

**Agenda**  
**Tourism Commission Meeting**  
**October 24, 2017 at 7:00 p.m.**  
**Jackson Village Hall**  
**N168W20733 Main St**  
**Jackson, WI 53037**

1. Call to Order & Roll Call.
2. Approval of Minutes for the October 18, 2016, meeting.
3. Review of 2017 Revenues and Expenditures of Hotel / Motel Tax.
4. Presentations by Tourism Entities.
5. Review and Action on 2018 Budget for Hotel / Motel Tax.
6. Citizens to address the Tourism Commission.
7. Adjourn.

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Village Hall at least one (1) business day prior to the meeting.

It is possible that members of the Village Board may attend the above meeting. No action will be taken by any governmental body at this meeting other than the governmental body specifically referred to in this meeting notice. This notice is given so that members of the Village Board may attend the meeting without violating the open meeting law.

**DRAFT MINUTES**  
**Tourism Commission**  
**October 18, 2016 – 7:00 pm**  
**Jackson Village Hall**  
**N168 W20733 Main Street**  
**Jackson, WI 53037**

**1. Call to Order and Roll Call.**

President, Michael Schwab called the meeting to order at 7 p.m.  
Members Present: President Schwab, Kelly Valentino, John Walther, Larry Hamlin, and Sarah Malchow.  
Others Present: Brian Kober, Tr. Kurtz, Tr. Lippold, Jim Micech

**2. Review of Ordinance 16-03 – An Ordinance Establishing a Tourism Commission.**

Ordinance 16-03 – An Ordinance Establishing a Tourism Commission was reviewed.

**3. Review of 2016 Revenues and Expenditures of Hotel / Motel Tax.**

2016 Revenues and expenditures were reviewed.

**4. Presentations by Tourism Entities.**

No Presentations.

**5. Review and Action on 2017 Budget for the Hotel / Motel Tax.**

The 2017 budget was reviewed. Motion by Pres. Schwab, second by Sarah Malchow to approve the 2017 Budget.  
Vote: 5 ayes, 0 nays. Motion Carried.

**6. Citizens to address the Tourism Commission.**

None.

**7. Adjourn.**

Motion by John Walther, second by Kelly Valentino to adjourn at 7:09 P.M.  
Vote: 5 ayes, 0 nays. Motion Carried.

Dated From: 1/01/2017

From Account: 100-00-41210-000-000

ACCT

Thru: 12/31/2017

Thru Account: 100-00-41210-000-000

Fund # 100 - GENERAL FUND

Debit

Credit

100-00-41210-000-000

HOTEL/MOTEL ROOM TAX  
REVENUES

Posting Date	Type	Transaction Number	Date	Description	Debit	Credit
2/01/2017	RCP	184861	1/31/2017	AMA HOSPITALITY, INC. 4TH QTR 2016 HOTEL TAX COMFORT INN #6551		10,442.65
2/01/2017	RCP	184922	1/31/2017	JACKSON MAIN STREET MOTEL JACKSON MOTEL 4th QTR 2016 RM TAX 5578		334.03
2/01/2017	JE	JE-0594	2/01/2017	ACCRUE 2016 HOTEL / MOTEL REVENUE ACCRUE 2016 HOTEL / MOTEL REVENUE	10,776.68	
4/25/2017	RCP	187957	4/24/2017	AMA HOSPITALITY, INC. 1ST QTR 2017 HOTEL TAX COMFORT INN #6674		8,895.55
5/03/2017	RCP	188897	5/02/2017	JACKSON MOTEL, LLC JACKSON MOTEL 1st QTR 2017 ROOM TAX		487.04
7/14/2017	RCP	190689	7/12/2017	AMA HOSPITALITY, INC. 2nd QTR 2017 HOTEL TAX COMFORT INN #6771		17,059.94
8/01/2017	RCP	192029	7/31/2017	JACKSON MOTEL, LLC JACKSON MOTEL 2nd QTR 2017 ROOM TAX		533.80
				Ending Balance:		26,976.33

Fund Totals:

