

**AGENDA**  
**PARKS & RECREATION COMMISSION**  
**Tuesday, May 17, 2022 at 6:00 p.m.**  
**Jackson Community Center**  
**N165 W20330 Hickory Lane, Jackson, WI 53037**



1. Call to Order and Roll Call
2. Approval of the Board of JPR Commission Minutes – February 15, 2022
3. Review Current Financial Stat Pak
4. Draft RFP for Park Master Plan of Hasmer Lake Park Area - Review & Recommendation
5. Update – Jackson Park Tennis/Pickleball/Basketball Courts
6. JCC Expansion Needs Assessment & Recommendation
7. Review 2021-2022 Fall/Winter Program Analysis Spreadsheet
8. Monte Carlo Night Recap
9. Upcoming Events – Beer Gardens & Action In Jackson
11. Director of Parks & Recreation Report
12. Meeting Calendar Adjustment for the remainder of 2022
12. Citizens/Village Staff to address the Board
13. Adjourn – **Next Meetings: Tuesday, August 16 and Tuesday, November 15**

**Support materials provided at the meeting, unless emailed prior.**

**FRIENDS OF JACKSON PARKS & RECREATION may meet following the JPR Commission meeting.**

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**  
**PARKS & RECREATION COMMISSION**  
**Tuesday, February 15, 2022 at 6:00 p.m.**  
**Jackson Community Center**  
**N165 W20330 Hickory Lane, Jackson, WI 53037**



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

Director Valentino called the meeting to order at 6:05pm

Members Present: Tr. Engelhardt, Casey Latz, Brittany Rathke, Brian Mekka, and Sue Rank.

Staff Present: Administrator Jen Keller, Parks & Recreation Director Kelly Valentino, and Parks & Recreation Rec. Supervisor Renee Fisher

**2. Approval of the Board of JPR Commission Minutes – No Minutes/1<sup>st</sup> Meeting**

**3. Action – Election of JPR Commission Chairperson**

Director Valentino asked for a nomination for Commission Chairperson.

Motion by Sue Rank to nominate Casey Latz for JPR Commission Chairperson, Second by Brittany Rathke.

Vote: 4 ayes, 0 nays. Motion carried

Director Valentino thanked everyone for transitioning to the JPR Commission from the Jackson Park & Recreation Committee and thanked Tr. Engelhardt for joining.

**4. Review – 2021 Year End Recap and Current Financial Stat Pak**

Director Valentino reviewed the year end 2021 Recap and the current Financial Stat Pak which includes Rec Desk – Registration/Scheduling Software, to date cash distribution by account revenue report, Village Budget Comparison Report – revenues & expenses, and the 5-year comparison spreadsheet.

**5. Discussion & Action Rental Form Revision - Park Rentals & JCC Rentals**

Director Valentino reviewed the JCC Rental Application and Park Rentals Application. Director Valentino explained that both Rental Applications need to be revised due to the Town of Jackson withdrawing from the joint agreement in relation to the Jackson Area Community Center and the Joint Recreation Department. Director Valentino explained the changes to both forms. The changes to the Jackson Community Center Rental form are: "Area" has been removed from the name of the Community Center. The Community Center will now be known as the Jackson Community Center (JCC), under Residency Requirements as of 5/1/2022, Town of Jackson Residents are considered "non-residents" (this change is in both Rental Agreements), cleaning up verbiage in the form and a change in logo. On the Park Rental

Form there is a small increase to park rental fees and at Jackson Park - Shelter #3, the rental fee has been reduced to \$30 due to the poor condition of the Shelter (Shelter #3 will only be rented as a last resort) and the price of the kitchen in Jackson Park has been lowered due to not all equipment in the kitchen can be used by the renter.

Motion by Casey Latz, seconded by Brain Mekka to approve the changes to the Rental Applications and move to the Village Board with a recommendation to approve.

Vote: 5 ayes, 0 nays Motion Carried

6. **Discussion & Action – RFP for Concept Plan of Lake Hasmer Park Area**

Director Valentino explained the Concept Plan and handed out the Hasmer Lake Park Concept Packet. Director Valentino explained the different phases of the plan as well as the RFP process. Brain Mekka inquired about using Stewardship money in Phase 1. Director Valentino explained that an agency wants to use Stewardship money for “bigger price tag” items. Director Valentino will also ask the Friends Group to think about what they can contribute to the project. Director Valentino recommended sending out an RFP for a Concept/Design Plan, so the Commission & Board have some form of direction for future development of the site.

Motion by Sue Rank, second by Brian Mekka to create an RFP for Concept/Design Plan of Lake Hamer Park Area and to move it to the Village Board with a recommendation to approve.

Vote: 5 ayes, 0 nays Motion Carried

7. **Update – Jackson Park Tennis/Pickleball/Basketball Courts**

Director Valentino explained the need for the Tennis Courts to be renovated As well as the Basketball Courts at Jackson Park. With the renovation of the Tennis courts we will also be creating courts for Outdoor Pickleball.

Director Valentino also explained that Park Impact Fees can be used for this Renovation. Sue Rank inquired why Cedar Corp is drawing up tentative plans and was wondering if this project needs to go out for an RFP?

Director Valentino explained details will be presented at the Board of Public works meeting on February 22, 2022 by the Director of Public Works Brain Kober.

8. **Review – 2021 Spring/Summer Program Analysis Spreadsheet**

Recreation Supervisor Fisher explained the 2021 Spring/Summer Program Analysis Spreadsheet. This tool is used after every session to analyze Programs to see what programs are working and what programs need to be adjusted or changed.

