middle School** complex has a large, 36.15-acre community playfield adjoining it. Located at the north side of the City, this space offers a wide variety of active recreational activities. There are tennis/pickleball courts, frisbee golf course, track, football fields with bleacher seating, two baseball diamonds, one with dugouts, two softball diamonds, one basketball court a concession stand with restrooms, a batting cage, and storage shed. This area serves as the main location for sports-related activities in the City.
8. **Elementary School** is located on the south side of the City. Adjoining the Elementary School is a four-acre neighborhood playground. The playground has two baseball diamonds, three basketball goals, and a large playground area. The playground has a wide variety of equipment, including slides, swings, climbing equipment, a merry-go-round, and much more. During the school year, this space is used as the recess and physical education area for the school. After school and during the summer, it is used by neighborhood families as well as those from throughout the City.

**TABLE 4**  
**Inventory of Existing Recreational Facilities (Part 1), City of Markesan – 2023**

	KIWANIS PARK	SOLDIERS AND SAILORS PARK	ZANTO PARK	HEIN PARK
CLASSIFICATION	COMMUNITY PARK	COMMUNITY PARK	NEIGHBORHOOD PARK	NEIGHBORHOOD PLAYGROUND
<b>ACREAGE</b>	4.84	4.83	1.79	1.35
<b>ACTIVE RECREATION FACILITIES</b>	Soccer Field			
	Softball Field			
	Baseball Field			
	Tennis Court			
	Basketball Goal			
	Volleyball Court	Sand Pit	1	
	Open Playfield	X	X	X
	Ice Skating Area	1 – Portable for seasonal use		
	Football Field			
	Paved Play Area			X
	Horseshoe Pits	X		
	Misc.	Shuffleboard	Beach	
	<b>PASSIVE RECREATION FACILITIES</b>	Picnic Acres		3
Picnic Tables		6	35+	6
Cooking Grills			2	
Shelter Building		2 = 1 Closed, 1 Open	3 = 1 Open, 1 Closed, 1 Combination	
Benches		2		4
Shore Fishing			X	X
Misc.			Large Fire Pit for Bulk Grilling	Community Garden
<b>PLAYGROUND FACILITIES</b>	Play System		1	1
	Swings - Senior/Tots		0/4	0/1
	Teeter Totter		1	
	Slide		1	
	Sandbox		1	1
	Climbing Equipment		1	1
	Merry-Go-Round		1	
	Balance Beam			
	Tire Swing			
	Misc. Equipment			
<b>RECREATION SUPPORT FACILITIES</b>	Parking Spaces	20	50	Off-Street
	Restrooms	1	1	1
	Press Box			
	Playfield Lighting			
	Playfield Fencing			
	Concession Building			
	Drinking Fountain			
	Backstop			
	Bleachers			
	Scoreboard			
	Identification Sign	1	1	1
	Team Benches			
	Bike Racks	1		
	Storage Building		2	
	Historic Marker		1	
Baseball Field Lighting				

**TABLE 5**  
**Inventory of Existing Recreational Facilities (Part 2), City of Markesan – 2023**

	HIGH SCHOOL / MIDDLE SCHOOL	ELEMENTARY SCHOOL	LIBRARY MINI-PARK
CLASSIFICATION	COMMUNITY PLAYFIELD	NEIGHBORHOOD PLAYGROUND	Mini-Park
<b>ACREAGE</b>	<b>36.15</b>	<b>7.44</b>	<b>0.09</b>
<b>ACTIVE RECREATION FACILITIES</b>	Soccer Field		
	Softball Field	2	
	Baseball Field	2	2
	Tennis & Pickleball Court	3	
	Basketball Goal	2	3
	Volleyball Court		
	Open Playfield	X	X
	Ice Skating Area		
	Football Field	2	
	Paved Play Area		1
	Horseshoe Pits		
	Misc.	Batting Cage, Frisbee Golf Course	
<b>PASSIVE RECREATION FACILITIES</b>	Picnic Acres		
	Picnic Tables		
	Cooking Grills		
	Shelter Building		
	Benches		2
	Shore Fishing		
	Misc.		500 Yd dirt walking trail
<b>PLAYGROUND FACILITIES</b>	Play System		1
	Swings - Senior/Tots	0/4	0/6
	Teeter Totter		1
	Slide		3
	Sandbox		1
	Climbing Equipment		1
	Merry-Go-Round		
	Balance Beam		1
	Tire Swing		
	Misc. Equipment		
	<b>RECREATION SUPPORT FACILITIES</b>	Parking Spaces	150
Restrooms		1 – Locked	
Press Box		1	
Playfield Lighting		1	
Playfield Fencing		2	1
Concession Building		1	
Drinking Fountain		1	
Backstop		4	2
Bleachers		8	
Scoreboard		4	
Identification Sign		1	
Team Benches		6	
Bike Racks		1	1
Storage Building		3	
Historic Marker			
Baseball Field Lighting			



## **POLICIES FOR PARK AND OPEN SPACE PLANNING**

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Before any park and recreation standards are applied and recommendations developed, basic policies should be considered. Listed below are the standard policies that are paramount in obtaining a balanced allocation of land to meet a community's social, physical and economic needs. Most of these policies have been adapted from the National Recreation and Park Association.