Beginning

0.00

0.00

10,776.68

37,753.01

Ending

0.00

26,976.33

Dated From: 1/01/2017

From Account: 100-00-51100-395-000

ACCT

Thru: 12/31/2017

Thru Account: 100-00-51100-395-000

Fund # 100 - GENERAL FUND

Debit

Credit

100-00-51100-395-000

HOTEL/MOTEL ROOM TAX  
ENTRANCE SIGNS,ADVERTSING  
WASH CTY CONV BUREAU,ALEXSSA

Posting Date	Type	Transaction Number	Date	Description	Debit	Credit
1/05/2017	DIS	91869	1/05/2017	GO DADDY .COM DOMAIN 5 YR RENEWAL	75.85	
1/05/2017	DIS	91869	1/05/2017	GO DADDY PRIVATE DOMAIN 5 YR RENEWAL	40.21	
1/12/2017	DIS	91913	1/12/2017	B&L GRAPHIC SOLUTIONS INV #19771 / EVENT POSTERS / REC	32.50	
1/18/2017	DIS	92005	1/18/2017	PAPER DIRECT INV #8763604 / BANNERS / REC	194.96	
1/26/2017	DIS	92032	1/26/2017	BIANCUZZO, CHERI 2017 MONTE CARLO NIGHT	500.00	
1/26/2017	DIS	92100	1/26/2017	WE ENERGIES ACCT #7607-537-166 / CEDAR PKWY SIGN	153.84	
1/26/2017	DIS	92100	1/26/2017	WE ENERGIES ACCT #8405-135-442 / EAST WELCOME SIGN	25.71	
1/26/2017	DIS	92100	1/26/2017	WE ENERGIES ACCT #2618-507-843 / SCHOOL INFO SIGN	44.49	
1/26/2017	DIS	92100	1/26/2017	WE ENERGIES ACCT #839-103-221 / WEST WELCOME SIGN	27.46	
2/02/2017	DIS	92121	2/02/2017	EXPRESS NEWS ACCT #7076 / JAN EVENT ADS / REC	450.00	
2/02/2017	DIS	92122	2/02/2017	FINN, WILLIAM J 2017 MONTE CARLO NIGHT / REC	3,200.00	
2/03/2017	DIS	91869	2/03/2017	GO DADDY VOID CK / PAID WITH CREDIT CARD		75.85
2/03/2017	DIS	91869	2/03/2017	GO DADDY VOID CK / PAID WITH CREDIT CARD		40.21
2/09/2017	DIS	92153	2/09/2017	BOOSTER, INC. ACCT #4165 / JAN EVENT ADS / REC	388.48	
2/09/2017	DIS	92160	2/09/2017	CONLEY MEDIA, LLC ACCT #201353 / JAN EVENT ADS / REC	729.51	
2/09/2017	DIS	92165	2/09/2017	EQUIPMENT RENTALS INC. INV #134073-1 / DRAPES / REC	583.00	
2/23/2017	DIS	92320	2/23/2017	WE ENERGIES ACCT #7607-637-166 / SIGN	132.97	
3/01/2017	DIS	92332	3/01/2017	EXPRESS NEWS ACCT #7076 / FEB EVENT ADS / REC	830.00	
3/01/2017	DIS	92369	3/01/2017	WE ENERGIES ACCT #2618-507-843 / SCHOOL SIGN	40.20	
3/01/2017	DIS	92370	3/01/2017	WE ENERGIES ACCT #839-103-221 / WEST WELCOME SIGN	28.36	
3/01/2017	DIS	92370	3/01/2017	WE ENERGIES ACCT #8405-135-442 / EAST WELCOME SIGN	26.60	
3/08/2017	DIS	92383	3/08/2017	CONLEY MEDIA, LLC ACCT #201353 / FEB EVENT ADS / REC	82.50	
3/08/2017	DIS	92390	3/08/2017	GRAVEEN, ALAN ST PATRICK'S DAY PARTY / MAR 16, 2017	160.00	
3/08/2017	DIS	92416	3/08/2017	WTKM ACCT #1099 / EVENT ADS / REC	260.00	
3/08/2017	DIS	92416	3/08/2017	WTKM	80.00	

