

CITY OF BERLIN PARKS & RECREATION COMMISSION

MEETING

MINUTES for WEDNESDAY March 4, 2026 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: Kayla Reeves, Tim Bending, Bruce Tetzke , Kamie Jorgensen

Absent: Dr. Emmett Durtschi

City Officials Present: Scott Zabel, Jessi Balcom, Sue Kiener

2. General Public Comments

- Nothing at this time.

3. Approval of Previous Meeting Minutes

A motion was made by Kamie Jorgensen to approve the minutes from November 5, 2025 as presented, with a second by Bruce Tetzke. Motion approved.

4. Approval for Revenues and Expenditures.

A motion was made by Tim Bending to approve the Revenue and Expenditures Report as presented, with a second by Bruce Tetzke. Motion approved.

5. Discuss and Approval of both the ABC Group's Let Freedom Ring and Saint John Lutheran Schools Donkey Baseball events involving animals in the parks.

A motion was made by Kamie Jorgensen to approve the ABC event for Fourth of July, including the petting zoo, with a second by Tim Bending. Motion approved.

A motion was made by Tim Bending to approve the St John's Donkey Baseball event, with a second by Bruce Tetske. Motion approved.

- ABC Group Let Freedom Ring 4th of July Event– Sue Tramp
- St John's Donkey Baseball – Jennifer Billington

6. Discussion of rental fee for non-profit organizations. (Discussion only)

- Jessi Balcom and Sue Kiener Presented
- Changes to this were discussed

- Approximately \$1800 to \$2500 Revenue each year in rentals
- Asked staff to make recommendations of possible changes and bring back numbers calculated for how changes will affect the revenue coming in.
- Further discussion was postponed until we have more information presented.

7. New Business

- Nothing at this time.

10. Old Business

- Nothing at this time.

11. Adjourn

A motion to adjourn was made by Bruce Tetzke, with a second by Kamie Jorgensen. The meeting adjourned at 5:05 pm.

Respectfully Submitted by – Secretary Tim Bending