

MINUTES
PARKS AND RECREATION COMMISSION
Tuesday, November 19, 2024 at 6:00 PM



1. Call to Order and Roll Call

The meeting was called to order at 6:00PM by Chair Casey Latz.

Members Present: Chair Casey Latz, Tr. Engelhardt, Brittany Rathke, and Kim Powers

Members Excused: Brian Mekka

Members Absent: None

Staff Present: Parks and Recreation Director Kelly Valentino, Jessica Loomans, Renee Fischer, and Deputy Clerk Pamela Wolf

Trustees Present in Audience: None

2. Approval of Minutes for the Parks and Recreation Commission Meeting of September 17, 2024

The motion to approve the minutes of the Parks and Recreation meeting of September 17, 2024 was made by Brittany Rathke and seconded by Kim Powers.

Vote: 4 ayes, 0 nays. Motion carried.

3. Review Current Financial Stat Pak

Director Valentino reviewed current financial reports, indicating that construction does not seem to have impacted the revenues as originally anticipated.

The motion to place the current Financial Stat Pak on file was made by Chair Latz and seconded by Tr. Engelhardt.

Vote: 4 ayes, 0 nays. Motion carried.

4. Accepting Grant Funds From Westbury Bank and Friends of Jackson Parks and Recreation - Community Center Playground Project

Director Valentino indicated the need to remove items from the original bid for the expansion project. She thanked Westbury Bank for their generous donation and requested that Friends of Jackson match the donation so that the Jackson Community Center playground project may commence.

Director Valentino also thanked Jessica Loomans for collaborating with Westbury to secure the donation.

5. Jackson Dog Park Design and Estimates, Emma Wenman - MSA

Director Valentino provided a brief background of the dog park project and introduced Emma Wenman. Emma Wenman from MSA presented the Design and Estimates. Discussion ensued regarding parking, the Department of Natural Resources support of the project, cost-reduction efforts and hours of operation from dusk to dawn, eliminating the need for internal lighting for the park.

The motion to recommend the Village Board approve the Dog Park Design and Estimate was made by Tr. Engelhardt and seconded by Brittany Rathke.

Vote: 4 ayes, 0 nays. Motion carried.

6. Review of Quotes for Hickory Lane Splash Park - Anti-Slip Surface Project

Director Valentino indicated this project is included in the budget for 2024/2025 Capital Improvement Projects(CIP). Two quotes were received, details attached for both. According to Director Valentino, the colors and warranties of the two quotes obtained were similar, however the installation costs associated with Aqua Tile were lower. It is Director Valentino's recommendation that the commission recommend the Village Board accept the quote from Aqua Tile.

The motion to recommend Budget and Finance and the Village Board accept the quote for Aqua Tile in the amount of \$69,765.00 was made by Chair Latz and seconded by Brittany Rathke.

Tr. Engelhardt asked the motion be amended to state that Village Board acceptance is pending for staff to visit an existing installation of Aqua Tile to confirm it meets the expectations of the Village. Chair Latz amended the motion to include the viewing of an installation. Brittany Rathke confirmed her acceptance of the amended motion.

Vote: 4 ayes, 0 nays. Motion carried.

7. Project Updates for Jackson Community Center Expansion and Hickory Lane Park Path

Director Valentino estimates the Jackson Community Center Expansion Project will be completed by early April. Tr. Engelhardt expressed concern as to how doors and security would operate should power be lost, and indicated the possible need for a back-up generator. Director Valentino stated the project does not include a back-up generator.

Hickory Lane Park Path has been redone. Director Valentino indicated that the benches and solar lights will be installed in the Spring of 2025.

8. Recreation Supervisor Position Update

Director Valentino explained the position of Recreation Supervisor's posting deadline will be extended to December 6 and a second round of interviews will be conducted.

9. Review of Financials for Fall Festival of Fun

Director Valentino indicated combining all the events into one was a success. They will likely combine them again next year, but may change the weekend so as not to compete with other events in the Village.

10. Jackson Village Christmas Tree Lighting - December 6, 2024 from 5:30 - 7PM

The annual Tree lighting ceremony will be held the first Friday of the month of December, which is the 6th, starting at 5:30PM.

11. Director of Parks and Recreation Highlights

Director Valentino's highlights included that the Boys and Girls Club contract is nearing completion. Parent Teacher Conferences were held, Monte Carlo night is scheduled for February 22, 2025. Winter Volleyball begins soon with a higher than usual lineup of teams, and Hasmer Lake signage is in process for the future park.

12. Citizens/Village Staff to Address the Parks and Recreation Committee

None.

13. Adjourn to **FRIENDS MEETING**

The motion to adjourn the meeting was made by Chair Latz and seconded by Brittany Rathke.

Vote: 4 ayes, 0 nays. Motion carried. The meeting adjourned at 6:39PM.

Respectfully Submitted,
Pamela Wolf - Deputy Clerk

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.