

HARLAN PARKS & RECREATION BOARD – January 19, 2021

*** de-notes participating electronically via Zoom meeting.**

The Harlan Parks & Recreation Board met on Tuesday, January 19, 2021 at 1:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: Todd Berndt, EJ Leinen, Sara Poepsel, Jon Hansen* and Ladonna Havick*

Also, Present: Gene Gettys, Ashley Schleis, Jane Smith, Tim Miller, Mike Kolbe*, Greg Bladt and Jenney Kelly*

The meeting was called to order by Todd Berndt. EJ Leinen made a motion, seconded by Sara Poepsel to approve the agenda as presented. The motion carried unanimously.

Any conflicts of interest are to be stated if and when applicable. EJ Leinen is the Booster Club President.

It was moved by Sara Poepsel and seconded by EJ Leinen to approve the minutes of the December 22, 2020 meeting. The motion carried unanimously.

Superintendent Report:

- Been busy with snow removal.
- Burned cattails at Spearing Park.
- The Ernst Family is interested in putting a bench at Beebe Park in memory of their mom.
- The Street Department helped get the Little George Island cleaned up. Clean up at the Pioneer Park Island has been started, however due to the thickness of the ice it has been paused.

JJ Jensen Fencing Safety Cap

- There is still a shortage on funding to purchase the red safety cap for JJ Jensen. We will discuss again in February.

Little George Shelter Bid

- There was discussion on what to do with the current shelter. Roof, wood and concrete need to be replaced if we keep the same structure.
- It was moved by Sara Poepsel and seconded by EJ Leinen to approve the bid from Tom's Electric & Grain Equipment for a new structure with the addition of electrical, to tear down the current structure and build in the current location of the old structure. Motion carried unanimously.

We continued the brainstorming session on Park Planning and Priorities and discussed what the next steps are for us to get started with a few of the projects.

Grants

- Sara Poepsel is going to work on an application for the Shelby County Community Foundation and Todd Berndt is going to work on an application for the Iowa Park and Rec Association Mini-Grants.

The next meeting is set for Tuesday, February 16, 2021 at noon.

There being no further business, meeting adjourned.

Ashley Schleis, Recording Secretary

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

*** de-notes participating electronically via Zoom meeting.**

The Harlan Parks & Recreation Board met on Tuesday, February 16, 2021 at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: Todd Berndt, Sara Poepsel and EJ Leinen*

Absent: Jon Hansen and Ladonna Havick

Also, Present: Gene Gettys, Ashley Schleis, Jane Smith, Tim Miller, Steve Plumb, Greg Bladt, Mike Kolbe*, Jeanna Rudolph* and Jenney Kelly*

The meeting was called to order by Todd Berndt. Sara Poepsel made a motion, seconded by EJ Leinen to approve the agenda as presented. The motion carried unanimously.

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

It was moved by EJ Leinen and seconded by Sara Poepsel to approve the minutes of the January 19, 2021 meeting. The motion carried unanimously.

Superintendent Report:

- Been busy with snow removal.
- Jill Daeges and Ashley Schleis will get together to get the swim lesson forms ready.
- Little George shelter will be burnt down when the temperature rises.
- Klein fencing is almost done at JJ Jensen.
- The Ernst Family is interested in putting a bench at Beebe Park in memory of their mom. It was moved by Sara Poepsel and seconded by EJ Leinen to put the memorial bench at Beebe Park pending Council approval. Motion carried unanimously.
- The Parks Department is looking for seasonal help for the summer. Help must be at least 18 years of age.

JJ Jensen Fencing Safety Cap

- We have received donations from Harlan Lions Club, Little Cyclones Baseball, Harlan Little League, High School Baseball Camp, Harlan Community Athletic Booster Club, and a private individual for the JJ Jensen fencing safety cap.
- It was moved by Sara Poepsel and seconded by EJ Leinen to use all the donation money received to purchase red safety cap for the fencing at JJ Jensen. Motion carried unanimously.
- It was moved by EJ Leinen and seconded by Sara Poepsel to dispose of the current yellow safety cap by sealed bid. Motion carried unanimously.