Dated From: 1/01/2017

From Account: 100-00-51100-395-000

ACCT

Thru: 12/31/2017

Thru Account: 100-00-51100-395-000

Fund # 100 - GENERAL FUND

Debit

Credit

## 100-00-51100-395-000 - VILLAGE - HOTEL/MOTEL ROOM TAX

				ACCT #1099 / EVENT ADS / REC		
3/23/2017	DIS	92514	3/23/2017	WE ENERGIES	138.35	
				ACCT #7607-637-166 / CEDAR PKWY SIGN		
4/06/2017	DIS	92543	4/06/2017	EXPRESS NEWS	830.00	
				ACCT #7076 / MAR EVENT ADS / REC		
4/06/2017	DIS	92600	4/06/2017	WE ENERGIES	35.87	
				ACCT #2618-507-843 / SCHOOL INFO SIGN		
4/06/2017	DIS	92600	4/06/2017	WE ENERGIES	24.98	
				ACCT #839-103-221 / WEST WELCOME SIGN		
4/06/2017	DIS	92600	4/06/2017	WE ENERGIES	23.24	
				ACCT #8405-135-442 / EAST WELCOME SIGN		
4/26/2017	DIS	92704	4/26/2017	EXPRESS NEWS	415.00	
				ACCT #7076 / APR EVENT ADS / REC		
4/26/2017	DIS	92732	4/26/2017	WE ENERGIES	158.67	
				ACCT #7607-637-166 / SIGN		
5/04/2017	DIS	92739	5/04/2017	BADGE-A-MINIT	123.21	
				INV #H6892 / ARBOR DAY SUPPLIES / REC		
5/04/2017	DIS	92811	5/04/2017	WE ENERGIES	33.33	
				ACCT #2618-507-843 / SCHOOL INFO SIGN		
5/04/2017	DIS	92811	5/04/2017	WE ENERGIES	24.32	
				ACCT #8405-135-442 / EAST WELCOME SIGN		
5/04/2017	DIS	92811	5/04/2017	WE ENERGIES	25.67	
				ACCT #839-103-221 / WEST WELCOME SIGN		
5/09/2017	DIS	92819	5/09/2017	B&L GRAPHIC SOLUTIONS	50.00	
				INV #20541 / POSTER / REC		
5/18/2017	DIS	92855	5/18/2017	ARBOR DAY FOUNDATION	115.50	
				INV #SS121060193 / TREES,PLANTS / REC		
5/18/2017	DIS	92861	5/18/2017	BMO HARRIS BANK N.A.	74.62	
				ACCT #2177 / KELLY		
5/25/2017	DIS	92915	5/25/2017	EXPRESS NEWS	415.00	
				ACCT #7076 / MAY EVENT ADS / REC		
5/25/2017	DIS	92953	5/25/2017	WASHINGTON COUNTY INSIDER	3,780.00	
				12 MONTHS ADS / REC		
5/25/2017	DIS	92956	5/25/2017	WE ENERGIES	31.85	
				ACCT #2618-507-843 / SCHOOL SIGN		
5/25/2017	DIS	92956	5/25/2017	WE ENERGIES	21.90	
				ACCT #8405-135-442 / EAST WELCOME SIGN		
5/25/2017	DIS	92958	5/25/2017	WE ENERGIES	23.77	
				ACCT #839-103-221 / WEST WELCOME SIGN		
5/25/2017	DIS	92958	5/25/2017	WE ENERGIES	134.99	
				ACCT #7607-637-166 / CEDAR PKWY SIGN		
6/08/2017	DIS	92989	6/08/2017	AARON THE JUGGLER & WHISTLES ON WHEELS	730.00	
				2017 ACTION IN JACKSON PARADE		
6/08/2017	DIS	92990	6/08/2017	ANTIQUE BICYCLES	525.00	
				2017 ACTION IN JACKSON PARADE		
6/08/2017	DIS	92990	6/08/2017	ANTIQUE BICYCLES		525.00
				VOID CK / PAYABLE TO INCORRECT		
6/08/2017	DIS	92992	6/08/2017	B&L GRAPHIC SOLUTIONS	288.00	
				INV #20793 / ACTION IN JACKSON SIGNS		
6/08/2017	DIS	92995	6/08/2017	BILLY MITCHELL SCOTTISH PIPE & DRUMS BAND	700.00	
				2017 ACTION IN JACKSON PARADE		
6/08/2017	DIS	92996	6/08/2017	BOOSTER, INC.	25.00	
				ACCT #4165 / MAY EVENT ADS / REC		
6/08/2017	DIS	93013	6/08/2017	FORWARD MARCHING BAND	1,000.00	

