



**VILLAGE OF JACKSON
PARKS AND RECREATION COMMISSION AGENDA**



Tuesday, December 16, 2025 at 6:00 PM

Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call
2. Approval of Minutes for the Parks and Recreation Commission Meeting of September 16, 2025
3. Review Current Financial Stat Pak
4. Director's Report
5. Presentation and Possible Action - Eagle Scout Project
6. Review of 2026 Department Goals
7. Citizens/Village Staff to Address the Parks & Recreation Committee
8. Adjourn to **FRIENDS MEETING**

FRIENDS OF JACKSON PARKS & RECREATION
typically meet following the JPR Commission meeting



Unless emailed with notice, support materials will be provided at the meeting.

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Administration Department at the Jackson Municipal Complex 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.

MINUTES
PARKS AND RECREATION COMMISSION
Tuesday, September 16, 2025 at 6:00 PM



1. Call to Order and Roll Call

The meeting was called to order at 6:00 PM by Brian Mekka.

Members Present: Brian Mekka, Tr. Wells and Kim Powers

Members Excused: Brittany Rathke, Chair Casey Latz

Members Absent: None

Staff Present: Parks and Recreation Director Tyler Mentzel and Deputy Clerk Pamela Wolf

2. Approval of Minutes for the Parks and Recreation Commission Meeting of July 15, 2025

The motion to approve Minutes of the Parks and Recreation Commission Meeting of July 15, 2025 was made by Tr. Wells and seconded by Kim Powers.

Vote: 3 ayes, 0 nays. Motion carried.

3. Review Current Financial Stat Pak

The motion to place the stat pak on file was made by Tr. Wells and seconded by Kim Powers.

Vote: 3 ayes, 0 nays. Motion carried.

4. Director's Report

Director Mentzel's highlights included a recap of summer activities, the partnership with West Bend School District and the new wrap care program and the new school year in the newly remodeled building, upcoming events, programs and projects, including the Cedar Run Dog Park. Clearing up a few "punchlist" items with the construction, mostly warranty items. The five-year plan will be expiring, and a new one will be forthcoming at the next meeting, most likely in October.

5. Review of Cleaning Service Agreement - N&J Professional Cleaners, LLC

The motion to approve the proposal from N&J Professional Cleaners, LLC to provide cleaning services for the Jackson Community Center effective November 1, 2025, was made by Brian Mekka and seconded by Tr. Wells.

Vote: 3 ayes, 0 nays. Motion carried.

6. Presentation and Discussion - Proposed 2026 Budget

The motion to place the Proposed 2026 Budget on file was made by Brian Mekka and seconded by Tr. Wells.

Vote: 3 ayes, 0 nays. Motion carried.

7. Citizens/Village Staff to Address the Parks & Recreation Committee

None.

8. Adjourn to **FRIENDS MEETING**

The motion to adjourn the meeting was made by Brian Mekka and seconded by Tr. Wells.

Vote: 3 ayes, 0 nays. Motion carried. The meeting adjourned at 6:33 PM.

Respectfully Submitted,

Pam Wolf
Deputy 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.

December 16, 2025
Parks & Recreation Commission
Financial “Stat Pack”
(January – November 2025)

Included:

- *REC DESK – Registration/Scheduling Software:
 To date “Cash Distribution by Account – *In-house Revenue Report*
- *Village Budget Comparison Report – *Village Workhorse Program*
- *Multi-year comparison spreadsheet

