

The Parks and Recreation Commission, Berlin, WI is Called to Order 4:31, September 4, 2019, by Charlie Beard.

**Roll Call:** Present: Glenn Hameister, Felicia Page, Charlie Beard, Victoria Hill, Jerry Bella, Kimberly Nikolai, and David Secora. Absent: Also Present: Sara Nighbor, Scott Zabel

**General Public Comments:** None

**Approval of the minutes:**

A motion is made by Victoria Hill to approve the minutes of the June 5, 2019 meeting with the correction of the spelling of Dave Secora's name. Kimberly Nicolai seconded. The motion passed.

**Review and Approval of P&R Monthly Expenditure and Revenue Accounts:**

A payroll error was discovered on Wages: E 10-55-30002-120 where someone had all of their wages (vs a 4 hour class) pulled out of Park and Rec account. That has since been corrected and will be reflected on next month's statement.

A motion is made by Jerry Bela to approve the Parks and Recreation 2019 expenditure accounts, seconded by Kimberly Nicolai. The motion passed.

A motion is made by Jerry Bella to approve the 2019 Parks and Rec revenue accounts, seconded by David Secora. The motion passed.

**Public Appearances:** None

**New Business:**

A) Discuss and take appropriate action regarding 2020 Parks and Recreation Budget recommendations for the City Council.

Sara Nighbor presented a shift in the budget that does not change the overall amount but moves some funds around to reflect decreased costs in some areas and increase needs in wages, equipment, and publication. She feels confident that the proposed budget will allow her to operate well in 2020.

David Secora makes a motion to recommend the proposed budget to the City Council. Kimberly Nikolai seconds. The motion passes.

**Old Business:**

A) Bench competition update on voting numbers and decision concerning benches at end of season.

Sara Nighbor presented that there are two places to vote, Senior Center and Online with around 300 votes already in. One idea is to auction them off for various projects items needed in the Parks and Recreation Department. To be further discussed at the next meeting.

**Adjourn:**

A motion is made by David Secora at 5:05 P.M. to adjourn. Seconded by Jerry Bella. The motion passes.

Next Meeting Date - Wednesday, October 2nd, 2019