

**City of Moorhead
Park Advisory Board
Meeting Minutes
June 21, 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 June 21, 2011, at 4:00 PM.

Roll call of the members was made as follows:

Board Member:	Randy Bach	Absent
Board Member:	Heidi Durand	Present
Boardmember:	Janeen Stenso	Present
Boardmember:	Rick Stotts	Absent
Boardmember:	Larry Seljevoll	Present
2nd Ward Council Member:	Mark Altenburg	Present

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

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

3. [Approve Meeting Minutes](#)

Motion to Approve Meeting Minutes from May 21, 2011 made by Mark Altenburg and seconded by Janeen Stenso

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

4. [Citizens Addressing the Board](#)

5. [Agenda Amendments](#)

Motion made to add Discussion of the Heartland Trail as Agenda Item 7 made by Janeen Stenso and seconded by Mark Altenburg

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

6. [Park Development Process in Growth Areas](#)

Kristie Leshovsky, Moorhead City Planner, explained to the PAB what the process was for the development of new parks in Moorhead. The first step is for the Planning Commission to approve the subdivision which lays out the land that will be set aside for a park. It is then determined by Parks and the Park Advisory Board the type of park and amenities that are needed in each location. The Comprehensive Plan for the City also helps to identify the direction of future development for the City including its park development.

As subdivisions are presented to the Planning Commission, developers have options with regards to park land. The four options include 1) a full dedication of land 2) payment in lieu of land 3) a combination of land and payment or 4) petitioning the City to proceed with park development/improvements and adding the costs to special assessments. In many cases, the dedication of land or payment in-lieu of land, are the most common. In both of these situations there is insufficient funding to complete the entire park project so the development of the park must wait until the funds are secured through City Council. Funding for amenities for these newer parks can come through the Capital Improvement Fund process, using funds from the money in lieu of land account, seek grants through outside agencies, or potentially bond for the entire project.

7. Discussion on the Heartland Trail

Dan Hunt presented the PAB with information on the progress of the Heartland Trail. He urged the PAB to be proactive in decisions regarding trail location, trail head, etc so that when funding becomes available from the DNR, Moorhead will be ready to move ahead. Representatives from the Heartland Trail Committee will present information at the August Park Advisory Board Meeting.

7. Information/Update

a Scandinavian Festival

The Scandinavian Festival will be held at the Hjemkomst Center on June 24-25 with an expected attendance of 3,000-4,000 people.

b Scholarship Update

Scholarship funding of park programs is down from previous years. Metro Youth Partnership has currently distributed approximately 1/2 of their previous level of contributions. One possible reason for the decrease could be applicants being unaware of new contact information for the organization. The other main scholarship provider for Parks and Recreation programming is Clay County Collaborative. They are facing a budget reduction from \$25,000 per year to \$8,200 per year. Information from Healthy Community Initiative indicated that ISD 152 has not contributed to the scholarship fund at this time.

c Effects of Minnesota Government Shut Down on Park Areas

The Comstock House will be closing; however, the City will continue to mow and provide minimal maintenance. Also meals service at the Senior Center may be affected.

d Request for Proposal for T-Shirt and Photography Services

As an FYI the Park Office is requesting Request for Proposals from vendors to supply photographic and t-shirt services for recreation programming. Bids are due on July 14, 2011.

8. Adjourn

Respectfully submitted by:
Karen Stremick
Office Specialist
Moorhead Parks and Recreation