9. **2022 Calendar of Events – Monte Carlo & Beer Gardens**  
Director Valentino reviewed the 2022 Calendar of Events. The two major events coming up are Monte Carlo Night on Saturday, April 2, 2022 and the Beer Garden. Our Corporate Sponsors for the 2022 Monte Carlo Night are Cedar Corp and Kerry Ingredients. As of 2023, Monte Carlo Night will be held first Saturday in March (2023 Monte Carlo Night will be Saturday, March 5).
10. **Quarterly Meeting Schedule: 3<sup>rd</sup> Tuesday of the Month** – May 17, Sept. 20, Dec. 20 and 2023 Feb. 21, May 16, Sept. 19 and Dec. 19.  
Director Valentino explained the dates are decided by the existing Village Ordinance.
12. **Director of Parks & Recreation Report**  
Director Valentino went through the Report. Director Valentino stated that certain playground equipment needs to be repaired and she will be discussing this with Russ Krueger in the Public Works Department.
13. **Citizens/Village Staff to address the Board**  
Sue Rank inquired about the health of a previous Parks and Recreation Board member and hopes she is doing better.
14. **Adjourn**  
Motion by Tr. Engelhardt, second by Sue Rank to adjourn.  
Vote: 5 ayes, 0 nays. Meeting was adjourned at 7:10pm

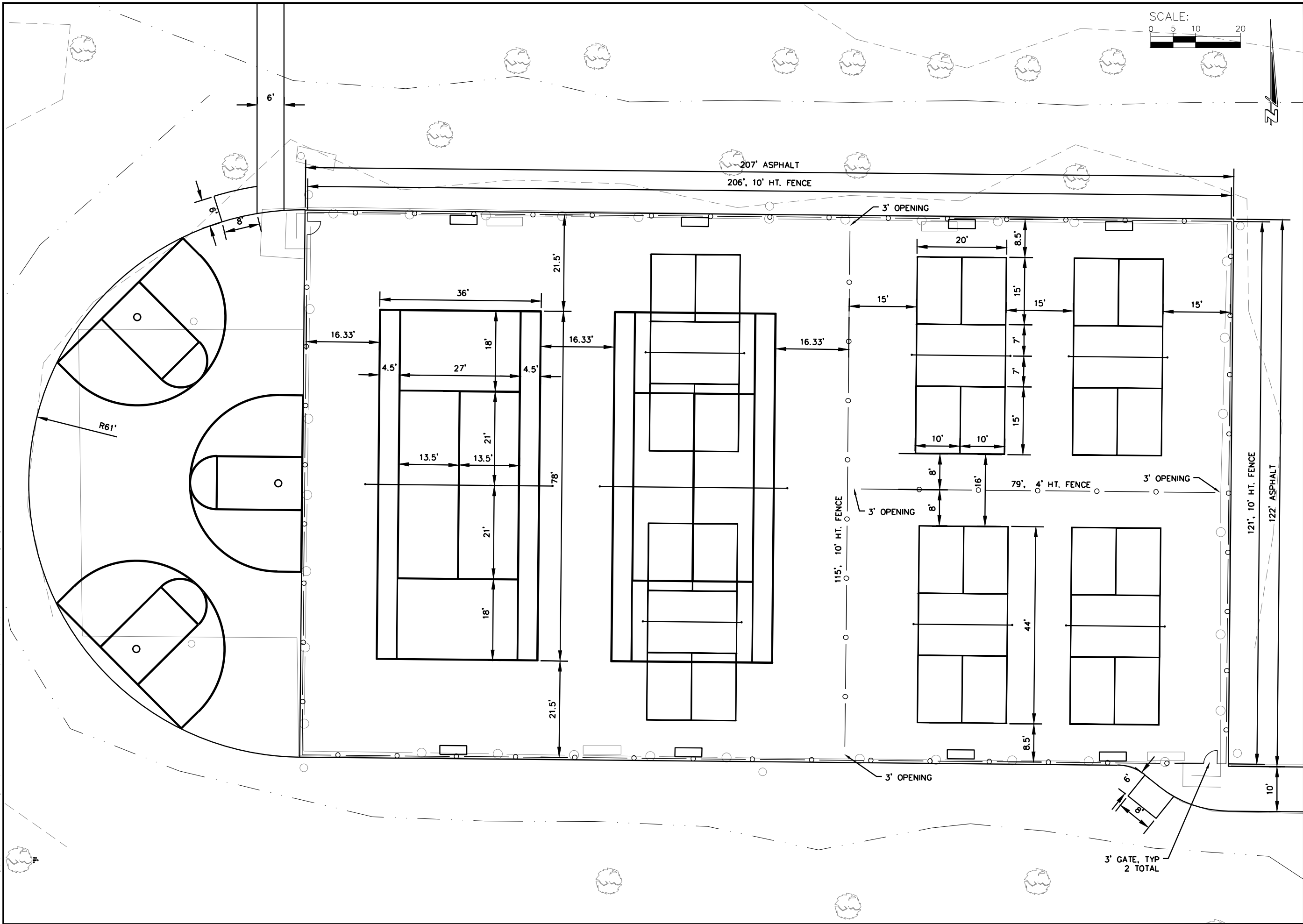
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I:\Clients-Cdbrg-V\5789 Jackson Village of\015 Park Tennis-Pickleball Courts Design.dwg 04/19/22 11:17:09 AM



SCALE:  
0 5 10 20



|                        |
|------------------------|
| JOB NO.<br>05789-0015  |
| BOOK NO.               |
| DRAWN BY<br>BJG        |
| CHECKED BY<br>RDD      |
| DATE<br>April 19, 2022 |
| REVISIONS              |
| REFERENCE FILE         |
| DRAWING FILE           |

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VILLAGE OF JACKSON  
PARK TENNIS-PICKLEBALL COURTS  
WASHINGTON COUNTY, WISCONSIN  
GEOMETRY PLAN

