

HARLAN PARKS & RECREATION BOARD – JANUARY 14, 2025

The Harlan Parks & Recreation Board met on Tuesday, January 14th, 2025, at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: LaDonna Havick @ 12:03, Nic Christensen, Todd Berndt, Sara Poepsel

Absent: Jeff Moser

Present Electronically: Troy Schaben

Also Present: Tim Miller, Susan Brammann, Ashley Schleis, Gervas Mgonja, Jenney Kelly

The meeting was called to order by Berndt. It was moved by Christensen and seconded by Poepsel to approve the agenda as presented. Motion carried unanimously.

Any conflicts of interest are to be stated when applicable. None.

It was moved by Poepsel and seconded by Christensen to approve the minutes of the December 10, 2024, meeting. Motion carried unanimously.

Superintendent Report – updates provided by Tim Miller

- Parks have slowed down due to Holidays and the snow we have received so far.
- Doing Vehicle Maintenance
- Tim has CPO Training May 2025

Monthly Financials – Pool & Parks (Information Only) – FY financials were provided for review

River Access Project – Starting Phase 1, there is a requirement of doing an archeological study in the new area for putting in spoils. We are now looking at an April Letting.

Pool Hours – New Pool Hours were proposed. It was moved by Havick to recommend to City Council new hours Sunday-Friday 1-8, Saturday 12-7, and seconded by Poepsel. Motion carried unanimously.

Pool Season Passes sale dates

- Review Passes – Prices were increased in 2024, will keep current prices and Caregiver Passes.
- Sale – April 1-30th – It was moved by Havick to recommend to City Council Pool Passes sale dates and seconded by Christensen. Motion carried unanimously.

Parks Planning Document (Update & Discussion) – Added Shelter at Dog Park.

Grants Overview & Update –

- ~~a) Shelby County Community Foundation (SCCF Spring Grant – Due February 1, 2024~~
- b) Iowa West Foundation – 3 cycles per year; Letter of inquiry period January, May, and Sept 1st; Application Due January, May, and Sept 15th)
- c) Monogram Grant – April 2025 (Basketball Goals)
- d) Wellmark MATCH Grants – no offering for 2024 – checking to see if there is 2025 offering
- e) IPRA Mini Grant – Due end of January (\$1,000)

Other Business: There is a Dream Playground meeting on January 28th, at 5:15 PM at Mi Casa. Sara Poepsel and Tom Zaccone will be starting face to face again soon. Planning to have another 5k Fun Day 1st weekend in May 2025 and possibly another fundraiser in March. Looking at ideas. EXO pole inspection reports have not come back yet. Will review when the report is completed. Getting Little League JJ Jensen field reservations already, the city will not be doing field prep for road trip teams. Todd Berndt brought up getting a windbreak at JJ Jensen for grilling outdoors.

The next meeting will be on **Tuesday, February 11, 2025**, at noon in the Council Chambers.

There being no further business, the meeting adjourned.

Susan E. Brammann

Susan E. Brammann, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – MARCH 11, 2025

The Harlan Parks & Recreation Board met on Tuesday, March 11, 2025, at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: LaDonna Havick, Jeff Moser, Todd Berndt

Absent: Nic Christensen, Sara Poepsel

Present Electronically:

Also Present: Tim Miller, Susan Brammann, Ashley Schleis, Gervas Mgonja

The meeting was called to order by Berndt. It was moved by Havick and seconded by Moser to approve the agenda as presented. Motion carried unanimously.

Any conflicts of interest are to be stated when applicable. None.

It was moved by Moser and seconded by Havick to approve the minutes of the January 14, 2025, meeting. Motion carried unanimously.

Superintendent Report – updates provided by Tim Miller

- Due to recent weather there is tree debris to be picked up
- Parks Shelter roofs are in the process of getting replaced due to hail. Pioneer Park is done, JJ Jensen contract is signed and will be done in April
- JJ Jensen is currently doing net repairs on backstops and other repairs
- Ad for lifeguards and PT Seasonal help went out in Harlan Tribune recently. Also, looking for FT help at JJ Jensen field.
- Dog calls are increasing due to nice weather

Monthly Financials – Pool & Parks (Information Only) – FY financials were provided for review

JJ Light Poles Report – Inspection by EXO is complete, waiting on full report. 12 poles were rejected at 66% of original strength. 2 poles have been taken down and replaced. 1 at Potter Park and at JJ Jensen – 5 poles were rejected. 3 at field 2, 1 at field 3 and 1 at softball field.

