

**MELROSE PARKS AND RECREATION BOARD
REGULAR MEETING
TUESDAY JUNE 28, 2022 – 6:00 P.M.**

AGENDA

1. Call to Order/Roll Call
2. Approval of Agenda
3. Approval of Minutes
4. Introduction of Sheila Hellermann – City Planner
5. Old Business
 - a. Review Costs for Sauk River Park Improvements – final project
6. New Business
 - a. Golf Outing
7. Informational Items
8. Adjournment

NEXT MEETING DATE – August 25, 2022

**MELROSE PARKS AND RECREATION BOARD
REGULAR MEETING
TUESDAY, JUNE 28, 2022 – 6:00 P.M.**

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

The Melrose Parks and Recreation Board met in a Regular Meeting on Tuesday, June 28, 2022, at 6:00 p.m. at the Melrose City Center pursuant to due notice being given thereof. Present were Board Members Justin Frieler, Dave Berscheit, Craig Schiffler, Joelene Wieling, Sara Hoffner, City Administrator Colleen Winter, Streets/Parks Supervisor Gary Middendorf, and City Planner Shelia Hellermann. Chair Frieler called the meeting to order.

A.I. #2 APPROVAL OF AGENDA

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

A.I. #3 APPROVAL OF MINUTES

A motion was made by Mr. Berscheit, seconded by Ms. Hoffner and unanimously carried that the minutes from the Board's January 27, 2022, Regular Meeting, the February 16, 2022, Special Meeting and the March 16, 2022, Special Meeting, meeting be approved as presented.

A.I. #4 REPORTS

- a. City Administrator Winter introduced City Planner Shelia Hellermann. Ms. Hellermann will be the liaison for the Parks and Recreation Board.

A.I. #5 OLD BUSINESS

- a. The Board reviewed the costs of the Sauk River Park Improvements. We are currently a little over \$147,000 short to fully fund the bathroom. However, we do have funds in our Capital fund that we could potentially use for this part of the project. SEH will be performing the surveying work for the Sauk River Park. The existing playground equipment by the campsites will need to be replaced with the exception of a few pieces of equipment. A request was made to have sewer at the individual sites. City Engineer Blommel provided an estimated cost of \$200,000. This along with the campground being in a floodplain makes this costly and difficult to meet the environmental requirements. Board Member Justin Frieler is recommending that the shower/bathroom be the first priority. He would like to see the money from the Golf Fund Raiser go towards the fire rings.

A motion was made by Mr. Berscheit, seconded by Ms. Hoffner and unanimously carried to allocate the \$350,000 LCCMR grant money as presented. Staff will obtain costs for the shower/bathroom facility and will utilize the capital funds for the remaining balance.

A.I. #6 NEW BUSINESS

- a. Golf Outing – Our annual golf outing is August 5th, 2022. Board Member Schiffler will contact CAP Enterprises for design, options for securing, and cost for the firepits. If possible, they will have one available for the golf outing. City Administrator Winter is asking for volunteers for the fund raiser.

A.I. #7 INFORMATIONAL ITEMS

- a. The next Board meeting will be held on Thursday, August 25 at 6:00 p.m.

A.I. #8 ADJOURNMENT

A motion was made by Mr. Berscheit, seconded by Ms. Wieling and unanimously carried that the meeting be adjourned at 7:00 p.m.

PATRICIA HAASE – CITY CLERK