The board reviewed the current park signs. Todd Berndt will work with Mike Kolbe to get some ideas and present them to the board in March.

The Dream Playground Project is a top priority at this time. The plan is to go with an all-inclusive playground to replace the current wooden playground. We will discuss further at the meeting in March.

Grants

- No new grants at this time.

Other Business

- Met with LT Leon and HMU and we are waiting for some changes.
- The Social Media Policy was included for everyone to review.
- Tim and Gene sat down with the school about an agreement for JJ Jensen as there currently is not one.

The next meeting is set for Tuesday, March 23, 2021 at noon.

There being no further business, meeting adjourned.

*** de-notes participating electronically via Zoom meeting.**

The Harlan Parks & Recreation Board met on Friday, March 26, 2021 at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: Todd Berndt, Jon Hansen and EJ Leinen*

Absent: Sara Poepsel and Ladonna Havick

Also, Present: Gene Gettys, Ashley Schleis, Jane Smith, Tim Miller, Tony Kramer, Greg Blatt, Mike Kolbe*, Jeanna Rudolph* and Jenney Kelly*

The meeting was called to order by Todd Berndt. Jon Hansen made a motion, seconded by EJ Leinen to approve the agenda as presented. The motion carried unanimously.

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

It was moved by EJ Leinen and seconded by Jon Hansen to approve the minutes of the February 16, 2021 meeting. The motion carried unanimously.

Superintendent Report:

- Steve Plumb is retiring on April 30th. Tony Kramer was hired to replace Steve and will start on April 1st as the new Assistant Superintendent.
- Pool pass sale is in April.
- We will need to fill the pool sooner and slower this year so we don't use so much water at one time.
- The Little George shelter removal/burn is complete with concrete still needing removed. Construction will start soon for the new shelter.
- Field #4 at JJ Jensen will be used this year due to so many youth out for baseball and softball.
- Started putting up the red safety cap.

Pioneer Park Pond Fountain

- The current quote Tim has is \$8,100 for the fountain and supplies and there will be additional cost for an electrician. There is an option for a colored light kit for the fountain. It was moved by Jon Hansen and seconded by EJ Leinen to move forward with the colored light kit. Motion carried unanimously.

Park Signs Update

- Mike Kolbe and Todd Berndt would like to try a sign or two with this new product and see how it holds up. Mike Kolbe will reach out to the vendor and see if we can have a few examples for the next meeting.

River Access

- Gene Gettys has been working with LT Leon and Harlan Municipal Utilities. There could be a funding opportunity that arises, Gene will know more at the next meeting.

Dream Playground

- There was some light discussion on what the next steps should be. This will be a standing agenda item moving forward.

The JJ Jensen agreement with the school will be presented to the City Council on April 6th, 2021.

Beebe Park is looking great; the Ernst family bench and the revamped animal toy are both in.

Swim Team sign up is April 27th, 2021.

Grants

- Sara Poepsel received \$8,600 from the Southwest Iowa Community Foundation for the Pioneer Park pond fountain.
- IPRA mini-grant for a drinking fountain was not funded.

The next meeting is set for Thursday, April 22, 2021 at noon.

There being no further business, meeting adjourned.

Ashley Schleis, Recording Secretary

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

*** de-notes participating electronically via Zoom meeting.**

The Harlan Parks & Recreation Board met on Thursday, April 22, 2021 at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: Todd Berndt, Sara Poepsel (12:11 P.M.) and Ladonna Havick (12:12 P.M.) *

Absent: Jon Hansen and EJ Leinen

Also, Present: Gene Gettys, Ashley Schleis, Tim Miller, Tony Kramer, Greg Bladt, Mike Kolbe, Jeanna Rudolph*, Troy Schaben*, Jenney Kelly* and Shane Schechinger with Next Gen Creations

Superintendent Report:

- Steve Plumb's last day is April 30th.
- Everything has been mowed once.
- Pioneer Park Fountain should be done next week.
- Getting things done as mother nature allows.

Dream Playground

- Elizabeth Hunter of Snyder worked with Council Bluffs and Urbandale on their playgrounds. She will be coming to town Monday to do a walk through in preparation for site plans and estimated cost for Pioneer Park playground.

