

Agenda

Joint Park & Recreation Committee Meeting

Tuesday, January 20, 2015

6:30 pm

*******Jackson Community Center*******

N165 W20330 Hickory Lane

Jackson, WI 53037



1. Call To Order & Roll Call
2. Approve Agenda for January 20, 2015 meeting
3. Approval of Minutes – November 18th, 2014 Meeting
4. Town Contracts – Update
5. Jt. Parks, Recreation and Open Space Plan – Discussion & Action
6. Rental Approval – Washington Co. Republican Party Brat Fry – discussion & action
7. Budget Review –
 - Update on budget
 - Review of December/year end “Stat Pack”
8. Friends Group – Update
9. Directors Report & Upcoming Events:
 - **MONTE CARLO NIGHT** – sponsor/donation update, volunteer schedule
 - **Review of the 2015 Calendar of Events**
10. Citizens/Committee Member Comments
11. Adjourn

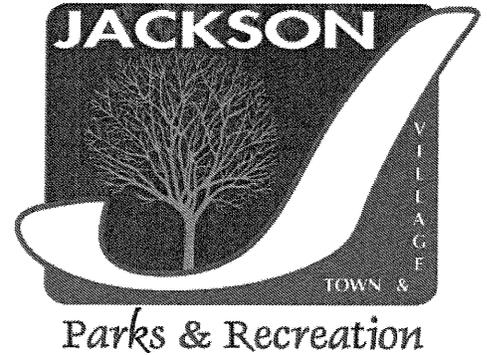
NOTE: All support materials will be distributed at meeting.

***Persons with disabilities that would like attend the meeting and require special accommodations should contact the Parks & Recreation Department at least one (1)-one business day prior to the meeting.*

****It is possible that a quorum of other governmental bodies for the Town or Village may be in attendance at the meeting to gather information; no action will be taken by any governmental bodies at this meeting other than the governmental body specifically referred to in this meeting notice.*

January 16, 2015

January, 2015
Jt. Park & Recreation Committee
Financial "Stat Pack"
(Jan. – December 2014)



Included:

- *ACTIVE NET – Registration/Scheduling Software:
 To date "Cash Distribution By Account" - *revenue report*
- *Village Budget Comparison Report – *revenues & expenses*
- * Rental/Usage Calendar for the current month

Cash Distribution By Account (Summary)

GL Account: Adult Leagues, Adult Program Fees, Facilities and Park Rentals, Fitness Memberships, Gift Certificates, Grants/Donations/Sponsorships, Open Gym, Payment Account: Cash, Payment Account: Checks, Payment Account: Credit Cards, Payment Account: Credit Memos, Special Events, Tournaments, WPRA ticket sales, Youth Leagues, Youth Program Fees
Transaction Date/Time: From Jan 1, 2014 12:00 AM through Dec 31, 2014 11:59 PM

Account Name	Account Number	Total Cash Payment	Total Check Payment	Total Gift Certificate Payment	Total Card Payment	Total Cash, Check, Card, Certificate	Total Memo / Man. Deduct Payment	Total Payments	Total ECP and Journal Payments	Total Payments + ECP/Journal
Adult Leagues	210	\$210.00	\$4,430.00	\$0.00	\$100.00	\$4,740.00	\$0.00	\$4,740.00	\$0.00	\$4,740.00
Adult Program Fees	206	\$7,704.00	\$6,077.75	\$0.00	\$4,167.00	\$17,948.75	\$0.00	\$17,948.75	\$100.00	\$18,048.75
Facilities and Park Rentals	236	\$1,667.50	\$11,324.00	\$0.00	\$3,661.00	\$16,652.50	\$2,145.00	\$18,797.50	\$0.00	\$18,797.50
Fitness Memberships	238	\$1,524.45	\$4,410.34	\$0.00	\$5,160.75	\$11,095.54	\$95.00	\$11,190.54	\$5.63	\$11,196.17
Gift Certificates	205	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00	\$0.00	\$50.00	\$0.00	\$50.00
Open Gym	237	\$757.00	\$15.00	\$0.00	\$15.00	\$787.00	\$0.00	\$787.00	\$0.00	\$787.00
Special Events	224	\$940.00	\$3,835.00	\$0.00	\$6,626.68	\$11,401.68	\$0.00	\$11,401.68	\$75.00	\$11,476.68
Youth Leagues	211	\$224.00	\$1,536.00	\$0.00	\$1,312.00	\$3,072.00	\$44.00	\$3,116.00	\$66.00	\$3,182.00
Youth Program Fees	208	\$2,723.50	\$17,990.00	\$0.00	\$24,987.02	\$45,700.52	\$0.00	\$45,700.52	\$50.00	\$45,750.52
Totals:		\$15,750.45	\$49,618.09	\$0.00	\$46,079.45	\$111,447.99	\$2,284.00	\$113,731.99	\$296.63	\$114,028.62