**Service Analysis & Financial Strategies Spreadsheet**

SEASON: Fall 2021-Winter 2022

|                          |               |                  |                  |    |                        |      |                    |      |                    |     |                    | Social Good<br>Invest To Capture Market<br>Invest To Sustain Market<br>Divest | Cost Recovery<br>Market Driven<br>Competitive<br>Community |
|--------------------------|---------------|------------------|------------------|----|------------------------|------|--------------------|------|--------------------|-----|--------------------|-------------------------------------------------------------------------------|------------------------------------------------------------|
| Service Provided         | Total<br>COST | Total<br>Revenue | Meets<br>Mission |    | Financial<br>Viability |      | Market<br>Position |      | Other<br>Providers |     | % Cost<br>Recovery | Recommended<br>Financial Strategy                                             | Pricing<br>Strategy                                        |
|                          |               |                  | Yes              | No | Good                   | Poor | Strong             | Weak | High               | Low |                    |                                                                               |                                                            |
| Fitness Center           | see rec desk  |                  |                  |    |                        |      |                    |      |                    |     | 100%               | Social Good                                                                   | community                                                  |
| Personal Training        | \$31          | \$45             | x                |    | x                      |      | x                  |      | x                  |     | 100                | social good                                                                   | community                                                  |
| Ghoul Gala               | see rec desk  |                  | sponsored        |    |                        |      |                    |      |                    |     | 100%               | social good                                                                   | community                                                  |
| Tree Lighting            | see rec desk  |                  | sponsored        |    |                        |      |                    |      |                    |     | 100%               | social good                                                                   | community                                                  |
| Holiday Light Contest    | \$10.00       | \$15             | sponsored        |    |                        | x    | x                  |      |                    | x   | 80%                | Social Good                                                                   | Community                                                  |
| Monte Carlo Night        | see rec desk  |                  | sponsored        |    |                        |      |                    |      |                    |     |                    | Social Good                                                                   | Community                                                  |
| Easter Egg Hunt          | \$500.00      | \$0.00           | sponsored        |    | x                      |      | X                  |      | x                  |     | 100%               | Social Good                                                                   | Cost Recov/Com                                             |
| Youth Free Throw         | \$325         | free             | sponsored        |    | x                      |      | x                  |      |                    | x   | 100%               | invest to sustain                                                             | community                                                  |
| Youth Fish Derby         | \$150         | free             | sponsored        |    | x                      |      | x                  |      |                    | x   | 100%               | invest to sustain                                                             | cost recovery                                              |
| Art w/ Heart             | \$0           | \$0              | x                |    | x                      |      | x                  |      | x                  |     | 100%               | invest to sustain                                                             | community                                                  |
| Halloween science show   | \$0.00        | \$0.00           | x                |    | x                      |      | x                  |      |                    | x   | 100%               | invest to sustain                                                             | Community                                                  |
| 4k program               | see rec desk  |                  | x                |    | x                      |      | x                  |      | x                  |     | 100%               | invest to sustain                                                             | community                                                  |
| Chip-In Casino           | signup with   | company          | x                |    | x                      |      | x                  |      |                    | x   | 100%               | invest to sustain                                                             | community                                                  |
| Headstart                | see rec desk  |                  | x                |    | x                      |      | x                  |      |                    | x   | 100%               | invest to sustain                                                             | community                                                  |
| Lets start with a book   | Free          | Free             | x                |    | x                      |      | x                  |      |                    | x   | 100                | Social Good                                                                   | community                                                  |
| Senior St. Pat Day Party | \$300         | adrc free        | x                |    | x                      |      | x                  |      |                    | x   | 100                | social good                                                                   | community                                                  |
| halloween light contest  | \$10.00       | \$35.00          | sponsored        |    | x                      |      | x                  |      | x                  |     | 100%               | Social Good                                                                   | community                                                  |
| Abc's computers          | \$0           | \$0.00           | x                |    | x                      |      | x                  |      | x                  |     | 100%               | invest to sustain                                                             | community                                                  |
| karate                   | \$0           | \$40             | x                |    | x                      |      | x                  |      |                    | x   | 100%               | invest to sustain                                                             | Community                                                  |
| Lets Create              | 0             | 0                | x                |    | x                      |      | x                  |      |                    | x   | 100                | invest to sustain                                                             | Community                                                  |
| Pool/Ping Leagues        | \$35          | Free             | x                |    | x                      |      | x                  |      |                    | x   | 100%               | Social Good                                                                   | community                                                  |
| Pickleball Lessons       | \$40          | \$146            | x                |    | x                      |      | x                  |      |                    | x   | 100%               | invest to sustain                                                             | community                                                  |
| Learn Magic              | \$0           | \$0              | x                |    | x                      |      | x                  |      |                    | x   | 100%               | invest to sustain                                                             | community                                                  |
| Asst with Computer       | 0             | 0                | x                |    | x                      |      | x                  |      |                    | x   | 100%               | invest to sustain                                                             | Community                                                  |
| Sr xmas party Free event | \$400         | adrc free        | x                |    | x                      |      | x                  |      |                    | x   | 100%               | Social Good                                                                   | community                                                  |
| Bingo for a Buck         | 114           | 271              | x                |    | x                      |      | x                  |      |                    | x   | 100                | social good                                                                   | community                                                  |
| Be Active Wi             | \$10          | \$20             | x                |    | x                      |      | x                  |      |                    | x   | 100%               | Social Good                                                                   | community                                                  |
| Village Rummage          | 0             | 0                | x                |    | x                      |      | x                  |      | x                  |     | 0                  | Social Good                                                                   | Community                                                  |
| Healthy Living Diabetes  | cancelled due | due covid        | x                |    | x                      |      | x                  |      |                    | x   | 100                | Social Good                                                                   | community                                                  |
| AARP Driver Safety       | cancelled     | due covid        | x                |    | x                      |      | x                  |      |                    | x   | 100                | social good                                                                   | community                                                  |
| Tiny Tots Sports         | \$403         | \$810            | x                |    | x                      |      | x                  |      |                    | x   | 100%               | invest to sustain                                                             | community                                                  |
| Tot Time                 | see contract  | \$4,751          | x                |    | x                      |      | x                  |      |                    | x   | 100%               | invest to sustain                                                             | community                                                  |