The meeting was called to order at 12:13 P.M. by Todd Berndt. Ladonna Havick made a motion, seconded by Sara Poepsel to approve the agenda as presented. The motion carried unanimously.

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

It was moved by Sara Poepsel and seconded by Todd Berndt to approve the minutes of the March 26, 2021 meeting. The motion carried unanimously.

Park Signs Update

- Shane Schechinger of Next Gen Creations was present and gave a presentation about the material he uses to make signs. Shane uses HDU Sign Foam, and the cost estimate would be roughly \$70 per square foot. Todd and Mike will meet with Shane to get some ideas for the new signage.

Pool Operations

- Pool pass sales have been pushed back to May.
- It was moved by Ladonna Havick and seconded by Todd Berndt to have the new pool pass sale dates be May 3rd – May 28th. Motion carried unanimously.
- Pool has a tentative opening date of May 29th.

Grants

- Monogram Loves Kids grant is out and is due May 31st. This grant is worth anywhere from \$1,000 to \$10,000.

The next meeting is set for Thursday, May 20, 2021 at noon.

There being no further business, meeting adjourned.

Ashley Schleis, Recording Secretary

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

*** de-notes participating electronically via Zoom meeting.**

The Harlan Parks & Recreation Board met on Thursday, May 20, 2021 at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: Todd Berndt, Jon Hansen and EJ Leinen

Absent: Sara Poepsel and Ladonna Havick

Also, Present: Gene Gettys, Ashley Schleis, Tim Miller, Tony Kramer, Jeanna Rudolph*, Jenney Kelly, and Shane Schechinger with Next Gen Creations

The meeting was called to order by Todd Berndt. EJ Leinen made a motion, seconded by Jon Hansen to approve the agenda as presented. The motion carried unanimously.

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

It was moved by EJ Leinen and seconded by Jon Hansen to approve the minutes of the April 22, 2021 meeting. The motion carried unanimously.

Superintendent Report:

- Busy mowing and keeping up on everything.
- Lots of compliments on the fence topper.
- Pioneer Park fountain is in and looks great!
- Everything has been mowed once.
- Pool is set to open May 29th. Orientation is tonight.
- Getting things done as mother nature allows.

Dream Playground

- Tim, Tony, and Gene met with Elizabeth Hunter of Snyder about the Dream Playground. There will be an update from Elizabeth at the next meeting.

Park Signs Update

- Shane Schechinger of Next Gen Creations was present to discuss the idea he came up with for the park signs. It was moved by EJ Leinen and seconded by Jon Hansen to move forward with getting a sign at JJ Jensen and using the best option possible for the base. Motion carried unanimously.

Other Business

- Working on final plans for River Access.
- Tim and Gene will meet with a private group about possible added a permanent restroom at North Park.

Grants

- Monogram Loves Kids grant is out and is due May 31st. This grant is worth anywhere from \$1,000 to \$10,000.

The next meeting is set for Thursday, June 17, 2021 at noon.

There being no further business, meeting adjourned.

Ashley Schleis, Recording Secretary

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

HARLAN PARKS & RECREATION BOARD – June 17, 2021

*** de-notes participating electronically via Zoom meeting.**

The Harlan Parks & Recreation Board met on Thursday, June 17, 2021 at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: Sara Poepsel @ 12:08 P.M.*, Ladonna Havick, Jon Hansen and EJ Leinen

Absent: Todd Berndt

Also, Present: Gene Gettys, Ashley Schleis, Jane Smith, Tim Miller, Tony Kramer @ 12:08 P.M., Mike Kolbe, Jenney Kelly, and Greg Bladt*

The meeting was called to order by EJ Leinen. Jon Hansen made a motion, seconded by Ladonna Havick to approve the agenda as presented. The motion carried unanimously.

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

It was moved by Jon Hansen and seconded by EJ Leinen to approve the minutes of the May 20, 2021 meeting. The motion carried unanimously.