JJ Lighting Bids – We have received bids from 4 companies. Musco, Techline, National LED, and Brightway. It was discussed that Musco offers a 25-year warranty, all other companies offer 10-year warranty.

River Access Project – A class 1 archeological study must be completed, pushing the letting back to June 1, 2025

Grandma B's Dream Playground – The committee has a deadline of April 15, 2025, for all outside donations and grants, then they will start applying for funding. Looking at August for demolition, September for groundwork and October for playground work. Bids for work will need to be in by April. Discussed Puzzles, Pints, and Brew fundraiser that is being held on March 27, 2025. So far 9 teams have signed up for 6:00 PM slot and 2 teams for 7:30 slot.

High School Request to Help Pay for Fencing – Discussed High School wanting help on a fence to be placed around the bullpens for safety reasons. Due to the importance of replacing poles and new lighting at JJ Jensen it was motioned by Havick and seconded by Moser to table this until we have numbers on Pole and Lighting projects. Motioned carried.

Parks Planning Document (Update & Discussion) No Update or Discussion

Grants Overview & Update –

- ~~a) Shelby County Community Foundation (SCCF Spring Grant – Due February 1, 2024~~
- b) Iowa West Foundation – 3 cycles per year; Letter of inquiry period January, May, and Sept 1st; Application Due January, May, and Sept 15th)
- c) Monogram Grant – April 2025 (Basketball Goals) Plan to discuss further in April
- d) ~~Wellmark MATCH Grants – no longer offers~~
- e) IPRA Mini Grant – Due end of January (\$1,000)

Other Business: Tim Miller was approached by a Eagle Scout who is wanting to do an Eagle project. He is looking at putting in a handicap ledge at the pond at Pioneer Park. There will be a presentation by the Eagle Scout in April.

The next meeting will be on **Tuesday, April 8th, 2025, at noon in the Council Chambers.**

There being no further business, the meeting adjourned.

Susan E. Brammann

Susan E. Brammann, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – APRIL 8, 2025

The Harlan Parks & Recreation Board met on Tuesday, April 8, 2025, at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: LaDonna Havick @ 12:05, Jeff Moser, Todd Berndt, Nic Christensen,

Absent: Sara Poepsel

Present Electronically: Troy Schaben

Also Present: Tim Miller, Susan Brammann, Ashley Schleis, Gervas Mgonja, Jennifer Kelly

The meeting was called to order by Berndt. It was moved by Christensen and seconded by Moser to approve the agenda as presented. Motion carried unanimously.

Any conflicts of interest are to be stated when applicable. None.

It was moved by Moser and seconded by Christensen to approve the minutes of the March 11, 2025, meeting. Motion carried unanimously.

Superintendent Report – updates provided by Tim Miller

- Little League Restrooms – Most of the bathrooms are in working order and are ready.
- Pool Pass Sale & Roof – Pool Pass sale is underway, and roof was replaced on pumphouse and bathhouse.
- JJ Jensen Staff – Still needing staff. Will be putting an ad in the newspaper for help.

Monthly Financials – Pool & Parks (Information Only) – FY financials were provided for review

JJ Light Poles Report – We currently have 2 bids for light poles. Not ready to propose a fix at this time.

JJ Lighting Bids – It was moved by Christensen and seconded by Moser to engage with MUSCO further. Motion carried unanimously.

JJ Jensen Naming Rights – Currently working with a donor for naming rights at JJ Jensen.

River Access Project – No update, still slated for a June letting.

Grandma B's Dream Playground – Successful fundraiser in March. Puzzles, Pints, and Playground Dreams held at Goozman's Westside Lounge raised over \$4000.00. A lot of work went into this fundraiser. A big Thank You to Pizza Ranch and Goozman's Westside Lounge.

High School Request to Help Pay for Fencing – It was moved by Moser and seconded by Havick to decline request to help pay for bullpen fencing. Motion carried unanimously.

Parks Planning Document (Update & Discussion) No Update or Discussion

Grants Overview & Update –

- ~~a) Shelby County Community Foundation (SCCF Spring Grant – Due February 1, 2024~~
- b) Iowa West Foundation – 3 cycles per year; Letter of inquiry period January, May, and Sept 1st; Application Due January, May, and Sept 15th
- c) Monogram Grant – April 2025 (Basketball Goals) Plan to discuss further in April
- d) ~~Wellmark MATCH Grants – no longer offers~~
- e) IPRA Mini Grant – Due end of January (\$1,000)

Other Business: Tim brought up that there are terms set to expire in July of 2025. Moser stated he would do another term. Berndt brought up outside teams wanting to practice at JJ Jensen. Outside teams can practice at JJ Jensen, however, they will have to schedule practices around Harlan Little League.

The next meeting will be on **Tuesday, May 13, 2025**, at noon in the Council Chambers.

There being no further business, the meeting adjourned.

Susan E. Brammann

Susan E. Brammann, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – MAY 13, 2025

The Harlan Parks & Recreation Board met on Tuesday, May 13, 2025, at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: LaDonna Havick @ 12:04, Jeff Moser, Todd Berndt, Nic Christensen,

Absent: Sara Poepfel

Present Electronically: Troy Schaben

Also Present: Tim Miller, Susan Brammann, Ashley Schleis, Gervas Mgonja, Joe Rueschenberg, Scott Petersen

The meeting was called to order by Berndt. It was moved by Christensen and seconded by Moser to approve the agenda as presented. Motion carried unanimously.

Any conflicts of interest are to be stated when applicable. None.

It was moved by Moser and seconded by Christensen to approve the minutes of the April 8, 2025, meeting. Motion carried unanimously.

Superintendent Report – updates provided by Tim Miller

- Parks has a lot going on right now with mowing.
- 1 person has been hired for JJ Jensen
- Having some issues with sprinklers at JJ Jensen, so they are temporarily turned off.
- Pool is in the process of being filled. Right now, it is about a quarter filled, it must be half filled before pumps can be turned on. HMU has been helpful with the process.
- Lifeguard Orientation is being held on Wednesday, May 14th

Monthly Financials – Pool & Parks (Information Only) – FY financials were provided for review
Spoke briefly about FY year ending on 06/30/25

JJ Lighting Bids – Still waiting on Musco for updated bid amount.

JJ Jensen Naming Rights – Still in talks with Monogram Foods on donation.

River Access Project – Updated that we are on the DOT letting schedule for July 2025

Grandma B's Dream Playground –

- 5k and Game Day was held Saturday, May 3rd. There was a low attendance compared to last year, however there were quite a few donations made.
- Next fundraiser is Saturday, July 19, 2025, at Vets Auditorium. Music will be provided by Humdingers. There will be line dancing and lessons. Also planning on an Arts and Crafts Silent Auction that night.
- Discussed Grants being applied for and ideas for donations.

Parks Planning Document (Update & Discussion) No Update or Discussion

Grants Overview & Update –

- ~~a) Shelby County Community Foundation (SCCF Spring Grant – Due February 1, 2024~~
- b) Iowa West Foundation – 3 cycles per year; Letter of inquiry period January, May, and Sept 1st; Application Due January, May, and Sept 15th)
- c) Monogram Grant – May 31, 2025 (Basketball Goals) Plan to resubmit this month
- d) IPRA Mini Grant – Due end of January (\$1,000)

Other Business: Movie in the Park was brought up by Tim Miller. The Dream Playground would like the Parks to take over this. Discussed maybe having a movie night at the pool for Splash Bash. Will put this on the Agenda for June. Tim received a call from Tori's Angels about donating a pool pass to a family. In the past, we have not donated pool passes and will not going forward.

The next meeting will be on **Tuesday, June 10, 2025**, at noon in the Council Chambers.

There being no further business, the meeting adjourned.

Susan E. Brammann

Susan E. Brammann, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – JUNE 10, 2025

The Harlan Parks & Recreation Board met on Tuesday, June 10, 2025, at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: LaDonna Havick @ 12:12, Todd Berndt, Nic Christensen

Absent: Jeff Moser

Present Electronically: Sara Poepsel, Ashley Schleis, Troy Schaben

Also Present: Tim Miller, Susan Brammann, Scott Petersen, Gervas Mgonja, Jenney Kelly

The meeting was called to order by Berndt. It was moved by Christensen and seconded by Poepsel to approve the agenda as presented. Motion carried unanimously.

Any conflicts of interest are to be stated when applicable. None.

It was moved by Christensen and seconded by Poepsel to approve the minutes of the May 13, 2025, meeting. Motion carried unanimously.