- The park and recreation system should provide opportunities for all persons regardless of race, creed, age, sex or economic status.
- Advanced land acquisition based upon this park and open space system plan should begin immediately in order to prevent the loss of high quality sites to other developments.
- Park facilities should be centrally located within the area they are intended to serve and must have safe and adequate access for maximum convenience to persons being served.
- Land acquired for use as parks or recreation areas should be suitable for the specific intended use, and when possible, for multiple uses.
- Land adjacent to recreation or open space areas should be used in ways which will not interfere with the purposes for which the recreation or open space land was intended, and in addition, recreation and open space areas should be compatible with surrounding land uses. Recreation and open space land should be protected in perpetuity against encroachment by other uses that will inhibit the recreation or open space nature of the land.
- The design of individual park and recreation sites should be as flexible as possible to reflect changing patterns of recreation needs in a given service area.
- Special efforts should be made to provide easy access and use of all facilities by the elderly, ill and handicapped, very young and other less mobile groups.
- Park and recreation areas should be used to separate incompatible land use and guide future development.
- Citizen involvement in the recreation and open space decision-making process should be encouraged and expanded.
- Facility development must be done with safety in mind, adhering to accepted installation and maintenance standards.
- Annual or on-going funding should be allocated for acquisition of high priority open space areas.
- Designated open space should form the spine on which other recreational lands and activities are located.
- Need for recreation land and facilities are based upon generally accepted standards. However, modifications to those standards may be necessary to accommodate specific local characteristics, such as significant variations in age distribution, trends and other characteristics which influence needs and demand.
- Minimum recreation area size guidelines are applied to determine needs within individual communities. Where a single municipality's population is insufficient to justify a minimum sized recreation site, combined recreational development with an adjoining municipality is encouraged.

- Where and when possible, park facilities should be linked to other facilities by open space environmental areas, trails or other means which provide non-vehicular access.

## GOALS AND OBJECTIVES

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Goals and objectives establish an end to be achieved and means to achieve the desired end. The outdoor recreation and open space goals and objectives that provide the basis for this plan and represent its purpose are:

1. Provide a city-wide system of parks, outdoor recreation, and open spaces that provide safe and accessible recreational opportunities to meet the needs and demands of the citizens of Markesan and its visitors.
  - A. Acquire park and recreation areas and develop facilities that will meet or exceed the recommended standards and needs of the City of Markesan and the surrounding area.
  - B. Upgrade existing recreational facilities to ensure Americans with Disabilities Act (ADA) compliance and accessibility to all residents and visitors regardless of mobility, ability, or age.
  - C. Provide recreational lands and facilities for all City residents that are within a readily accessible location and distance.
  - D. Strive to obtain open space recreation corridors to link developed areas with recreational facilities.
  - E. Provide a variety of recreational opportunities so that residents of all ages have an equal opportunity to enjoy the parks and open spaces within the City.
  - F. Continue to monitor and maintain existing park equipment and facilities to ensure its longevity and safety.
2. Increase participation opportunities in outdoor experiences in the City of Markesan.
  - A. Provide a variety of multi-seasonal and multi-use recreational opportunities.
  - B. Broaden the social and economic role that parks and open spaces provide for the City.
  - C. Provide a recreational area that will connect the community to the municipal island at the north end of the City limits.
3. Provide recreational and open space areas that will preserve significant natural, cultural, and historic resources in the City of Markesan.
  - A. Preserve, manage, and promote appropriate use of park lands, the Grand River corridor, Little Green Lake, and other environmental resources in and near the City.
  - B. Create park and recreational facilities with the natural environment in mind by considering project impacts to the environment.
  - C. Acquire environmentally sensitive and unique lands for open space recreation to preserve them from damaging development.
4. Develop parks and open spaces that will be used as a means to guide future urban development and growth.
  - A. Strive to acquire lands for recreational and open space use in areas where development is likely to occur; especially lands not well suited for development such as wooded areas, steep slopes, and wetlands.
5. Ensure the City's park system is developed, improved, and operated in a cost effective manner.
  - A. Make use of, to the extent possible, state and federal resources and grant programs to offset local expenditures to develop and maintain needed and quality facilities.
  - B. Make use of, to the extent possible, local resources, such as volunteer groups, organizations, and individuals willing to donate time, labor, money, land, and other resources to develop and maintain needed and quality facilities.

- C. Maintain a park and open space system that is sustainable with respect to annual maintenance and operation costs and servicing capabilities of the City.
- D. Invest funds for the development of facilities that will maximize existing park and recreational areas, with the intent of increasing park use.

## **ANALYSIS OF NEEDS AND DEMANDS**

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### Standards

Basic minimum standards to help communities assess their local recreational system have been established by the National Recreation and Park Association and are generally accepted across Wisconsin and the nation. These standards primarily based upon a community's population, offer guidelines for the minimum size and number of recreation areas and facilities that would be necessary to provide an adequate level of recreational opportunity for the people of a community. They also establish desirable service areas for recreational sites. Park standards are for guidance only and provide a scale against which the outdoor recreation system can be measured and future directions set. Many communities strive to exceed recommended standards, while others find it impossible to meet the recommended minimums. However, the standards provide a target toward which most communities strive for.

### Space Standards and Needs

Space standards are the most commonly used measure of a recreation system's adequacy. Recreational space needs are expressed as a ratio of land acreage per 1,000 population. Based on a compilation of standards taken from recommendations from the National Recreation and Park Association a "core" system of park and recreational land should be based on about 10.5 acres per 1,000 population. The "core" system covers active and passive activities for all ages and would typically be found in neighborhood and community park facilities. A well-rounded recreation system goes beyond the "core" system and includes special purpose parks, linear parks, and reservations and preserves.