Superintendent Report:

- Need rain – mowing will be put off until we get some moisture.
- Pond fountain hours may change due to lower water levels and continued heat.
- Busy time of year between pool, parks and JJ Jensen.
- A family would like to put a memorial bench on the north side of the pond at Pioneer Park. It was moved by Ladonna Havick and seconded by Sara Poepsel to recommend to council to allow the family to put the bench in the designated area. Motion carried unanimously.
- Little George shelter is in the process of being completed.

Dream Playground

- Will discuss update from Elizabeth Hunter with Snyder & Assoc. in July.

Park Signs Update

- Shane is working on the sign. Tony will be working on the poles.

Grants

- Monogram Loves Kids – checking to see if it ended in May or ends in June.
- Shelby County Community Chest in August.

The next meeting is set for Thursday, July 15, 2021 at noon.

There being no further business, meeting adjourned.

Ashley Schleis, Recording Secretary

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

HARLAN PARKS & RECREATION BOARD – August 17, 2021

*** de-notes participating electronically via Zoom meeting.**

The Harlan Parks & Recreation Board met on Tuesday, August 17, 2021 at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: Ladonna Havick, EJ Leinen, Sara Poepsel, Todd Berndt

Absent: None

Also, Present: Gene Gettys, Julie Erickson, Jane Smith, Tim Miller, Tony Kramer, Mike Kolbe, Jenney Kelly, Greg Bladt, Heath Stein & Toshia Kasperbauer

The meeting was called to order by Berndt at 12:08. It was moved by Leinen and seconded by Poepsel to approve the agenda as presented. The motion carried unanimously.

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

It was moved by Havick and seconded by Poepsel to approve the minutes of the June 17, 2021 meeting. The motion carried unanimously.

Facility at JJ Jensen Park Discussion

- Heath Stein and Toshia Kasperbauer, coaches for Harlan Community School District, were present to discuss their desire to construct an indoor softball/baseball batting building at JJ Jensen Park, for youth 6th through 12th grades participating in those programs. This would be approximately a 100x100 foot building and would be placed in the vicinity of right field at Field #4 at the park. Discussion was held regarding who would be responsible the building, utilities, maintenance, and upkeep. Kasperbauer and Stein stated they would put together a more comprehensive proposal for Council.

It was moved by Leinen and seconded by Poepsel to make recommendation to the Council to review the proposal of constructing a facility at JJ Jensen Park. Motion carried unanimously.

Dream Playground

- Gettys provided an update on where this project is in the process.

Superintendent Report

- Algae is heavy at Pioneer Pond and has been treated several times this summer. The aerator is working well and is helping to also keep the algae down.
- Field #4 fence at JJ Jensen park is dilapidated and needs to be removed for safety reasons. This will come up as an action item for next month's meeting.
- The volleyball poles and net at BeeBe Park should be removed. This will come up as an action item at next month's meeting.
- The Pool will close on Sunday, August 22nd for the season. Hauling water due to the drought conditions has had its pros and cons. If we are in the same situation next year, we will have to strongly evaluate hauling water again versus just keeping the pool closed.

Grants

- Monogram Loves Kids – North Park Improvements – no updates
- Shelby County Community Chest grant is due September 15th. Berndt advised he would work on this grant.
- Shelby County Community Foundation Grant is due September 1st. Poepsel advised she would work on this grant.

Discussion was held on which projects to allocate for each Grant application, and it was decided to focus on new signs in the parks and possibly drinking fountains.

Mayor Kolbe shared that the person who was going to fill the vacancy will be moving out of the city limits of Harlan, so is not eligible. If anyone has suggestions on who can fill the seat, please pass them on to the Mayor Kolbe.

The next meeting is set for September 21, 2021 at Noon

There being no further business, meeting adjourned.

Julie Erickson, Recording Secretary

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

HARLAN PARKS & RECREATION BOARD – September 21, 2021

*** de-notes participating electronically via Zoom meeting.**

The Harlan Parks & Recreation Board met on Tuesday, August 17, 2021 at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: Ladonna Havick, EJ Leinen, *Sara Poepsel, Todd Berndt

Absent: None

Also, Present: Gene Gettys, Julie Erickson, Tim Miller, Mike Kolbe, Jenny Kelley, Amanda Brewer & Emily Kurth-Christensen

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

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

It was moved by Leinen and seconded by Poepsel to approve the minutes of the August 17, 2021 meeting. The motion carried unanimously.