June Schleimer and Vivian Schleimer to present Eagle Project – Vivian Schleimer who is an active Scout was present to propose 2 wheelchair table w/benches to be installed at Pioneer Park. One will possibly be placed in pre-existing structure off Pine Street by the handicap parking stalls and one possibly to be placed under the existing structure to the North of the pond and West of 12th St. Concrete to be poured by Patriot's Choice/James Sheehan and Matt Bartelson with BartT welding will help secure the tables. Tables that are being provided will be ordered from Amazon. Vivian requested that a plaque with her name and Eagle project be placed on each table. Looking at Late July or Early August to begin project. It was moved by Christensen and seconded by Havick to recommend to City Council to approve Vivian Schleimer's Eagle Scout project. Motion carried unanimously.

Superintendent Report

Pool is in full swing and doing good despite cooler weather

JJ is busy – employee Cash Cleaveland is doing a great job at maintaining the fields

There are tournaments coming up next week

Normal Repairs are being done, and spraying will begin soon

Monthly Financials – Pool & Parks (Information Only) – No update other than end of fiscal year is June 30, 2025

JJ Jensen Naming Rights – No update this meeting

River Access Project – Moved to September letting

Bullpen for High School Softball Field – Tim Miller was approached concerning a Bullpen for JV and Varsity Field. They would provide materials with Tim Miller and Jeff Moser providing the labor. No final plan but will be meeting on 06/11/25. It was moved by Christensen to install bullpen at JV and Varsity Field and seconded by Havick. Motion carried unanimously.

Grandma B's Dream Playground – With current donations we have so far, hoping to begin this fall. Gervas Mgonja has applied for CAT Grant.

a.) **Kids' night at Shelby County Speedway, June 28**

This is something new this year. Needing 5-6 volunteers. Volunteers will be at the speedway applying temporary tattoos. Looking at doing at 50/50 drawing.

b.) **Donut eating contest, July 17**

This event will take place on Roar into Harlan night. Christian Rise Donuts will be providing donuts. Adults 12 and over registration is \$20.00 or the option of having sponsors to raise money. Children 12 and under is \$10.00 or the option of having sponsors to raise money.

c.) **Concert at Vets, July 19**

This event will have line dancing lessons. Humdingers will be performing live music with line dancing. Dinner will be available with The Cattleman's helping grill. Silent Auction will be held for craft items.

Movie in the Park/Pool – This was a project that was previously done by Dream Playground Committee. They would like Park & Rec to take this event over. We have the equipment; the only cost would be the movie. Currently, looking into having a movie at the Pool on August 8, 2025. Monogram has offered to sponsor the movie for this event and there will be more discussion at next month's meeting on the movie title. There will be a charge to get into the Pool for this event. Also, looking at a date in September or October to have a Movie in the Park.

Parks Planning Document (Update & Discussion) No Update or Discussion

Grants Overview & Update –

- a) ~~Shelby County Community Foundation (SCCF Spring Grant – Due February 1, 2024~~
- b) Iowa West Foundation – 3 cycles per year; Letter of inquiry period January, May, and Sept 1st; Application Due January, May, and Sept 15th)
- c) Monogram Grant – May 31, 2025 (Basketball Goals) Sara Poepsel has applied for this grant
- d) IPRA Mini Grant – Due end of January (\$1,000)

Other Business: Troy Schaben brought up that the JJ Jensen looks great and was wondering if there needs to be a second trashcan located at the restrooms. Tim will look into this.

The next meeting will be on **Tuesday, July 8, 2025**, at noon in the Council Chambers.

There being no further business, the meeting adjourned.

Susan E. Brammann

Susan E. Brammann, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – JULY 8, 2025

The Harlan Parks & Recreation Board met on Tuesday, July 8, 2025, at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: LaDonna Havick @ 12:06, Todd Berndt, Nic Christensen, Scott Petersen

Absent: Jeff Moser

Present Electronically: Troy Schaben

Also Present: Tim Miller, Susan Brammann, Ashley Schleis, Gervas Mgonja,

The meeting was called to order by Berndt. It was moved by Christensen and seconded by Petersen to approve the agenda as presented. Motion carried unanimously.

Any conflicts of interest are to be stated when applicable. None.

It was moved by Christensen and seconded by Petersen to approve the minutes of the June 10, 2025, meeting. Motion carried unanimously.

Superintendent Report

- Little League is done for the season, there are 2 home baseball games left, possibly three depending on outcome of games.
- Fair week is underway
- Pool is doing very well this year
- Parks will be starting to cut trees soon

Monthly Financials – Pool & Parks (Information Only) – Discussed Year End

JJ Jensen Naming Rights – Working with Monogram on mockup signs. Will be having a meeting soon.