Dated From: 1/01/2017

From Account: 100-00-51100-395-000

ACCT

Thru: 12/31/2017

Thru Account: 100-00-51100-395-000

Fund # 100 - GENERAL FUND				Debit	Credit
100-00-51100-395-000 - VILLAGE - HOTEL/MOTEL ROOM TAX					
			2017 ACTION IN JACKSON PARADE		
6/08/2017	DIS	93021	6/08/2017 KETTLE MORAINES MODEL 'T' CLUB	100.00	
			2017 ACTION IN JACKSON PARADE		
6/08/2017	DIS	93021	6/08/2017 KETTLE MORAINES MODEL 'T' CLUB		100.00
			VOID & REISSUE / WRONG AMOUNT		
6/08/2017	DIS	93037	6/08/2017 PIONEER DRUM & BUGLE CORP	2,700.00	
			2017 ACTION IN JACKSON PARADE		
6/08/2017	DIS	93040	6/08/2017 RACINE SCOUT DRUM & BUGLE CORP.	1,500.00	
			2017 ACTION IN JACKSON PARADE		
6/08/2017	DIS	93040	6/08/2017 RACINE SCOUT DRUM & BUGLE CORP.		1,500.00
			VOID CK / DID NOT ATTEND		
6/13/2017	DIS	93060	6/13/2017 BERNEADA ENTERTAINMENT LLC	650.00	
			JUNE 14, 2017 BEER GARDEN / REC		
6/13/2017	DIS	93061	6/13/2017 GEREK, MICHAEL	200.00	
			JUNE 18, 2017 BEER GARDEN / REC		
6/13/2017	DIS	93062	6/13/2017 JANISCH, CHRIS	135.00	
			JUNE 15, 2017 BEER GARDEN / REC		
6/13/2017	DIS	93063	6/13/2017 JANZOW, BEN	1,250.00	
			JUNE 17, 2017 MUSIC IN THE PARK / REC		
6/13/2017	DIS	93064	6/13/2017 TEREK, ANDREA	315.00	
			JUNE 15, 2017 BEER GARDEN / REC		
6/13/2017	DIS	93065	6/13/2017 THIS SIDE UP, LLC	1,200.00	
			JUNE 16, 2017 MUSIC IN THE PARK / REC		
6/15/2017	DIS	93070	6/15/2017 B&L GRAPHIC SOLUTIONS	180.00	
			INV #20761 / PLAYGROUND BANNERS / REC		
6/15/2017	DIS	93070	6/15/2017 B&L GRAPHIC SOLUTIONS	350.00	
			INV #20889 / ACTION IN JACKSON SIGNS		
6/15/2017	DIS	93070	6/15/2017 B&L GRAPHIC SOLUTIONS	55.00	
			INV #20893 / WOOD CARVE BANNER		
6/15/2017	DIS	93081	6/15/2017 GROSS, R.J.	525.00	
			2017 ACTION IN JACKSON PARADE / REC		
6/15/2017	DIS	93083	6/15/2017 KETTLE MORAINES MODEL 'T' CLUB	40.00	
			2017 ACTION IN JACKSON PARADE		
6/29/2017	DIS	93121	6/29/2017 B&L GRAPHIC SOLUTIONS	175.00	
			INV #20928 / WELCOME BANNER / REC		
6/29/2017	DIS	93121	6/29/2017 B&L GRAPHIC SOLUTIONS	60.00	
			INV #20953 / BEER GARDEN INSERTS / REC		
6/29/2017	DIS	93140	6/29/2017 EXPRESS NEWS	1,895.00	
			ACCT #7076 / SUMMER EVENT ADS / REC		
6/29/2017	DIS	93191	6/29/2017 WE ENERGIES	145.90	
			ACCT #7607-637-166 / CEDAR PKWY SIGN		
6/29/2017	DIS	93191	6/29/2017 WE ENERGIES	25.81	
			ACCT #839-103-221 / WEST WELCOME SIGN		
6/29/2017	DIS	93191	6/29/2017 WE ENERGIES	38.73	
			ACCT #2618-504-843 / SCHOOL INFO SIGN		
6/29/2017	DIS	93191	6/29/2017 WE ENERGIES	26.21	
			ACCT #8405-135-442 / EAST WELCOME SIGN		
6/30/2017	JE	JE-0701	6/30/2017 ADJ ACCTS / B & L GRAPHICS	105.00	
			ADJUST ACCTS / B & L GRAPHICS		
7/13/2017	DIS	93238	7/13/2017 BOOSTER, INC.	1,300.00	
			ACCT #4165 / JUNE EVENT ADS / REC		
7/13/2017	DIS	93246	7/13/2017 CONLEY MEDIA, LLC	2,027.13	
			ACCT #814883 / JUNE EVENT ADS / REC		
7/13/2017	DIS	93294	7/13/2017 WTKM	660.00	

