

**HARRISBURG PARK AND RECREATION ADVISORY BOARD
APPROVED MINUTES OF THE MEETING OF JULY 12, 2017
HELD AT 6:00 P.M. IN THE CITY HALL CONFERENCE ROOM**

CALL TO ORDER

Chairman Tank called the meeting to order at 6:00 p.m.

Members present: Bergsmith, DeBruin, Kindt, Maxwell, McMahon, and Tank. Staff present: McMahon, Remmerde, and Thurston. Others present: Ryan Berg and John Ratzloff.

APPROVAL OF AGENDA AND MINUTES

1. To approve the agenda for the July 12, 2017 regular meeting.

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

2. To approve the meeting minutes of June 14, 2017

Kindt moved, with Bergsmith seconding, to approve the minutes of the June 14, 2017 Park Board meeting. The motion was approved by a unanimous vote.

BUSINESS ITEMS

3. Request to plant lilac bushes: Tank reported that he has not heard back from the family making the request.
4. Request for assistance with Movies in the Park: Thurston volunteered to assist Mr. Johns with the next movie.
5. Discussion of outdoor gym program: The Board asked McMahon to get information on cost and report back at the next meeting.
6. Discussion of park signs: The Board reviewed a draft park sign prepared by staff. Discussion of park rules centered on alcohol consumption in the parks and ended in a consensus to establish a permit system for alcohol consumption. This would require a \$50.00 permit fee to be paid at the Finance Office for each event that would be refundable if there was no cleanup needed by City staff. Lois McMahon moved, with Kindt seconding, to recommend to the City Council to post Park Rules signs at every park and at each ball field in Legion Park. The motion was approved by a unanimous vote.
7. HBA Update: John Ratzloff presented an update on the baseball season and field usage and the upcoming playoff tournament. The Board discussed storage needs with John. The consensus of the Park Board was to request the City Council, at their July 24 meeting, provide an update of the tear down of buildings at Ellis Larson Park and guidance on what is needed to move forward with construction of the concessions and crow's nest building at field A.

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8. City Update: Thurston reported on recent maintenance activities and discussed the need for more portable rest rooms. He suggested that for 2018 the Park Board investigate renting 6 porta-potties for placement in parks (with cleaning service) so the City's units could be placed at the ball fields. He feels that the need to move the City's units from the parks to support events takes a lot of staff time over the course of the summer and that it would be less expensive for the City to lease units for the parks. He said there needs to be more units at the ball fields based on how often they have to be emptied. Thurston also reported that a memorial plaque has been placed by a new tree he planted in Heartland Park. The consensus of the Board was that Board approval should have been sought before the plaque was placed but to leave the plaque in place. McMahon reported on the Willow Street Trail project progress, Pet Smart banners in two parks and the donation to the Park Fund for their display for a month, and the paving of the Heartland Park parking lot and the trail around the pond. He also distributed an article on tree planting programs and discussed this with the Board.
9. 2018 Park Budget Recommendation: The Board decided to postpone this discussion until the next meeting due to time constraints. Board members were asked to send their most needed projects to McMahon so a project priority list can be prepared for 2018.
10. National Night Out event planning discussion: DeBruin reported on his efforts of obtaining gift items for the event. McMahon was asked to order table covers for the event. The Board discussed plans for the event and decided to hold a special meeting at 2:00 p.m. on Sunday, July 30 at City Hall to prepare for the event.

ADJOURNMENT

Bergsmith moved, with Kindt seconding, to adjourn. The motion was approved by a unanimous vote. The meeting was adjourned at 7:33 p.m.

The next regular Board meeting will be held at 6:00 p.m. on Wednesday, August 9 in the City Hall Conference Room.

Respectfully submitted,

Michael McMahon
Planning & Zoning Administrator