Revenue By Period - Summary

Start Date: 1/1/2025 12:00 AM

End Date: 12/9/2025 11:59 PM

Payment Methods: CA, CK, CC, IC, EC, CR

User(s)/Cashier(s): - All -

Revenue Totals

	**Gross	**Net	DEBITS									
			<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>	<u>Refunds</u>
PROGRAM REGISTRATIONS	\$252,971.96	\$252,971.96	\$39,728.40	\$163,943.56	\$58,362.00	\$58,362.00	\$0.00	\$0.00	\$0.00	\$1,397.50	\$0.00	(\$10,459.50)
MEMBERSHIPS	\$6,794.50	\$6,794.50	\$1,379.00	\$3,054.75	\$2,575.75	\$2,575.75	\$0.00	\$0.00	\$0.00	\$10.00	\$0.00	(\$225.00)
FACILITY RESERVATIONS	\$45,738.00	\$45,738.00	\$1,695.00	\$28,072.50	\$16,843.00	\$16,843.00	\$0.00	\$0.00	\$0.00	\$282.50	\$0.00	(\$1,155.00)
(SECURITY DEPOSITS)	\$710.00	\$710.00	\$0.00	\$710.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
POS	\$422.00	\$422.00	\$417.00	\$0.00	\$5.00	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER PAYMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
HOUSEHOLD ACCOUNT CREDIT	\$795.00	\$795.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$2,722.50	0.00
	\$307,431.46	\$307,431.46	\$43,219.40	\$195,780.81	\$77,785.75	\$77,785.75	\$0.00	\$0.00	\$0.00	\$1,690.00	\$2,722.50	(\$11,839.50)

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

Sales Tax

SALES TAX COLLECTED

Fund: 500 - RECREATION

Account Number		2025	2025	2025	Budget Status	% of Budget
		November	Actual 11/30/2025	Budget		
500-00-45620-201-000	REC - VILLAGE TRANSFER	0.00	0.00	264,508.00	-264,508.00	0.00
500-00-45620-202-000	REC - TOWN SUBSIDY	0.00	0.00	0.00	0.00	0.00
500-00-45620-204-000	REC - GRANTS/DONATIONS/SPONSRS	0.00	9,195.13	8,500.00	695.13	108.18
500-00-45620-206-000	REC - ADULT PROGRAM FEES	1,464.50	22,025.64	24,000.00	-1,974.36	91.77
500-00-45620-208-000	REC - YOUTH PROGRAM FEES	1,651.00	52,082.80	40,000.00	12,082.80	130.21
500-00-45620-209-000	REC - SENIOR PROGRAMS	302.00	5,176.73	3,000.00	2,176.73	172.56
500-00-45620-210-000	REC - ADULT LEAGUES FEES	400.00	5,700.00	5,000.00	700.00	114.00
500-00-45620-211-000	REC - YOUTH LEAGUE FEES	0.00	2,600.00	2,500.00	100.00	104.00
500-00-45620-214-000	REC - CONCESSIONS	1,534.00	6,600.00	9,000.00	-2,400.00	73.33
500-00-45620-224-000	REC - SPECIAL EVENTS	7,425.00	48,640.50	55,000.00	-6,359.50	88.44
500-00-45620-228-000	REC - TICKET SALES	0.00	1,930.75	0.00	1,930.75	0.00
500-00-45620-232-000	REC - BOYS & GIRLS CLUB RENT	0.00	15,000.00	30,000.00	-15,000.00	50.00
500-00-45620-234-000	REC - WASH CTY AGING RENT	0.00	6,574.12	6,000.00	574.12	109.57
500-00-45620-236-000	REC - BLDG / SHELTER RENTALS	3,297.00	51,830.00	50,000.00	1,830.00	103.66
500-00-45620-237-000	REC - OPEN GYM FEES	64.00	259.00	1,000.00	-741.00	25.90
500-00-45620-238-000	REC - FITNESS MEMBERSHIPS	705.50	13,358.25	15,000.00	-1,641.75	89.06
500-00-45620-240-000	REC - KETTLEBROK CHURCH RENT	70.00	22,570.00	29,000.00	-6,430.00	77.83
500-00-45620-243-000	REC - POSTAGE / COPY MACHINES	0.00	3.40	600.00	-596.60	0.57
500-00-45620-250-000	REC - WBSC 4K PROGRAM	15,563.00	82,293.22	101,000.00	-18,706.78	81.48
500-00-45620-252-000	REC - VILLAGE WELLNESS PROGRAM	0.00	12.66	1,500.00	-1,487.34	0.84
500-00-45620-260-000	REC - FUND BALANCE APPLIED	0.00	0.00	34,368.00	-34,368.00	0.00
PUBLIC CHARGES FOR SERVICES		32,476.00	345,852.20	679,976.00	-334,123.80	50.86
500-00-47210-000-000	REC- GENERAL FUND TRANSFER	0.00	220,423.33	0.00	220,423.33	0.00
MISCELLANEOUS REVENUE		0.00	220,423.33	0.00	220,423.33	0.00
500-00-49500-000-000	REC-TRANSFER FROM OTHER FUNDS	0.00	0.00	11,000.00	-11,000.00	0.00
ARPA - FUND BALANCE APPLIED		0.00	0.00	11,000.00	-11,000.00	0.00
Total Revenues		32,476.00	566,275.53	690,976.00	-124,700.47	81.95