Unposted Included
Fund: 500 - RECREATION-VILL/TOWN

Account Number		2014 December	2014 Actual 12/31/2014	2014 Budget	Budget Status	% of Budget
500-00-45620-201-000	REC - VILLAGE SUBSIDY	0.00	0.00	149,210.00	-149,210.00	0.00
500-00-45620-202-000	REC - TOWN SUBSIDY	0.00	75,959.44	65,000.00	10,959.44	116.86
500-00-45620-204-000	REC - GRANTS/DONATIONS/SPONSRS	0.00	12,144.35	7,000.00	5,144.35	173.49
500-00-45620-205-000	REC - GIFT CERTIFICATES	267.00	267.00	200.00	67.00	133.50
500-00-45620-206-000	REC - ADULT PROGRAM FEES	1,896.30	14,982.77	17,000.00	-2,017.23	88.13
500-00-45620-208-000	REC - YOUTH PROGRAM FEES	2,251.97	41,891.82	45,000.00	-3,108.18	93.09
500-00-45620-210-000	REC - ADULT LEAGUE FEES	200.00	6,688.26	8,000.00	-1,311.74	83.60
500-00-45620-211-000	REC - YOUTH LEAGUE FEES	0.00	3,042.55	2,500.00	542.55	121.70
500-00-45620-214-000	REC - CONCESSIONS	673.00	10,175.93	15,500.00	-5,324.07	65.65
500-00-45620-224-000	REC - SPECIAL EVENTS	688.59	16,593.83	15,000.00	1,593.83	110.63
500-00-45620-228-000	REC - TICKET SALES	0.00	25,908.00	27,000.00	-1,092.00	95.96
500-00-45620-232-000	REC - BOYS & GIRLS CLUB RENT	3,334.00	10,000.00	10,000.00	0.00	100.00
500-00-45620-234-000	REC - WASH CTY AGING RENT	0.00	6,000.00	6,000.00	0.00	100.00
500-00-45620-236-000	REC - BLDG / SHELTER RENTALS	2,448.06	27,724.26	22,000.00	5,724.26	126.02
500-00-45620-237-000	REC - OPEN GYM FEES	125.31	824.37	2,000.00	-1,175.63	41.22
500-00-45620-238-000	REC - FITNESS MEMBERSHIPS	1,564.74	10,745.05	10,000.00	745.05	107.45
500-00-45620-240-000	REC - KETTLEBROK CHURCH RENT	2,320.00	23,780.00	30,000.00	-6,220.00	79.27
500-00-45620-243-000	REC - POSTAGE / COPY MACHINES	455.78	493.40	600.00	-106.60	82.23
500-00-45620-245-000	REC - VENDING MACHINE	0.00	395.57	500.00	-104.43	79.11
500-00-45620-246-000	REC - BIRTHDAY PARTIES	0.00	0.00	0.00	0.00	0.00
.		16,224.75	287,616.60	432,510.00	-144,893.40	66.50
Total Revenues		16,224.75	287,616.60	432,510.00	-144,893.40	66.50

