

**MELROSE PARKS AND RECREATION BOARD
REGULAR MEETING
TUESDAY, JUNE 17, 2025 – 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 17, 2025, at 6:00 p.m. at the Melrose City Center pursuant to due notice being given thereof. Present were Board Members Craig Schiffler, Dave Berscheit, Justin Frieler, Joe Woeste, Julie Baum, City Administrator Colleen Winter, Streets/Parks Supervisor Andrew Rousslange, and Community Development Director Sheila Hellermann. Board Member Lindsey Chmielewski was absent. Vice Chair Schiffler called the meeting to order. Chair Mark Niehoff arrived at 6:06 p.m.

A.I. #2 OATH OF OFFICE

- a. The City Council, its February 20, 2025, meeting expanded the park board from 5 to 7 members, keeping the seats on the board held by the MADA and Planning & Zoning representatives.. The Council at its April 16, 2025, meeting appointed Julie Baum to the Parks and Recreation Board, for a three-year term.

Community Development Director Sheila Hellermann administered the Oath of Office to Julie Baum

A.I. #3 APPROVAL OF AGENDA

A motion was made by Mr. Berscheit seconded Mr. Frieler and unanimously carried that the agenda be approved as amended.

A.I. #4 APPROVAL OF MINUTES

A motion was made by Mr. Frieler, seconded by Mr. Woeste and unanimously carried that the minutes from the Board's April 23, 2025, Regular Meeting be approved as submitted.

A.I. #5 REPORTS

- a. Community Development Director Sheila Hellermann reported that the Riverfest celebration will be held June 27-29. This year to help alleviate some of the parking issues, Mayers bus service will be running buses From St. Mary's church parking lot to Sauk River Park from 3:00 p.m.- 10:00 p.m. The park is getting a lot of use due to limitations of the fields at the school. The city has published its spring/summer newsletter. The newsletter mentions the park bench program.
- b. Streets/Parks Supervisor Andrew Rousslange stated that he has not heard anything regarding the scoreboards. He is waiting on the signs for Meadowlark Park. The pickleball court will be striped on June 18. Speed bumps have been added by the information center in the park. The streets/parks department has also made some improvements on the baseball fields.

Chair Mark Niehoff arrived at 6:06 p.m. and chaired the remainder of the meeting.

A.I. #6 ACTION ITEMS

None

A.I. #7 OLD BUSINESS

- a. The reservation system with Campspot has been live since the beginning of the year. There has been a lot of interest. The Park Board reviewed the Occupancy and Revenue report.
- b. The Park and Recreation Board have had discussions regarding upgrades to the skating rink. Community Development Director Hellermann has had discussions with Cura and they do not anticipate any improvements at that site until 2029 as they will need to request funding from the legislature. So, from Cura's standpoint there is no push to move it. Some of the immediate improvements mentioned for the warming house were speakers, new carpet, and LED lights. Ideas for 2026 would be new siding, and doors. At the Boards August meeting they will discuss the immediate repairs that need to be addressed yet this year.

A.I. #8 NEW BUSINESS

- a. The Board next discussed the 2026 budget. The Board discussed requesting the council to designate a portion of the campground revenues specifically to the park and recreation fund. Another suggestion for a 2026 project is an additional pickleball court.
- b. This season we have experienced some challenges with the sewer line in the campground. The sewer line has been televised, and they located the issue. It should now be fixed. The RV dump station also had issued. This has also been addressed.
- c. The Information Center is moving along. It is almost completed.

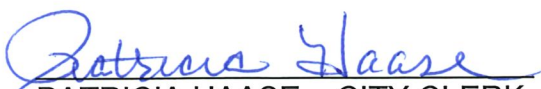
A.I. #9 INFORMATIONAL ITEMS

- a. The next Parks and Rec Board meeting is scheduled for Wednesday, August 20, 2025, at 6:00 p.m.

The Park Board discussed the need to address public urination in the Sauk River Park. Also banning the use of metal cleats on the baseball fields.

A.I. #10 ADJOURNMENT

A motion was made by Mr. Frieler seconded by Mr. Schiffler and unanimously carried that the meeting be adjourned at 6:48 p.m.


PATRICIA HAASE – CITY CLERK