



**City of Moorhead
Park Advisory Board
Meeting Minutes
February 26, 2019
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 26, 2019, at 4:00 PM.

Roll call of the members was made as follows:

1 st Ward Board Member	Janelle Brandon	Present
Council Member (Alternate)	Shelly Carlson	Alternate
Council Member	Heidi Durand	Present at 4:12 pm
3 rd Ward Board Member	Abby Gold	Present
Citizen-at-Large	James Hand	Present
4 th Ward Board Member	Sebastian McDougal	Present
Citizen-at-Large	Gia Rassier	Present
2 nd Ward Board Member	Lindsie Schoenack	Present

1. Call To Order/Roll Call

2. Recognitions/Presentations/Introductions

a. Outgoing Members Sharon Ferris and Billi Jo Zielinski

Minutes: James Hand thanked past members Sharon Ferris and Billi Jo Zielinski for their service to the Park Advisory Board. 3:59 PM

b. New Members Abby Gold, Sebastian McDougal, and Lindsie Schoenack

Minutes: James Hand welcomed new Park Advisory Board members, Abby Gold, Sebastian McDougal, and Lindsie Schoenack. 3:59 PM

3. Approve Meeting Minutes

Motion made to Approve made by Gia Rassier and seconded by Janelle Brandon
Motion to Approve 3. Approve Meeting Minutes

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

4. Citizens Addressing the Board

5. Agenda Amendments

Minutes: Approval of Village Green bathroom facility. 4:02 PM

Minutes: Parks and Recreation Director Holly Heitkamp and Parks Maintenance Manager Michael Schroeder presented designs for a new restroom facility needed for Village Green golf course. 4:54 PM

The board discussed bathroom installation affecting neighboring housing, and security features.

Motion made to Approve made by Sebastian McDougal and seconded by Janelle

Brandon

Motion to Approve 5. Agenda Amendments

Motion Passed: For: 7; Against: 0; Abstain: 0; Absent: 0

6. [Elect a Park Advisory Board Chairperson](#)

Motion made to Approve made by Abby Gold and seconded by Janelle Brandon

Motion to Approve 6. Elect a Park Advisory Board Chairperson

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

Minutes: Gia Rassier nominated James Hand as the new chair of the Park Advisory Board. 4:04 PM

7. [Presentation: Volunteer Program - Kim Wangler](#)

Minutes: Recreation Specialist Kim Wangler presented information on the volunteer program, as well as a review of special events. 4:30 PM

The board discussed volunteer participation numbers and areas in need, as well as acquiring new volunteers and recognition.

Parks and Recreation Director Holly Heitkamp announced Kim Wangler's retirement in April, and thanked Kim for her years of service as Recreation Specialist with Moorhead Parks and Recreation.

8. [Approve: Southside Dog Park Location Study](#)

Minutes: Parks and Recreation Director Holly Heitkamp provided information about a study for the intended south side dog park. 4:40 PM

The board discussed study information and the positivity of a possible location, as well as fencing, cost, and a project a timeline.

Motion made to Approve made by Abby Gold and seconded by Lindsie Schoenack

Motion to Approve 8. Approve: Southside Dog Park Location Study

Motion Passed: For: 7; Against: 0; Abstain: 0; Absent: 0

9. [Appoint: Moorhead Community Fund Representative](#)

Minutes: Parks and Recreation Director Holly Heitkamp reviewed the Moorhead Community Fund, requesting a representative be chosen to help serve as an advisory to city council. 4:47 PM

The board recommended chair James Hand as representative.

The board discussed formation of the Community Fund advisory council.

10. [Information: Golf Course Food & Beverage Provider - Bachman Catering LLC](#)

Minutes: Parks and Recreation Director Holly Heitkamp announced the 4:51 PM

new food and beverage provider for the Moorhead golf courses, Bachman Catering LLC.

Bachman Catering representative Anthony Bachman presented a brief overview of what their company proposes to offer golf course patrons.

The board discussed marketing for golf course banquet space.

11. Information/Update

a. [Update: Greater MN Regional Parks & Trails Grant](#)

Minutes: Parks and Recreation Director Holly Heitkamp provided an update on the Legacy Grant, as well as trails seeking funding. Parks Maintenance Manager Michael Schroeder discussed Audubon Society project sites in Moorhead.

5:06 PM

The board discussed maintenance techniques in Audubon sites.

b. [Update: Urban Woods and Prairies - Moorhead Sites](#)

c. [River Keepers - Reforestation Project](#)

d. [Memorial/Oak Grove Pedestrian Bridge Completed](#)

Minutes: Parks Maintenance Manager Michael Schroeder provided an update on the pedestrian bridge work.

5:10 PM

The Board discussed flood anticipations.

e. [Matson Field Grandstand - Organizing Committee](#)

Minutes: Parks and Recreation Director Holly Heitkamp and Parks Maintenance Manager Michael Schroeder updated the board on the Matson Grandstand plans and the organizing committee, and also provided an overview of the various projects in need of funding.

5:23 PM

The board discussed various project plans and needs including an inclusive park and a natural play zone.

f. [Moorhead Community Assessment Report - NDSU](#)

g. [Upcoming Special Events](#)

h. [Programs/Special Event Evaluations](#)

i. [Various News Articles](#)

12. [Adjourn](#)