|                          |              |            |   |  |   |  |   |  |   |       |                   |             |
|--------------------------|--------------|------------|---|--|---|--|---|--|---|-------|-------------------|-------------|
| Walk with Ease           | cancelled    | due covid  | x |  | x |  | x |  | x | 100   | Social Good       | community   |
| Beer Garden              | see rec desk |            | x |  | x |  | x |  | x | 100   | Social Good       | community   |
| Independent walking      | Free         | Free       | x |  | x |  | x |  | x | 100%  | Social Good       | community   |
| Open Gym                 | see rec desk |            | x |  | x |  | x |  | x | 100%  | Social Good       | community   |
| Pro Lite Demo            | FRee         | Free       | x |  | x |  | x |  | x | 100%  | Social Good       | community   |
| Peewee Soccer            | \$315        | \$570      | x |  | x |  | x |  | x | 100%^ | invest to sustain | community   |
| Peewee Tennis            | 0            | 0          | x |  | x |  | x |  | x | 100   | invest to sustain | Competitive |
| Peewee Basketball        | \$158        | \$270      | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| Peewee Baseball          | \$158        | \$285      | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| Shoo the Flu             | Free         | Free       | x |  | x |  | x |  | x | 100%  | Social Good       | community   |
| Blood Drive              | Free         | Free       | x |  | x |  |   |  | x | 100%  | Social Good       | community   |
| Glo Run                  | see rec desk |            | x |  | x |  | x |  | x | 100   | invest to sustain | community   |
| Adult Hip Hop/Pom        | 0            | 0          | x |  | x |  | x |  | x | 100   | Divest            | community   |
| Piano Lessons            | \$2,160.00   | \$2,740.00 | x |  | x |  | x |  |   | 100%  | invest to sustain | community   |
| Body Pump                | 180          | 300        | x |  | x |  | x |  | x | 100   | invest to sustain | Community   |
| mom&me kitchen           | \$27         | 275        | x |  | x |  | x |  | x | 100   | invest to sustain | community   |
| Lego/Tech Tro            | 200          | 275        | x |  | x |  | x |  | x | 100   | invest to sustain | community   |
| adventures in art        | 520          | 735        | x |  | x |  | x |  | x | 100   | invest to sustain | community   |
| Drumming                 | 450          | 690        | x |  | x |  | x |  | x | 100   | invest to sustain | community   |
| Cartooning               | \$270        | \$440      | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| Pee Wee Tumbling         | \$210        | \$375      | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| cardio mix sat           | 450          | \$1,020.00 | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| Little Shooters          | \$245        | \$435      | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| indoor archery           | \$120.00     | \$130      | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| Strong People            | cancelled    | due covid  | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| Lets Dance               | \$2,610      | \$4,000    | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| cardio lite tues         | \$270        | adrc free  | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| pump me up               | \$450        | \$860      | x |  | x |  | x |  | x | 100%  | divest            | community   |
| CPR                      | 0            | 0          | x |  | x |  | x |  | x | 100   | Social Good       | community   |
| cardio lite thurs        | \$450        | \$1,440    | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| Jazzercise               | \$480        | \$699      | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| womens Self Defense      | \$0.00       | \$0.00     | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| Music and Movement       | \$144.00     | \$270.00   | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| Adult Volleyball Leagues | \$0          | \$1,900    | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| Science of Slime         | 0            | 0          | x |  | x |  | x |  | x | 100   | invest to sustain | community   |
| social smarts            | 0            | 0          | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| Zumba Fitness            | \$885        | \$1,694    | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| Chrome Book              | \$0          | \$0        | x |  | x |  | x |  | x | 100%  | divest            | community   |
| Learn to skate           | \$300        | \$450      | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |
| Kickboxing               | \$820        | \$1,707    | x |  | x |  | x |  | x | 100%  | invest to sustain | community   |

|                                    |              |         |                        |  |   |  |   |  |   |      |                   |           |
|------------------------------------|--------------|---------|------------------------|--|---|--|---|--|---|------|-------------------|-----------|
| Aurora video Workshops             | free         | free    | x                      |  | x |  | x |  | x | 100% | Social Good       | community |
| Quality Time in Kitchen            | 57           | 210     | x                      |  | x |  | x |  | x | 100% | invest to sustain | community |
| Robot Invasion                     | 0            | 0       | x                      |  | x |  | x |  | x | 100  | invest to sustain | community |
| Slice of Art                       | 125          | 300     | x                      |  | x |  | x |  | x | 100  | invest to sustain | community |
| Little Switzerland Ski             | 932          | 1082    | x                      |  | x |  | x |  | x | 100  | invest to sustain | community |
| Beg. Yoga                          | \$725        | \$1,342 | x                      |  | x |  | x |  | x | 100% | invest to sustain | community |
| Flag Football sponsored            | 1000         | 2,975   | x                      |  | x |  | x |  | x | 100  | invest to sustain | community |
| Stay Home Alone                    | \$0          | \$0     | x                      |  | x |  | x |  | x | 100% | invest to sustain | community |
| cpr healthcare                     | \$0          | \$0     | x                      |  | x |  | x |  | x | 100% | invest to sustain | community |
| senior card club                   | \$400        | \$80    | x                      |  | x |  | x |  | x | 100% | Social Good       | community |
| Lets Talk Health                   | \$0          | \$0     | x                      |  | x |  | x |  | x | 100% | divest            | community |
| Empowerment                        | \$0          | \$0     | x                      |  | x |  | x |  | x | 100% | invest to sustain | community |
| Crochet /knitting                  | \$42         | \$60    | x                      |  | x |  | x |  | x | 100% | invest to sustain | community |
| Saving for Retirement              | Free         | Free    | x                      |  | x |  | x |  | x | 100  | Social Good       | community |
| Smart Sitters                      | 210          | 300     | x                      |  | x |  | x |  | x | 100  | invest to sustain | community |
| Injury Prevention Assessment       | Free         | Free    | x                      |  | x |  | x |  | x | 100  | Social Good       | community |
| Only Snowflakes should Fall        | Free         | free    | x                      |  | x |  | x |  | x | 100  | Social Good       | community |
| making next move                   | Free         | on line | x                      |  | x |  | x |  | x | 100  | Social Good       | community |
| sit be fit                         | \$420        | \$900   | x                      |  | x |  | x |  | x | 100% | invest to sustain | community |
| Pickleball-                        | \$1,200      | 6,730   |                        |  | x |  | x |  | x | 100% | invest to sustain | community |
| WB Lending Library                 | free         | free    | x                      |  | x |  | x |  | x | 100% | Social Good       | community |
| Red Cross Babysitting              | \$0          | 0       | x                      |  | x |  | x |  | x | 100  | invest to sustain | community |
| Picklball Tournament               | 0            | 0       | x                      |  | x |  | x |  | x | 100% | invest to sustain | community |
| Fitness Orientations               | 225          |         | part of membership fee |  |   |  |   |  |   | 100% | social good       | community |
| Scrapbooking 101                   | cancelled    |         | x                      |  | x |  | x |  | x | 100  | divet             | community |
| planning for life                  | FREE         | on line | x                      |  | x |  | x |  | x | 100  | social good       | community |
| Smart Phone Class                  | free         | Free    | x                      |  | x |  | x |  | x | 100  | social good       | community |
| Volleyball Open Gym                | see rec desk |         | x                      |  | x |  | x |  | x | 100  | invest to sustain | community |
| need asst with laptop              | 0            | 0       | x                      |  | x |  | x |  | x | 100  | invest to sustain | community |
| Medicare Seminar                   | Free         | Free    | x                      |  | x |  | x |  | x | 100  | social good       | community |
| Stockbox                           | FREE         | free    | x                      |  | x |  | x |  | x | 100  | Social Good       | community |
| Hearing test                       | free         | free    | x                      |  | x |  | x |  | x | 100  | Social Good       | community |
| kids personal training             | 120          | 200     | x                      |  | x |  | x |  | x | 100  | Divest            | community |
| Badges and Bows                    | 5            | 10      | x                      |  | x |  | x |  | x | 100  | invest to sustain | community |
| Watercolor Class                   | \$0          | 0       | x                      |  | x |  | x |  | x | 100  | invest to sustain | Community |
| Caligraphy Class                   | 0            | 0       | x                      |  | x |  | x |  | x | 100  | invest to sustain | community |
| Beg video editing                  | 0            | 0       | x                      |  | x |  | x |  | x | 100  | Divest            | community |
| Adv Video Editing                  | 0            | 0       | x                      |  | x |  | x |  | x | 100  | divest            | community |
| aurora blood pressure checkes free |              | free    | x                      |  | x |  | x |  | x | 100  | Social Good       | community |