An analysis of existing recreational areas is provided to determine if the recreational needs of the residents are being met. This analysis includes an evaluation of the space devoted to recreational use, the existing recreational facilities and the service areas. The 2020 estimated population of 1,377 will be used in determining current recreational needs. The projected population of 1,370 for the year 2040 will be used in determining future recreational needs. Table 6 shows the amount of land devoted to community and neighborhood recreation facilities and evaluates whether or not the current and future population of Markesan can be adequately served.

**TABLE 6**  
**Space (Acreage) Needs: City of Markesan 2023 - 2045**

Type of Park	Existing Acreage	Standard	Minimum Required		Surplus or Deficiency	
			2023	2045	2023	2045
<b>Neighborhood:</b>						
Playgrounds	8.79	2.5/1000 People	2.0	2.5	3.35	2.85
Parks	1.79	2.5/1000 People	2.0	2.5	(0.21)	(0.71)
Subtotal:	9.58	5.0/1000 People	4.0	5.0	3.14	2.14
<b>Community:</b>						
Playfield	36.15	3.0/1000 People	7.0	7.0	23	23
Parks	9.67	5.0/1000 People	5.0	5.0	4.67	4.67
Subtotal:	45.82	8.0/1000 People	12.0	12.0	27.67	27.67
<b>Totals:</b>	<b>55.40</b>	<b>13.0/1000 People</b>	<b>16.0</b>	<b>17.0</b>	<b>39.40</b>	<b>38.40</b>

Source: National Recreation and Park Association, Department of Natural Resources, and Green Lake County CORP.

Based on the standards and population figures, a minimum of 16.0 acres and 17.0 acres are recommended for the years 2023 and 2040, respectively. The table indicates that the amount of parkland available within the City is above the 2023 and 2040 standards. The City is currently 30 acres above the minimum standard space needs and is projected to still be 29 acres above the standard by the year 2040.

**Facility Standards and Needs**

Standards for recreational facilities are also expressed as a ratio of facilities to population. They estimate the number of people necessary to justify developing one facility. Too few facilities per recommended population standard could result in facility overcrowding. Facility analysis is necessary in addition to space analysis since an adequate amount of space without an adequate number and range of facilities will fail to meet most recreational needs. However, some facilities should be present in order to satisfy the demand for them regardless of the size of the community. Baseball and softball diamonds, basketball courts, tennis courts, picnic areas, and picnic tables are primary facilities because of the general popularity of the activities associated with them. Towns, villages, and cities are encouraged to cooperate to jointly fund, operate, and provide these facilities for their residents, particularly when the municipalities are unable to fund a complete needed facility on their own.

Table 7 lists some of the more popular recreational facilities and those that might be considered for facilities in Markesan and evaluates whether or not the population can be adequately served by these facilities. This analysis is again based on the 2023 estimated population and the 2040 projected population in relation to the standards for the number of facilities.

**TABLE 7**  
**Facility Needs: City of Markesan 2023 - 2045**

Facility	# of Existing	Minimum Ratio To Population	Minimum Recommended		Above/Below (-) Minimum	
			2023	2045	2023	2045
Picnic Tables	47	1/100	13	13	34	34
Picnic Acres	4	1/500	2.6	2.6	1.4	1.4
Shelter Buildings	6	1/1000	1	1	5	5
Playgrounds	3	1/1000	1	1	2	2
Basketball Goals	5	1/5000	0.26	0.26	4.74	4.74
Tennis Courts	3	1/2000	0.65	0.65	2.35	2.35
Ice Skating Rinks	1	1/2500	0.52	0.52	0.48	0.48
Softball Fields	2	1/5000	0.26	0.26	1.74	1.74
Volleyball Courts	1	1/5000	0.26	0.26	0.74	0.74
Football Field	2	1/20000	0.07	0.07	1.93	1.93
Baseball Fields	4	1/6000	0.22	0.22	3.78	3.78
¼-mile Running Track	1	1/20000	0.07	0.07	0.93	0.93
Trails: Multi-Use (miles)	0.28	1/6000	0.22	0.22	0.04	0.04
Horseshoe Pits	1	1/7500	0.17	0.17	0.83	0.83
Soccer Fields	---	1/8000	0.16	0.16	(1)	(1)

Source: National Recreation and Park Association, Department of Natural Resources, and Green Lake County CORP.

The table indicates that the basic facilities provided in the City meet the minimum standards for the population. The City's lack of soccer fields is not uncommon in a community of its size. The City may want to consider increasing the number of playgrounds prior to 2045.

**Playground Surfacing**

Surface materials used in playgrounds are critical to the safety of a playground, and its accessibility to the disabled. Surfacing under and around playground equipment is a factor in determining the extent of potential injuries from a fall. Some injuries due to falls cannot be prevented. However, the harder the surface, the greater the injury potential. Asphalt, concrete, and other hard surface materials are not acceptable under or around playground equipment. Natural soils, hard packed dirt and grass are not recommended, as their ability to absorb shock can vary with moisture, temperature, wear, and other climatic and natural conditions. Acceptable playground surfacing materials consist of "unitary" and "loose-fill" materials.

Unitary materials include rubber or rubber-like mats. The shock absorbency of these materials varies between products and manufacturers, so test data from the manufacturer should be reviewed to determine a product's adequacy for a particular site. Unitary materials are typically more expensive than loose-fill materials; however, they afford the best access for the disabled.

