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**TO: JAMESTOWN PARKS AND RECREATION COMMISSIONERS**  
**FROM: Doug Hogan, Director**  
**SUBJECT: Board Meeting – Monday, January 11, 2021 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. Covid-19**
  - B. Parks Hours Ordinance – 2<sup>nd</sup> Reading**
  - C. Tobacco Free Ordinance – 2<sup>nd</sup> Reading**
- IV. NEW BUSINESS:**
- V. REPORTS:**
  - A. TRAC (Mark) – Amy**
  - B. Hillcrest Maintenance (Mike S) - John M**
  - C. Winter Sports Buildings (Mike S) - Junior**
  - D. Administration/Finance (Mindi) – Doug**
  - E. Parks Maintenance (Mike L) – Bob**
  - F. Hillcrest ProShop/Recreation Programs (Mike S./Ron O) - John R**

**Next:**  
**Board Meeting Monday, February 8, 2021 4:00pm**

Jamestown Parks & Recreation Department Meetings will follow Roberts Rules of Order

MINUTES OF THE REGULAR BOARD MEETING DATED January 11, 2021  
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, Bob Schuchard, Amy Walters, Jim Speidel

GUESTS: Nancy Neary – Central Valley Health, Kasey Anderson – Parent, Erik Laber – City Forester

ABSENT: John Ruff

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

Mark Ukestad made a motion to approve the December 14, 2020 regular meeting minutes and the December 21, 2020 special meeting minutes. Mike Soulis seconded. All approved.

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

**OLD BUSINESS:**

**Covid-19:** Jim Speidel stated we are still following guidelines. Capacity has changed to 65%. Supplies are good and we are still documenting.

**Parks Hours Ordinance:** Mindi Schmitz motioned to approve the second reading of Parks Hours Ordinance as written. Ron Olson seconded. All approved.

**Tobacco Free Ordinance:** Mindi Schmitz motioned to approve the second reading of Tobacco Free Ordinance. Mark Ukestad seconded. Approved with Mike Landscoot and Ron Olson opposing.

**REPORTS:**

Written reports were submitted.

Doug

- strategic planning was discussed at the manager's meeting and will be working on a draft to present to board.
- Doug met with Erik Laber and they have a tentative plan to get rid of the buckthorn. Erik Laber is working on a grant. Currently the city and parks & rec will work together and potentially Stutsman County will join the efforts.
- Visited with Searle Swedlund regarding Frontier Village summer maintenance for 2021 as things have not progressed to where Searle needs so would like help again this summer. We will help again this summer.

Amy

- Membership and daily visits are increasing. Working on retaining.
- Splash Pad construction is ahead of schedule. We will be ready to open end of May or beginning of June. Approximately \$35K left to raise for the project.
- Big curtain in the gym fell due to faulty straps. The company will be coming out to replace the straps on all gym curtains. No damage to floor or persons when it fell.

John M.

- Attached to his written report was a bid from Scherbenske to clean ponds; dredging and laser leveling \$38,500. Working on getting another bid and a product to kill cat tails.

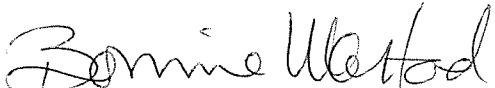
Junior

- Hands free toilets, urinals and faucets have been installed

- UJ is looking to add a women's hockey team for the 2022-2023 season. We do not have additional locker room available and are not able to add on due to fire code. Putting a trailer in the parking lot for a locker room was also explored but it is not allowed.

Bob Flooding rinks as able, warm weather/temps is not helping form ice.

Chairperson Mindi Schmitz adjourned meeting at 4:25pm.

  
BONNIE UKESTAD, CLERK

  
MINDI SCHMITZ, CHAIRPERSON