

**HARRISBURG PARK AND RECREATION ADVISORY BOARD  
APPROVED MINUTES OF THE MEETING OF AUGUST 9, 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, Larson, Maxwell, Lois McMahon, and Tank.  
Staff present: Michael McMahon, Pietrus, Remmerde, and Thurston. Others present:  
Ryan Berg, John Ratzloff, and Travis Rhoades.

**APPROVAL OF AGENDA AND MINUTES**

1. To approve the agenda for the August 9, 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 July 12, 2017

DeBruin moved, with Kindt seconding, to approve the minutes of the July 12, 2017 Park Board meeting. The motion was approved by a unanimous vote.

**BUSINESS ITEMS**

3. Discussion with IT staff about creating a park reservation system. Rhoades suggested that a park reservation calendar and reservation request form be added to the City's web site. The estimated cost to do this would be around \$1,500. The Board discussed how this would look and work with Travis and reached a consensus to proceed with this. Rhoades will prepare a quote for the project.
4. Request to plant lilac bushes: Tank reported that he has discussed this request with the family and that they are ok with the Board deciding how many bushes and where to plant them. The Board discussed this with Thurston and the consensus was to plant 5 lilac bushes near the dragonfly in Heartland Park after moving some of the perennial flowers planted there.
5. HBA Update: John Ratzloff reported that the baseball and softball seasons are done and that fall baseball registration is about to begin. The Board discussed storage needs with John as well as the design of the replacement concession stand and crowd's nest.
6. City Update: Pietrus reported on efforts to stock minnows in Lake Ole, parking and gravel reclamation at Legion Park, design of the concession stand and crowd's nest at Field A, creation of a Park Facebook page, tear-down of the buildings at Ellis Larson Park, and project status of the Heartland Park parking lot and the new parking lot north of Liberty Elementary School. He discussed the concerns of the Council about the Park Rules signs with the Board. The consensus of the Board was to align the park hours with the City's juvenile curfew hours (5:00 a.m. to 10:00 p.m.) and to prohibit alcohol in all parks except Legion Park. He also discussed a screening fence along

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the new trail next to the Furniture Barn property and a dedication ceremony for the new lake and trail. October 6 was suggested as the date for a ceremony.

7. 2018 Park Budget Recommendation: The Board reviewed proposed CIP projects and discussed the 2018 budget. Ratzloff submitted a subsidy request for HBA for \$30,000. The Board decided not to purchase the surplus skateboard park equipment from Brandon. DeBruin moved, with Bergsmith seconding, to request to the City Council that funding for a picnic shelter in Lions Park (engineer's estimate is \$117,131.52) be added to the Buildings budget line item. The motion was approved by a unanimous vote. Kindt moved, with Maxwell seconding, to request to the City Council that the Rentals line item be increased to allow the lease and service of 5 Porta-potties for the 2018 park use season and that all other Park, Recreation, and Tree budget items be held at the 2017 budget amounts. The motion was approved by a unanimous vote. The Board also changed member park assignments with Maxwell responsible for Knight's Crossing, Lois McMahon responsible for Hugh Robinson, DeBruin responsible for Heartland and Rover Range, and Larson responsible for Lake Albers.
8. National Night Out event review: Tank thanked the Board for their work on the event. The Board discussed the need for more trash cans at next year's event as well as the need for drink alternatives. DeBruin is working on thank you letters for all of the donors.

**ADJOURNMENT**

Bergsmith moved, with Kindt seconding, to adjourn. The motion was approved by a unanimous vote. The meeting was adjourned at 8:06 p.m.

The next regular Board meeting will be held at 6:00 p.m. on Wednesday, September 13 in the City Hall Conference Room.

Respectfully submitted,

Michael McMahon  
Planning & Zoning Administrator