Little Free Sled Library (Possible Action)

- Library Director, Amanda Brewer and Youth Services Librarian Emily Kurth-Christensen were present to share their plan to implement a Little Free Sled Library program in Harlan over the winter months. The goal is to provide leisure/recreational activities for people of all ages during the winter months. They seek approval from the Board to install two sled libraries. One would be located on the north side of the swimming pool at Jaycee park and one at the sledding hill area at Pioneer Park. Emily shared that funding options would be explored and volunteers would be needed to build the sled corrals. They requested that the Park and Recreation Department would install the libraries during the snow season and store them in the off season. Parks Director Miller stated he had spoken with Amanda about this and that he was in favor of the idea. Discussion was held around liability concerns. Gettys advised he would discuss with the city attorney before any action would be taken.

It was moved to Leinen and seconded by Poepsel to recommend to the Council to proceed with the program pending any legal or insurance concerns being addressed.

Superintendent Report

- Mowing has slowed down
- A tree was removed by the softball field at JJ Jensen park
- Planning on planting more trees to aid in shading the area.
- Concrete work was completed at the baseball diamond. Volunteers have been helping to keep up the fields as well
- The main drain at the pool needs to be replaced per code
- Staff have been painting the pool and this has resulted in a significant amount of cost savings by doing the work internally. Tony has taken the lead on this
- Dog park equipment should be arriving soon and will be installed

Review Removal Fence and scoreboard & posts on Field #4 at JJ Jensen Park (Possible Action)

- No objections were received by staff or users regarding the removal of the fence, scoreboard and posts.

Motion Leinen and second Havick to remove the fence, scoreboard and posts. Motion carried unanimously.

Review Removal of Volleyball Net and Poles at Beebe Park (Possible Action)

- No objections were received by staff.

Motion Havick and second Leinen to remove the volleyball net and poles at Beebe Park. Motion carried unanimously.

Hitting / Fielding Facility at JJ Jensen (update only)

- Gettys noted that this was presented to Council and they recommended that the project move forward. There will be a public hearing on October 5, 2021 regarding a long-term lease. The city attorney is drafting the agreement. The non-profit group that will be overseeing the facility is in the early planning stages.

Dream Playground (update only)

- This project is moving forward. Snyder and Associates will be working on conceptual plans for an all-inclusive playground with plenty of parking available. It is hoped that fundraising will be accomplished in spring/summer/fall of 2022 with the project beginning early 2023.

Grants Update

- Berndt reported that he submitted the Community Chest grant and is waiting to hear back. This grant was for \$1,200 for a sign at Beebe Park.
- Poepsel reported that she submitted the Shelby County Community Foundation grant. This grant was for 3 signs and 3 water fountains in our parks for a total of \$9,600.
- No report on the Monogram Loves Kids grant, but it may not be until October or November.

Misc

- Mayor Kolbe advised that Jeff Moser has agreed to fill the open seat on the commission.
- The Commission decided to hold their meetings consistently on the 2nd Tuesday of each month.

The next meeting will be October 12th at Noon.

There being no further business, meeting adjourned.

Julie Erickson, Recording Secretary

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

HARLAN PARKS & RECREATION BOARD – October 12, 2021

*** de-notes participating electronically via Zoom meeting.**

The Harlan Parks & Recreation Board met on Tuesday, October 12, 2021, at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: Ladonna Havick, EJ Leinen, Todd Berndt, *Sara Poepsel

Absent: Jeff Moser

Also, Present: Gene Gettys, Julie Erickson, Tim Miller, Mike Kolbe, Jane Smith, Greg Blatt, Troy Schaben & *Jenney Kelley

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

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

It was moved by Leinen and seconded by Poepsel to approve the minutes of the September 21, 2021 meeting. The motion carried unanimously.

