

**HARRISBURG PARK AND RECREATION ADVISORY BOARD
APPROVED MINUTES OF THE MEETING OF APRIL 10, 2019
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.

The Park Board welcomed new members Aaron Aylward and Tom Anez.

Members present: Anez, Aylward, Larson, Lois McMahon, and Tank. Staff present: McMahon, Thurston, and Dorhout. Guests present: Wendi Hogan, Kevin Maxwell, and John Ratzloff.

PUBLIC COMMENT

No public comment was offered.

BUSINESS ITEMS

1. To approve the agenda for the April 10, 2019 regular meeting.

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

2. To approve the meeting minutes of January 9, 2019.

McMahon moved, with Larson seconding, to approve the minutes of the January 9, 2019 Park Board meeting as presented. The motion was approved by a unanimous vote.

3. Discussion of the Arbor Day event.

The Board discussed this year's event to be held on April 27 from 11:30 a.m. to 1:00 p.m. at Liberty Elementary School.

4. Lions' Park Shelter Update.

Thurston reported that one quote has been received for this project. McMahon will follow up to attain three quotes for this project.

5. Sensory wall report

Lois McMahon has obtained a quote for \$12,500 for 4 sections of a playground sensory wall. Thurston will seek additional quotes.

6. Request for City Cleanup assistance by Leah Jansen.

McMahon relayed a request from Jansen requesting trash bags and disposal assistance for a volunteer cleanup crew. Thurston will coordinate the requested assistance.

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7. Discussion of Park Master Plan update.

McMahon reported that this update has been included as a project in the current Comprehensive Plan update with a proposed completion date of November, 2020. Upon adoption of the Comprehensive Plan update, scheduled for Monday, April 15, McMahon will contact SECOG for assistance in preparing the Park Plan update.

8. Election of Vice-Chair to fill vacancy.

After a brief discussion, Lois McMahon moved, with Aylward seconding, to cast a unanimous ballot for DeBruin for Vice-Chairman. The motion was approved by a unanimous vote.

9. Review letters of interest to fill vacancy.

The letter of interest from Wendi Hogan was the only letter received. After a brief discussion with Mrs. Hogan, the consensus of the Board was to recommend her appointment to the Mayor and City Council

10. HBA Update:

John Ratzloff from HBA was present to give this update. He reported that over 1,000 registrations were received for the 2019 season. He also updated the Board on efforts to build new fields at the High School and plans for scheduling of games for the 2019 season.

11. City Update:

Maxwell reported on interest from the Dakota Alliance Soccer League for establishing a soccer recreational program in Harrisburg. McMahon updated the Board on the Willow Street Trail project. Thurston discussed several projects with the Board. The first project he described was the installation of a bleacher unit at Heartland Park to accommodate the increased usage of ball field. Anez moved, with Larson seconding, to recommend to the City Council that up to \$2,300 be spent from the Parks Improvements Other Than Buildings Budget Line Item on the Jaypro quote for a 4-row bleacher unit to be placed at Heartland Park. The motion was approved by a unanimous vote.

The next project discussed was to replace worn and damaged playground equipment at Heartland Park. Anez moved, with Larson seconding, to recommend to the City Council that up to \$1,700 be spent from the Repairs and Maintenance Budget Line Item to replace the damaged playground equipment (space ship) at Heartland Park. The motion was approved by a unanimous vote.

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The final project discussed was the need for additional porta-potties for the parks this year. Jason's plan is to lease 5 units for 6 months (April through September) for five parks so the City-owned units are used at Central Park and the Community Gardens. He requested that the units be leased due to the lack of available staff time to maintain them. Anez moved, with Aylward seconding, to recommend to the City Council that up to \$3,500 be authorized from the Rentals Budget Line Item for leasing 5 portable toilet units for six months with maintenance service for the units. The motion was approved by a unanimous vote.

12. Disability Committee Discussion.

Anez reported on efforts to establish a community Disability Committee.

ADJOURNMENT

Larson moved, with Anez seconding, to adjourn. The motion was approved by a unanimous vote. The meeting was adjourned at 8:15 p.m.

The next regular Board meeting will be held at 6:00 p.m. on Wednesday, May 8 in the City Hall Conference Room.

Respectfully submitted,

Michael McMahon
Planning & Zoning Administrator