

# **CITY OF BERLIN PARKS & RECREATION COMMISSION**

## **MEETING**

MINUTES for WEDNESDAY September 3, 2025 4:30 PM

COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR

### **1. Call to Order / Roll Call**

Meeting called to order at 4:30 PM

Present: Tim Bending, Bobbie Erdmann, Kayla Reeves, Bruce Tetzke, Dr.Emmett Durtschi

Absent: Kamie Jorgensen

City Officials Present: Jessi Balcom, Scott Zabel

### **2. General Public Comments**

- Smoking in the parks concerns presented by city residents Rebecca Elliman & Madelyn Bologna
- Request for City Ordinance to avoid smoking or vaping in the parks especially during events
- Health Department willing to help create a city ordinance for no smoking in city parks

### **3. Approval of Previous Meeting Minutes**

On a motion by Bobbie Erdmann and a second by Bruce Tetzke, the minutes from August 20th, 2025 Meeting were approved.

### **4. Approval for Revenues and Expenditures.**

On a motion was made by Tim Bending to approve and seconded by Dr. Emmett Durtschi, - Revenue and Expenditures Report was approved as presented.

### **5. ABC Group Request for Tree Lighting Presentation in Nathan Strong Park**

On a motion was made by Bobbie Erdmann to approve and seconded by Bruce Tetzke, - To approve Tree Lighting Presentation in Nathan Strong park.

- Requested by Harry Kwidzinski
- Previously Tree Display was voted in top 10 places to visit in Wisconsin
- Start around October 1.
- Approximately 200+ Trees available
- Trees lit until January 1, 2026
- Trees down by January 4, 2026
- Amended to include additional Trees in Firefighter's Park as well as Forsyth Park

## **6. Ministerial Group Request for Nativity Scene in Firefighter's Park**

On a motion was made by Bobbie Erdmann to approve and seconded by Tim Bending, - To approve Nativity Scene in the Firefighter's park.

- Requested by Keith Krause
- Representing St. John's Church
- Looking to replace the trailer running gear to transport to park
- Set up in park prior to Christmas Parade November 25, 2025
- Taken down by January 15, 2026

## **7. 2026-2030 Capital Improvement Plan review**

No action needed.

- Presented by Jessi Balcom
- Future Budget plans for the next 5 years
- Budgeting tool for the Council
- Determining the best way to prioritize and determine funding for future City projects
- Plans created by Robert W. Baird & Co.

## **8. New Business**

- Adding Presentation regarding a potential no smoking ordinance in parks to a future meeting agenda.

## **9. Old Business**

- Nothing at this time.

## **10. Adjourn**

On a motion by Bruce Tetzke to adjourn meeting and a second by Dr. Emmet Durtschi. The meeting adjourned at 5:02 pm.

Respectfully Submitted by – Secretary Tim Bending