Leinen Memorial Bench – Charlotte Leinen would like to install a concrete memorial bench in Pioneer Park where it can be seen from 12th St. Bench will have a concrete pad. Parks will determine best place for bench to be installed in keeping with Charlotte Leinen's wishes. It was moved by Havick and seconded by Christensen to recommend to City Council to approve Leinen Memorial Bench be installed in Pioneer Park. Motion carried unanimously.

Grandma B's Dream Playground – There was a P & F meeting about the City helping fund Grandma B's Dream Playground project. This then went to Council and was approved. Construction can start as early as 08/06/25. Plans include moving trees at the end of July and erecting a construction fence 08/03/25

- a.) Kids' night at Shelby County Speedway, June 28 – There was a fundraiser held at the speedway. Volunteers applied temporary tattoos and there was a 50/50 raffle done. \$950.00 worth of tickets were sold in the pits and \$900.00 worth of tickets sold in the stands. Donations went very well.
- b.) Donut eating contest, July 17 – Donut eating contest to be held during the July 17th Roar into Harlan. It will be held on the square at 7:30 – 7:45. As of this date we have 17 adults and 5 kids. Cash prize for adults will be \$100.00 and for kids \$50.00 with a trophy. There will possibly be a 50/50 raffle.
- c.) Concert at Vets, July 19 – Doors will open at 5:00 p.m. for this event. Free will donations to get in. Line dancing lessons available from 5:45 p.m. – 6:30 p.m. with the Humdingers performing from 6:30 p.m. – 9:30 p.m. Food will be available during the event and there is a silent auction for crafts and art. The silent auction went live today, and bidding can begin. Matching grant up to 2500.00 provided by American Woodmen of America.

Movie in the Park/Pool – Event date will be on 08/08/25. Connie Claussen has asked to be the lead on this event with LaDonna Havick as co-lead. Monogram will provide the movie. Moana 2 was decided on for the movie. Looking at free will donations to get into this event. Concessions will be handled by the pool.

Parks Planning Document (Update & Discussion) No Update or Discussion

Grants Overview & Update –

- a) Iowa West Foundation – 3 cycles per year; Letter of inquiry period January, May, and Sept 1st; Application Due January, May, and Sept 15th) – Not eligible for Dream Playground
- b) Monogram Grant – May 31, 2025 (Basketball Goals) Sara Poepsel has applied for this grant
- c) IPRA Mini Grant – Due end of January (\$1,000)

Other Business: None

The next meeting will be on **Tuesday, August 12, 2025, at noon in the Council Chambers.**

There being no further business, the meeting adjourned.

Susan E. Brammann

Susan E. Brammann, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – AUGUST 12, 2025

The Harlan Parks & Recreation Board met on Tuesday, August 12, 2025, at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: LaDonna Havick @12:03, Todd Berndt, Nic Christensen

Absent: Jeff Moser, Scott Petersen

Present Electronically: Troy Schaben

Also Present: Tim Miller, Susan Brammann, Ashley Schleis, Gervas Mgonja, Jenney Kelly

The meeting was called to order by Berndt. It was moved by Christensen and seconded by Havick to approve the agenda as presented. Motion carried unanimously.

Any conflicts of interest are to be stated when applicable. None.

It was moved by Christensen and seconded by Havick to approve the minutes of the July 8, 2025, meeting. Motion carried unanimously.

Superintendent Report

Parks have been very busy with mowing and weed eating.

Ball infields will soon be sprayed.

Monthly Financials – Pool & Parks (Information Only) – No Update

JJ Jensen Naming Rights – No Update

Pool Update

Pool has a leak and ACCO is there now. Staff have been trying to locate where the leak is.

Movie night at the pool went very well. There were 75-100 people and donations were great.

Pool diving boards need replacement. Replacing 2 diving boards, they should arrive in the next couple of weeks and plan to install them this fall or early spring 2026.

Grandma B's Dream Playground

Demo is finished Playground equipment to be installed October 2025.

Waiting on plans for the restrooms – they will not be open this year.

Will be going to council with plans soon.

There is going to be a full-page ad in Friday's (08-15-25) edition thanking all who donated.

