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TO: JAMESTOWN PARKS AND RECREATION COMMISSION
FROM: Doug Hogan, Director
SUBJECT: Special Board Meeting – Tuesday, April 21, 2020 4:00PM
VIA ZOOM MEETING

Agenda:

- I. Consider Hillcrest Golf Course Opening**
- II. Staffing**

Join Zoom Meeting

<https://zoom.us/j/92806296045?pwd=Nk82L0FaQjNWdFNxczNKc0F1bWNsZz09>

Meeting ID: 928 0629 6045

Password: 084795

Phone: 1 312 626 6799 US

MINUTES OF THE SPECIAL BOARD MEETING DATED
April 21, 2020
VIA ZOOM

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

OTHERS: Doug Hogan, Bonnie Ukestad, Junior Kautz, John Ruff, Amy Walters,
John Miller, Bob Schuchard

ABSENT: None

GUESTS: Mike Savaloja - Jamestown Sun, Robert Naslund

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

Consider Hillcrest Golf Course Opening: Other golf courses are opening and information how they were operating was sent to commissioners. Attached to board packet is a rough draft of operating policy/procedures for Hillcrest. Doug Hogan suggests we do a soft opening on Friday, meaning walking only. Carts would be added later. This will give staff time to adjust and implement the new policies and procedures needed due to COVID-19. John Ruff said there will be no walk-ups, must have a tee time. John Miller said the course is pretty dry – some common areas are still wet but we'll be okay. There will be no flag sticks and cups will be turned upside down in the center of the green. Doug stated we will post the list of restrictions on our website and social media. Only one person will be allowed in the Proshop at a time, the bathrooms will not be available for public use. Porta pots will be available on the course and will be sprayed down with sanitizer as will the carts when they become available for rent. When carts are available it will be one person per cart or two if from same household. We will encourage golfers to bring their own hand sanitizer.

Mindi Schmitz motioned open the Hillcrest Golf course on Friday afternoon, a soft open with walking only and rules posted. Director Doug Hogan will determine when carts will be allowed. Mike Soulis seconded. Roll Call Vote: Mindi S–yes, Ron O–yes, Mike S–yes, Mike L–yes, Mark U–yes. Approved.

Staffing: Doug Hogan stated that with the opening of the golf course we will need to hire staff at Hillcrest Proshop and maintenance. We would not staff as normally in the summer - will move one TRAC maintenance employee to Hillcrest maintenance. Also, as the grass grows, Parks maintenance will need a couple employees for mowing – we will move a winter sports building employee down to parks.

Mark Ukestad motioned to adjourn meeting. Mindi Schmitz adjourned meeting at 4:41pm.


BONNIE UKESTAD, CLERK


MINDI SCHMITZ, CHAIRPERSON