Superintendent Report

- Three grant projects in the works
- Looking at closing the restrooms in the next couple of weeks
- Painting at the swimming pool continues
- Mowing and changing furnace filters in various buildings
- Fountain at Pioneer pond is malfunctioning. May pull it for the season
- DNR has stocked catfish in town ponds
- North park corn hole/bags toss concrete pads are installed. Horseshoe pits coming along
- North park fountain will have a Monogram Loves Kids sign in recognition of grant
- Field 4 fence is gone

Review Park signs design and placement

Motion Leinen and second Poepsel to approve angle park sign and post design as presented, but without feathers. Motion carried unanimously.

- North Park – New sign in same location
- Potter Park – New sign in same location
- Pioneer Park – On Hold
- JJ Jensen – On Hold
- Little George – Move old sign to shelter area to preserve the historical significance of the old sign and place the new signs in same location
- Jaycee Park – On Hold
- Leinen Park – No action
- Beebe Park – New sign in same location

It was then discussed and decided that signs will be placed first at Pioneer Park, Potter Park and then Beebe Park based on funds available.

Sled Library (update only)

- Gettys reported that after speaking with the city attorney and the insurance company, there are a lot of liability concerns. No action was taken.

Hitting/Fielding Facility at JJ Jensen (update only)

- Council approved a 35-year lease beginning 1/1/2022 for \$100/year, pending site plan and building permit approval.

Dream Playground (update only)

- Staff met with Snyder & Associates and plans are moving forward. First step is to set up a time frame and create a subcommittee which should be done by early November. The subcommittee will consist of anywhere from 9-11 people and at least one representative from the P&R Commission. Gettys

advised he would email the list of interested parties and asked members to respond with their interest and any other suggestions as soon as possible.

Grants Update (*SCCF Spring/Feb 1st; SCCF Fall/Sept 1st, SCCC/Aug 31st, IPRA mini-grants/End of January, Monogram/May 31st, Iowa West Foundation/3 cycles/year Apr/Aug & Dec 15th; notice of inquiry period, Wellmark MATCH/May 2021 \$100K and Aug 2021 \$25K*)

- Community Chest Grant, \$1,500 - No response
- Monogram Loves Kids, \$5,000 – has been received for North Park ‘refresh’ project including a sign replacement
- SCCF - \$3800 has been received for fountains and signs in Harlan Parks

Misc.

- Troy Schaben representing Monogram Foods was in attendance and announced a one-time large community grant donation for JJ Jensen ballfield lighting. A subcommittee will be formed to spearhead and provide oversight to this exciting project.

The next meeting will be November 9, 2021 at Noon.

There being no further business, meeting adjourned.

Julie Erickson, Recording Secretary

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

HARLAN PARKS & RECREATION BOARD – November 9, 2021

*** de-notes participating electronically via Zoom meeting.**

The Harlan Parks & Recreation Board met on Tuesday, November 9, 2021, at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: Ladonna Havick, EJ Leinen, Todd Berndt, Sara Poepsel, Jeff Moser

Absent: None

Also, Present: Gene Gettys, Julie Erickson, Tim Miller, Tony Kramer, Mike Kolbe, Jane Smith, Greg Bladt, HMU Liaison
*Jenney Kelley

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

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

It was moved by Poepsel and seconded by Leinen to approve the minutes of the October 12, 2021, meeting. The motion carried unanimously.

City Administrator introduced new board member, Jeff Moser.

Superintendent Report

- Preparing for winter.
- Doing some spraying in the parks due to nice weather.
- Painting big shelter at Pioneer Park.
- One calls in for signs at North, Pioneer Park and Potter Park.
- Pool painting done for the season.
- Horseshoe pits coming along, installed landscape bricks around the pitching zone.
- Water fountain on hold until spring.

Review Proposed Parking at JJ Jensen. Gettys shared that this proposal came about in reviewing plans for the new batting facility at JJ Jensen. The Streets & Alley's committee met and recommended further study to restrict parking along the north side of Cyclone Avenue. The proposed parking lot would hold 44 vehicles with an opportunity for expansion in the future if needed.

It was moved by Leinen and seconded by Moser to recommend to council the proposed parking plan for JJ Jensen Park.