Loose-fill materials consist of sand, gravel, wood chips, shredded tires, and similar materials. Table 8 identifies the maximum critical fall heights at which various compressed and uncompressed materials and depths may be expected to prevent life-threatening head injuries. The table provides only a general guideline. The highest accessible part of a piece of playground equipment should not exceed

the critical height of the surfacing material. For example, a slide installed over six inches of uncompressed fine sand should not exceed five feet in height. All surfacing and playground equipment should be installed according to manufacturer directions and the applicable standards and guidelines set forth by the U.S. Consumer Product Safety Commission and the American Society for Testing and Materials (ASTM). Loose-fill materials are generally not suitable for handicapped access. However, wood chips and wood fibers provide the best accessible surfacing of the loose fill material.

**TABLE 9**  
**Critical Heights (in feet) of Tested Materials**

Material	Uncompressed Depth			Compressed Depth
	6-inch	9-inch	12-inch	9-inch
Wood Chips	7	10	11	10
Double Shredded Bark Mulch	6	10	11	7
Engineered Wood Fibers	6	7	>12	6
Fine Sand	5	5	9	5
Coarse Sand	5	5	6	4
Fine Gravel	6	7	10	6
Medium Gravel	5	5	6	5
Shredded Tires	10-12	N/A	N/A	N/A

Source: Handbook for Public Playground Safety, U.S. Consumer Product Safety Commission, 1997.

**Service Areas**

Service radius reflects normal maximum walking or driving distances to serve intended resident users. Persons living outside the service radius of recreation facilities may seldom use them. Service areas determine the adequacy of the location of recreation sites to serve the intended population. In urban areas, such as Markesan, the maximum distance standard from a residence to a neighborhood park or playground is one-quarter to one-half mile according to the National Recreation and Park Association. A maximum service radius of two miles is the standard for community recreation facilities. The service radius for community recreation facilities is adequate in the City of Markesan.

In determining the adequacy of neighborhood recreation facility locations, barriers to access must be considered within the service radius. Barriers to access may exist where children or families normally walk or bike to recreation areas. Major roadways, railroads, and waterways can restrict access. The central portion of the City of Markesan is divided almost in half by State Highway 44. This north/south highway is the major transportation corridor for this part of Green Lake County and creates a barrier for the westernmost neighborhoods to access the City’s recreational facilities. Another major barrier to easy access in the City is a lack of sidewalks and bike trails. While the southern residential development is newer and is only blocked by STH 44 when accessing the elementary school, the lack of sidewalks and designated bike paths makes pedestrian and bicycle traffic more hazardous. The final barrier facing the City’s recreational areas is the location of Soldiers and Sailors Park. Soldiers and Sailors Park is located north of the City in a municipal island. The park is located over a mile and a half from the northern residential area of the City. The only road to get to the park is STH 44, which, as previously stated, is a busy state highway.

Neighborhood recreation areas in Markesan are distributed fairly well. Two of the three parks with play systems are located south of W. John Street, which separates the northern half of the City from the southern. The only other park with a play system is Soldiers and Sailors Park, which, as noted above, is

over a mile and a half from the City center. The residential area north of John Street does have closer access to the recreation facilities at the High School/Middle School. The residential area in the western portion of Markesan is also segmented from the existing parks. It doesn't appear that this residential area will grow, yet the City should plan for a neighborhood recreation facility to serve this area. Soldiers and Sailors Park is completely separated from the rest of the community. The City should plan for a pedestrian/bike trail to access this park outside of State Highway 44.

The residential neighborhoods that are not adequately served are located:

1. West of N. Margaret Street (State Highway 44) to the City limits.

Map 2 identifies the service areas of existing neighborhood recreational facilities and the barriers to access.



## Map 2 – Recreation Facility Service Area

Needs to be created.

## PLAN RECOMMENDATIONS

Recommendations contained in this plan are intended to maintain and upgrade the recreation system in the City of Markesan by providing and distributing a diversity of recreational facilities equitably throughout the City. Map 3 shows the location of existing recreation facilities, floodplain and wetland natural areas, and the general location of proposed new recreation sites.

The Plan recommendations are divided into General Recommendations, Specific Site Recommendations and New Acquisition and Development Recommendations. General Recommendations primarily reflect administrative functions in carrying out the policies established in this plan. Specific Site Recommendations and New Acquisition and Development Recommendations address both administrative and facility development functions in order to upgrade or enhance existing facilities and develop new facilities according to the Goals and Objectives of the plan.

### General Recommendations

1. Maintain and replace existing facilities and equipment, as necessary.
2. Maintain the landscaping in good condition at existing parks.
3. Provide sufficient resources to support recreational programs.
4. Maintain a safe and accessible environment at all City parks.

### Specific Site Recommendations

#### ***Soldiers and Sailors Park***

1. Provide additional playground equipment.
2. Replace/Install several outdoor grilling units.
3. Replace the large shelter with a three-season shelter to be used for community gatherings, and to include a food service area.
4. Remodel the smaller shelter, including complete rehabilitation of the kitchen, electric fireplace, round tables with chairs, and foam insulation.
5. Install wheelchair accessible fishing dock.
6. Pave walking paths throughout the park to ensure wheelchair accessibility.
7. Improve volleyball court.
8. Install more sand at beach area.
9. Construct canoe/kayak entry point.
10. Improve park signage.
11. Plant additional shade trees.
12. Survey City residents for additional park improvements.
13. Improve water drainage issues for park road north through the park.