436,826.60

Unposted Included
Fund: 500 - RECREATION-VILL/TOWN

Account Number		2014 December	2014 Actual 12/31/2014	2014 Budget	Budget Status	% of Budget
500-00-55310-200-000	REC - ADMIN WAGES	22,529.98	209,378.01	214,500.00	5,121.99	97.61
500-00-55310-201-000	REC - EVENING / WEEKEND WAGES	2,345.89	27,908.54	27,000.00	-908.54	103.36
500-00-55310-202-000	REC - EDUCATION/TRAVEL/DUES	846.73	2,493.48	3,200.00	706.52	77.92
500-00-55310-204-000	REC - PROGRAM / ACCT REFUNDS	125.00	1,372.00	3,000.00	1,628.00	45.73
500-00-55310-205-000	REC - PROP/LIABLTY IINSURANCE	0.00	3,360.00	3,360.00	0.00	100.00
500-00-55310-206-000	REC - COMPUTER EQUIPMENT	0.00	-71.15	850.00	921.15	-8.37
500-00-55310-207-000	REC - GAS / ELECTRIC WE ENERGIES	3,813.95	38,616.53	44,000.00	5,383.47	87.76
500-00-55310-208-000	REC - OFFICE SUPPLIES	119.02	2,598.84	2,500.00	-98.84	103.95
500-00-55310-209-000	REC - WATER / SEWER	0.00	1,946.27	2,800.00	853.73	69.51
500-00-55310-210-000	REC - CELL PHONES	35.00	1,155.00	1,300.00	145.00	88.85
500-00-55310-211-000	REC - COMM CENTER PHONE	110.07	1,339.59	1,400.00	60.41	95.69
500-00-55310-212-000	REC - SOFTWARE FEES MAINTENANCE	0.00	2,080.00	3,000.00	920.00	69.33
500-00-55310-213-000	REC - BLDG EQUIPMENT / REPAIRS	346.50	7,356.10	7,000.00	-356.10	105.09
500-00-55310-214-000	REC - YOUTH PROGRAM SUPPLIES	24.52	1,257.84	1,600.00	342.16	78.62
500-00-55310-215-000	REC - JANITORIAL/BLDG SUPPLIES	163.01	3,096.90	3,500.00	403.10	88.48
500-00-55310-216-000	REC - ADULT PROGRAM SUPPLIES	206.89	994.77	1,200.00	205.23	82.90
500-00-55310-218-000	REC - PART TIME/SEASONAL WAGES	1,060.30	20,661.01	24,000.00	3,338.99	86.09
500-00-55310-220-000	REC - SPECIAL EVENTS	-76.74	3,859.45	3,000.00	-859.45	128.65
500-00-55310-222-000	REC - PRINTING	0.00	5,306.00	4,500.00	-806.00	117.91
500-00-55310-224-000	REC - POSTAGE / COPIER	382.10	7,889.17	7,000.00	-889.17	112.70
500-00-55310-228-000	REC - STAFF UNIFORMS	0.00	347.00	500.00	153.00	69.40
500-00-55310-230-000	REC - CONCESSIONS-RESALABLE FOOD,SUPPLIES	91.16	4,847.26	6,000.00	1,152.74	80.79
500-00-55310-232-000	REC - SUMMER TICKET SALES	0.00	25,592.15	26,000.00	407.85	98.43
500-00-55310-254-000	REC - ADULT LEAGUES	0.00	498.31	3,200.00	2,701.69	15.57
500-00-55310-258-000	REC - CONTRACTUAL WAGES	4,073.14	25,218.69	31,000.00	5,781.31	81.35
500-00-55310-260-000	REC - VEHICLE MAINTENANCE	0.00	0.00	100.00	100.00	0.00
500-00-55310-262-000	REC - CONTINGENCY	29.35	279.09	400.00	120.91	69.77
500-00-55310-268-000	REC - CONCESSION STAND MAINT CO2,LICENSES,REPAIRS	0.00	1,363.14	1,500.00	136.86	90.88
500-00-55310-269-000	REC - FIRE/SECURITY MONITORING	0.00	1,774.94	2,100.00	325.06	84.52
500-00-55310-270-000	REC - SALES & USE TAX	0.00	2,556.62	3,000.00	443.38	85.22
JIM FRECHETTE		36,225.87	405,075.55	432,510.00	27,434.45	93.66
Total Expenses		36,225.87	405,075.55	432,510.00	27,434.45	93.66
Net Totals		-20,001.12	-117,458.95	0.00	117,458.95	0.00

Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																											
<table border="1"> <tr><td colspan="7">Dec 2014</td></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> </table>		Dec 2014							S	M	T	W	T	F	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				<table border="1"> <tr><td colspan="7">Feb 2015</td></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> </table>		Feb 2015							S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	1	2	3
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Sponsored By

BMO



Harris Bank



Monte Carlo Night

Jackson Area Community Center

Saturday, February 7, 2015

7pm to 11pm

The 4th Annual Benefit Event for:

The Jackson Jt. Parks & Recreation Department

Held in cooperation with the 'FRIENDS OF JACKSON JT. PARKS & RECREATION' a 501-c3 Organization.