Fund: 500 - RECREATION

Account Number		2025		2025 Budget	Budget Status	% of Budget
		2025 November	Actual 11/30/2025			
500-00-55310-110-000	REC ADMIN - WAGES	15,881.50	225,845.48	257,429.00	31,583.52	87.73
500-00-55310-110-001	REC EVEN/WEEKEND - WAGES	3,974.90	39,862.06	30,000.00	-9,862.06	132.87
500-00-55310-110-002	REC PART-TIME SEASONAL - WAGES	2,110.50	20,520.30	21,000.00	479.70	97.72
500-00-55310-110-004	REC WBSD 4K - WAGES	8,402.40	44,650.90	50,000.00	5,349.10	89.30
500-00-55310-125-000	REC ADMIN - HEALTH/LIFE INSUR	7,226.55	69,191.22	95,918.00	26,726.78	72.14
500-00-55310-125-002	REC PART-TIME/SEAS-HEALTH/LIFE	0.00	43.96	0.00	-43.96	0.00
500-00-55310-130-000	REC ADMIN - WRS	1,103.76	15,098.71	22,564.00	7,465.29	66.92
500-00-55310-130-001	REC EVEN/WEEKEND - WRS	15.49	120.27	2,000.00	1,879.73	6.01
500-00-55310-130-002	REC PART-TIME/SEASONAL - WRS	0.00	137.61	100.00	-37.61	137.61
500-00-55310-130-004	REC WBSD 4K - WRS	325.08	2,078.96	3,500.00	1,421.04	59.40
500-00-55310-135-000	REC ADMIN - SOCIAL SECURITY	902.19	13,990.66	14,884.00	893.34	94.00
500-00-55310-135-001	REC EVEN/WEEKEND - SOC SEC	246.46	2,471.59	3,200.00	728.41	77.24
500-00-55310-135-002	REC PART-TIME/SEASON - SOC SEC	130.85	1,272.25	1,500.00	227.75	84.82
500-00-55310-135-004	REC WBSD 4K - SOCIAL SECURITY	520.95	2,768.35	4,000.00	1,231.65	69.21
500-00-55310-140-000	REC ADMIN - MEDICARE	211.01	3,272.15	3,481.00	208.85	94.00
500-00-55310-140-001	REC EVEN/WEEKEND - MEDICARE	57.65	578.13	650.00	71.87	88.94
500-00-55310-140-002	REC PART-TIME/SEASON -MEDICARE	30.61	297.57	350.00	52.43	85.02
500-00-55310-140-004	REC WBSD 4K - MEDICARE	121.83	647.46	700.00	52.54	92.49
500-00-55310-145-000	REC ADMIN - MEDICAL REIMBURSE	88.46	963.44	2,000.00	1,036.56	48.17
500-00-55310-202-000	REC - EDUCATION/TRAVEL/DUES	0.00	3,208.96	5,000.00	1,791.04	64.18
500-00-55310-204-000	REC - PROGRAM / ACCT REFUNDS	160.00	9,047.00	3,000.00	-6,047.00	301.57
500-00-55310-205-000	REC - PROP/LIABLT Y INSURANCE	0.00	3,428.76	6,000.00	2,571.24	57.15
500-00-55310-206-000	REC - COMPUTER EQUIPMENT	0.00	2,513.53	4,000.00	1,486.47	62.84
500-00-55310-207-000	REC - GAS / ELECTRIC	1,715.38	26,513.53	45,000.00	18,486.47	58.92
500-00-55310-208-000	REC - OFFICE SUPPLIES	26.43	2,102.51	3,000.00	897.49	70.08
