

**City of Moorhead  
Park Advisory Board  
Meeting Minutes  
September 18, 2012  
Council Chambers**

Pursuant to due call and notice thereof, a regular meeting of the Park Advisory Board was held in the Council Chambers, on September 18, 2012, at 4:00 PM.

**Roll call of the members was made as follows:**

3rd Ward Council Member:	Brenda Elmer	Present
Board Member:	Sharon Ferris	Present
Board Member:	Brad Leeser	Present
Board Member:	Kay Litch	Absent
Board Member:	Cassandra Lougheed	Present
Board Member:	Larry Seljevold	Present
Board Member:	Janeen Stenso	Absent
1st Ward Council Member:	Nancy Otto	Absent

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

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

Minutes: Larry Seljevold announced Randy Dahlin as the new Office Specialist to the Parks and Recreation Department. 3:58 PM

3. **[Approve Meeting Minutes](#)**

**Motion made to Approve made by Brad Leeser and seconded by Sharon Ferris**  
Motion to Approve 3. Approve Meeting Minutes

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 3*

a **[July 17, 2012](#)**

4. **[Citizens Addressing the Board](#)**

Minutes: Representing the Vietnam Veterans of America, local chapter 941, Larry Nicholson spoke about adopting Bennett Park. Joe Bennett spoke about general cleaning he has done in the past, collaborating with the Park Maintenance Department. The Vietnam Veterans of America would like to work with Park Maintenance to form a specific list of duties that each group would do to help the upkeep of the park. Larry Anderson stated that he would like to recognize Joe Bennett for all his past work in helping to keep the park clean. Brad Leeser asked for a motion to formally thank Joe Bennett for his past work in maintaining Bennett Park. 4:06 PM

**Motion made to Approve made by Brad Leeser and seconded by Cassandra Lougheed**  
Motion to approve a formal thank you for Joe Bennett for his past work in maintaining Bennett Park.

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 3*

5. **Agenda Amendments**

6. **Approve Updated Master Plan - M.B. Johnson Park**

**Motion made to Approve made by Brenda Elmer and seconded by Brad Leeser**

Motion to Approve 6. Approve Updated Master Plan - M.B. Johnson Park

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 3*

- a [1. Master Plan Memo](#)
- b [2. Revised Master Plan](#)
- c [3. Cost Estimate](#)

7. **Approve Acknowledgement of Donated Property - Viking Ship Park**

Minutes: Larry Anderson spoke about Nels Melvey donating a piece of land to the City of Moorhead in 1959. A plaque is planned to be placed along the existing bike trail at Viking Ship Park, honoring Melvey and his donation. Brad Leeser questioned if the plaque will be safe from vandalism. Larry Anderson assured it would be safe. Brenda Elmer questioned if there were other bike trails that have been named at this time. Larry Anderson stated that there was no intent to name other trails and that this was an unusual circumstance to honor a commitment made by City Council in 1959.

4:27 PM

**Motion made to Approve made by Brad Leeser and seconded by Sharon Ferris**

Motion to Approve 7. Approve Acknowledgement of Donated Property - Viking Ship Park

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 3*

- a [1. Land Donation Memo](#)
- b [2. Letter from Mayor](#)
- c [3. Melvey Deed](#)
- d [4. Melvey Donation Map](#)
- e [5. Legal Notice](#)

8. **Information Update**

Minutes: Larry Anderson gave an update about the summer parks and the general upkeep: New trees are scheduled to be planted, dead tree cleanup/removal will taking place in the fall, with the dry summer, a lot more watering has been required for new trees, and the bike/pedestrian bridge is still in process of being constructed at this time. Brenda Elmer discussed the ongoing Metro Cog study for river property bought out by the City. Larry Anderson, who serves on the committee, stated that information is being prepared on what will be presented and public meetings are forthcoming.

4:23 PM

- a [Legacy Grant Application - M.B. Johnson Park](#)

Minutes: 4:15 PM

Minutes: Larry Anderson went over the history of the Legacy Grant and the process it took to get it to the final approval stages. Once approved, the grant will be ready to send to the DNR. The Legacy Grant will be used to update MB Johnson park which has been updated to regional park status. Brad Leeser asked if a bridge planned to be placed at MB Johnson park with the grant funds would be a raised bridge in case of flooding. Larry Anderson stated that the bridge will be built above the floodplain. 3:58 PM

- b [Summer Program Summary](#)
- c [Greater Moorhead Days](#)
- d [Fall/Winter Brochure](#)
- e [Gar Anderson Memorial Golf Tournament](#)
- f [River Arts](#)

**9. Adjourn**

Minutes: Meeting adjourned at 4:31 pm. 4:32 PM

*Respectfully submitted by:  
Randy Dahlin*