

CITY OF BERLIN PARKS & RECREATION

COMMISSION MEETING

MINUTES for WEDNESDAY, September 2, 2026, 4:30 PM
COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR

1. Call to Order/Roll Call

Meeting called to order at 4:41 PM

Present: Kayla Reeves, Richard Lashbrook, Kamie Jorgensen, Dr. Emmett Durtschi

Absent: excused, Tim Bending

City Officials Present: Jessi Balcom, Sue Kiener

2. General Public Comments

None

3. Approval of Previous Meeting Minutes

M/S, Durtschi/Jorgensen to approve the minutes from August 5, 2026, with amendments. Motion approved.

4. Approval of Revenues and Expenditures.

M/S, Lashbrook/Durtschi to approve the Revenues and Expenditures Report as presented. Motion approved.

5. Committee of the Whole's decision regarding the approval of the online program MySites.

Sue Kiener announced that the COTW approved the PR Commissions recommendation to move forward with MYSites.

6. Discussion on cancelation/refund policy for campground & shelter house rentals.

M/S, Durtschi/Jorgensen to approved new policies as presented. Motion approved.

7. New Business

Thank you letter (and \$100 check) from Adult Volleyball league was presented and read.

8. Old Business

Nothing at this time.

10. Adjourn

M/S, Jorgensen/Lashbrook to adjourn at 4:55pm. Motion approved.

Respectfully Submitted, Sue Kiener