

APPROVED MINUTES
PARKS & RECREATION COMMISSION
TUESDAY, AUG 15, 2023 AT 6:00PM
JACKSON COMMUNITY CENTER
N165W20330 HICKORY LANE
JACKSON, WI 53037

1. Call to order and Roll call

Chair Latz called the meeting to order at 6:00 p.m.

Members present : Tr. Englehardt, Casey Latz, Sue Rank, Brian Mekka and Brittany Rathke

Staff present : Parks & Recreation Director Kelly Valentino, Village Administrator Keller, Village President Brian Heckendorf and Recreation Supervisor Renee Fisher

2. Approval of the Board of JPR commission minutes from the special meeting, May 31, 2023 with Public Works.

Motion to approve the Board of JPR commission minutes of May 31, 2023 meeting by Brittany Rathke, second by Sue Rank

Vote : 5 Ayes, 0 Nays, Motion carried

3. Review Current Financial Stat Pack

Action in Jackson was a success and final numbers will be added once the final check is received. Current financial stats sit at 63% expenses and 65% revenue putting the overall financials in the black.

Motion to approve current stat pack by Casey Latz, second by Sue Rank

Vote: 5 Ayes, 0 Nays, Motion carried

4. Review of CIP budget

Village will be creating a master CIP document and will go to the Board in September. This list includes projects for the next 15 years and has items listed according to importance.

5. Review 2002-2023 Program & Event Analysis Spreadsheet & 2023-2024 Guide Update

Looked at service analysis for programs. Most are doing well and will be continued in the coming guides, while some are listed as divest to revamp which will allow for a change of programming to increase interest. Many of the free programs available to seniors are being instructed by Renee Fischer to keep programs running. The 2023-2024 guide is projected to be released in mid to late September, the current guide is through October.

6. 2023 Village Playgrounds Inspection Report

Jessica Loomans along with CVMIC did playground inspections. These inspections and reports are done to keep up with the maintenance and safety of the playgrounds. Overall the playgrounds did well. The items that needed to be remedied were given to the public works department and they are working diligently to get them updated.

Motion to approve the inspection report made by Casey Latz, second by Brian Mekka.

Vote: 5 Ayes, 0 Nays, Motion carried

7. Project Updates: JCC Expansion, Hasmer Lake Park, Dog Park

Included in Director Report

8. Jackson Park Courts - update, GJBA donation, Dedication

Included in Director Report

9. Old Business - Hickory Lane Park Surface, Splash Park Repair

Solid surface repair was completed at the Hickory Park playground and looks great. This was a project that was completed under warranty. Bad weather around Memorial Day pushed the project to July but it has since been completed. The splash pad is up and running after a new control panel needed to be acquired and installed. This panel was made specifically for us due to older equipment and was the reason for the delay in getting the splash pad open.

10. Events: Financials on first two Beer Gardens, Circus, Glo Run/Beer Garden, Village Tree Lighting

Included in Directors report

11. Director of Parks & Recreation Highlights

The two beer Gardens did great again this year bringing in a total of \$12,745.79. The final beer garden will be in conjunction with the Glo Run on Friday October 20th. Volunteers are still needed for the Glo run. Tip money from the July beer garden will go to purchase wind screens for the pickleball courts.

Circus will return for the 4th year on August 24th and 25th. The park and recreation department gets a percentage back on all presale tickets.

Ghoul Gala will take place on Friday October 27th and trick or treating in the village will be on Sunday 29th.

There have been benches added to Hickory Lane Park by the soccer fields thanks to the eagle scout project completed by Brayden Voge. There are multiple other eagle scout projects on the horizon.

Pickleball courts will be open within the next week. A big thank you to the Greater Jackson Business Alliance for the generous donation of customized tables and trash receptacles for the area.

The JCC expansion continues to move forward with Zimmerman Architects and Moore Construction setting a timeline. Plan is to have bids out in early January 2024. Recommendation to go before JPRC in February and to the Village board in March.

Funds for the Hasmer lake project have been earmarked in the CIP budget and meetings with the DNR and adjacent property owners continue.

The RFP to hire a firm for feasibility and estimates for the Jackson Dog Park will go out in September, with a selection in October and hopefully a plan by the end of the year or early in 2024.

The Village tree lighting will be Friday, December 1st at the Municipal Complex utilizing training rooms this year instead of the fire bay.

12. Citizens/Village Staff to address the Board

Anthony Goodwill addressed the board with concerns about the playground inspection and wanted further information regarding the processes in place to remedy the findings. Mr. Goodwill also emphasized his support for the dog park that has been in discussion. He explained how he is currently traveling to go to other communities to use their facilities and expressed interest in helping with this project.

13. Adjourn

Motion to adjourn by Brittany Rathke, second by Brian Mekka.

Vote: 5 ayes, 0 nays. Motion carried. Meeting was adjourned at 7:15 p.m.