#### ***Kiwanis Park***

1. Provide additional benches and tables.
2. Control weeds along the riverbank.
3. Repair the shuffleboard and horseshoe courts.
4. Repair or replace the ice skating warming shed to allow for multi-season use.
5. Repair the roof of the open shelter and paint or install siding to the exterior.
6. Repair the roof of the restrooms and paint or install siding to the exterior.
7. Build or install a pickleball court.
8. Install cement platform for the portable ice skating rink.
9. Provide a location for outdoor music celebrations.
10. Improve playground equipment.

11. Survey neighborhood residents for other park improvements needed.

### ***Hein Park***

1. Repair restrooms.
2. Plant shade trees.
3. Control weeds on the riverbank.
4. Install deck for riverbank fishing.
5. Install basketball court.
6. Install park signage.

### ***Library Mini-Park***

1. Install pergola-like structure with lights.
2. Install additional benches.
3. Install picnic tables.
4. Plant shrubs and improve landscaping.

### ***Dog Park***

1. Install paved parking lot.
2. Install concrete slabs for hydrant, benches and entries.
3. Provide training equipment and structures.
4. Install benches.
5. Plant trees, Plantings and shrubs.
6. Provide signage for park.

### ***Zanto Park***

1. Maintain Community Garden.
2. Install playground equipment for small children.
3. Install benches.
4. Install nature walking path to the north.

### ***High School / Middle School*** (owned, maintained, and funded by the Markesan School District)

1. Improve lighting for the baseball fields.
2. Construct an additional restroom on the west end of the athletic field.
3. Install additional flag pole by baseball/softball fields.

### ***Elementary School*** (owned, maintained, and funded by the Markesan School District)

1. Construct outdoor restrooms.
2. Maintain accessibility of the walking trail.

### ***New Acquisition and Development Recommendations***

1. Construct a pedestrian, bike, walking path to connect all City parks.
2. Enhance land north of Zanto Park.
3. Acquire green space along East Manchester Street.

### **Other Acquisitions and Developments**

Additional park and recreation facilities should be considered for acquisition and development when it is economically feasible or when the opportunity presents itself and where it is appropriate to

serve the needs of the City residents. Special consideration is necessary as new subdivisions are proposed which substantially increase residential densities of a particular area.

### Open Space Recommendations

The City of Markesan enjoys a good supply of natural resources, which enhances the environmental and rural character of the City. These resources should be preserved to the extent possible. Resources that should be protected include surface water, wetlands, floodplains, woodlots, steep slopes, and archaeological sites. Protection of these natural areas through conservation easements, fee simple acquisition, zoning restrictions, or other means is recommended. These areas are generally unsuitable for development and should only be used for open space purposes. Rezoning and/or development of natural areas should be highly discouraged. Long range cooperative land acquisition and development plans by all public bodies should be encouraged.

## **OPERATION AND MAINTENANCE**

Regular maintenance of the park system is necessary to keep the parks in good shape and safe. Inadequate inspections and maintenance can lead to playground injuries and run down facilities making the park system a community liability instead of a community asset. Additionally, a maintenance schedule should be developed to identify all maintenance functions, the person responsible for the function and its timing. At present, the park maintenance and operations functions fall under the City Public Works Director responsibilities. Upon purchase and development of a park facility, it should be expected that part time seasonal worker(s) will need to be hired to mow the grass, clean the facilities, make routine inspections and repairs and to perform other maintenance functions as necessary.

### Map 3 – Existing Recreation Facilities

Needs to be created.

## FUNDING

Funding assistance for acquiring and developing parks and recreation facilities can be obtained through a variety of grants and programs. Additionally, many communities have good success with local fund-raising campaigns for large specific projects and local service organizations can be an excellent source of manpower and funding for smaller projects. Local business and corporate funding and support should also be encouraged. Another potential source of funding to acquire and develop parklands is parkland dedication or impact fees placed upon developers when creating residential lots.

The Wisconsin Department of Natural Resources Knowles-Nelson Stewardship Program has several programs to assist with acquisition, development, renovation, and revitalization of park land. The programs available under Knowles-Nelson provide a 50 percent grant to match agreement.

Some of the grant and financial programs administered by the State of Wisconsin Department of Natural Resources that are available to Cities include:

1. Acquisition and Development of Local Parks (ADLP) – State program that provides grants to help communities acquire and develop land for public nature-based outdoor recreation and improve community recreation areas.
2. Acquisition of Development Rights (ADR) – State program that provides grants to protect natural, agricultural, and forest lands that provide nature-based outdoor recreation by purchasing development rights and compensating landowners for limited future development on their land.
3. Urban Greenspace (UGS) – State program that provides grants to acquire land for open natural areas and community gardens within or near urban areas.
4. Urban Rivers (UR) – State program that provides grants for land acquisition on or adjacent to rivers that flow through urban areas, in order to preserve or restore riverfronts for economic revitalization or recreational development.
5. Federal Land and Water Conservation Fund (LWCF) – Federal program to acquire land and develop high-quality outdoor recreation amenities in local communities.
6. Federal Recreational Trails Program (RTP) – Federal program to develop and maintain recreational trails and trail-related facilities for both motorized and non-motorized uses.

Staff at the Department of Natural Resources - Northeast Region should be contacted for additional information and assistance in preparing applications for projects.

Contact:  
Department of Natural Resources - Northeast Region  
2984 Shawano Avenue  
Green Bay, WI 54313

(920) 461-2680

## **PUBLIC PARTICIPATION IN PLANNING PROCESS**

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Public involvement in the planning process is vital to ensure the development of a plan that serves to meet the needs and demands of its citizens and intended users. Development of this plan involved two basic levels of public involvement or comment.