| <u>ADRC Grant Classes</u>    | <u>Cost</u> | <u>Reimbursed</u> | <u>\$ to Rec Dept</u> | <u>inst</u> | <b>Grant is \$6000 for year for classes and \$600 for Building Rental</b> |  |  |  |  |  |  |                         |
|------------------------------|-------------|-------------------|-----------------------|-------------|---------------------------------------------------------------------------|--|--|--|--|--|--|-------------------------|
| Cardio Lite 60+(3 sess)      | 434         | 434               | 164                   |             |                                                                           |  |  |  |  |  |  | Wendy Iverson Taught    |
| Pickleball 60+               | 2081        | 2,081             |                       | 2,081       |                                                                           |  |  |  |  |  |  | Renee Supervised Passes |
| Cooking for 1 60+(2 classes) | 891         | 891               | 891                   |             |                                                                           |  |  |  |  |  |  | Renee Taught            |
| Lets Create                  | 584         | 584               | 284                   |             |                                                                           |  |  |  |  |  |  | Sonja Taught            |
| St. Pats Party               | 689         | 689               | 689                   |             |                                                                           |  |  |  |  |  |  | Renee Taught            |
| Caring for Feet 60+          | 141         | 141               | 51                    |             |                                                                           |  |  |  |  |  |  | Toe Nail Trimmers       |
|                              |             |                   |                       |             |                                                                           |  |  |  |  |  |  |                         |
| Bingo for Buck 60+           | 615         | 615               | 615                   |             |                                                                           |  |  |  |  |  |  | Renee Taught            |
|                              |             |                   |                       |             |                                                                           |  |  |  |  |  |  | Renee Taught            |
| Building Rental              | 0           | see contract      |                       |             | 600                                                                       |  |  |  |  |  |  | Building Rental         |
| <b>TOTAL</b>                 | 5,435       |                   | <b>4775</b>           |             |                                                                           |  |  |  |  |  |  |                         |

|                              |                   |  |                 |  |  |                     |                              |                     |  |     |                  |  |
|------------------------------|-------------------|--|-----------------|--|--|---------------------|------------------------------|---------------------|--|-----|------------------|--|
|                              |                   |  |                 |  |  |                     | <b>Amount of Grant left:</b> |                     |  | 565 |                  |  |
| <u>Billed next quarter</u>   | <u>Instr Cost</u> |  | <u>expenses</u> |  |  | <u>facility fee</u> |                              | <u>5% admin fee</u> |  |     |                  |  |
| Pickleball 60+               |                   |  |                 |  |  | 50                  |                              |                     |  |     | Renee Supervised |  |
| Cooking for 1 60+ (1 class)  |                   |  |                 |  |  | 50                  |                              |                     |  |     | Renee Taught     |  |
| Bingo for a Buck 60+         |                   |  |                 |  |  | 50                  |                              |                     |  |     | Renee Taught     |  |
|                              |                   |  |                 |  |  |                     |                              |                     |  |     |                  |  |
| Cardio Lite 60+ (3 sessions) |                   |  |                 |  |  | 150                 |                              |                     |  |     | Wendy Iverson    |  |
|                              |                   |  |                 |  |  |                     |                              |                     |  |     | Renee Taught     |  |
| <b>TOTAL to be billed</b>    |                   |  |                 |  |  |                     |                              |                     |  |     |                  |  |
|                              |                   |  |                 |  |  |                     |                              |                     |  |     |                  |  |

**ADRC gave an extra \$3,000.00 for Oct 2021-Dec 2021**

May 17, 2022  
Parks & Recreation Commission  
*Financial “Stat Pack”*  
(January – April, 2022)