On behalf of the Jackson Jt. Parks & Recreation Department, the Village of Jackson and the Town of Jackson we would like to provide a unique and impactful sponsorship opportunity for your business. The MONTE CARLO NIGHT fundraiser has become our one and only fundraising effort. We cannot reach out to the community without your help. Not only will your sponsorship and/or donation help the community through our mission "to provide quality of life opportunities for all ages and abilities at an affordable cost", but you will also receive:

- * Table Tents at sponsored tables with Your Business Information.
- * Banner recognition of sponsors at the event in relation to your donation/sponsorship.
- * Acknowledgment in the Fall/Winter Activity Guide.
- * 2 complimentary tickets for the event for all donations of \$ 150.00 or more.

Please use the form included with this letter and together we can make our 2015 event, another wonderful success!

Thank you for your continued support - we hope to see you on February 7, 2015!

Kelly Valentino ☺

Kelly Valentino, CPRP

Director of the Jackson Joint Parks & Recreation Department



Monte Carlo Night

Jackson Area Community Center

Saturday, February 7, 2015

7pm to 11pm



The 4th Annual Benefit Event for:

The Jackson Jt. Parks & Recreation Department

Held in cooperation with the 'FRIENDS OF JACKSON JT. PARKS & RECREATION' a 501-c3 Organization.

SPONSOR AND DONATION OPPORTUNITIES

- Sponsored **MAIN EVENT & BAND Sponsor** **BMO HARRIS BANK** x \$1,500.00
- REFRESHMENT Sponsor** x \$500.00
- APPETIZER Sponsor** x \$500.00
- ROULETTE TABLE Sponsor** x \$400.00
- CRAPS TABLE Sponsor** x \$400.00
- TEXAS HOLD 'EM TABLE Sponsor** x \$300.00
- BLACK JACK TABLE Sponsor** x \$200.00
- Raffle/Auction Prize value of \$50.00 or more:**
Please describe the item or service: _____
- General Monetary Donation for Event:** \$ _____
- Order Advance Event Tickets:** _____ x \$10.00 = \$ _____



Note: Tables may have multiple sponsors, all will be recognized equally.

Contact Name: _____ Business Name: _____

Address: _____ Email: _____
address city state zip

Phone:(_____) _____ Total Enclosed: \$ _____

THANK YOU FOR HELPING THE JACKSON JT. PARKS & REC. SERVE OUR COMMUNITY!

Please make sponsor checks payable to the
JACKSON JT. PARKS & RECREATION DEPT.
 N165 W20330 Hickory Lane, Jackson, WI 53037 (262) 677-9665

Sponsored By

BMO  **Harris Bank**



Held in cooperation with the 'FRIENDS OF JACKSON JT. PARKS & RECREATION' a 501-c3 Organization.

MONTE CARLO NIGHT

Saturday, February 7th, 2015
7pm to 11pm

Jackson Area Community Center

Featuring Live Music by:

THE NEW REVUE DUO

Featuring...Cheri Marino



Advance Tickets:

ONLY \$ 10

At the Door Tickets:

\$ 15

Admission Includes:

Entrance

Live Music

Fun Money for Play

Raffle Tickets

and more!

Food, Beer, Wine, Live
Music, GREAT Silent
Auction & More!

Games Provided By:

Vegas On Wheels

- Black Jack
- Poker
- Roulette
- Craps
- and Bingo!

Must Be Age 21+
TO ENTER AND PLAY

FOR TICKET PURCHASE OR MORE
INFORMATION:

2015 BETTER THAN EVER!

Larger Gaming Area in the Gym

Live Music with Gaming In Gym

Upscale Prizes and Auction Items

Upscale Concessions

Wine & Micro Brew Selections

All Play is with "Funny" Money and is for Community
Based Fun . NO CASH PRIZES will be awarded.