1. City Meetings:

One Public Property and Health Committee meeting and one City Council meeting open to all interested City residents were held by the City of Markesan to solicit ideas and provide feedback on components of the plan in its development stages. An article was published in the local paper, *Markesan Regional Reporter*, to publicize the plan and the meetings. The initial draft plan was also posted on the City's website for residents to review prior to the City meetings. Email, written, and verbal comments were collected prior to the meetings as well. See Appendix A for comments. Needs and demands, policies, goals and objectives and recommendations for the park, recreation and open space plan and system were reviewed and developed in part at these meetings.

2. Public Hearing:

A public hearing was held prior to adoption of the plan by the City Council to solicit final comments on the draft plan.

The City Council should continue involvement with and maintain communication links to municipal officials and interested citizens and groups to keep up with changing attitudes and priorities. As needs and demands and priorities change the plan will be updated.

## **CHANGES AND AMENDMENT PROCEDURES**

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This plan should be scheduled for a review, update or complete revision at least every five years. However, various circumstances and certain opportunities may warrant changes to the plan prior to the next scheduled update or revision. Changes or amendments to this plan require a petition to or by the City Council. The petition shall specify the change requested and reasons for the change.

The City Council shall hold a public hearing upon publishing a Class I notice. When deemed appropriate by the City Council, written notification of the public hearing may be sent to user groups, organizations, municipalities, or individuals believed to be directly or adversely affected by the proposed change.

After the public hearing, the City Council shall vote on passage of the proposed change or amendment. The change or amendment shall be effective upon passage.



## **Markesan Community Gardens Rules, Expectations, and Release of Claims**

The City Council has established rules and expectations for the Markesan Community Gardens. All volunteer Markesan Community Gardeners are committed to abiding by these rules and expectations in order to create a safe and functional garden space; foster cooperative and friendly relationships with garden and community neighbors; and maintain the privilege of gardening in the Markesan Community Gardens.

Markesan Community Gardeners agree to act respectfully and with kindness towards everyone who requests space in the garden and its neighbors. If conflicts arise, gardeners are encouraged to seek peaceful resolution directly with one another and, if necessary, reach out to the City Clerk's Office.

The Markesan Gardens are not strictly organic; however, gardeners are expected to practice organic gardening practices to grow vegetables and other plants in their garden. Gardeners may not use herbicides, pesticides, fungicides, and/or chemical fertilizers except those that are consistent with organic gardening best practices. Do not use rugs, tarps, plastic film, or woven synthetic mulch (commonly known as landscape cloth) because it can be a nuisance as it degrades over time.

Gardeners must maintain their garden plot in a manner that limits the spread of weeds and pest plants to other garden plots and to areas surrounding the community gardens. Wood chips, secured and covered newspaper or cardboard, and straw/hay are acceptable mulches for weed control.

Start clearing debris, preparing beds and start weeding no later than \_\_\_\_\_. Community Gardeners expected to keep weeds down from spring to fall - this includes cutting, pulling, or otherwise controlling weeds before they go to seed or spread rhizomes. Weeds affect the productivity of your garden and impact neighboring gardens as weeds spread by seed or underground.

Prepare plots for winter each year by removing dead plant materials, plant cages, and tools. Low fencing, tomato cages, and other trip hazards that may be obscured by snow must be removed at the end of each year. Keep your plot free of garbage, inorganic waste, excess organic wastes, and unsafe or untidy materials, including glass.

Everyone named as a Markesan Community gardener is jointly responsible for the upkeep of the entire plot. All gardeners must be identified at the time of garden signup each year. Each gardener must provide complete contact information including mailing addresses, phone numbers, and email addresses.



The City Director of Public Works will monitor plots for weeds, usage, and maintenance throughout the gardening season and has full authority to have violators removed from the garden. Markesan Community Gardeners can appeal decisions and actions of the Public Works Director to the Public Property Committee for consideration.

Please contact the Public Works Director for instructions on using the garden water system.

Harvest your ripe vegetables! If you have more than you can use, produce can be dropped off at the Markesan food pantry at City Hall and will distribute it to families in need.

### **Markesan Community Gardens: Release of All Claims**

I, the undersigned, want to voluntarily participate in the Markesan Community Gardens and as a condition of being allowed to participate, I agree to the following statements.

I am duly aware of the risks and hazards that may arise through participation in the Markesan Community Gardens, and assume any expenses and liabilities I incur in the event of an accident, illness or other incapacity.

In consideration of being granted the opportunity to participate in the Markesan Community Gardens, I, for myself, my executors, administrators, agents and assigns do hereby release and forever discharge the City of Markesan, volunteers, and other gardeners from all claims of damages, demands, and any actions whatsoever, including those based on negligence, in any manner arising out of my participation in this activity.

I understand that this Release means that, among other things, I am giving up my right to sue for any such losses, damages, injury or costs that I may incur.

I represent and certify that my true age is at least 18 years old. I have read this entire Release of Claims and the Rules and Expectations. I fully understand them and agree to be legally bound by them.

Signer: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Email/Phone: \_\_\_\_\_

Payment Amount and Date: \_\_\_\_\_

**ORDINANCE NO. 273**

An Ordinance amending Section 50-9 Purchases of the Municipal Code of the City of Markesan.