Dated From: 1/01/2017

From Account: 100-00-51100-395-000

ACCT

Thru: 12/31/2017

Thru Account: 100-00-51100-395-000

Fund # 100 - GENERAL FUND

Debit

Credit


## 100-00-51100-395-000 - VILLAGE - HOTEL/MOTEL ROOM TAX

				ACCT #1099 / EVENT ADS / REC		
7/13/2017	DIS	93294	7/13/2017	WTKM	140.00	
				ACCT #1099 / EVENT ADS / REC		
7/27/2017	DIS	93367	7/27/2017	WE ENERGIES	148.58	
				ACCT #7607-637-166 / CEDAR PKWY SIGN		
7/27/2017	DIS	93367	7/27/2017	WE ENERGIES	35.62	
				ACCT #2618-507-843 / SCHOOL INFO SIGN		
7/27/2017	DIS	93367	7/27/2017	WE ENERGIES	24.19	
				ACCT #839-103-221 / WEST WELCOME SIGH		
7/27/2017	DIS	93367	7/27/2017	WE ENERGIES	23.92	
				ACCT #8405-135-442 / EAST WELCOME SIGN		
8/03/2017	DIS	93380	8/03/2017	FREEDOM FELLOWSHIP CHURCH	75.00	
				2017 ACTION IN JACKSON PARADE /2ND PLACE		
8/03/2017	DIS	93393	8/03/2017	KIRCHHAYN TROTTERS	50.00	
				2017 ACTION IN JACKSON PARADE /3RD PLACE		
8/03/2017	DIS	93410	8/03/2017	TRINITY LUTHERAN CHURCH & SCHOOL	100.00	
				2017 ACTION IN JACKSON PARADE /1ST PLACE		
8/09/2017	DIS	93453	8/09/2017	WASHINGTON COUNTY CONVENTION&VISITORS BUREAU	4,500.00	
				INV #2017-17 / TOURISM PARTNERSHIP		
8/17/2017	DIS	93469	8/17/2017	EXPRESS NEWS	450.00	
				ACCT #7076 / AUGUST ADS / REC		
8/17/2017	DIS	93480	8/17/2017	PAPER DIRECT	111.37	
				INV #8937163 / BANNERS / REC		
8/17/2017	DIS	93480	8/17/2017	PAPER DIRECT	73.97	
				INV #8941541 / BANNERS / REC		
8/17/2017	DIS	93495	8/17/2017	WITHERSPOON, GERALD	1,250.00	
				AUG 19, 2017 EVENT / REC		
8/17/2017	DIS	93498	8/17/2017	XEROX CORPORATION	13.28	
				INV #90197680 / JULY COPIES / VILLAGE		
8/23/2017	DIS	93547	8/23/2017	WE ENERGIES	134.32	
				ACCT #7607-637-166 / CEDAR PKWY SIGN		
8/30/2017	DIS	93558	8/30/2017	BLANK EXTREME ENTERTAINMENT LLC	460.00	
				BLACKLIGHT RENTAL / REC		
8/30/2017	DIS	93595	8/30/2017	WE ENERGIES	22.30	
				ACCT #8405-135-442 / EAST WELCOME SIGN		
8/30/2017	DIS	93595	8/30/2017	WE ENERGIES	22.97	
				ACCT #839-103-221 / WEST WELCOME SIGN		
8/30/2017	DIS	93595	8/30/2017	WE ENERGIES	33.45	
				ACCT #2618-507-843 / SCHOOL INFO SIGN		
9/12/2017	DIS	93687	9/12/2017	WTKM	252.00	
				ACCT #1099 / EVENT ADS / REC		
9/26/2017	DIS	93727	9/26/2017	ENTERTAINMENT COMPANY INTL. LLC, THE	500.00	
				SEPT 27, 2017 BEER GARDER / UNCLE KENNY		
9/27/2017	DIS	93558	9/27/2017	BLANK EXTREME ENTERTAINMENT LLC		460.00
				VOID / DID NOT REC / WRONG ADDRESS		
9/27/2017	DIS	93728	9/27/2017	BUTT, CAROL	450.00	
				BEER GARDEN / SEPT 28, 2017		
9/27/2017	DIS	93730	9/27/2017	RIVERCITY BLASKAPELLE	1,250.00	
				BEER GARDEN / SEPT 30, 2017		
9/27/2017	DIS	93733	9/27/2017	THULL, RALPH	950.00	
				BEER GARDEN / SEPT 29, 2017		
9/27/2017	DIS	93734	9/27/2017	TRETOW, VERNIN	500.00	
				BEER GARDEN / OCT 1, 2017		
9/28/2017	DIS	93779	9/28/2017	WE ENERGIES	136.46	



# Memo

**To:** Tourism Commission

**From:** Brian W. Kober, P. E., Director of Public Works 

**Subject:** Selection and Purchase of Street Banners

**Date:** October 23, 2017

**CC:** Deanna Boldrey, Clerk/Treasurer

The Village of Jackson decorates Main Street (STH 60) with banners and green garland with bows during the Holiday Season. The banners being used are faded and worn. The proposal is to purchase new banners by using Hotel/Motel tax money.

Please find two proposals: The first proposal is fifty red and green banners (25 each) displaying "Celebrate the Season" with "Jackson" at the bottom. The cost is \$3,965.00.

The second proposal is fifty blue snowflakes displaying "Season's Greetings" at the bottom of the banner. The cost is \$3,905.00 which is \$60 less since their no setup fee.

The plan is to purchase the banners for this Holiday Season.

If you have any questions please let me know.

Brian W. Kober, P.E.





# QUOTE

## DISPLAYSALES

**Display Sales**

10925 Nesbitt Avenue S  
 Bloomington, MN 55437  
 P: 800-328-6195  
 F: 952-885-0099  
 www.displaysales.com

ESTIMATE QO-016675-1  
 DATE 10/23/2017  
**EXPIRATION DATE** 11/22/2017  
 CUSTOMER ID 134100

**Ship**

To: Village of Jackson  
 N168 W20733 Main St  
 Jackson, WI 53037

**Bill**

To: Village of Jackson  
 PO Box 637  
 Jackson, WI 53037

PREPARED BY		JOB	PAYMENT TERMS		REQUEST DELIVERY DATE
Lori Lundeen			Net 20		10/23/2017
QUANTITY	DESCRIPTION	UNIT PRICE			AMOUNT
50	16" x 45" custom poly canvas banner, digital process design D164 Snowflakes Falling	75.00			3,750.00
1	Setup Fee, a per design cost Style : Setup	60.00			60.00
SUBTOTAL					3,810.00
SHIPPING & HANDLING					95.00
SALES TAX					0.00
TOTAL					3,905.00

To accept this quotation, sign here and return.

