

**PARKS, RECREATION & FORESTRY BOARD    PARK20240807-1**  
**August 7, 2024**

**UNAPPROVED**

A regular meeting of the Parks, Recreation & Forestry Board, City of Cedarburg, Wisconsin, was held on Wednesday, August 7, 2024. The meeting was in-person at City Hall, W63 N645 Washington Avenue, Cedarburg, WI, lower level, Room 2.

The meeting was called to order by Chairperson Glenn Herold at 5:30 pm.

Roll Call:                    Present - Glenn Herold, Brian Clement, Terry Wagner, Council Member  
Mark Mueller, James Schara, Becky Hughes

Excused – Paul Rushing

Also Present - Director of Parks and Recreation Danny Friess  
Recreation Superintendent Maggie Anderson  
City Forester Kevin Westphal  
Recreation Coordinator Chandler Steffen  
Senior Center Director Gretel Anderson

**STATEMENT OF PUBLIC NOTICE**

Chairperson Herold acknowledged that the Parks, Recreation & Forestry Board agenda was posted and distributed in compliance with the Wisconsin Open Meetings Law.

**APPROVAL OF MINUTES**

Motion made by Terry Wagner, seconded by James Schara, to approve the minutes of the June 5, 2024, meeting. Motion carried without a negative vote with Paul Rushing excused.

**COMMENTS AND SUGGESTIONS FROM CITIZENS** – None

**NEW BUSINESS**

**Discussion and Possible Action on 2025 Budget for Parks & Forestry, Recreation, Community Pool, Capital Improvement, Celebrations, and the Senior Center**

Director Friess stated that some of the increases to the budget this year include school district fees, part-time salaries, pool maintenance, and the GIS software. There was some discussion about school district fees and the reason for the increase in cost.

Motion made by James Schara, seconded by Becky Hughes, to approve the 2025 budget as shown in the packet. Motion carried without a negative vote with Paul Rushing excused.

**Discussion and Possible Action on Comprehensive Outdoor Recreation Plan (CORP) Timeline**

Director Friess explained that the Comprehensive Outdoor Recreation Plan and timeline included a few changes, and it was sent out to all Cedarburg citizens. No other discussion was needed.

Motion was made by Brian Clement, seconded by Terry Wagner, to approve the revised Comprehensive Outdoor Recreation Plan and the timeline as presented. Motion carried without a negative vote with Paul Rushing excused.

**REPORTS**

Director Friess reported on new windscreens at Zeunert Park, new woodchips at Cedar Pointe Park and Cedar Creek Park, and set the next Park, Recreation & Forestry board meeting for October 2.

Superintendent Anderson reported on pool closing, Sharks swim meet, the added privacy fencing at the pool, chess camps, MAD science classes, Tetra Brazil soccer camps, Summer Playground Camp, summer soccer camps, Fall Soccer leagues, flag football leagues, Fall/Winter/Spring guide, indoor walking program, Jingle Jangle Jubilee event, and the Homerun to Health event.

City Forester Westphal reported on stump grinding, EAB treatments, service request pruning, storm calls, cycle pruning, tree watering, small tree removals, seasonal staff, and interviews for a new full-time employee for DPW/Forestry.

**ADJOURNMENT**

Motion made by James Schara, seconded by Brian Clement, to adjourn the meeting at 6:06p.m. Motion carried without a negative vote with Paul Rushing excused.

Chandler Steffen  
Recreation Coordinator