The Common Council of the City of Markesan in session duly begun on the 13<sup>th</sup> day of February, 2024, hereby amends Section 50-9 of the City of Markesan Municipal Code to read as follows:

SECTION 1: No equipment or supplies shall be purchased by any City official unless previously budgeted. Department heads are permitted to purchase equipment and supplies up to \$1,000. Equipment and supplies which cost over \$1,000 shall also be approved by the appropriate committee and the Common Council; however, emergency purchases may be approved by the department head and the Mayor or the appropriate committee chairperson.

SECTION 2: This ordinance shall be in full force and effect upon passage and publication.

ROLL CALL: Ayes- , Nays- , Absent- , Abstained-

APPROVED this 13<sup>th</sup> day of February, 2024.

CITY OF MARKESAN

\_\_\_\_\_  
RICH SLATE, Mayor

ATTEST:

\_\_\_\_\_  
ELIZABETH AMEND, Clerk-Treasurer

APPROVED AS TO FORM:

\_\_\_\_\_  
DANIEL D. SONDALLE, City Attorney

Publish: February 22, 2024

improperly use or disclose confidential information will be subject to disciplinary action, as defined in this handbook, even if they do not actually benefit from the disclosed information.

### Purchasing Policies

It is the goal of City of Markesan to develop a comprehensive purchasing policy for the purpose of obtaining greater cost-effectiveness and public accountability in the purchasing process. The City's goal is to receive maximum value for the public dollar and to purchase services, materials, equipment and supplies needed for the delivery of governmental services that are in the best interest of the City. Vendors shall be selected based on providing the best value to the City, taking into consideration the vendor's skill, business judgment, experience, facilities to carry out the contract and previous work and pecuniary ability. Taking all of these things into consideration, the City will give reasonable consideration to local merchants.

All purchases should be made following the accounting procedures established by the Clerk-Treasurer's office, including the submission of Purchase Orders or receipts as required. No item or service is to be purchased, nor will it be paid for, without following procedures and submitting appropriate paperwork to the Clerk-Treasurer's office for processing.

It is the policy of the City to take advantage of available vendor discounts, therefore, the prompt submission of paperwork is expected to help facilitate payments. Purchases of budgeted items that become due prior to the next Council meeting, and have complied with this purchasing policy as appropriate, may be paid between meetings and reported to the Council at its next meeting. Payment on any purchase which causes expenditures to exceed the adopted budget amount will not be made without a budget amendment approved by the Council.

The following procedures shall be followed in purchasing goods and services for the City:

#### Purchases Up To \$1,000.00

Purchases in this category, which do not exceed the budgeted amount for the particular type of purchase, shall be approved by the Department Head. Billing or packing slips, or credit card receipts, shall be submitted to the Clerk-Treasurer's office promptly. If the purchase will cause the adopted general budget category to be exceeded, a budget amendment for that category must be approved by the Council prior to purchase.

#### Purchases Over \$1,000.00

Purchases in this category require Committee and Common Council approval prior to purchase. If the purchase will cause the adopted budget category to be exceeded, a budget amendment must be approved by the Council prior to purchase.

#### Credit Card Purchases

The City credit card may be used only by an official or employee of the City for the purchase of goods or services for the official business of the City. The City official or employee using the credit card must submit documentation detailing the goods

See Page 2 for Pricing.



Product Quotation  
 Quotation Number: JS324114  
 Quote Sent Date: Feb 01, 2024  
 Expiration Date: Mar 02, 2024

Prepared By  
**John Stevenson**  
 Phone:  
 Email: jstevenson@midstateequipment.com

Customer  
**City of Markesan**  
 150 S BRIDGE ST  
 MARKESAN, WI, 53946-8045  
 Phone: +1 920 398 3031

Contact

Dealer  
**Mid-State Rental and Sales, Columbus, WI**

Item Name	Item Number	Quantity	Price Each	Total
<b>S64 T4 Bobcat Skid Steer Loader</b>	M0359	1	56,090.00	56,090.00
<b>Standard Equipment:</b>				
68.0 HP Tier 4 V2 Bobcat Engine			Horn	
Auxiliary Hydraulics: Variable Flow			Instrumentation: Standard 5" Display (Rear Camera Ready) with	
Backup Alarm			Keyless Start, Engine Temperature and Fuel Gauges, Hour meter,	
Bob-Tach			RPM and Warning Indicators. Includes maintenance interval	
Bobcat Interlock Control System (BICS)			notification, fault display, job codes, quick start, auto idle, and	
Controls: Bobcat Standard			security lockouts.	
Cylinder Cushioning - Lift, Tilt			Lift Arm Support	
Engine/Hydraulic Performance De-rate Protection			Lift Path: Vertical	
Glow Plugs (Automatically Activated)			Lights, Front and Rear LED	
			Operator Cab	
			Includes: Adjustable Vinyl Suspension Seat, Top and Rear	
			Windows, Parking Brake, Seat Bar and Seat Belt	
			Roll Over Protective Structure (ROPS) meets SAE-J1040 and	
			ISO 3471	
			Falling Object Protective Structure (FOPS) meets SAE-J1043	
			and ISO 3449, Level I; (Level II is available through Bobcat	
			Parts)	
			Parking Brake: Wedge Brake System	
			Tires: 10x16.5, 8 PR, Bobcat Standard Duty	
			Telematics - Machine IQ	
			Warranty: 2 years, or 2000 hours whichever occurs first	
<b>Comfort Package</b>	M0359-P11-C07	1	10,673.00	10,673.00
<i>Included: Comfort Package:, Enclosed</i>				
<i>HVAC Cab, Radio, Adjustable Heated</i>				
<i>Cloth Air Ride Seat, Power Bob-Tach, 5"</i>				
<i>Display, Premium Lights, Keyless Start,</i>				
<i>Two-Speed Travel, 7-Pin Attachment</i>				
<i>Control, Dual Direction Bucket Positioning,</i>				
<i>Rear Camera, Sound Reduction, Ride</i>				
<i>Control</i>				
Sales Program				
Government Rebate: US Jan-Mar 2024		1	4,000.00	- 4,000.00
<b>Total for S64 T4 Bobcat Skid Steer Loader</b>				<b>62,763.00</b>
Quote Total - USD				62,763.00
Dealer P.D.I.				600.00
Freight Charges				1,225.00
Sales total before Taxes				64,588.00