500-00-55310-209-000	REC - WATER / SEWER	0.00	2,435.68	3,000.00	564.32	81.19
500-00-55310-210-000	REC - CELL PHONES	100.86	1,466.36	1,800.00	333.64	81.46
500-00-55310-211-000	REC - PHONE / INTERNET	110.72	5,284.12	3,000.00	-2,284.12	176.14
500-00-55310-212-000	REC - IT SUPPORT	501.00	7,688.34	7,500.00	-188.34	102.51
500-00-55310-213-000	REC - BLDG EQUIPMENT / REPAIRS	938.53	14,515.41	12,000.00	-2,515.41	120.96
500-00-55310-214-000	REC - YOUTH PROGRAM SUPPLIES	398.98	2,797.17	2,500.00	-297.17	111.89
500-00-55310-215-000	REC - JANITORIAL/BLDG SUPPLIES	18.55	3,567.56	3,000.00	-567.56	118.92
500-00-55310-216-000	REC - ADULT PROGRAM SUPPLIES	0.00	442.11	1,500.00	1,057.89	29.47
500-00-55310-217-000	REC - SENIOR PROGRAMS	0.00	3,260.17	1,000.00	-2,260.17	326.02
500-00-55310-220-000	REC - SPECIAL EVENTS	139.20	11,090.60	12,000.00	909.40	92.42
500-00-55310-222-000	REC - PRINTING	0.00	2,824.76	3,300.00	475.24	85.60
500-00-55310-224-000	REC - POSTAGE / COPIER	447.61	2,755.70	4,200.00	1,444.30	65.61
500-00-55310-228-000	REC - STAFF UNIFORMS	0.00	923.80	1,000.00	76.20	92.38
500-00-55310-230-000	REC - CONCESSIONS-RESALEABLE	0.00	5,718.46	5,000.00	-718.46	114.37
500-00-55310-232-000	REC - SUMMER TICKET SALES	0.00	0.00	0.00	0.00	0.00
500-00-55310-254-000	REC - ADULT LEAGUES	625.00	1,090.27	2,000.00	909.73	54.51
500-00-55310-258-000	REC - CONTRACTUAL SERVICES	1,111.00	36,416.49	35,000.00	-1,416.49	104.05
500-00-55310-260-000	REC - RETIREMENT EXPENSES	0.00	0.00	0.00	0.00	0.00
500-00-55310-262-000	REC - CONTINGENCY	7.00	590.46	500.00	-90.46	118.09
500-00-55310-268-000	REC - CONCESSION STAND MAINT	0.00	807.22	800.00	-7.22	100.90
500-00-55310-269-000	REC - FIRE/SECURITY MONITORING	0.00	2,605.81	5,000.00	2,394.19	52.12
500-00-55310-270-000	REC - SALES & USE TAX	0.00	2,784.05	4,000.00	1,215.95	69.60
500-00-55310-280-000	REC - WBSD 4K PROGRAM SUPPLIES	0.00	1,705.15	2,600.00	894.85	65.58
500-00-55310-282-000	REC - VILLAGE WELLNESS PROGRAM	0.00	316.44	1,000.00	683.56	31.64
PARKS & RECREATION		47,650.45	601,711.49	690,976.00	89,264.51	87.08

Fund: 500 - RECREATION

Account Number	2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
Total Expenses	47,650.45	601,711.49	690,976.00	89,264.51	87.08
Net Totals	-15,174.45	-35,435.96	0.00	35,435.96	