Dream Playground (update only)

Miller reported surveyors were here last week. The subcommittee/steering committee group has been assembled and will begin meeting soon. Thank you to Sara Poepsel and Mike Kolbe for putting the group together.

Grants Update (*SCCF Spring/Feb 1st; SCCF Fall/Sept 1st, SCCC/Aug 31st, IPRA mini-grants/End of January, Monogram/May 31st, Iowa West Foundation/3 cycles/year Apr/Aug & Dec 15th; notice of inquiry period, Wellmark MATCH/May 2021 \$100K and Aug 2021 \$25K*)

- **SCCF Spring Grant – Due February 1st**
- **SCCF Fall Grant – Due September 1st**
- **SCCC Grant – Due August 31st**
- **IPRA Mini Grant – Due end of January (\$1,000) Todd Berndt**
- **Monogram Grant – Due May 31st**
- **Iowa Western Foundation – 3 cycles per year April, August, and December 15th; notice of inquiry period**
- **Wellmark MATCH – Due May 2022 \$100,000 and August 2022 \$25,000**

Other Business. Mayor Kolbe noted that he has been approached by a few people regarding painting pickle ball lines on the tennis courts. Discussion was held about how popular this activity is.

Sara Poepsel invited everyone to attend a reception for Shelby County Community Foundation 2021 Grant Recipients at Myrtue Medical Center on December 7 between 11:45 and 12:15. She encouraged everyone to attend if possible.

The next meeting will be December 14, 2021, at Noon.

There being no further business, meeting adjourned.

Julie Erickson, Recording Secretary

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

*** de-notes participating electronically via Zoom meeting.**

The Harlan Parks & Recreation Board met on Tuesday, December 14, 2021, at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: Ladonna Havick, Todd Berndt, Jeff Moser

Absent: EJ Leinen, Sara Poepsel,

Also, Present: Gene Gettys, Julie Erickson, Tim Miller, Mike Kolbe, Greg Bladt, HMU Liaison *Jenney Kelley

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

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

It was moved by Moser and seconded by Havick to approve the minutes of the November 9, 2021, meeting. The motion carried unanimously.

Superintendent Report

- **First snow event was good to realize what was working and what needed to be worked on.**
- **Still taking advantage of warm weather and cutting trees at Potter Park and Jaycee Park.**
- **JJ Parking lot is done for the winter. Concrete will get poured this spring.**

North Park Signs Update

- **Water Fountain is installed.**
- **Horshoe pits are done except for the stakes.**
- **Sign pad is poured.**

Dream Playground (update only)

- **Kickoff meeting went well, lots of enthusiasm and excitement for the project.**

2022 Pool Sale Dates – Opening and Closing Dates

- **Pre-sale will be April 1 through April 30, 2022**
- **Discussed raising rates. Tabled for January meeting when we will present data from previous years**

Grants Update (*SCCF Spring/Feb 1st; SCCF Fall/Sept 1st, SCCC/Aug 31st, IPRA mini-grants/End of January, Monogram/May 31st, Iowa West Foundation/3 cycles/year Apr/Aug & Dec 15th; notice of inquiry period, Wellmark MATCH/May 2021 \$100K and Aug 2021 \$25K*)

- **SCCF Spring Grant – Due February 1st – discussed ideas – signs, drinking fountains or pool chairs/tables. Table to January meeting for final action.**
- **SCCF Fall Grant – Due September 1st**
- **SCCC Grant – Due August 31st**
- **IPRA Mini Grant – Due end of January (\$1,000)**
- **Monogram Grant – Due May 31st**
- **Iowa Western Foundation – 3 cycles per year April, August, and December 15th; notice of inquiry period**
- **Wellmark MATCH – Due May 2022 \$100,000 and August 2022 \$25,000**

Other

- **Discussed installing video cameras in and around parks to quash vandalism. This will be added to the planning document for potential funding next FY.**
- **Discussed a well at JJ Jensen for water.**

The next meeting will be January 11, 2021, at Noon.

There being no further business, meeting adjourned.

Julie Erickson, Recording Secretary

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