Taxes	0.00
<b>Quote Total - USD</b>	<b>64,588.00</b>

**Customer Acceptance:**

Quotation Number: JS324114

Purchase Order: \_\_\_\_\_

**Authorized Signature:**

Print: \_\_\_\_\_ Sign: \_\_\_\_\_

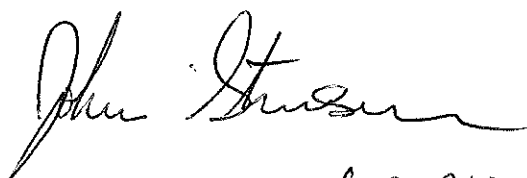
Date: \_\_\_\_\_ Email: \_\_\_\_\_ Tax Exempt: Y  / N

Todd,

I have a New S64 in stock at Columbus Model Year 2023, with the same options that you have currently.

If you would swap now this spring I would trade you for \$3500 to Boot,

Let me know if you are interested



608-963-5646 cell

General Engineering Company  
P.O. Box 340  
916 Silver Lake Drive  
Portage, WI 53901



608-742-2169 (Office)  
608-742-2592 (Fax)  
[gec@generalengineering.net](mailto:gec@generalengineering.net)  
[www.generalengineering.net](http://www.generalengineering.net)

*Engineers • Consultants • Inspectors*

December 27, 2023

City of Markesan  
P.O. Box 352  
Markesan, WI 53946

Re: 2022 City of Markesan Street and Utility Reconstruction Project - Pay Application No. 7  
City of Markesan, Green Lake County, Wisconsin  
GEC #2-0120-28D

Dear Mayor Slate:

The general contractor, Kopplin & Kinas Co. Inc., has requested payment for recent construction costs associated with the above-referenced project. The pay application covers retainage for the work that was completed.

I have reviewed the submitted pay request and recommend payment to Kopplin & Kinas Co. Inc., for Pay Application No. 7 in the amount of \$157,784.07. This Pay Application is a final application and it is assumed that the project is finished.

If in agreement with the pay application, please sign all three copies. One copy is for the City records, one copy is for GEC records, and one copy is to be sent to Kopplin & Kinas Co. Inc., with their payment. We will forward signed copies to the DNR for their reference.

Subsequent pay requests will also be reviewed for completeness and accuracy prior to my recommendation for payment. If you have any questions along the way, please do not hesitate to contact me.

Yours truly,

**GENERAL ENGINEERING COMPANY**

*Lukasz Lyzwa*

Lukasz Lyzwa  
Project Engineer

Enclosures

Cc: Betsy Amend, Clerk  
Jeff Haberer, Water/Wastewater Superintendent



# Contractor's Application for Payment No. 7

Application Period: thru 12/27/2023	Application Date: 12/27/2023
To (Owner): City of Markesan	Via (Engineer): General Engineering Company
Project: 2022 Street & Utility Reconstruction Project	Contract: Contractor's Project No.: 2-0120-28D
Owner's Contract No.:	Engineer's Project No.:

## Application For Payment Change Order Summary

Approved Change Orders Number	Additions	Deductions	
CO1	\$138,225.00		
TOTALS	\$138,225.00		
NET CHANGE BY CHANGE ORDERS		\$138,225.00	

1. ORIGINAL CONTRACT PRICE..... \$ 52,597,482.80
2. Net change by Change Orders..... \$ 138,225.00
3. Current Contract Price (Line 1 ± 2)..... \$ 52,735,707.80
4. TOTAL COMPLETED AND STORED TO DATE  
(Column F on Progress Estimate)..... \$ 53,153,074.48
5. RETAINAGE:
  - a. 5% X \$3,153,074.48 Work Completed..... \$ 157,784.07
  - b. 5% X \$ - Stored Material..... \$ -
  - c. Total Retainage (Line 5a + Line 5b)..... \$ 157,784.07
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)..... \$ 53,153,074.48
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 53,153,074.48
8. AMOUNT DUE THIS APPLICATION..... \$ 157,784.07
9. BALANCE TO FINISH, PLUS RETAINAGE  
(Column G on Progress Estimate + Line 5 above)..... \$ -

**Contractor's Certification**

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Payment of: \$ 157,784.07 (Line 8 or other - attach explanation of the other amount)

is recommended by: *[Signature]* 12/27/2023 (Engineer) (Date)

Payment of: \$ 157,784.07 (Line 8 or other - attach explanation of the other amount)

is approved by: *[Signature]* 12/27/2023 (City of Markesan) (Date)

Concurrence by: \_\_\_\_\_ (Date)

Funding Agency (if applicable) \_\_\_\_\_ (Date)