Included:

\*REC DESK – Registration/Scheduling Software:

To date “Cash Distribution by Account - *revenue report*”

\*Village Budget Comparison Report – *revenues & expenses*

\*5-year comparison spreadsheet



|                                  |           |           |           |           |           |      |      |        |        |        |
|----------------------------------|-----------|-----------|-----------|-----------|-----------|------|------|--------|--------|--------|
| 243 - Postage and Copier Revenue |           |           |           |           |           |      |      |        |        |        |
| 15.40                            | 15.40     | 15.40     | 0.00      | 0.00      | 0.00      | 0.00 | 0.00 | 0.00   | 0.00   | 0.00   |
| 252 - Employee Wellness          |           |           |           |           |           |      |      |        |        |        |
| 180.00                           | 180.00    | 150.00    | 0.00      | 30.00     | 30.00     | 0.00 | 0.00 | 0.00   | 0.00   | 0.00   |
| 300 - Deposits For Rentals       |           |           |           |           |           |      |      |        |        |        |
| 1,300.00                         | 1,300.00  | 75.00     | 1,225.00  | 0.00      | 0.00      | 0.00 | 0.00 | 0.00   | 0.00   | 0.00   |
| NONE - Unassigned                |           |           |           |           |           |      |      |        |        |        |
| 0.00                             | 0.00      | 0.00      | 0.00      | 0.00      | 0.00      | 0.00 | 0.00 | 0.00   | 0.00   | 0.00   |
| 67,656.29                        | 67,656.29 | 14,760.95 | 34,793.31 | 19,309.03 | 19,309.03 | 0.00 | 0.00 | \$0.00 | 732.47 | 643.79 |

\*\* Difference between GROSS and NET calculation is that NET uses CC (Net) value instead of CC (Gross) value

Sales Tax

|                |              |             |              |                   |                 |                    |                  |                    |                    |              |
|----------------|--------------|-------------|--------------|-------------------|-----------------|--------------------|------------------|--------------------|--------------------|--------------|
| DEBITS         |              |             |              |                   |                 |                    |                  |                    |                    |              |
| <u>**Gross</u> | <u>**Net</u> | <u>Cash</u> | <u>Check</u> | <u>CC (Gross)</u> | <u>CC (Net)</u> | <u>ACH (Gross)</u> | <u>ACH (Net)</u> | <u>Internal CC</u> | <u>Acct Credit</u> | <u>Other</u> |
|                |              | 0.00        | 0.00         | 0.00              | 0.00            | 0.00               | 0.00             | \$0.00             | 0.00               | 0.00         |

\*\* Difference between GROSS and NET calculation is that NET uses CC (Net) value instead of CC (Gross) value

Convenience Fees

Convenience Fees Assessed
 \$655.82

## Fund: 500 - RECREATION

17,432/mo.

| Account Number       |                                | 2022      | 2022              | 2022       | Budget Status | % of Budget |
|----------------------|--------------------------------|-----------|-------------------|------------|---------------|-------------|
|                      |                                | April     | Actual 04/30/2022 | Budget     |               |             |
| 500-00-45620-201-000 | REC - VILLAGE SUBSIDY          | 0.00      | 0.00              | 209,185.00 | -209,185.00   | 0.00        |
| 500-00-45620-202-000 | REC - TOWN SUBSIDY             | 0.00      | 0.00              | 38,709.00  | -38,709.00    | 0.00        |
| 500-00-45620-204-000 | REC - GRANTS/DONATIONS/SPONSRS | 0.00      | 500.00            | 5,000.00   | -4,500.00     | 10.00       |
| 500-00-45620-206-000 | REC - ADULT PROGRAM FEES       | 1,870.00  | 8,270.00          | 18,279.00  | -10,009.00    | 45.24       |
| 500-00-45620-208-000 | REC - YOUTH PROGRAM FEES       | 2,410.00  | 11,107.74         | 36,000.00  | -24,892.26    | 30.85       |
| 500-00-45620-209-000 | REC - SENIOR PROGRAMS          | 156.70    | 1,552.30          | 2,000.00   | -447.70       | 77.62       |
| 500-00-45620-210-000 | REC - ADULT LEAGUES FEES       | 200.00    | 1,100.00          | 4,000.00   | -2,900.00     | 27.50       |
| 500-00-45620-211-000 | REC - YOUTH LEAGUE FEES        | 0.00      | 0.00              | 3,000.00   | -3,000.00     | 0.00        |
| 500-00-45620-214-000 | REC - CONCESSIONS              | 50.00     | 511.00            | 7,243.00   | -6,732.00     | 7.06        |
| 500-00-45620-224-000 | REC - SPECIAL EVENTS           | 11,709.00 | 17,079.00         | 24,000.00  | -6,921.00     | 71.16       |
| 500-00-45620-228-000 | REC - TICKET SALES             | 0.00      | 0.00              | 12,000.00  | -12,000.00    | 0.00        |
| 500-00-45620-232-000 | REC - BOYS & GIRLS CLUB RENT   | 0.00      | 3,334.00          | 10,000.00  | -6,666.00     | 33.34       |
| 500-00-45620-234-000 | REC - WASH CTY AGING RENT      | 0.00      | 0.00              | 6,000.00   | -6,000.00     | 0.00        |
| 500-00-45620-236-000 | REC - BLDG / SHELTER RENTALS   | 8,922.00  | 27,561.50         | 37,700.00  | -10,138.50    | 73.11       |
| 500-00-45620-237-000 | REC - OPEN GYM FEES            | 12.00     | 611.00            | 800.00     | -189.00       | 76.38       |
| 500-00-45620-238-000 | REC - FITNESS MEMBERSHIPS      | 842.25    | 6,704.50          | 16,000.00  | -9,295.50     | 41.90       |
| 500-00-45620-240-000 | REC - KETTLEBROK CHURCH RENT   | 7,058.81  | 7,058.81          | 29,000.00  | -21,941.19    | 24.34       |
| 500-00-45620-243-000 | REC - POSTAGE / COPY MACHINES  | 4.10      | 260.00            | 600.00     | -340.00       | 43.33       |
| 500-00-45620-250-000 | REC - WBSC 4K PROGRAM          | 0.00      | 52,165.00         | 95,000.00  | -42,835.00    | 54.91       |
| 500-00-45620-252-000 | REC - VILLAGE WELLNESS PROGRAM | 90.00     | 90.00             | 1,500.00   | -1,410.00     | 6.00        |
|                      |                                | 33,324.86 | 137,904.85        | 556,016.00 | -418,111.15   | 24.80       |
| Total Revenues       |                                | 33,324.86 | 137,904.85        | 556,016.00 | -418,111.15   | 24.80       |

