



**City of Moorhead
Park Advisory Board
Meeting Minutes
February 21, 2017
City Hall Council Chambers**

Pursuant to due call and notice thereof, a regular meeting of the Park Advisory Board was held in the City Hall Council Chambers, on February 21, 2017, at 4:00 PM.

Roll call of the members was made as follows:

1 st Ward Board Member:	Janelle Brandon	Present
2 nd Ward Board Member:	Sharon Ferris	Present
Citizen-at-Large:	James Hand	Present
Citizen-at-Large:	Kay Litch	Present
4 th Ward Board Member:	Bradley Vesta	Absent
1 st Ward Council Member:	Sara Watson Curry	Present
3 rd Ward Board Member:	Billi Jo Zielinski	Present
2 nd Ward Council Alternate:	Melissa Fabian	Present (observing)

1. Call To Order/Roll Call

2. Recognitions/Presentations/Introductions

Minutes: Chair Zielinski introduced the new Board members, as well as the Council Alternate, Melissa Fabian. 4:01 PM

a. New Park Board Member Introductions

- i. Janelle Brandon
- ii. James Hand
- iii. Sara Watson Curry

3. Approve Meeting Minutes

Motion made to Approve made by Sharon Ferris and seconded by Kay Litch

Motion to Approve 3. Approve Meeting Minutes

Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 1

4. Citizens Addressing the Board

Minutes: Todd Peters with Red Dragon Swimming, Inc. addressed the Board about use of the Moorhead Municipal Pool. 4:13 PM

The Board discussed Moorhead Marlins use of the facility, as well as standard facility reservation use through the Parks department.

5. Agenda Amendments

6. Presentation / Approval - Bicycle Repair Stations

Minutes: Holly Anderson with the Fargo-Moorhead PM Rotary Club 4:20 PM

spoke about the approval of funding five possible bicycle repair stations, installed in Moorhead parks.

The Board discussed possible flood prevention, Fargo Parks involvement, and approval of locations.

Motion made to Approve made by Kay Litch and seconded by Sharon Ferris
Motion to Approve 6. Presentation / Approval - Bicycle Repair Stations

Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 1

7. [Approve - Athletic Facility Use Guide](#)

Minutes: Recreation Director Holly Heitkamp reviewed the final draft of the Facility Use Guide. 4:26 PM

The Board discussed Parks priority over other events, and adding pool use to the guide.

Motion to approve amended with corrections to the cover page and table of contents.

Motion made to Approve made by Sharon Ferris and seconded by Sara Watson Curry
Motion to Approve 7. Approve - Athletic Facility Use Guide

Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 1

8. [Approve - Building a Legacy - Opportunity Book](#)

Minutes: Recreation Director Holly Heitkamp presented the revised draft of the "Build a Legacy" Opportunity Book. 4:36 PM

The Board discussed the positive use of the opportunity book for the City, use of photos, donor requests, and community use and expansion.

Motion made to Approve made by Sara Watson Curry and seconded by Janelle Brandon
Motion to Approve 8. Approve - Building a Legacy - Opportunity Book

Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 1

9. [Update: MB Johnson Park Improvements](#)

Minutes: Parks/Forestry Manager Larry Anderson provided an update of the Legacy Grant and improvements for MB Johnson Park. 4:40 PM

The Board discussed bathroom availability.

10. [Update: Approved 2017 Budget and Capitals](#)

Minutes: Recreation Director Holly Heitkamp and Parks/Forestry Manager Larry Anderson reviewed the approved budget and capitals for 2017. 4:46 PM

11. [Information/Update](#)

a. [Zamboni Grant](#)

Minutes: Recreation Director Holly Heitkamp announced the grant 4:47 PM

awarded for a new Zamboni.

b. [Memorial Bridge Replacement](#)

Minutes: Parks/Forestry Manager Larry Anderson provided a history of bridge use and flood prevention procedures, as well as the replacement of the Oak Grove/Memorial bridge. 4:49 PM

c. [River Rendezvous Newsletter](#)

Minutes: Recreation Director Holly Heitkamp presented a newsletter that reviews river activities and funding projects. 4:50 PM

d. [Matson Field Grandstand Drawings](#)

Minutes: Parks/Forestry Manager Larry Anderson updated the Board on the Matson Field grandstand design. 4:52 PM

e. [Upcoming Special Events](#)

f. [Recap - Frostival](#)

g. [Recap - Winter Special Events](#)

h. [Recap - Winter Programming](#)

12. Adjourn

*Respectfully submitted by:
Randy Dahlin*