

**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.