

MINUTES
PARKS AND RECREATION COMMISSION
Tuesday, May 20, 2025 at 6:00 PM



1. Call to Order and Roll Call

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

Members Present: Chair Casey Latz, Brian Mekka, Kim Powers

Members Excused: Tr. Wells and Brittany Rathke

Members Absent: None

Staff Present: Parks and Recreation Director Tyler Mentzel and Administrator Jen Heidtke

2. Approval of Minutes of the Parks and Recreation Commission Meeting of March 18, 2025

The motion to approve Minutes of the Parks and Recreation Meeting of March 18, 2025, was made by Brian Mekka and seconded by Kim Powers.

Vote: 3 ayes, 0 nays. Motion carried.

3. Review Current Financial Stat Pak

- a. Review Stat Pak
- b. Discuss Future Outlook

Director Mentzel provided an overview of financials through the end of April 2025.

The motion to place the stat pack on file was made by Brian Mekka and seconded by Kim Powers.

Vote: 3 ayes, 0 nays. Motion carried.

4. Parks Report

- a. JCC Construction Update
- b. Jackson Dog Park Update
- c. Hickory Lane Splash Pad Resurfacing Update

Director Mentzel provided an update on the parking lot, gym, dance studio, and playground. Discussion followed regarding the review of the final punch list.

5. Approval of Rental Request - Jackson Community Center - Democratic Party of Washington County Fundraiser

The motion to recommend the Village Board approve the Rental Application of the Democratic Party of Washington County to Rent the Jackson Community Center for a

fundraiser to be held on Saturday, October 4, 2025, was made by Brian Mekka and seconded by Kim Powers.

Vote: 3 ayes, 0 nays. Motion carried.

6. Discussion of Recreation and Open Space Plan - Community Need Survey

Director Mentzel introduced the topic and explained the Parks and Open Space Plan is created every five years. Per Director Mentzel, the survey is crucial to developing the next iteration of the plan, and will be open until the end of June 2025.

7. Discussion and Possible Action - Room Rental Fees

Director Mentzel introduced the topic. Discussion included non-profit rates and audio/video equipment upgrades in the auditorium.

The motion to recommend the Village Board approve the Room Rental Fees, as proposed in the chart below, was made by Brian Mekka and seconded by Kim Powers.

	Monday – Thursday	Friday – Sunday
Auditorium	R - \$225 NR - \$275	R - \$275 NR - \$325
Gathering Hall w/ Kitchen	R - \$100 NR - \$150	R - \$150 NR - \$200
All Other Rooms	R - \$60 NR - \$110	R - \$75 NR - \$125
Gymnasium	R - \$50/hr NR - \$100/hr	R - \$100/hr NR - \$150/hr

Vote: 3 ayes, 0 nays. Motion carried.

8. Discussion and Possible Action - Jackson Community Center Membership Fees

Director Mentzel introduced the topic. Discussion included the Commission's interest in feedback from current users of the Jackson Community Center and whether they would be willing to pay a membership fee.

9. Citizens/Village Staff to Address the Parks and Recreation Commission

Chair Casey Latz thanked staff for help at the Jackson Beer Garden event.

10. Adjourn to **FRIENDS MEETING**

The motion to adjourn the meeting was made by Kim Powers and seconded by Brian Mekka.

Vote: 3 ayes, 0 nays. Motion carried. The meeting adjourned at 6:27 PM.

Respectfully Submitted,

Jacqueline Schuh
Village Clerk
Village of Jackson

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.