



**CITY OF MELROSE**  
**PARK COMMISSION**  
**AGENDA • DECEMBER 14, 2015**

---

Mt. Hood Clubhouse

Regular Meeting

7:00 PM

---

**I. SIGNING OF WARRANTS**

**II. APPROVAL OF MINUTES**

1. Minutes November 9, 2015

**III. RECREATION DEPARTMENT REPORT**

1. Fall/Winter Programs Update
2. Spring/Summer Programs Update
3. School Department Updates
4. Concessions
5. FY16 Recreation Budget

**IV. MOUNT HOOD REPORT**

1. Report on Memberships
  - a. 2016 Membership Packet
  - b. Refund Policy
2. Mount Hood Outstanding Gift Certificate Report
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, Geese
8. Report on General Operation of Golf Course
  - a. 1st Fairway Culvert - Update

- b. Well Company - Update
  - c. Maintenance Lists/CIP Projects - Considerations
    - i. D&R Paving - Update
    - ii. Pond Maintenance - ConCom: Susan Murphy
  - d. Maintenance Lists/CIP Projects-Active
    - i. Dormers - Update
    - ii. Building Maintenance Log
    - iii. Work Order List
9. Mt Hood Budget
- a. City Water Bill
  - b. State Certified Free Cash Report
  - c. FY16 Mt Hood Budget

## **V. PARK DEPARTMENT REPORT**

- 1. General Park Dept. Report
  - a. Community Garden - Update
- 2. Park Projects
  - a. Fall/Winter Cleanup
- 3. FY16 Park Budget

## **VI. PUBLIC PARTICIPATION**

## **VII. ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING**