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TO: JAMESTOWN PARKS AND RECREATION COMMISSIONERS
FROM: Doug Hogan, Director
SUBJECT: Board Meeting – Monday, November 9, 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. Hillcrest Golf Course Ponds**
- IV. NEW BUSINESS:**
 - A. Tobacco Free – Nancy Neary**
 - B. 2021 Facility Fund Designations**
 - C. 2021 Golf Course Rates**
- V. REPORTS:**
 - A. Parks Maintenance (Mike L) – Bob**
 - B. Hillcrest ProShop/Recreation Programs (Mike S./Ron O) - John R**
 - C. TRAC (Mark) – Amy**
 - D. Hillcrest Maintenance (Mike S) - John M**
 - E. Winter Sports Buildings (Mike S) - Junior**
 - F. Administration/Finance (Mindi) – Doug**

Next:
Board Meeting Monday, December 14, 2020 4:00pm

MINUTES OF THE REGULAR BOARD MEETING DATED November 9, 2020
MEETING held at TRAC Multipurpose room

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

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

GUESTS: Nancy Neary – Central Valley Health, Kasey Anderson – Parent, Mindi Grieve - Student

ABSENT: None

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

Mike Soulis made a motion to approve the October 12, 2020. Mark Ukestad seconded. All approved.

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

OLD BUSINESS:

Board Development – Strategic Plan Process: Jodi sent a strategic plan document that Mindi will send out to the board.

COVID-19: Doug Hogan stated since Stutsman County has changed from yellow to orange it has changed the number of people at an event, program, group with max. The maximum capacity has been decreased to 50. We will not be hosting any high school basketball games.

Hillcrest Golf Course Ponds: Mike Landscoot spoke with someone about cleaning out the ponds but they were not interested in the project. John Miller said he is looking using an attachment on the skid steer to cut down the cat tails.

NEW BUSINESS:

Tobacco Free – Nancy Neary: Handouts were included in board packet. Nancy Neary discussed 2nd hand smoke and that vaping has increased. Would like to see the parks be tobacco free. Madison Grieve shared that vaping and smoking are high amongst her peers. Kasey Anderson talked about the difficulty in going to outdoor spaces with her child, who has lung issues. She has had to leave the parks multiple times due to others lighting up tobacco in the parks. Mindi proposed having a committee form a policy and present to the commission.

2021 Facility Fund Designations: Included in handouts was the 2021 Facility Fund designations. Budgeted \$242,500 with \$121,810 already allocated for 2021. Which leaves \$120,690 to allocate. At the manager's meeting a list was developed for the remaining dollars.

\$15,000	Trac Window Shades
\$28,000	Meidinger Splash Park – ie Deck Furniture
\$50,000	WSB Dehumidifier
\$20,000	Parks Office Boiler
\$ 2,100	Welder
\$ 5,590	Hillcrest ProShop Furnace

Mindi Schmitz motioned to approve the 2021 Facility Fund Designation as presented at this time. Mark Ukestad seconded. All approved.

2021 Golf Course Rates: John Ruff said he and Doug Hogan visited about the rates and they are proposing to keep the same rates as 2020. Season tickets, green fees and rentals all did better than

projected for 2020. Also, it was recommended to change the wording for “man & wife” to “couple”. Ron Olson made a motion to keep rates for 2021 the same as 2020. Mark Ukestad seconded. Discussion on raising cart storage rates. 1-4 motion failed with Ron Olson voting in favor. Mike Soulis motioned to keep rates the same but increase cart storage fees \$20.00, Mike Landscoot seconded. All approved.

REPORTS:

Written reports were submitted.

Bob Schuchard – Everything is in report.

John Ruff added that the golf course reopened for the week last week with the nice weather.

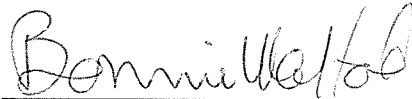
Amy Walters added that hours have been adjusted due to staff shortages with covid.

John Miller – Everything is in report.

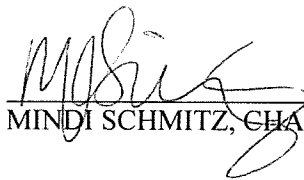
Junior Kautz – discussed email that was received about purchasing a skate sharpener. He does not feel we need to spend the money on a skate sharpener, there are enough sharpeners in town.

Next meeting is scheduled for December 14, 2020.

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



BONNIE UKESTAD, CLERK



MINDI SCHMITZ, CHAIRPERSON