

CITY OF BERLIN PARKS & RECREATION COMMISSION MEETING

MINUTES for WEDNESDAY MARCH 6, 2024

4:30 PM COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR

1. Call Order/ Roll Call:

Present: Bobbie Erdmann, Victoria Hill, Daniel Ladwig, Bruce Tetzke, Kayla Reeves

Staff: Rebecca Bays, Scott Zabel

Not Present: Josh Nigbor (Liason) & Zeb Pirkey

Commissioner V. Hill appoints K. Reeves to take minutes of meeting in Z. Pirkey's absence.

2. General Public Comments:

None

3. Approval of February 7, 2024 Minutes:

On a motion made by V. Hill and a second by B. Tetzke, the February 7, 2024 Minutes were approved.

4. Year End Revenues:

Final revenues from December 2023 were added to year end revenue. No approval needed.

5. Year End Expenditures:

Final expenditures from December 2023 were added to year end expenditures. No approval needed.

6. Parks & Recreation Commission Request Form:

R. Bays presented the commission with a new Parks & Recreation Request form. This form breaks down and categorizes different requests the Parks & Rec Department receives regularly. A discussion was had regarding adding the date and time to form to be more specific in requests.

On a motion by K. Reeves, with the amendment to include date and time on the Parks and Recreation Commission Request form, and a second by D. Ladwig, the form was approved.

7. Friends of the Park 2023 Year End Report:

The commission was presented with a year end letter from Linda Reetz, Berlin Friend of the Park President. The letter highlighted the 2023 accomplishments of FOP with the total hours of volunteering – 475.75. The letter sang praises to S. Zabel and the DPW staff. 2024's plans were also highlighted in the FOP letter. It was also noted that many of the FOP members are aging, and there is a concern of disbandment if younger volunteers do not join the group.

The commission discussed possible solutions to gain volunteers for Friends of the Park. It was decided to invite FOP to a future Parks & Recreation Commission meeting to help brainstorm ideas for getting future members/clubs involved.

V. Hill will also draft a "thank you" letter from the commission to send Friends of the Park to say thanks and acknowledge the hard work the group does for the city.

8. Save the Pool:

V. Hill updated the commission with upcoming ideas and events: Sales Day & Recognition Day. The next Save the Pool meeting will be held on March 13, 2024 at 5:00 pm at Berlin Public Library.

9. New Business:

The commission requested that the Ministerial Group of Berlin puts in their request in for the Nativity Scene. The Nativity Scene will be discussed in April.

May – Policy regarding yearly renewal of events/ displays.

10. Old Business:

None

11. Next Meeting: Wednesday, April 3rd, 2024, 4:30 PM

12. Adjourn:

On a motion by B. Tetzke and a second by D. Ladwig, the meeting was adjourned.