Parks Planning Document (Update & Discussion) No Update or Discussion

Grants Overview & Update –

- a) Iowa West Foundation – 3 cycles per year; Letter of inquiry period January, May, and Sept 1st; Application Due January, May, and Sept 15th) – Not eligible for Dream Playground
- b) Monogram Grant – May 31, 2025 (Basketball Goals)
- c) IPRA Mini Grant – Due end of January (\$1,000)

Other Business: Tim brought up Movie in the Park for Fall and discussed possible dates. If this does not work out discussed the possibility of having a Movie for the Grand Opening Celebration for Grandma B's Dream Playground Re-Imagined. Tim brought up a potential fundraiser for October 18th at the Vets. Pizza, Puzzles, and band. Also discussed lights being installed at JJ Jensen in the Fall.

The next meeting will be on **Tuesday, September 9, 2025, at noon in the Council Chambers.**

There being no further business, the meeting adjourned.

Susan E. Brammann

Susan E. Brammann, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – SEPTEMBER 9, 2025

The Harlan Parks & Recreation Board met on Tuesday, September 9, 2025, at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: LaDonna Havick @ 12:05, Todd Berndt, Nic Christensen, Scott Petersen

Absent: Jeff Moser

Present Electronically: Troy Schaben

Also Present: Tim Miller, Susan Brammann, Ashley Schleis, Gervas Mgonja, Jennifer Kelly

The meeting was called to order by Berndt. It was moved by Christensen and seconded by Petersen to approve the agenda as presented. Motion carried unanimously.

Any conflicts of interest are to be stated when applicable. None.

It was moved by Christensen and seconded by Petersen to approve the minutes of the August 12, 2025, meeting. Motion carried unanimously.

Superintendent Report

- Working at the pool due to the leak
- Busy with mowing, replanting grass seed, and taking trees out
- Will be looking at what will need to be winterized

Monthly Financials – Pool & Parks (Information Only) – Utilities a little higher this month due to pool leak

Cyclone Tennis Courts – Working on sending out price options for redoing. It is budgeted, however, looking at doing an RFP for lines, including a pickleball court. Right now, the school needs 8 tennis courts, but with public interest growing for pickleball, we would like to have 7 tennis courts with 2 pickleball courts.

Pool Update – There is still a possibility of a leak in the pool. Patched the manhole where the drain is and the manhole stayed dry. Turned on the pumps and filled the pool again. The pool is still losing water at an inch a day, but it could be due to evaporation. If not, Parks will be checking the lines for any leaks. Once leak is resolved the pool will be drained and prepped for winterization. Pool had to buy new parts for the low dive board that was just purchased.

Grandma B's Dream Playground

- Dream Playground is having a fundraiser on Saturday, October 18th at the Vet's. It is the final slide to the finish. This event will have live music from 7-10, Pizza Puzzle starting at 6 PM, and a hot dog eating contest starting at 7:30 PM. Right now, the committee is working on getting sponsors for this event.
- A new piece of equipment arrived at the playground and grading should be starting soon.
- RFP is due this Friday for the framing portion of the restrooms. All other restroom construction has been donated by area businesses.

Parks Planning Document (Update & Discussion) No Update or Discussion

Grants Overview & Update –

- a) Iowa West Foundation – 3 cycles per year; Letter of inquiry period January, May, and Sept 1st; Application Due January, May, and Sept 15th) – Not eligible for Dream Playground
- b) Monogram Grant – May 31, 2025 (Basketball Goals) Will find out in October
- c) IPRA Mini Grant – Due end of January (\$1,000)

Other Business: City Administrator Gervas Mgonja applied for a tree grant which we received 33 trees. We will be planting trees this fall at JJ Jensen, North Park and Pioneer Park. Trees were planted 2 years ago at Little George. River Access project was discussed. DNR is to turn in a Flood Plain permit next Tuesday. Looking at a Dec 16, 2025, letting. Movie night for next spring 2026 was briefly discussed. Looking at possibly having that the 2nd weekend in May with the 5k Fun Day.

The next meeting will be on **Tuesday, October 14, 2025, at noon in the Council Chambers.**

There being no further business, the meeting adjourned.

Susan E. Brammann

Susan E. Brammann, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – OCTOBER 14, 2025

The Harlan Parks & Recreation Board met on Tuesday, October 14, 2025, at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: LaDonna Havick, Todd Berndt, Nic Christensen, Scott Petersen,

Absent: Jeff Moser

Present Electronically: Troy Schaben

Also Present: Tim Miller, Susan Brammann, Ashley Schleis, Gervas Mgonja, Jennifer Kelly

The meeting was called to order by Berndt. It was moved by Havick and seconded by Christensen to approve the amended agenda as presented. Motion carried unanimously.

Any conflicts of interest are to be stated when applicable. None.

It was moved by Christensen and seconded by Petersen to approve the minutes of the September 9, 2025, meeting.

Motion carried unanimously.

Present to be heard – Justin Harper was present to propose a new 18-hole disc golf course at Pioneer Park. He would like to do tournaments and stated that tournaments would bring revenue to the city. A rough layout of the course was presented to the commission. His layout would include 18-36 chain baskets with weatherproof locks to deter theft, T signs and concrete T pads. Mowing around the T pads was discussed. Projected cost for the new disc golf course was estimated at around \$12,00.00. Justin has been working on getting sponsors for baskets and he stated that he and volunteers would be handling the labor. He is looking at installation to begin Spring/Summer of 2026. Commission discussed the need for new baskets and an updated disc golf course and will be discussed at the December meeting after more information is received.

Superintendent Report

- Planting up to 33 trees tomorrow and Parks is looking for volunteers to meet up at JJ Jensen at 4:30 PM
- Winterizing has begun and will ramp up next week with all winterization to be completed by October 31st.
- Pioneer Park restroom was vandalized which prompted early closing.
- Will be busy cutting down trees and getting spraying done before the leaves fall.

Monthly Financials – Pool & Parks (Information Only)

Cameras for Parks – Looking at installing cameras at all parks and other parts of the city. Tim Miller spoke with Cory Gaskill and Brian Dotzler at HMU. Christensen motioned to recommend moving forward with cameras pending bids and Havick seconded the motion. Motion carried unanimously.

Cyclone Tennis Courts – RFP's will be sent out and will be looking closely at budget. To be discussed at a later date.

Grandma B's Dream Playground

- Work has begun at Playground; however, they are 2 weeks behind schedule. There is some curbing in. Restrooms roughed in. Looking at Spring 2026 Grand Opening.
- Sliding to the Finish Fundraiser is this Saturday, October 18th at Veterans Memorial Auditorium. Doors open at 5:00 PM with a free will donation, Pizza, Puzzle, and Drinks Contest starts at 6:00 PM, *Easy Pickins* band begins at 7:00 PM, Hot Dog Eating Contest begins at 7:30, and there will be a Silent Auction going from 5:00-9:00.

Parks Planning Document (Update & Discussion) Will be adding 18-hole Disc Golf

Grants Overview & Update –

- a) Iowa West Foundation – 3 cycles per year; Letter of inquiry period January, May, and Sept 1st; Application Due January, May, and Sept 15th) – Not eligible for Dream Playground
- b) Monogram Grant – May 31, 2025 (Basketball Goals) Will find out in October
- c) IPRA Mini Grant – Due end of January (\$1,000)

Other Business: No other business.

The next meeting will be on **Tuesday, November 18, 2025**, at noon in the Council Chambers.

There being no further business, the meeting adjourned.

Susan E. Brammann

Susan E. Brammann, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – NOVEMBER 18, 2025

The Harlan Parks & Recreation Board met on Tuesday, November 18, 2025, at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: LaDonna Havick, Todd Berndt, Nic Christensen, Scott Petersen, Jeff Moser

Also Present: Tim Miller, Susan Brammann, Ashley Schleis, Gervas Mgonja, Troy Schaben

The meeting was called to order by Berndt. It was moved by Havick and seconded by Christensen to approve the agenda as presented. Motion carried unanimously.

Any conflicts of interest are to be stated when applicable. None.

It was moved by Petersen and seconded by Christensen to approve the minutes of the October 14, 2025, meeting. Motion carried unanimously.

Superintendent Report - Parks have been busy with Dream Playground. Leaves are getting mulched and getting things ready for the Winter season. Seasonal workers will be done for the year next Wednesday, November 26th. Concrete pad has been poured for Softball bullpen at JJ Jensen. Fence has not been installed yet. Working on River access with possible letting in January 2026.

Monthly Financials – Pool & Parks (Information Only)

Disc Golf Fundraiser – Justin Harper has put together a fundraiser for the 18-hole Disc Golf. It is being held this Saturday, November 22nd. Looking at having funds by December 2025 and then project to begin.

Cameras for Parks – Going with Cory Gaskill from Advanced Communication Systems for camera system after speaking with other companies. Main hub will be located at City Hall and can hook-up up to 60 cameras. There are currently 2 cameras at Dream Playground. The plan is to start adding cameras where needed.

