



CITY OF MELROSE
PARK COMMISSION
AGENDA • DECEMBER 9, 2013

Mt. Hood Clubhouse

Regular Meeting

7:00 PM

I. SIGNING OF WARRANTS

II. APPROVALS

1. Minutes November 9, 2013
2. 2014 Park Commission Meetings

III. RECREATION DEPARTMENT REPORT

1. Fall/Winter Programs Update
 - a. Middle School After School Library
2. Spring/Summer Programs Update
3. Staff
 - a. Recreation Coordinator Position - Justin Kelley hired
 - b. Recreation Director - Proposed Scale Change - CNU1 Level 18 Step 5
4. Concession Cart
5. FY14 Recreation Budget

IV. MOUNT HOOD REPORT

1. Report on Memberships
2. Mount Hood Outstanding Gift Certificate Report
 - a. Unredeemed Gift Certificates
3. Monthly Financial Reports
4. Report on requests for rental of club house....
5. Marketing Plan Update
6. Report on Staffing Level

7. Maintenance Log, Monthly Certification, Dog Incidents Log
8. Report on General Operation of Golf Course
 - a. Maintenance List Priorities - Update
 - i. Tree Work
 - ii. Retaining Wall
 - b. CIP Project Discussion - 3 Season Patio
 - c. 2014 Membership Packet
 - d. Beverage Cart
9. FY14 Mt Hood Budget
 - a. Trial Balance Report - New Format

V. PARK DEPARTMENT REPORT

1. General Park Dept. Report
 - a. Horace Mann Playground - Update
2. FY14 Park Budget

VI. PUBLIC PARTICIPATION

VII. ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING