

**MELROSE PARKS AND RECREATION BOARD
REGULAR MEETING
THURSDAY, OCTOBER 24, 2019 – 5:30 P.M.**

AGENDA

1. Call to Order/Roll Call
2. Approval of Agenda
3. Tour of Parks/Trails
4. Approval of Minutes
5. Reports
6. Action Items
7. Old Business
 - a. Fee Schedule
8. New Business
 - a. 2020 Meeting Schedule
9. Informational Items
10. Adjournment

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

The Melrose Parks and Recreation Board met in a Regular Meeting on Thursday, October 24, 2019 at 5:30 p.m. at the Melrose City Center pursuant to due notice being given thereof. Present were Board Members George Jensen, Bob Mayers, Justin Frieler, Adam Paulson, Dave Berscheit, City Administrator Colleen Winter, Streets/Parks Supervisor Gary Middendorf, and Community Development Director Lisa Atkinson. Chair Jensen called the meeting to order.

A.I. #2 APPROVAL OF AGENDA

The agenda was approved as submitted.

A.I. #3 TOUR OF PARKS AND TRAILS

The Board Members toured the City parks and trails. As its first priority, the Bike and Pedestrian Group has completed the bicycle shelter and is seeking input on the next set of priority tasks. The Board was asked to submit their recommendations to Community Development Director Atkinson.

A.I. #4 APPROVAL OF MINUTES

A motion was made by Mr. Berscheit, seconded by Mr. Frieler and unanimously carried that the minutes from the Board's August 29 Regular Meeting be approved.

A.I. #5 REPORTS

None

A.I. #6 ACTION ITEMS

None

A.I. #7 UNFINISHED BUSINESS

- a. The Board at its June 25 meeting, and again at the August 29 meeting, discussed the fee that is being charged for the Soccer League. It was determined that the fee of \$100 would stay the same and the damage/refund deposit would increase to \$1,000. In reviewing the Fee Schedule, there are no other park-related events that are charged that price. In order to be consistent, City Administrator Winter is recommending making the damage/refund deposit \$100 per month for ALL events but charge adult league fees \$100 plus \$25 per week after the fourth week. This would be consistent and fair with the rest of our park fees, and it is a better way for the City to deal with staff costs associated with clean-up after events. This same structure would apply to any league that plays for more than four weeks. The Board then discussed the camping fee and agreed not to make any changes at this time.

A motion was made by Mr. Frieler, seconded by Mr. Mayers and unanimously carried recommending the changes to the fee schedule making the damage/refund deposit \$100 per month for ALL events, but charge adult league fees \$100 plus

\$25 per week after the fourth week.

A.I. #8 NEW BUSINESS

- a. The Board reviewed the proposed 2020 Meeting Schedule.

A motion was made by Mr. Berscheid, seconded by Mr. Frieler and unanimously carried approving the 2020 Meeting Schedule with a start time of 6:00 p.m.

A.I. #9 INFORMATIONAL ITEMS

None

A.I. #10 ADJOURNMENT

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

PATRICIA HAASE – CITY CLERK