

MINUTES
PARKS AND RECREATION COMMISSION
Tuesday, March 17, 2026 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, Tr. Wells, Brian Mekka, Brittany Rathke, and Kim Powers

Members Excused: None

Members Absent: None

Staff Present: Administrator Jen Heidtke, Parks and Recreation Director Tyler Mentzel, and Interim Clerk Pamela Wolf

2. Approval of Minutes of the Parks and Recreation Commission Meeting of December 16, 2025

The motion to approve Minutes for the Parks and Recreation Commission Meeting of December 16, 2025, was made by Tr. Wells and seconded by B. Rathke.

Vote: 5 ayes, 0 nays. Motion carried.

3. Review 2025 Financial Stat Pak

Director Mentzel highlighted several key factors contributing to budget shortfalls, including the underlying causes of the discrepancies. He also discussed adjustments related to late payments, which will be applied to help offset those shortfalls.

The motion to place the 2025 Financial Stat Pak on file was made by Tr. Wells and seconded by K. Powers.

Vote: 5 ayes, 0 nays. Motion carried.

4. Review Current Financial Stat Pak

Director Mentzel summarized 2026 financials to date, pointing out key challenges.

The motion to place the stat pak on file was made by B. Mekka and seconded by K. Powers.

Vote: 5 ayes, 0 nays. Motion carried.

5. Director of Parks & Recreation Highlights

Director Mentzel recapped the highlights, expressing gratitude to an employee who recently resigned, celebrating success of the February fundraiser, recognizing contributions of volunteers, sponsors and staff and looking ahead to upcoming summer events.

6. Introduction of Dog Park Naming Rights Sponsor

Director Mentzel presented an update to the Commission regarding the progress of the dog park and formally announced a substantial contribution from Westbury Bank, who will be granted naming rights to the park in recognition of their generosity.

The Commission extended its sincere appreciation to Westbury Bank for its exceptional generosity and support.

7. Introduction of Youth Recreation Supervisor - Beth MacDonald

Director Mentzel introduced Beth MacDonald to the commission, provided an overview of her professional background and welcomed her to the Village Park and Recreation team.

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

The Commission Chair Latz requested additional information regarding a specific line item on the financial statement, asking whether it is intended to replace the Fish Derby, be coordinated with it, or serve as an additional event.

B. Mekka requested an update on Hasmer Lake Park, including the status of the pavilion, available funding, and progress on planned improvements.

9. Adjourn to **FRIENDS MEETING**

The motion to adjourn the meeting was made by C. Latz and seconded by B. Rathke.

Vote: 5 ayes, 0 nays. Motion carried. The meeting adjourned at 6:18 PM.

Respectfully Submitted,

Pamela Wolf
Interim Village Clerk/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.