+ 69,728

207,633

37%

## Fund: 500 - RECREATION

| Account Number       |                                | 2022          |                      | 2022<br>Budget | Budget<br>Status | % of<br>Budget |
|----------------------|--------------------------------|---------------|----------------------|----------------|------------------|----------------|
|                      |                                | 2022<br>April | Actual<br>04/30/2022 |                |                  |                |
| 500-00-55310-125-000 | REC - HEALTH & LIFE INSURANCE  | 4,268.22      | 17,052.18            | 50,708.00      | 33,655.82        | 33.63          |
| 500-00-55310-130-000 | REC - WRS                      | 1,182.94      | 5,374.32             | 12,551.00      | 7,176.68         | 42.82          |
| 500-00-55310-135-000 | REC - SOCIAL SECURITY          | 1,358.03      | 6,133.09             | 11,971.00      | 5,837.91         | 51.23          |
| 500-00-55310-140-000 | REC - MEDICARE                 | 317.60        | 1,434.35             | 2,800.00       | 1,365.55         | 51.23          |
| 500-00-55310-200-000 | REC - ADMIN WAGES              | 15,211.20     | 68,450.40            | 193,080.00     | 124,629.60       | 35.45          |
| 500-00-55310-201-000 | REC - EVENING / WEEKEND WAGES  | 3,184.50      | 14,750.76            | 36,000.00      | 21,249.24        | 40.97          |
| 500-00-55310-202-000 | REC - EDUCATION/TRAVEL/DUES    | 6.68          | 1,452.15             | 4,000.00       | 2,547.85         | 36.30          |
| 500-00-55310-204-000 | REC - PROGRAM / ACCT REFUNDS   | 200.00        | 951.64               | 5,000.00       | 4,048.36         | 19.03          |
| 500-00-55310-205-000 | REC - PROP/LIABTY INSURANCE    | 0.00          | 2,837.00             | 4,000.00       | 1,163.00         | 70.93          |
| 500-00-55310-206-000 | REC - COMPUTER EQUIPMENT       | 0.00          | 0.00                 | 600.00         | 600.00           | 0.00           |
| 500-00-55310-207-000 | REC - GAS / ELECTRIC           | 3,816.05      | 14,411.03            | 33,000.00      | 18,588.97        | 43.67          |
| 500-00-55310-208-000 | REC - OFFICE SUPPLIES          | 439.60        | 1,036.46             | 2,000.00       | 963.54           | 51.82          |
| 500-00-55310-209-000 | REC - WATER / SEWER            | 629.57        | 629.57               | 2,000.00       | 1,370.43         | 31.48          |
| 500-00-55310-210-000 | REC - CELL PHONES              | 50.00         | 200.00               | 1,800.00       | 1,600.00         | 11.11          |
| 500-00-55310-211-000 | REC - COMM CENTER PHONE        | 166.74        | 500.22               | 2,000.00       | 1,499.78         | 25.01          |
| 500-00-55310-212-000 | REC - SOFTWARE FEES            | 540.99        | 5,659.32             | 7,800.00       | 2,140.68         | 72.56          |
| 500-00-55310-213-000 | REC - BLDG EQUIPMENT / REPAIRS | 0.00          | 1,383.40             | 15,000.00      | 13,616.60        | 9.22           |
| 500-00-55310-214-000 | REC - YOUTH PROGRAM SUPPLIES   | 0.00          | 761.97               | 1,500.00       | 738.03           | 50.80          |
| 500-00-55310-215-000 | REC - JANITORIAL/BLDG SUPPLIES | 235.62        | 934.46               | 6,000.00       | 5,065.54         | 15.57          |
| 500-00-55310-216-000 | REC - ADULT PROGRAM SUPPLIES   | 95.39         | 216.81               | 1,200.00       | 983.19           | 18.07          |
| 500-00-55310-217-000 | REC - SENIOR PROGRAMS          | 64.70         | 385.94               | 1,500.00       | 1,114.06         | 25.73          |
| 500-00-55310-218-000 | REC - PART TIME/SEASONAL WAGES | 219.16        | 411.16               | 14,000.00      | 13,588.84        | 2.94           |
| 500-00-55310-220-000 | REC - SPECIAL EVENTS           | 1,335.13      | 4,232.82             | 5,169.00       | 936.18           | 81.89          |
| 500-00-55310-222-000 | REC - PRINTING                 | 0.00          | 0.00                 | 6,000.00       | 6,000.00         | 0.00           |
| 500-00-55310-224-000 | REC - POSTAGE / COPIER         | 423.41        | 1,074.35             | 7,000.00       | 5,925.65         | 15.35          |
| 500-00-55310-228-000 | REC - STAFF UNIFORMS           | 0.00          | 0.00                 | 800.00         | 800.00           | 0.00           |
| 500-00-55310-230-000 | REC - CONCESSIONS-RESALEABLE   | 36.54         | 231.16               | 6,957.00       | 6,725.84         | 3.32           |
| 500-00-55310-232-000 | REC - SUMMER TICKET SALES      | 0.00          | 0.00                 | 11,600.00      | 11,600.00        | 0.00           |
| 500-00-55310-254-000 | REC - ADULT LEAGUES            | 0.00          | 296.65               | 2,300.00       | 2,003.35         | 12.90          |
| 500-00-55310-258-000 | REC - CONTRACTUAL SERVICES     | 7,335.50      | 12,971.00            | 35,000.00      | 22,029.00        | 37.06          |
| 500-00-55310-262-000 | REC - CONTINGENCY              | 0.00          | 0.00                 | 500.00         | 500.00           | 0.00           |
| 500-00-55310-268-000 | REC - CONCESSION STAND MAINT   | 0.00          | 0.00                 | 800.00         | 800.00           | 0.00           |
| 500-00-55310-269-000 | REC - FIRE/SECURITY MONITORING | 0.00          | 0.00                 | 3,800.00       | 3,800.00         | 0.00           |
| 500-00-55310-270-000 | REC - SALES & TAX              | 704.70        | 1,105.09             | 3,200.00       | 2,094.91         | 34.53          |
| 500-00-55310-280-000 | REC - WBSD 4K PROGRAM          | 4,374.58      | 20,298.03            | 63,180.00      | 42,881.97        | 32.13          |
| 500-00-55310-282-000 | REC - VILLAGE WELLNESS PROGRAM | 2,187.00      | 2,832.36             | 1,200.00       | -1,632.36        | 236.03         |
| =====                |                                |               |                      |                |                  |                |
| Undefined Level      |                                | 48,383.85     | 188,007.69           | 556,016.00     | 368,008.31       | 33.81          |
| =====                |                                |               |                      |                |                  |                |
| Total Expenses       |                                | 48,383.85     | 188,007.69           | 556,016.00     | 368,008.31       | 33.81          |
| =====                |                                |               |                      |                |                  |                |
| Net Totals           |                                | -15,058.99    | -50,102.84           | 0.00           | 50,102.84        |                |

