

**HARRISBURG PARK AND RECREATION ADVISORY BOARD
APPROVED MINUTES OF THE MEETING OF MAY 8, 2019
HELD AT 6:00 P.M. IN THE LIBERTY ELEMENTARY SCHOOL BOARD ROOM**

CALL TO ORDER

Chairman DeBruin called the meeting to order at 6:00 p.m. The meeting location was changed due to a scheduling conflict with the City Council.

The Park Board welcomed new member Wendi Hogan.

Members present: Aylward, DeBruin, Hogan, Larson, and Lois McMahon. Staff present: McMahon, Thurston, and Dorhout. Maxwell joined the meeting at 6:40 and Tank joined at 6:55.

PUBLIC COMMENT

No public comment was offered.

BUSINESS ITEMS

1. To approve the agenda for the May 8, 2019 regular meeting.

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

2. Approval of the meeting minutes of April 10, 2019.

Aylward moved, with Hogan seconding, to approve the minutes of the April 10, 2019 Park Board meeting as presented. The motion was approved by a unanimous vote.

3. Approval of the minutes of the April 27, 2019 Arbor Day Event.

McMahon moved, with Aylward seconding, to approve the minutes of the April 27, 2019 Arbor Day event as presented. The motion was approved by a unanimous vote.

4. Review of the Arbor Day event.

The Board reviewed this year's event and asked staff to advertise the unclaimed seedlings on the Park Board Facebook page. The Board also discussed working with a local business to hold a second event for next year's Arbor Day.

5. Election of Officers.

McMahon moved, with Larson seconding, to elect DeBruin as Chairman. The motion was approved by a unanimous vote.

Larson moved, with DeBruin seconding, to elect McMahon as Vice-Chair. The motion was approved by a unanimous vote.

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McMahon moved, with Aylward seconding, to elect Larson as Secretary. The motion was approved by a unanimous vote.

6. Assignment of Parks

The Board discussed park assignments and reached a consensus for the following:

Anez:	Lions Park
Aylward	Rover Range Park
DeBruin	Hugh Robinson Park
Hogan	Heartland Park
Larson	Ellis Larson Park and Grand Gardens
McMahon	Knight's Crossing Park
Staff:	Central Park, including the retention pond, and Legion Park

7. Review letters of interest to fill vacancy.

The Board reviewed the letter of interest from Casey Davidson and decided to wait to make a recommendation until the next Board meeting. Staff was asked to invite Mr. Davidson to that meeting.

8. Review of quotes for Lions Park picnic shelter.

The Board reviewed the three received quotes and discussed them with staff. Larson moved, with Hogan seconding, to recommend to the City Council that the lowest quote, from Mathiesen Construction, to construct a picnic shelter in Lions Park be accepted, as well as their shingle upgrade bid option, and paid for from budgeted Park funds. The motion was approved by a unanimous vote.

9. Review of quotes for sensory wall and accessible swings.

Thurston presented two quotes for sensory walls and molded bucket seat swings. The Board extensively discussed the differences between the quote amounts, the contrasting styles, the durability of the proposed sensory walls, and the contrasting appearances. McMahon moved, with Hogan seconding, to recommend to the City Council that the quote from Dakota Playground to construct a sensory wall in Lions Park and 3 swings in Hugh Robinson, Knight's Crossing, and Lions Parks be accepted and paid for from budgeted Park funds. The motion was approved with DeBruin, Hogan, Larson, and McMahon voting for the motion and Aylward voting against the motion.

10. Discussion of bat houses.

The Board discussed the need to install bat houses and options on how best to proceed. The consensus of the Board was to direct staff to research installation options and kit types and bring this information to next month's Board meeting.

11. HBA Update:

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No one from HBA was present to provide this update.

12. City Update:

Thurston updated the Board on the order for bleachers and portable toilets as well as recent maintenance activities. He also reported that the Central Park retention pond has been designated as a public fishing area by GF&P and that a meeting with a GF&P representative will be held on May 22 to discuss the installation of a fishing pier. McMahon reported on the outcome of the Active Transportation Assessment, a sponsorship opportunity, a memorial bench program, and efforts of two middle school students to start a second community garden.

ADJOURNMENT

Aylward moved, with Larson seconding, to adjourn. The motion was approved by a unanimous vote. The meeting was adjourned at 7:32 p.m.

The next regular Board meeting will be held at 6:00 p.m. on Wednesday, June 12 in the City Hall Conference Room.

Respectfully submitted,

Michael McMahon
Planning & Zoning Administrator