Fund: 800 - PARK FUND

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
800-00-45830-000-000	PARK FUND - FEES COLLECTED	19,122.00	119,160.00	10,000.00	109,160.00	1,191.60
PUBLIC CHARGES FOR SERVICES		19,122.00	119,160.00	10,000.00	109,160.00	1,191.60
800-00-48110-000-000	PARK FUND - INT ON INVESTMENTS	0.00	6,705.36	500.00	6,205.36	1,341.07
MISCELLANEOUS REVENUE		0.00	6,705.36	500.00	6,205.36	1,341.07
800-00-49200-000-000	TRANSFER FROM CAP PRJTS FUND	0.00	0.00	0.00	0.00	0.00
ARPA - FUND BALANCE APPLIED		0.00	0.00	0.00	0.00	0.00
Total Revenues		19,122.00	125,865.36	10,500.00	115,365.36	1,198.72

Fund: 800 - PARK FUND

Account Number		2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
800-00-55210-420-000	PARK FUND - IMPACT PROJECTS	0.00	0.00	0.00	0.00	0.00
800-00-55210-421-000	PARK FUND - PLAY APPARATUS	0.00	0.00	0.00	0.00	0.00
PARKS & RECREATION		0.00	0.00	0.00	0.00	0.00
Total Expenses		0.00	0.00	0.00	0.00	0.00
Net Totals		19,122.00	125,865.36	10,500.00	-115,365.36	1,198.72

Fund: 150 - HOTEL / MOTEL

Account Number	2025 November	2025 Actual 11/30/2025	2025 Budget	Budget Status	% of Budget
150-00-41210-000-000 HOTEL/MOTEL - ROOM TAX	2,803.12	53,181.72	74,000.00	-20,818.28	71.87
TAXES	2,803.12	53,181.72	74,000.00	-20,818.28	71.87
Total Revenues	2,803.12	53,181.72	74,000.00	-20,818.28	71.87

Fund: 150 - HOTEL / MOTEL

Account Number		2025	2025	2025	Budget Status	% of Budget
		November	Actual 11/30/2025	Budget		
150-00-51100-395-001	COMMUNITY EVENTS & ADVERTISING	800.00	43,398.22	43,500.00	101.78	99.77
150-00-51100-395-002	WASHINGTON COUNTY SUPPORT	0.00	6,000.00	6,000.00	0.00	100.00
150-00-51100-395-003	VILLAGE TOURISM/PROMOTION	139.82	16,629.44	24,500.00	7,870.56	67.88
GENERAL GOVERNMENT		939.82	66,027.66	74,000.00	7,972.34	89.23
Total Expenses		939.82	66,027.66	74,000.00	7,972.34	89.23
Net Totals		1,863.30	-12,845.94	0.00	12,845.94	

