

**MELROSE PARKS AND RECREATION BOARD
REGULAR MEETING
WEDNESDAY, MAY 31, 2023 – 6:00 P.M.
SAUK RIVER PARK 206 5TH AVENUE NE**

AGENDA

1. Call to Order/Roll Call (206 5th Ave NE)
2. Oath of Office
3. Approval of Agenda
4. Approval of Minutes
5. Reports
 - a. Community Development Director Report
6. Action Items
7. Old Business
 - a. Basketball Court Location
 - b. Restroom/Shower Facility
 - c. Proposed Park Rules
8. New Business
 - a. Fire Ring Locations
9. Informational Items
 - a. Next Meeting – Wednesday, August 23, 2023
10. Adjournment

MELROSE PARKS AND RECREATION BOARD
WEDNESDAY, MAY 31, 2023 – 6:00 P.M.

A.I. #1 CALL TO ORDER/ROLL CALL

The Melrose Parks and Recreation Board met in a Regular Meeting on Wednesday, May 31, 2023, at 6:00 p.m. at the Sauk River Park located at 206 5th Avenue NE pursuant to due notice being given thereof. Present were Board Members Justin Frieler, Craig Schiffler, Dave Berscheit, Lindsey Chmielewski, Streets/Parks Supervisor Gary Middendorf, and Community Development Director Sheila Hellermann. Board Member Sara Hoffner was absent. Chair Frieler called the meeting to order.

A.I. #2 OATH OF OFFICE

The Council at its January 19, 2023, meeting appointed Lindsey Chmielewski to the Parks and Recreation Board also for a three-year term.

Community Development Director Sheila Hellermann administered the Oath of Office to Ms. Chmielewski.

A.I. #3 APPROVAL OF AGENDA

A motion was made by Mr. Berscheit, seconded Mr. Schiffler and unanimously carried that the agenda be approved as submitted.

A.I. #4 APPROVAL OF MINUTES

A motion was made by Mr. Berscheit, seconded by Ms. Chmielewski and unanimously carried that the minutes from the Board's April 12, 2023, Regular Meeting, be approved as presented.

A.I. #5 REPORTS

The Community Development Director provided an update on the sidewalk along County Road 168. It is anticipated to be completed later this fall.

A.I. #6 ACTION ITEMS

None

A.I. #7 UNFINISHED BUSINESS

1. The Park and Recreation Board reviewed the proposed location of the basketball court. In discussing the project with Street and Park Supervisor Middendorf, some of the site preparation can be done in-house and we are ready to move ahead.

The Park and Recreation Board by consensus approved the location of the basketball court.

2. Staff provided an update regarding the restroom project. The Park Board had an opportunity to review the location. They are waiting for the water table to drop. They are expected to be completed by mid-July.
3. Review of campground rules. The Parks and Recreation Board rules would be inclusive of the park not just specific to the campground. Community Development Director Hellermann provided a draft set of park rules. Park Board Member Schiffler provided the rules from Lake Koronis. The Board reviewed the proposed park rules and established new Park Rules as follows:

Sauk River Park Rules

1. Quiet hours are 10 PM until 8 AM.
2. Any excessive/disruptive noise and you will be asked to leave without a refund.
3. Children and teenagers must be at your campsite (not roaming the campground or park) during quiet hours.
4. Music off at 10 PM.
5. No bike riding through campsites or playground area after dark.
6. Keg beer, loud parties, and excessive drinking is not allowed.
7. No glass bottles or containers are allowed in the park.
8. Please burn wood and paper only. DO NOT BURN plastic, Styrofoam or green treated lumber.
9. Please keep campsite as clean as when you arrived.
10. No chopping, cutting, or carving on trees, picnic tables, or campground property.
11. Pets must be leashed and attended at all times. Clean up after your pet. Only people and pet friendly dogs allowed.
12. Speed limit is 10 MPH.
13. No refunds due to weather.
14. We reserve the right to evict anyone, without refund, who creates a disturbance or nuisance, or endangers the safety of others.
15. Please respect the park, campground, and your fellow campers.
16. Please place your garbage in designated garbage containers.
17. Please recycle. Recycling containers are provided.
18. Golf carts and ATVs are not permitted on the grass areas of the park.
19. The day you plan to leave our campground, please do so by 4 PM to allow our next visitors time to arrive and set up.

A.I. #8 NEW BUSINESS

- a. The road work and final preparations are happening in the park now. A majority of the work in the campground has been completed except for the landscaping. Streets and Park Supervisor Gary Middendorf will layout the placement of the* fire rings and notify the board members. Anyone wishing to provide input prior to

installation of the fire rings is welcome to do so.

A.I. #9 INFORMATIONAL ITEMS

- a. The next Parks and Rec Board meeting is scheduled for Wednesday, August 23 2023.

A.I. #10 ADJOURNMENT

A motion was made by Mr. Berscheit seconded by Ms. Chmielewski and unanimously carried that the meeting be adjourned at 6:41 p.m.

PATRICIA HAASE – CITY CLERK