

**HARRISBURG PARK AND RECREATION ADVISORY BOARD  
APPROVED MINUTES OF THE MEETING OF May 10, 2017  
HELD AT 6:00 P.M. IN THE CITY HALL CONFERENCE ROOM**

**CALL TO ORDER**

Chairman Tank called the meeting to order at 6:01 p.m.

Members present: Bergsmith, DeBruin, and Tank. Staff present: McClung and Thurston. Others present: David Locke (Stockwell Engineers), Kami Rasmusson.

**APPROVAL OF AGENDA AND MINUTES**

1. To approve the agenda for the May 10, 2017 regular meeting.

Bergsmith moved, with DeBruin seconding, to approve the agenda. The motion was approved by a unanimous vote.

2. To approve the meeting minutes of April 12, 2017

DeBruin moved, with Bergsmith seconding, to approve the minutes of the April 12, 2017 Park Board meeting with the following amendment to the skateboard park recommendation: Kvasnicka then moved, with Kindt seconding, to recommend that a Skateboard Park would be looked into as part of the Park Capital Improvements Plan that will be created later this year. The motion was approved by a unanimous vote.

**BUSINESS ITEMS**

3. Discussion of summer activities flyer: Kami Rasmusson was present to discuss her efforts regarding the creation of a summer activities flyer. She has found an electronic option that could be linked to other websites (city, school, Harrisburg Days, HBA), can be searched and sorted by age group, event, etc., as well as accept registrations for activities. The site would require an administrator. The quoted cost would be \$495.00/per year. Ms. Rasmusson will obtain the contract for the board's review for the next meeting. Consensus of the board is to move forward with exploring the option of an electronic events calendar for the Harrisburg area.
4. Review of the Arbor Day Event: Felt that the Community clean-up day may of hurt attendance at this year's event. Discussion held regarding moving the event to Liberty School, creating flyers to advertise at the local business and make sure it is advertised in the Tiger Tuesday. Overall this year's event was considered another success.
5. HBA Update: John Ratzloff was not present to provide an update.
6. City Update: Jason Thurston reported on recent maintenance activities including opening the bathrooms at the ball diamonds and Ellis Larson Park, porta potty's have been put out, over seeding the parks, garden plots are ready, spread agri-lime on ballfields, and placing gravel by the berm on A Field.  
McClung asked that if the board hears of any organized events going on in the city parks to refer them to city hall to complete a Release and Indemnification agreement and that each participant sign a Release and Waiver of liability, Assumption of Risk

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and Indemnity Agreement. Also, a reminder that city ordinance prohibits consumption of alcohol in city parks.

7. National Night Out event planning discussion: DeBruin reported on his efforts of obtaining gift items for the event, possibly inviting congressional representatives which may bring the news and free advertising. Some items to work on: Continuation of obtaining donations, flyers for area businesses, design and order shirts for board, inflatables, invitation to the Fire Department and Sheriff's Office, Harrisburgers regarding meal, Snow Cone vendor, Ice Cream Vendor, Scouts, Legion Men and Auxiliary, and bike helmets for bike rodeo.
8. Election of Officers: Bergsmith moved, with DeBruin seconding to table the Election of Officers to the June Park Board Meeting,

Discussion held on the Compost drop site being closed, board understood the closing of the site, no recommendations from board on what should be done moving forward.

**ADJOURNMENT**

Bergsmith moved, with DeBruin seconding, to adjourn. The motion was approved by a unanimous vote. The meeting was adjourned at 7:12 p.m.

The next Board meeting will be held at 6:00 p.m. on Wednesday, June 14 in the City Hall Conference Room.

Respectfully submitted,

Mary McClung  
Finance Officer