Jackson Parks & Recreation Department

Multi-Year Budget Comparison

		COVID	COVID	Village Only Moving Forward			
		2020*	2021*	2022	2023	2024	2025
Total Budget		546,782	542,174	556,016	552,515.00	617,461	690,976.00
Jan.	Revenue (budget %)	40,290 (7%)	27,761 (5%)	35,695 (6%)	37,877 (7%)	45,741 (8%)	54,764 (8%)
	Expenditures (budget %)	40,746 (7%)	38,890 (7%)	58,528 (11%)	36,590 (10%)	57,582 (9%)	52,629 (7%)
Feb.	Revenue (budget %)	134,263 (25%)	121,009 (22%)	123,856 (22%)	122,615 (22%)	146,228 (24%)	119,345 (18%)
	Expenditures (budget %)	89,248 (16%)	74,429 (14%)	106,862 (19%)	104,146 (19%)	108,434 (18%)	113,030 (16%)
March	Revenue (budget %)	171,686 (31%)	153,720 (28%)	No	177,443 (32%)	201,812 (33%)	173,918 (26%)
	Expenditures (budget %)	138,943 (25%)	134,479 (25%)	Workhorse	158,594 (29%)	163,218 (26%)	181,656 (26%)
April	Revenue (budget %)	193,589 (35%)	191,191 (35%)	207,633 (37%)	220,245 (40%)	256,579 (42%)	240,394 (35%)
	Expenditures (budget %)	177,177 (32%)	176,620 (33%)	188,008 (34%)	203,925 (37%)	199,979 (32%)	239,847.71 (34%)
May	Revenue (budget %)	231,477(42%)	233,212 (43%)	268,272 (48%)	274,941 (50%)	303,883 (49%)	288,487 (42%)
	Expenditures (budget %)	211,665 (39%)	218,515 (40%)	234,516 (42%)	252,185 (46%)	240,643 (39%)	293,325 (42%)
June	Revenue (budget %)	278,660 (51%)	281,244 (51%)	300,239 (53%)	307,961 (56%)	348,172 (56%)	335,057 (53%)
	Expenditures (budget %)	245,661 (45%)	260,609 (48%)	273,274 (49%)	296,271 (54%)	288,891 (47%)	351,814 (58%)
July	Revenue (budget %)	305,886 (56%)	321,168 (59%)	339,847 (62%)	356,469 (65%)	391,303 (63%)	366,600 (53%)
	Expenditures (budget %)	280,926 (51%)	294,593 (54%)	322,841 (58%)	347,748 (63%)	343,448 (56%)	400,633 (58%)
August	Revenue (budget %)	336,440 (62%)	366,367 (67%)	380,959 (69%)	401,790 (73%)	433,910 (70%)	424,362 (61%)
	Expenditures (budget %)	326,740 (60%)	345,502 (64%)	340,379 (61%)	383,879 (69%)	387,577 (63%)	444,807 (64%)
Sept.	Revenue (budget %)	365,741 (67%)	398,207 (73%)	No	432,466 (79%)	477,889 (77%)	472,681 (68%)
	Expenditures (budget %)	364,768 (67%)	399,460 (74%)	Worshorse	436,536 (79%)	431,560 (70%)	494,157 (72%)
Oct.	Revenue (budget %)	449,107 (82%)	No	475,704 (86%)	527,323 (95%)	527,501 (85%)	533,799.53 (77%)
	Expenditures (budget %)	403,845 (74%)	Workhorse	467,784 (84%)	486,242 (88%)	485,687 (79%)	554,061 (80%)
Nov.	Revenue (budget %)	473,121 (87%)	531,258 (97%)	No	580,067 (100%)	527,501 (85%)	566,276 (82%)
	Expenditures (budget %)	439,615 (80%)	493,487 (91%)	Workhorse	531,342 (96%)	485,687 (79%)	601,712 (87%)
Dec.	Revenue (budget %)	517,457 (95%)	560,582 (103%)	608,831 (109%)	601,055 (109%)	615,006 (100%)	
	Expenditures (budget %)	473,508 (87%)	531,480 (98%)	554,142 (100%)	578,728 (105%)	594,521 (96%)	
Year End Village Audit Total:		plus \$33,295	plus \$18,927	plus 34,840	plus 22,327	Waiting on Audit	

PROGRAM & EVENT HIGHLIGHTS & UPDATES

- **Fall Festival of Fun** – 71 families registered for the Family Glo Run with many joining in the fun for the Ghoul Gala that followed, including some families who did not participate in the run. Thank you, Friends of Jackson Parks and Recreation, for partnering on the event, as well as those who sponsored the event.
- **Village Christmas Tree Lighting** – Thank you to everyone who participated in the Christmas Tree Lighting event! The tree was lit without any complications, and we had lots of family fun and entertainment.
- **Programs** – Programs are about to break for the holidays. Fitness classes are wrapping up before coming back in January. Our new Canvas & Cola program has had two sessions run, with the second being this Thursday, December 11th. The senior bingo players had their Christmas social on December 11, and the Senior Card club will have their social on Tuesday, December 16th. Our brand-new Pee Wee World of Sports programs start on January 6th and already has 3 participants registered.
- **2026 Events** - We are in the process of finalizing contracts with bands for the 2026 events calendar. Our newest event Music in the Park (Jackson Jams) is filled with great talent. Sponsorship opportunities for the event will be sent out to area stakeholders early in 2026.



