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TO: JAMESTOWN PARKS AND RECREATION COMMISSIONERS

FROM: Doug Hogan, Director

SUBJECT: Board Meeting – Monday, August 10, 2020 4:00PM

Meeting will be held at TRAC – Multipurpose Room

I. MINUTES OF THE PREVIOUS MEETING

II. FINANCIAL REPORT

- A. Monthly bills
- B. Financial Statement

III. OLD BUSINESS

- A. Board Development
 - i. Strategic Plan
- B. Covid-19
- C. WSB Exterior wall repair

IV. NEW BUSINESS:

- A. River Bank Restoration
- B. Sensory Garden Ribbon Cutting
- C. Live Barn – Streaming games
- D. Full-Time Position – Parks Maintenance
- E. Youth and Adult Programming Update

V. REPORTS:

- A. Hillcrest Maintenance (Mike S) - John M
- B. Winter Sports Buildings (Mike S) - Junior
- C. Administration/Finance (Mindi) – Doug
- D. Parks Maintenance (Mike L) – Bob
- E. Hillcrest ProShop/Recreation Programs (Mike S./Ron O) - John R
- F. TRAC (Mark) – Amy

**Next:
Board Meeting Monday, September 14, 2020 4:00pm**

MINUTES OF THE REGULAR BOARD MEETING DATED August 10, 2020
MEETING held at TRAC Multipurpose room

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

OTHERS: Doug Hogan - Director, Bonnie Ukestad, John Miller, Junior Kautz, Amy Walters, John Ruff, Jim Speidel

GUESTS: Jodi Bruns, NDSU Extension Office

ABSENT: None

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

Mike Landscoot made a motion to approve the July 13, 2020 minutes. Mark Ukestad seconded. All approved.

Mike Soulis made a motion to approve the Financial Report. Mike Landscoot seconded. All approved.

OLD BUSINESS:

Board Development – Strategic Plan Process: Following the Board meeting, Jodi Bruns – NDSU Extension Office will lead us.

COVID-19: Jim Speidel reported that supplies are in good shape, working with John Ruff to have golf tournament registrations done outside. Walked through WSB – looks good, prepared for September opening. Employees at WSB have a separate entrance. UJ & High School groups will be responsible to disinfect their own locker rooms.

WSB Exterior Wall Repair: After the last meeting Trent Hillerud, Hillerud Construction looked at the exterior wall – it is structurally sound. Mindi Schmitz made a motion to repair the exterior wall with the \$21,000 (approx.) option. Ron Olson seconded. All approved.

NEW BUSINESS:

River Bank Restoration: Doug Hogan reported that the City of Jamestown will be doing river bank restoration where city infrastructure is in danger. Two areas are in our parks. One is near the exit of Nickeus Park and the other is in McElroy by one of the city wells. They will put rip rap on the river bank. Haul roads at Nickeus they will be able to use the city street but in McElroy they will have to wait until the ground is frozen because the road in the park cannot handle the heavy load like the city street.

Sensory Garden Ribbon Cutting: Doug Hogan invited everyone to the ribbon cutting at the Sensory Garden at Solien-Denault Park at 4:30pm tomorrow with Business After Hours to follow.

Live Barn – Streaming Games: This would be one stationary camera with 180 degree view that would give users the ability to watch games online. There is no cost to JPRD. Users pay a monthly fee to Live Barn to watch games. Mark Ukestad motioned to approve Live Barn for streaming games. Ron Olson seconded. Motion approved.

Full-time Position – Parks Maintenance: Last month this was requested to be on the agenda. Job description was included in the board packet - discussion on adding full-time position. Mindi reminded the board as elected officials they have a fiduciary responsibility to the community. Mike Landscoot made a motion to hire Dennis Kelstrom as full-time. Ron Olson seconded. Motion failed 2-3 with Mike Landscoot and Ron Olson in favor and Mike Soulis, Mindi Schmitz and Mark Ukestad opposed.

Youth and Adult Programming Update: John Ruff reported that grades 1-4 youth football and girls basketball will be moved from the fall to the spring. Due to covid, times will be adjusted, only 1 parent allowed, separate entrance from members at Trac. Adult women's volleyball will be played Oct-Dec and co-ed volleyball Jan-Mar utilizing separate entrance. Adult basketball league has not been decided. We want our members to feel safe and will try to keep the separation between members and programs. We may not host sub-varsity high school events if they allow spectators.

REPORTS:

Written reports were submitted. Amy Walters added that tentatively Thursday, August 27th will be groundbreaking for phase 2.

Next meeting is scheduled for September 14, 2020. Follow-up from Strategic Planning will take place following board meeting.

Mark Ukestad motioned adjourn meeting. Chairperson Mindi Schmitz adjourned meeting at 4:54pm.



BONNIE UKESTAD, CLERK



MINDI SCHMITZ, CHAIRPERSON