34%

# Jackson Parks & Recreation Department

## 5 year Budget Comparison

|                 |                         |                 | NO TOWN        |                   |                    |
|-----------------|-------------------------|-----------------|----------------|-------------------|--------------------|
|                 |                         |                 | COVID          | COVID             | COVID              |
|                 |                         |                 | 2020*          | 2021*             | 2022               |
| Total Budget    |                         |                 | 519,929        | 542,174           | 556,016            |
| Jan.            | Revenue (budget %)      | 37,070 (7%)     | 31,820 (3%)    | 40,290 (7%)       | 27,761 (5%)        |
|                 | Expenditures (budget %) | 39,817 (7.7%)   | 46,201 (9%)    | 40,746 (7%)       | 35,695 (6%)        |
| Feb.            | Revenue (budget %)      | 120,830 (23%)   | 126,222(24%)   | 134,263 (25%)     | 121,009 (22%)      |
|                 | Expenditures (budget %) | 79,080 (15%)    | 86,508(16%)    | 89,248 (16%)      | 123,856 (22%)      |
| March           | Revenue (budget %)      | \$153,695 (29%) | 161,386 (31%)  | 171,686 (31%)     | 153,720 (28%)      |
|                 | Expenditures (budget %) | \$123,668 (24%) | 129,485 (25%)  | 134,479 (25%)     | 106,862 (19%)      |
| April           | Revenue (budget %)      | \$184,391 (35%) | 201,802 (38%)  | 193,589 (35%)     | 191,191 (35%)      |
|                 | Expenditures (budget %) | \$176,282 (34%) | 188,474 (36%)  | 177,177 (32%)     | 207,633 (37%)      |
| May             | Revenue (budget %)      | 230,875 (44%)   | 253,908(48%)   | 231,477(42%)      | 233,212 (43%)      |
|                 | Expenditures (budget %) | 218,216 (42%)   | 228,774(43%)   | 211,665 (39%)     | 218,515 (40%)      |
| June            | Revenue (budget %)      | 278,036 (53%)   | 291,663(55%)   | 278,660 (51%)     | 281,244 (51%)      |
|                 | Expenditures (budget %) | 252,175 (49%)   | 263,372(50%)   | 245,661 (45%)     | 260,609 (48%)      |
| July            | Revenue (budget %)      | 302,007 (58%)   | 325,514 (62%)  | 305,886 (56%)     | 321,168 (59%)      |
|                 | Expenditures (budget %) | 284,599 (55%)   | 295,489 (56%)  | 280,926 (51%)     | 294,593 (54%)      |
| August          | Revenue (budget %)      | 335,051 (64%)   | 366,210 (69%)  | 336,440 (62%)     | 366,367 (67%)      |
|                 | Expenditures (budget %) | 322,192 (62%)   | 333,108 (63%)  | 326,740 (60%)     | 345,502 (64%)      |
| Sept.           | Revenue (budget %)      | 406,412 (78%)   | 415,858 (79%)  | 365,741 (67%)     | 398,207 (73%)      |
|                 | Expenditures (budget %) | 376,357 (72%)   | 408,811 (77%)  | 364,768 (67%)     | 399,460 (74%)      |
| Oct.            | Revenue (budget %)      | 488,220 (94%)   | 485,351 (92%)  | 449,107 (82%)     | No Info. From      |
|                 | Expenditures (budget %) | 430,860 (83%)   | 456211(86%)    | 403,845 (74%)     | Admin.             |
| Nov.            | Revenue (budget %)      | 472,393 (91%)   | 527,342 (100%) | 473,121 (87%)     | 531,258 (97%)      |
|                 | Expenditures (budget %) | 512,327 (99%)   | 493,594 (93%)  | 439,615 (80%)     | 493,487 (91%)      |
| Dec.            | Revenue (budget %)      | 548,466 (105%)  | 564,619 (107%) | 517,457 (95%)     | 560,582 (103%)     |
|                 | Expenditures (budget %) | 529,521 (102%)  | 538,450 (102%) | 473,508 (87%)     | 531,480 (98%)      |
| Year End Total: |                         | plus 18,945     | plus 25,648    | Est. plus \$21975 | Est. plus \$21,000 |

\*2012 & 2013 Town short. 2014 & 2015 both municipalities followed revenue sharing formula. 2016, 2017, 2018 & 2019 Town short.

(Added the 4k/WBSD Partnership in 2016.)