



City of Moorhead Park Advisory Board Meeting Minutes November 15, 2016 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 November 15, 2016, at 4:00 PM.

Roll call of the members was made as follows:

Board Member:	Sharon Ferris	Present
4th Ward Council Member:	Chuck Hendrickson	Present until 4:35 pm
Board Member:	Brad Leaser	Absent
Board Member:	Kay Litch	Present
1st Ward Council Member:	Nancy Otto	Alternate
Board Member:	Larry Seljevoid	Absent
Board Member:	Bradley Vesta	Present
Board Member:	Billi Jo Zielinski	Present

1. [Call To Order/Roll Call](#)

2. [Recognitions/Presentations/Introductions](#)

3. [Approve Meeting Minutes](#)

Motion made to Approve made by Chuck Hendrickson and seconded by Sharon Ferris
Motion to Approve 3. Approve Meeting Minutes

Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 2

4. [Citizens Addressing the Board](#)

5. [Agenda Amendments](#)

6. [Approve Procedure Changes - Donations, Athletic Facility Use, Trails](#)

Motion made to Approve made by Sharon Ferris and seconded by Kay Litch
Motion to Approve 6. Approve Procedure Changes - Donations, Athletic Facility Use, Trails

Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 2

Minutes: Recreation Director Holly Heitkamp and Parks/Forestry Manager Larry Anderson reviewed three updates to the policy manual. 4:36 PM

The Board discussed penalty enforcement, concession clean up guidelines and history, late fee collection and rates, contract updates, and future review for the Athletic Facility Use Guide.

The Board approved the motion with three existing amendments to the guide.

7. [Approve Donations - "Build a Legacy - Wish Book"](#)

Minutes: Recreation Director Holly Heitkamp presented a "wish list" guide for various Parks and City projects. 4:55 PM

The Board discussed the option of collecting smaller donations for larger priced projects, adding additional language within the guide, athletic group donations and fundraising, advertising through public art, and the unique funding through the city of Moorhead.

The Board agreed to provide input, updates, and review to approve a future guide.

8. [Receive Information / Timeline - MB Johnson Legacy Grant](#)

Minutes: Parks/Forestry Manager Larry Anderson updated the Board on the MB Johnson Legacy Grant timeline for construction and updates to the park. 4:58 PM

9. [Information/Update](#)

a. [Summary - Scholarship Program 2016](#)

b. [Updated Growth Area Plan](#)

Minutes: Recreation Director Holly Heitkamp reviewed the growth area map for park placement. 4:59 PM

c. [Golf Course Pond Stabilization](#)

Minutes: Parks/Forestry Manager Larry Anderson spoke about pond stabilization within the public golf courses. 5:01 PM

d. [MN DNR Letter of Completion - MB Johnson Shelter](#)

e. [Horseshoe Club - Letter of Request](#)

Minutes: Recreation Director Holly Heitkamp and Parks/Forestry Manager Larry Anderson provided information about the Horseshoe Club's requests and budget history. 5:07 PM

The Board discussed budget priority for Horseshoe Club requests, and temporary tents/coverings.

f. [Essentia Hospital - Donation Thank You Letter](#)

g. [Recap - Beautification / Special Events](#)

h. [Upcoming Special Events](#)

i. [Various News Articles](#)

10. [Adjourn](#)