---

Thank you for your business.



# Terms & Conditions

## DISPLAYSALES

### GRAPHIC ART SERVICE:

Display Sales encourages customers to provide vector based artwork so that the process of proofing and printing may proceed quickly without interruption. Otherwise, if artwork is unusable, graphic art services will be billed at \$125 per hour to correct unusable art, redraw non-formatted art, or design and create custom imagery (per customer request). Alterations are \$50 per hour. You will be contacted by one of our Graphic Arts team and provided a proof. Send your artwork to: [artwork@displaysales.com](mailto:artwork@displaysales.com)

### PRODUCTION TIMEFRAMES:

Normal production time is 15 working days AFTER art proof is approved and down payment is received. Rush requests on approval. 10% over/under on Premium/Promotion product orders is standard.

### TERMS:

- 50% down payment prior to production on custom imprinted products.
- Check, Non-cancellable Purchase Order, or credit card accepted for down payment.
- Balance due net 20 days after final invoice.
- F.O.B. Display Sales ~ shipping & handling charges based on destination and size of order.

### WARRANTIES for DECORATIONS:

- All invoices for products must be paid in full before warranty is in effect
  - 5 SEASONS\* - protection on steel frames and pole installation hardware
  - 3 SEASONS\* - protection on decoration components: Pine and Metallic garlands, electrical wiring harnesses, sockets, plugs, powder coating and paint on decoration frames. Also included: heavy insulated 12 gauge and 14 gauge electrical wiring, and 16 gauge SureLock™ Wire sets.
- \* One SEASON equals (3) months.

### NOT COVERED BY WARRANTY:

Damage or rusting caused by ice load; air borne road salt and/or other corrosives; bulb breakages/burnout/discoloring/fading; damage from electrical shorts or power surges; miniature light sets; rope light product; damage in transit; inappropriate handling/storage/installation; and products that are installed too low on light poles that lend themselves to vandalism and being hit by trucks. Any acts of Nature. Due to exposure to sunlight, all products are susceptible to some fading.

All REPAIR and/or REPLACEMENT must be pre-approved by Display Sales customer service representative.

### WARRANTIES for BANNERS:

- VINYL - 18 oz single ply - Not Prorated - 90 days of continuous use
  - VINYL - 13 oz 2 ply construction - Not Prorated - 12 months of continuous use
  - WEATHERGUARD - NOT prorated for 4 SEASONS\* or 12 months of continuous use
  - BRACKET SYSTEMS - 100% NOT prorated for 4 SEASONS\* - or 12 months of continuous use
- \* One SEASON equals (3) months.

### NOT COVERED BY WARRANTY:

Any banner greater than 30" x 84" in size or any banner not installed using a top and bottom rod pocket.

Failure to install bracket systems and banners according to Display Sales installation instructions or to store banners properly will void this warranty.

All REPAIR and/or REPLACEMENT must be pre-approved by Display Sales customer service representative.

### WARRANTY RESPONSIBILITY:

Customer is responsible for the cost of removal, reinstallation and shipping incurred for merchandise being repaired or replaced. Customer participation is required to troubleshoot product issues, which will provide a timely resolution.

### SHIPPING & FREIGHT RESPONSIBILITY:

All product is shipped via FOB origin Display Sales. Customer takes ownership of the product once it is picked up by the carrier and is responsible for it at that point. UPS, Fed EX, and LTL trucking companies are common carriers.

Customer is responsible for counting the number of boxes delivered and inspecting the boxes for any visible damage. For LTL shipments, customer must sign the delivery receipt as "damaged" or "missing boxes" if this is the case. Display Sales is ineligible to file a freight claim on your behalf if this is not noted on the delivery receipt. Customer will then incur all product replacement costs.

Freight charges after delivery may occur for additional services rendered per customer request. For example, a call ahead of delivery, scheduling a delivery appointment, driver unloading the truck, residential delivery, change of delivery address, delivery inside an office, lift gate, and congestion fee based on limited access to delivery address. Customer agrees to pay all additional charges requested.

### RETURN POLICY:

Returns are accepted within 30 days of purchase providing a proper Return Goods Authorization (RGA) number is first obtained. Please call 1-800-328-6195 to obtain your RGA number. Shipping charges are not refundable on orders that have been shipped. Items must be in their original condition and original packaging. No returns will be accepted nor credit given for items not in their original condition.