PARK AND PROJECT UPDATES

- **Jackson Community Center Expansion Project** – The JCC expansion project has been completed, however we are still working on several warranty items as well as furnishings to make new spaces functional.
- **Cedar Run Dog Park Project** – Tree work has started in the park with clearing paths and open spaces for dogs to run and play. Lowe had anticipated initial tree work to be completed by December 12, however a few mechanical issues with equipment and weather have delayed work. During our recent walk through, several areas along the path and proposed fence line, as well as proposed small dog area, were identified as needing more tree clearing that originally anticipated. We are working with MSA Professional Service, Inc. and Lowe Underground, Inc. to identify if these should be included in the project. Once tree work has been completed, Lowe Underground, Inc. will begin work on trails with anticipated trail completion by end of January 2026. The Fence and Concrete area will be installed in the spring of 2026. Naming Rights opportunities are in the final stages of review with hope of being sent to stakeholders by the end of the year. Staff are working on other fundraising opportunities.
- **The Village Parks, Recreation & Open Space Plan** – We are in the process of drafting the 2026-2030 plan and hope to have the first draft completed by end of the year.



MEMO

DATE DECEMBER 16, 2025

TO	FROM	REGARDING
Parks and Recreation Commission	Tyler Mentzel Jackson Parks and Recreation Director tyler.mentzel@villageofjacksonwi.gov Phone Ext: (262) 677-9665 x113	Agenda Item #5 - Presentation and Possible Action – Eagle Scout Project

Hayden recently contacted the Parks and Recreation Department with a proposal to partner with the Village of Jackson to introduce a new recreational amenity in the community. Gaga Ball has become a popular activity in many neighboring municipalities—including Cedarburg, Hartford, and West Bend—and is widely enjoyed in youth programs, summer camps, and school settings. Hayden identified that Jackson currently does not offer this amenity and has proposed constructing a Gaga Ball Pit in Hickory Lane Park as his Eagle Scout community service project.

Hayden has worked closely with the Parks and Recreation Director and the Director of Public Works to evaluate construction options and potential locations. These recommendations will be outlined in his project presentation. His proposal includes fundraising, construction, and installation of the Gaga Ball Pit.

After reviewing several alternatives, Hayden and staff agree that the most suitable location is Hickory Lane Park. The installation would replace one of the two existing sand volleyball courts located near the playground and pavilion, maintaining park accessibility and enhancing youth recreation opportunities.

Hayden is recommending a design featuring pressure-treated wood walls and a composite decking floor to ensure durability and minimize long-term maintenance. The estimated project cost is approximately \$5,000, which Hayden plans to fully fundraise as part of his Eagle Scout requirement.

Staff Recommendation:

Staff recommends approval of Hayden’s Eagle Scout project to fundraise for and install a Gaga Ball Pit in Hickory Lane Park. If approved, Hayden would present his project to the Village Board for final approval.

Eagle Scout Service Project Proposal

Village of Jackson GaGa Ball Pit

Hayden Krause / Troop 765 Jackson

A project to donate a GaGa Ball Pit to the Village, bringing an engaging recreational activity to the community and adding a new outdoor sport option for local youth

Intro

Eagle Scout Project Proposal:

- To Build a GaGa ball pit at Hickory Park in Jackson

What is GaGa Ball?

- GaGa Ball is a high-energy, safer variant of dodgeball where players use a ball to tag opponents below the knees.
- The game is played in an octagon (pit) to force continuous action, keep the ball in play at all times, and allow players to strategically use the walls for dodging and bouncing the ball.