Cyclone Tennis Courts – No update

Pool, Tennis Court Lighting – Pool lights currently are all LED. Working with MUSCO on lighting ideas for the pool. There is a need for adequate lighting at the pool, will revisit next meeting. Looking at a grant through UTSA for new lights at tennis courts.

JJ Jensen renaming – Going through contracts, but this has been presented to Council to rename as Monogram Foods JJ Jensen Sports Complex.

- a) Field 2 – Lights – New lights have been shipped and are looking at receiving them around January 5, 2026.

Grandma B's Dream Playground - Dream Playground is underway and is about 98% put together. The concrete has been poured and there is equipment already in place.

Parks Planning Document (Update & Discussion)

Grants Overview & Update –

- a) **Iowa West Foundation** – 3 cycles per year; Letter of inquiry period January, May, and Sept 1st; Application Due January, May, and Sept 15th) – Not eligible for Dream Playground
- b) **Monogram Grant** – May 31, 2025 (Basketball Goals) Will find out in October
- c) **IPRA Mini Grant** – Due end of January (\$1,000)

Other Business: No other business.

The next meeting will be on Tuesday, December 9, 2025, at noon in the Council Chambers.

There being no further business, the meeting adjourned.

Susan E. Brammann

Susan E. Brammann, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – DECEMBER 9, 2025

The Harlan Parks & Recreation Board met on Tuesday, December 9, 2025, at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: LaDonna Havick, Todd Berndt, Nic Christensen, Scott Petersen, Jeff Moser

Electronically Present: Jennifer Kelly

Also Present: Tim Miller, Susan Brammann, Ashley Schleis, Gervas Mgonja, Maya Kenkel, Tony Kramer, Justin Harper, Anthony Donahoo

The meeting was called to order by Berndt. It was moved by Moser and seconded by Christensen to approve the Amended agenda as presented. Motion carried unanimously.

Any conflicts of interest are to be stated when applicable. None.

It was moved by Havick and seconded by Petersen to approve the minutes of the November 18, 2025, meeting. Motion carried unanimously.

Superintendent Report

Snow Removal

Replacing brushes on broom

Monthly Financials – Pool & Parks (Information Only)

High School Baseball Bullpen Fencing – 50% City Funded

Anthony Donahoo was present to discuss installation of bullpen and city funding. City Administrator Gervas Mgonja is going to apply for a matching grant. Tabled further discussions pending grant funding.

Disc Golf Improvements

Justin Harper was present to update on Disc Golf Course. Layout of course is finalized. Justin held a fundraiser in which they had 10 people playing disc golf, it went smoothly and no safety issues were found. Justin obtained a private grant which dropped the price on the baskets. Donations have been made, leading to about 80% of project cost so far. Baxter Lumber has offered to provide labor. Moser motioned and Petersen seconded to move forward with Disc Golf project pending guaranteed complete funding of project. Motion carried unanimously.

Pool Rates and Sale

Tim Miller recommended fees at same rates as last year. It was motioned by Havick and seconded by Christensen to approve same fee rates. Motion carried unanimously.

Set Opening and Closing Date

Tim Miller recommended pool opening date of May 23rd, 2026, and closing date of August 8th, 2026. It was motioned by Havick and seconded by Moser to approve proposed dates. Motion carried unanimously.

Pool Lights

Tabling further discussion until receiving a second quote.

River Access

River access is on the DOT's website for January 20th, 2026, letting. It will take 3 – 4 weeks for finalization and they have 60 working (business) days to complete project.

Field #2 Lights

Field lights have been ordered and will ship out January 5th, 2026, Arc Electric will then start doing trenches. This project will take place during the winter months.

Sign Committee

Gervas Mgonja sent out emails to assemble committee members to approve sign designs.

Grandma B's Dream Playground

Project on hold due to snow and weather. Playground is 98% completed. Need 5 days of above 35 degrees to lay poured-in-place surfacing.

Parks Planning Document (Update & Discussion)

Add Pickleball courts on Major Projects list

Grants Overview & Update –

- a) Iowa West Foundation – 3 cycles per year; Letter of inquiry period January, May, and Sept 1st; Application Due January, May, and Sept 15th) – Not eligible for Dream Playground
- b) Monogram Grant – May 31, 2025 (Basketball Goals) Will find out in October
- c) IPRA Mini Grant – Due end of January (\$1,000)

Other Business:

Looking at eliminating one tennis court on Cyclone.

The next meeting will be on Tuesday January 13, 2026, at noon in the Council Chambers.

There being no further business, the meeting adjourned.

Maya Kenkel

Maya Kenkel, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.