Restocking fees up to 25% may apply to items returned



# QUOTE

## DISPLAYSALES

**Display Sales**

10925 Nesbitt Avenue S  
 Bloomington, MN 55437  
 P: 800-328-6195  
 F: 952-885-0099  
 www.displaysales.com

ESTIMATE QO-013894-3  
 DATE 10/23/2017  
 EXPIRATION DATE 4/22/2017  
 CUSTOMER ID 134100

Ship Brian Kober  
 To: Village of Jackson  
 N168 W20733 Main St  
 Jackson, WI 53037

Bill Brian Kober  
 To: Village of Jackson  
 PO Box 637  
 Jackson, WI 53037

PREPARED BY	JOB	PAYMENT TERMS	REQUEST DELIVERY DATE
Lori Lundeen	Brian Kober	Net 20	10/23/2017
QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
50	16" x 45" custom poly canvas banner, digial process design D333 Celebrate the Seasons with Jackson at the bottom Qty 25 on burgundy Qty 25 on green for at total of 50 banners	75.00	3,750.00
2	Setup Fee, \$60 per design Style : Setup	60.00	120.00
SUBTOTAL			3,870.00
SHIPPING & HANDLING			95.00
SALES TAX			0.00
TOTAL			3,965.00

To accept this quotation, sign here and return.

---

Thank you for your business.



# Terms & Conditions

## DISPLAYSALES

### GRAPHIC ART SERVICE:

Display Sales encourages customers to provide vector based artwork so that the process of proofing and printing may proceed quickly without interruption. Otherwise, if artwork is unusable, graphic art services will be billed at \$125 per hour to correct unusable art, redraw non-formatted art, or design and create custom imagery (per customer request). Alterations are \$50 per hour. You will be contacted by one of our Graphic Arts team and provided a proof. Send your artwork to: [artwork@displaysales.com](mailto:artwork@displaysales.com)

### PRODUCTION TIMEFRAMES:

Normal production time is 15 working days AFTER art proof is approved and down payment is received. Rush requests on approval. 10% over/under on Premium/Promotion product orders is standard.

### TERMS:

- 50% down payment prior to production on custom imprinted products.
- Check, Non-cancellable Purchase Order, or credit card accepted for down payment.
- Balance due net 20 days after final invoice.
- F.O.B. Display Sales ~ shipping & handling charges based on destination and size of order.

### WARRANTIES for DECORATIONS:

- All invoices for products must be paid in full before warranty is in effect
  - 5 SEASONS\* - protection on steel frames and pole installation hardware
  - 3 SEASONS\* - protection on decoration components: Pine and Metallic garlands, electrical wiring harnesses, sockets, plugs, powder coating and paint on decoration frames. Also included: heavy insulated 12 gauge and 14 gauge electrical wiring, and 16 gauge SureLock™ Wire sets.
- \* One SEASON equals (3) months.

### NOT COVERED BY WARRANTY:

Damage or rusting caused by ice load; air borne road salt and/or other corrosives; bulb breakages/burnout/discoloring/fading; damage from electrical shorts or power surges; miniature light sets; rope light product; damage in transit; inappropriate handling/storage/installation; and products that are installed too low on light poles that lend themselves to vandalism and being hit by trucks. Any acts of Nature. Due to exposure to sunlight, all products are susceptible to some fading.

All REPAIR and/or REPLACEMENT must be pre-approved by Display Sales customer service representative.

### WARRANTIES for BANNERS:

- VINYL - 18 oz single ply - Not Prorated - 90 days of continuous use
  - VINYL - 13 oz 2 ply construction - Not Prorated - 12 months of continuous use
  - WEATHERGUARD - NOT prorated for 4 SEASONS\* or 12 months of continuous use
  - BRACKET SYSTEMS - 100% NOT prorated for 4 SEASONS\* - or 12 months of continuous use
- \* One SEASON equals (3) months.

### NOT COVERED BY WARRANTY:

Any banner greater than 30" x 84" in size or any banner not installed using a top and bottom rod pocket.

Failure to install bracket systems and banners according to Display Sales installation instructions or to store banners properly will void this warranty.

All REPAIR and/or REPLACEMENT must be pre-approved by Display Sales customer service representative.

### WARRANTY RESPONSIBILITY:

Customer is responsible for the cost of removal, reinstallation and shipping incurred for merchandise being repaired or replaced. Customer participation is required to troubleshoot product issues, which will provide a timely resolution.

### SHIPPING & FREIGHT RESPONSIBILITY:

All product is shipped via FOB origin Display Sales. Customer takes ownership of the product once it is picked up by the carrier and is responsible for it at that point. UPS, Fed EX, and LTL trucking companies are common carriers.

Customer is responsible for counting the number of boxes delivered and inspecting the boxes for any visible damage. For LTL shipments, customer must sign the delivery receipt as "damaged" or "missing boxes" if this is the case. Display Sales is ineligible to file a freight claim on your behalf if this is not noted on the delivery receipt. Customer will then incur all product replacement costs.

