



**City of Moorhead
Park Advisory Board
Meeting Minutes
May 19, 2015
1st Floor Council Chambers - City Hall
500 Center Avenue
4:00 pm**

Pursuant to due call and notice thereof, a regular meeting of the Park Advisory Board was held in the 1st Floor Council Chambers - City Hall, on May 19, 2015, at 4:00 PM.

Roll call of the members was made as follows:

Board Member:	Sharon Ferris	Present
Board Member:	Brad Leeser	Present
Board Member:	Kay Litch	Absent
Board Member:	Cassandra Lougheed	Present
Board Member:	Larry Seljevold	Absent
1st Ward Council Member:	Nancy Otto	Absent
Board Member:	Billi Jo Zielinski	Present
4th Ward Council Member:	Chuck Hendrickson	Present

1. Call To Order/Roll Call

2. Recognitions/Presentations/Introductions

a Parks and Recreation Intern Warren Ellingworth

Minutes: Parks and Recreation Director Holly Heitkamp introduced
Parks and Recreation Intern, Warren Ellingworth. 4:03 PM

3. Approve Meeting Minutes

Motion made to Approve made by Billi Jo Zielinski and seconded by Sharon Ferris
Motion to Approve 3. Approve Meeting Minutes

Motion None: For: 5; Against: 0; Abstain: 0; Absent: 2

4. Citizens Addressing the Board

5. Agenda Amendments

Minutes: Sharon Ferris requested a schedule/explanation of dandelion
spraying for the City and parks. Parks/Forestry Manager,
Larry Anderson provided a brief overview of the schedule and
conditions for dandelion spraying, as well as mosquito control
within the City and its developments. 4:05 PM

6. Approve - Scholarships / Donations Process

Motion made to Approve made by Cassandra Lougheed and seconded by Sharon Ferris
Motion to Approve 6. Approve - Scholarships / Donations Process

Motion None: For: 5; Against: 0; Abstain: 0; Absent: 2

Minutes: Parks and Recreation Director Holly Heitkamp reviewed a 4:15 PM

previous Board request to allow donations to the scholarship fund and future actions to promote this.

The Board discussed current scholarship processes, future tracking, and eligibility of participants.

7. Canoe and Kayak Program

Minutes: Parks and Recreation Director Holly Heitkamp announced the opening of canoe and kayak rentals and programs through Parks and Recreation. 4:23 PM

The Board discussed group/special rates, renting schedules, adding further dates, extending rental hours, insurance approval, and river levels and safety.

8. Budget Recommendations 1-3 Year Plan

Minutes: Parks and Recreation Director Holly Heitkamp updated the Board on the budget process and recommendations for a prioritized 1-3 year plan for park projects. 4:30 PM

The Board discussed updates to the budget recommendations, list definitions, current and future projects, and compliments on care and upkeep for bike paths and trails within the City.

9. Information/Update

a Citizens Request - Parking, North Crystal Creek

Minutes: Parks/Forestry Manager Larry Anderson discussed the parking request and layout for North Crystal Creek. 4:31 PM

b Baseball Program - Schedules and Rosters on Website

Minutes: Parks and Recreation Director Holly Heitkamp presented the baseball information now on the park's website. 4:32 PM

c Pizza Vendor Selected

d MB Johnson Park Shelter - Bids

Minutes: Parks/Forestry Manager Larry Anderson spoke about the bids submitted for the additional picnic shelter at MB Johnson Park. 4:35 PM

The Board discussed portable bathrooms at parks and cost.

e TAP Grant Denied

Minutes: Parks and Recreation Director Holly Heitkamp discussed the denial of a TAP Grant. 4:36 PM

f Emergency Preparedness Plan

Minutes: Parks and Recreation Director Holly Heitkamp reviewed the emergency preparedness plan for Parks and Recreation. 4:38 PM

g [Process for Development of New Parks](#)

Minutes: Parks and Recreation Director Holly Heitkamp provided a brief overview of the process to develop a new park.

4:39 PM

h [2014-2015 Fall / Winter Program Summary](#)

i [Heritage Garden and Amphitheater](#)

j [Celtic Fest / Ice Show / Easter Egg Hunt](#)

Minutes: The Board commented on the success and attendance of the Celtic Fest.

4:41 PM

k [2015 Summer Events](#)

l [News Articles](#)

10. [Adjourn](#)

*Respectfully submitted by:
Randy Dahlin*