



**City of Moorhead  
Park Advisory Board  
Meeting Minutes  
November 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 November 21, 2017, at 4:00 PM.

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

1 <sup>st</sup> Ward Board Member:	Janelle Brandon	Absent
2 <sup>nd</sup> Ward Board Member:	Sharon Ferris	Present
Citizen-at-Large:	James Hand	Present
Citizen-at-Large:	Gia Rassier	Absent
4 <sup>th</sup> Ward Board Member:	Bradley Vesta	Present
1 <sup>st</sup> Ward Council Member:	Sara Watson Curry	Present
3 <sup>rd</sup> Ward Board Member:	Billi Jo Zielinski	Present
2 <sup>nd</sup> Ward Council Alternate:	Melissa Fabian	Alternate

**1. Call To Order/Roll Call**

**2. Recognitions/Presentations/Introductions**

- a. Larry Anderson - Retirement December 29, 2017

Minutes: Recreation Director Holly Heitkamp announced the retirement of Larry Anderson as Parks and Forestry Manger with the City. 4:04 PM

The Board congratulated Larry on his hard work and dedication to the City for 44 years.

- b. Steve Moore - Public Works Director  
c. Kim Citrowske - Assistant City Planner

**3. Approve Meeting Minutes**

**Motion made to Approve made by Sara Watson Curry 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**

Minutes: Parks/Forestry Manager Larry Anderson announced the grant approval from Audubon Dakota for urban conservation projects within the City. 4:06 PM

The Board discussed volunteers for such projects.

6. [Briefing: Architectural Services Retained for Facility Projects](#)

Minutes: Public Works Director Steve Moore discussed the intent to request services to replace city facilities, such as Neighborhood Recreation Centers and the Moorhead Youth Hockey Arena. 4:10 PM

The Board discussed the procedure for obtaining community input for architectural updates.

7. [Presentation: Arts and Culture Commission](#)

Minutes: Assistant City Planner Kim Citrowske presented the roadmap plan for building and growing arts and culture options within the community. 4:15 PM

The Board discussed foundation potentials, as well as examples of enhancements for specific projects and collaborations.

8. [Approve: Matson Grandstand Architectural Design](#)

**Motion made to Approve made by James Hand and seconded by Bradley Vesta**  
Motion to Approve 8. Approve: Matson Grandstand Architectural Design

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

Minutes: Parks/Forestry Manager Larry Anderson provided an update to the architectural design for Matson Field. 4:20 PM

The Board discussed occupancy changes with the new design.

9. [Briefing: City Council Approved Matching Funds for Trails](#)

Minutes: Parks/Forestry Manager Larry Anderson reviewed the city trails that will be implemented with the Council approved matching funds. 3:59 PM

The Board discussed specific plans for the Harvest Trail.

10. [Briefing: 2017 Legacy Grant Submitted - Midtown Trail](#)

11. **Information/Update**

a. [MASC Grant Request Revision - Southside Regional Park](#)

Minutes: Recreation Director Holly Heitkamp and Parks/Forestry Manager Larry Anderson presented revisions to the grant proposal for Southside Regional Park. 4:37 PM

The Board discussed field use between Fargo and Moorhead, the efficiency of field use with the proposed revisions, and updates to lighting with the new plan.

b. [M.B. Johnson Project Status](#)

Minutes: Parks/Forestry Manager Larry Anderson updated the Board on the M.B. Johnson Park construction project. 4:44 PM

c. [Developing a Park Foundation - Next Steps](#)

Minutes: Recreation Director Holly Heitkamp spoke about developing a Park foundation for donations and fundraising possibilities.

4:51 PM

The Board discussed implementing a subcommittee, standards for building the subcommittee, inviting guest speakers, and further research into establishing a foundation.

d. [Strategic Planning Underway](#)

Minutes: Public Works Director Steve Moore announced strategic planning procedures for the city.

4:57 PM

The Board discussed annual reviews for planning.

e. [2018 Program Fees and Capital Improvements](#)

f. [2017 Scholarship Summary](#)

g. [Upcoming Special Events](#)

h. [Recap: Special Events / Summer Program Evaluations](#)

**12. [Adjourn](#)**

*Respectfully submitted by:*  
*Randy Dahlin*