Freight charges after delivery may occur for additional services rendered per customer request. For example, a call ahead of delivery, scheduling a delivery appointment, driver unloading the truck, residential delivery, change of delivery address, delivery inside an office, lift gate, and congestion fee based on limited access to delivery address. Customer agrees to pay all additional charges requested.

### RETURN POLICY:

Returns are accepted within 30 days of purchase providing a proper Return Goods Authorization (RGA) number is first obtained. Please call 1-800-328-6195 to obtain your RGA number. Shipping charges are not refundable on orders that have been shipped. Items must be in their original condition and original packaging. No returns will be accepted nor credit given for items not in their original condition.

Restocking fees up to 25% may apply to items returned

**2018 COMMUNITY EVENTS, ADVERTISING & ENTERTAINMENT BUDGET**

*Submitted To: The Jackson Tourism Commission*

*Draft*

**JACKSON PARKS & RECREATION**

Monte Carlo Night	
<i>Advertising, Entertainment, Game Co., Pipe &amp; Drape</i>	\$6,000.00
Family Movie Night	
<i>Copywrite Movie Rental &amp; Ads</i>	\$500.00
Events Calendars & Misc. events	
<i>General Ads</i>	\$840.00
Irish Family Dinner & Senior Party	
<i>Advertising &amp; Entertainment</i>	\$650.00
Easter Egg Hunt	
<i>Advertising</i>	\$650.00
Spring Adult Leagues	
<i>Display Ad</i>	\$415.00
Youth Fish Derby	
<i>Advertising</i>	\$650.00
Beer Garden	
<i>Advertising &amp; Entertainment</i>	\$7,000.00
Ghoul Gala	
<i>Advertising</i>	\$650.00
Kids Rummage & Cookies with Santa	
<i>Advertising</i>	\$1,200.00
	<b>\$18,555.00</b>

**JACKSON FESTIVALS, INC. (Action in Jackson)**

Action In Jackson	
<i>Advertising, Banners, Sponsor Boards</i>	\$4,500.00
Action In Jackson Fireworks	
<i>*new for 2018 -portion of fireworks (replaces \$ for parade)</i>	\$7,000.00
	<b>\$11,500.00</b>

**FRIENDS OF JACKSON PARKS & RECREATION**

Glo Run	
<i>Advertising</i>	<b>\$800.00</b>

**WASHINGTON COUNTY CONVENTION & VISITORS BUREAU**

Annual Contribution	<b>\$4,500</b>
---------------------	----------------

<b><u>VILLAGE WELCOME &amp; EVENT SIGNS (WeEnergies Lighting Costs)</u></b>	<b>\$3,000</b>
---	----------------

<b><u>HWY 60 STREET POLE BANNERS</u></b>	<b>5,000.00</b>
--	-----------------

<b><u>VILLAGE WEBSITE</u></b>	<b>6,500.00</b>
-------------------------------	-----------------

**Total Budget 2018: \$49,855.00**

*(2015 Revenue \$46,117.56)*

*(2016 Revenue \$50,346.00)*

**2017 COMMUNITY EVENTS ADVERTISING & ENTERTAINMENT BUDGET**

*Submitted To: The Jackson Tourism Commission*

**JACKSON PARKS & RECREATION**

Monte Carlo Night		
<i>Advertising, Entertainment, Game Co., Pipe &amp; Drape</i>		\$5,000.00
Family Movie Night		
<i>Copywrite Movie Rental &amp; Ads</i>		\$700.00
Events Calendars		
<i>2 Listings, spring &amp; fall</i>		\$840.00
Irish Family Dinner & Senior Party		
<i>Advertising &amp; Entertainment</i>		\$895.00
Easter Egg Hunt		
<i>Advertising</i>		\$650.00
Spring Adult Leagues		
<i>Display Ad</i>		\$415.00
Youth Fish Derby		
<i>Advertising</i>		\$650.00
Beer Garden		
<i>Advertising &amp; Entertainment</i>		\$6,000.00
Ghoul Gala		
<i>Advertising</i>		\$650.00
Kids Rummage & Cookies with Santa		
<i>Advertising</i>		\$1,200.00
		<b>\$17,000.00</b>

**JACKSON FESTIVALS, INC. (Action in Jackson)**

Action In Jackson		
<i>Advertising, Banners, Sponsor Boards</i>		\$3,000.00
Action In Jackson Parade		
<i>Bands and Float Prizes</i>		\$6,500.00
		<b>\$9,500.00</b>

**FRIENDS OF JACKSON PARKS & RECREATION**

Glo Run		
<i>Advertising</i>		<b>\$1,000.00</b>

**WASHINGTON COUNTY CONVENTION & VISITORS BUREAU**

Annual Contribution		<b>\$4,500</b>
---------------------	--	----------------

**VILLAGE WELCOME & EVENT SIGNS**

<b>\$8,500</b>
----------------

**Total Budget 2017: \$40,500.00**

(2015 Revenue \$46,117.56)