A Benefit Event for:
The Jackson Jt. Parks &
Recreation Department

Jackson Area Community Center
N165 W20330 Hickory Lane,
Jackson, 53037
(262) 677-9665
parkrec@villageofjackson.com
www.villageofjackson.com

JACKSON JT. PARKS & RECREATION DEPARTMENT

Directors Report

Submitted by: Kelly Valentino, CPRP

January, 2015



PROGRAM & EVENT HIGHLIGHTS & UPDATES

- **MONTE CARLO NIGHT – TABLE SPONSORS/DONATIONS AND VOLUNTEERS NEEDED:**
February 7, 2015!! Sponsor packets can be found on the website at www.villageofjackson.com (under park and rec). Keep us in mind this Holiday Season, we love “RE-GIFTED ITEMS”. We can make wonderful raffle baskets from items you may receive this holiday season that you don’t really need. We are also looking for LARGE ticket items for Monte Carlo Night (sports ticket packages etc...). Volunteers are essential for this event, we need a post-event cleanup crew of at least 12 people, a pre-event decorating crew of at least 6 people and 10 event volunteers. Please call if you can help 677-9665 – thanks in advance! Help us make the 2015 event the BEST YET!
- **ADULT FALL INDOOR VOLLEYBALL LEAGUE** – We are now taking teams for the Indoor Winter Adult Volleyball league beginning in January – register ASAP if you have a team!
- **EXPANDED PICKLEBALL** – We now have competitive Pickleball on Monday, Wednesday and Fridays from 8:30am to Noon. On Tuesdays and Thursdays we have “passive pickleball” for beginners and those that enjoy a slower pace game from 1:00 to 3:00pm. Cost is \$3.00 per visit.
- **SOCIAL PICKLEBALL TOURNAMENT** – Renee has 12 teams for the our 1st Pickleball Tourney being held on Saturday, Jan. 17th. Hopefully this is the first of many!
- **KARATE & ADULT SELF-DEFENSE** - We would like to welcome Mr. Stan Ruppel, he will be bringing all our Karate and Adult Self-Defense classes back “in-house” at the Community Center. We are excited to have him as part of our team!
- **HUNGER TASK FORCE STOCKBOX PROGRAM** – requirements have been modified to allow for more individuals to qualify, if you’re interested in the program contact Renee (our onsite coordinator) 677-9665.
- **WASHINGTON COUNTY AGING AND DISABILITY RESOURCE CENTER** – We have several partnering programs running at the Community Center: Strong People Program, Walk with Ease and multiple seminars and workshops for older adults.
- **FITNESS CENTER MEMBERSHIP ADDED BENEFIT** – All Fitness Center Members will now receive a 10% discount on all Adult Leagues and Fitness Classes. Call for details!

COMMUNITY CENTER BUILDING & PARKS

- **2015 Budget** – Both Village and Town Budget have been approved for 2015.
- **Annual Playground Inspections** – All playgrounds (Town and Village) should budget for additional fresh certified matting (wood fiber) for spring.
- **Community Center Block/Roof** – After evaluation and consulting with block specialists we will be putting a Lexon coating on the split face block on the gym in the spring of 2015. This should solve the programs we have been experiencing with leaking during heavy storms.
- **Eagle Scout Projects** – We have 2 young men beginning the Eagle Scout process – more to come.
- **Capital Projects and Future Planning** – The electric hand dryers have been installed and work GREAT! The gym and fitness floor project will be completed in May when we have down time in the gym. The Friends are looking at funding the fencing around the Early Childhood Outdoor Area in spring as one their “short term goals”. (Thanks to the “Jackson 5k Run” and the “Energy Glo Run”!)
- **Washington County Parks, Recreation & Open Space Plan**– Patron, Business and User survey’s and focus groups have been completed and the information presented to the PCPC, the advisory committee will be meeting in the near future.

FRIENDS GROUP/VOLUNTEER PROGRAM UPDATE

- A Monte Carlo Night
UPCOMING VOLUNTEER OPPORTUNITIES let us know if you can help – 677-9665.
*MONTE CARLO NIGHT – Saturday, February 7th, 2015

“A smile is happiness you'll find right under your nose.”

-Tom Wilson