Why I choose this as my project

- Playing GaGa ball was an activity I enjoyed in Scouting
- Jackson does not have a GaGa ball pit
- GaGa Ball is a game kids of all ages can play
- Groups at the Community Center such as the Boys and Girls Club will be able to use it

- Will provide enjoyment for the community for years to come



Neighboring Communities With GaGa Ball Pits



Cedarburg, Webster Middle School



**Germantown - Rockfield
Elementary**



West Bend - Villa Park



Sussex, The Grove at Village Park

Option 1: PT Wood Walls With Composite Deck Flooring

Materials & Design

- **Wall Materials:** Pressure-Treated Wood
- **Floor Materials:** Composite Decking

Cost & Life Expectancy

- **Life Expectancy**
 - Walls 15-20 Years
 - Floor about 25 Years
- **Total Estimated Cost:** ~\$5,000
- ✓ Lowest Cost
- ✓ Easy Repair
- ✗ PT walls require sealing every few years



Option 2: Commercial GaGa Ball Pit With Turf

Materials & Life Expectancy

- **Materials:** HDPE Composite wood, metal brackets and Artificial Turf
- **Life Expectancy:**
 - Ga Ga Ball Pit 20-30 Years
 - Turf about 10 Years

Cost & Considerations

- **Total Estimated Cost:** ~\$7,500 - \$9,000
- ✓ Extremely durable
- ✓ lowest maintenance for walls
- ✗ Turf will need to be replaced during lifetime
- ✗ Highest cost
- ✗ Proprietary parts



Recommendation

Option 1 Pressure Treated Wood Walls With Composite Deck Flooring

It offers the best balance of cost, durability, and repair ease.



Proposed Site for Pit

- **Hickory Park** is close to Community Center and new elementary school
 - Community groups such as Boys & Girls Club, YMCA after school care, Scouts, etc can make use of it
- Replacing one unused volleyball court right next to pavilion
- Location near playground allowing supervision across areas
- Approved by Department of Public Works



AI Rendered examples of GaGa Ball Pit location and example look.

Proposed GaGa Ball Pit Location



Pavilion

Project Timeline & Labor Plan



Labor Plan: Project led by Hayden Krause with volunteer labor from Scout and adult leadership from Troop 765

Summary & Formal Request

The Project: A 20-ft octagonal GaGa Ball pit.with 30 inch walls

The Cost: A ~\$5,000 **donated recreation asset** to the Village.

The Funding: This project will be funded by seeking support from community members and local businesses, through both financial contributions and gifted supplies.

The Maintenance: PT walls sealing every few years

Formal Request

1. I request the Board's **formal approval** of the project design of **Option 1** at the proposed location.
2. I request approval to begin fundraising for this specific, approved project.

MEMO DATE DECEMBER 16, 2025

TO	FROM	REGARDING
Parks and Recreation Commission	Tyler Mentzel Jackson Parks and Recreation Director tyler.mentzel@villageofjacksonwi.gov Phone Ext: (262) 677-9665 x113	Agenda Item #6 Review and Discussion of 2026 Department Goals

At the September 16, 2025 Parks and Recreation Commission meeting, the Parks and Recreation Director presented the proposed 2026 budget along with key departmental goals for the upcoming year. The goals outlined were:

- 1. Complete Cedar Run Park – Dog Park Project.**
- 2. Launch and implement the 2026–2030 Comprehensive Outdoor Recreation Plan (CORP).**
- 3. Complete the upgrade to the Hickory Lane Splash Pad.**
 - 2026 marks the first year of a multi-year Capital Improvement Project initiative.
- 4. Complete the Request for Proposals (RFP) for the Hasmer Lake Park Project.**
- 5. Identify and apply for grant opportunities to support the Hasmer Lake Park Project.**
- 6. Develop a department Standard Operating Procedures (SOP) Manual.**

These goals are consistent with the current **2021–2025 Comprehensive Outdoor Recreation Plan** and represent strategic steps toward supporting community growth, enhancing park amenities, and advancing the long-term vision for the Village of Jackson Parks & Recreation Department.