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TO: JAMESTOWN PARKS AND RECREATION COMMISSIONERS

FROM: Doug Hogan, Director

SUBJECT: Board Meeting – Monday, March 11, 2019 4:00PM

LOCATION: PARK & REC OFFICE
(Change: We were going to meet at TRAC in March but we have moved to the April 8th Meeting)

- I. MINUTES OF THE PREVIOUS MEETING
- II. FINANCIAL REPORT
 - A. Monthly bills
 - B. Financial Statement
- III. OLD BUSINESS
 - A. Board Development
 - i. Strategic Plan Process
 - B. 2019 Facility/Projects
- IV. NEW BUSINESS:
 - A. Phase II Splash Deck Vendor Recommendation
- V. REPORTS:
 - A. Hillcrest Maintenance - John M
 - B. Winter Sports Buildings - Junior
 - C. Parks Maintenance – Ted
 - D. Hillcrest ProShop - John R

Next Board Meeting Monday, April 8, 2019 @ Two Rivers Activity Center (facility visit to follow meeting)

MINUTES OF THE REGULAR BOARD MEETING DATED March 11, 2019

PRESENT: Chairperson Mindi Schmitz, Vice Chairman Ron Olson, Mike Landscoot, Mark Ukestad

OTHERS: Doug Hogan, Director, Bonnie Ukestad, John Miller, Junior Kautz, Ted Kapp

GUESTS: Tom LaVenture – Representing the Jamestown Sun, Brian Milne – Representing Interstate Engineering

ABSENT: Mike Soulis, John Ruff, Amy Walters

Chairperson Mindi Schmitz called the meeting to order at 4:00pm.

Ron Olson made a motion to approve the February 11, 2019 minutes and February 13th special meeting minutes as written. Mark Ukestad seconded. All approved.

Mark Ukestad made a motion to approve the Financial Report. Ron Olson seconded. All approved.

OLD BUSINESS:

2019 Facility/Projects: Doug Hogan gave an update on the Jack Brown First Base Bleacher/Pressbox project. Last month the board approved spending \$145,220 in facilities monies for the project. With more information since the last meeting, the estimated total cost of project is \$225,800. Doug is proposing to do the demo work and concrete this fall with the bleachers/pressbox to be completed spring of 2020. This allows spreading funding over 2 budget cycles. Doug has applied for \$50,000 capital construction grant with Jamestown Tourism, which meets March 13th. Ron Olson made a motion approve the project starting this fall and completing in spring of 2020. Mark Ukestad seconded. Approved 3-1 with Mike Landscoot voting NO.

Board Development – Strategic Plan Process: Leslie Stevens in the Masters of Leadership Program joined meeting via conference call. She will be helping develop a Strategic Plan and has prepared a timeline that was handed out. She will start with emailing a survey to board members and key staff in March with the goal to have the Strategic Plan finalized in July.

NEW BUSINESS:

Phase II Splash Deck Vendor Recommendation: Brian Milne with Interstate Engineering explained proposals for the Splash Deck were sent to 3 vendors; WaterPlay, Water Odyssey and Vortex. Only WaterPlay and Vortex responded. The committee evaluated the proposals independently and all five evaluators chose WaterPlay. Mindi Schmitz motioned to commit to WaterPlay as the vendor for the Phase II Splash Deck. Ron Olson seconded. All approved.

REPORTS:

- John M:**
- Moving Snow
 - 4wheel drive on pickup needs repair
 - Reels & bed knives are done and sharpened.
 - John & Bob Schuchard attended the North Central Turf Conference at the end of February.
 - Working on establishing cross country ski trails – weather and snow permitting
- Junior:**
- Girls hockey tourney in February many positive comments about the facility
 - Annual Ice show this weekend.
 - Spring hockey will start after the ice show.
 - Ice will come out of Eagles end of March and out of Wilson end of April.
- Ted:**
- Moving snow
 - Raking roofs and breaking up ice on roofs.

Amy: Absent but submitted a written report

Doug reported that he received a phone call from someone that walks at Meidinger Park. They are very appreciative and thank those that are keeping the sidewalks clear of snow.

Next regular board meeting is scheduled for April 8, 2019 and will be held at Two Rivers Activity Center with a facility tour to follow.

Chairperson Mindi Schmitz adjourned meeting at 4:45pm



BONNIE UKESTAD, CLERK



MINDI SCHMITZ, CHAIRPERSON