

**City of Moorhead
Park Advisory Board
Meeting Minutes
November 15, 2011
1st Floor, Council Chambers, Moorhead City Hall**

Pursuant to due call and notice thereof, a regular meeting of the Park Advisory Board was held in the 1st Floor, Council Chambers, Moorhead City Hall, on November 15, 2011, at 4:00 PM.

Roll call of the members was made as follows:

Board Member:	Heidi Durand	Present
Board Member:	Brad Leeser	Present
Board Member:	Cassandra Lougheed	Absent
Board Member:	Larry Seljevold	Absent
Board Member:	Janeen Stenso	Present
Board Member:	Open Position	
2nd Ward Council Member:	Mark Altenburg	Present
3 rd Ward Council Member Alternate:	Brenda Elmer	Present

1. **Call To Order/Roll Call**
2. **Recognitions/Presentations/Introductions**
3. **Approve Meeting Minutes**

a. [October 18, 2011](#)

Motion to Approve the October 18, 2011 PAB Minutes with corrections made by Janeen Stenso and seconded by Mark Altenburg

Motion Passed: For: 4; Against: 0; Abstain: 0; Absent: 2

On page 2 of the October 18, 2011 Parks Advisory Board Minutes, Board Member Leeser's last name is misspelled.

4. **Citizens Addressing the Board**

None

5. **Agenda Amendments**

None

6. **[Tobacco Free Parks Policy](#)**

Motion made to Approve the Tobacco Free Parks Policy made by Janeen Stenso and seconded by Mark Altenburg

Motion Passed: For: 3; Against: 1; Abstain: 0; Absent: 2

The proposed Tobacco Free Park Policy is a limited policy as presented. The current City policy is that all City buildings and vehicles are smoke free but smoking is allowed outdoors. This policy bans the use of tobacco in parks where there are youth activities and play areas. Golf courses, shelters not adjacent to play systems, and parks with no play systems would not be included. Tobacco free areas would be marked with signage indicating the area was tobacco free. The signage would be provided free of charge by Tobacco-Free Youth

Recreation. The only expense to the City would be the staff time to place the signs. This would not be a City Ordinance, but a policy of the Parks and Recreation Department. Staff would receive / review citizens concerns on the locations of tobacco free areas, with the Park Board available for an appeal to staffs decision. Any violations will be addressed by Park Staff since it is policy only, there would be no legal enforcement.

Leeser felt that tobacco free areas outdoors would infringe upon the personal liberties of individuals since smoking is a legal activity, and did not feel he could support this policy.

7. [Moorhead Golf](#)

Motion to Approve the Golf Professional's Contracts for 2012-2013 made by Janeen Stenso and seconded by Brad Leeser

Motion Passed: For: 3; Against: 0; Abstain: 1; Absent: 2

In 1994, The Meadows Golf Course and 9-hole additional holes were constructed at Village Green. The construction was financed through economic development, storm water fees and debt service. The debt service will be paid off in 2021. The courses are operated through an enterprise fund where operating costs and revenues should balance. Many factors can affect revenue at the courses which in turn determines if the courses will stay within budget goals. The general economy, competition from other courses and weather are just a few of these factors. Russ Nelson and Corey Herlickson, Golf Professionals at Village Green and The Meadows respectively, updated the Park Advisory Board on course activity in 2011. Overall season pass sales were down, Junior Season Pass and Frequent Player Cards were up.

Contracts for both Nelson and Herlickson will expire in 2011. Staff has complete confidence in both individuals and would like to renew their contracts. The Food and Beverage Contract will expire after the 2012 season. Staff will need to request RFP's from interested parties at that time. Food and beverage services are currently provided by Machi, of which Corey Herlickson is a part owner. Since Machi was awarded the contract, food and beverage revenues are up. Russ Nelson stated that Machi has provided the best food and beverage service so far.

Mark Altenburg questioned wording in Section 9, Subsection E of the contract. The revenue split on driving range activity was listed incorrectly and will be corrected.

Altenburg stated that until the budget was passed by the City Council he would abstain from any motions regarding future contracts.

8. Information/Update

a. [Upcoming Special Events](#)

9. Adjourn

*Respectfully submitted by:
Karen Stremick*