



1002 2nd Ave SE
Jamestown, ND 58401

jamestownparksandrec.com

office@jamestownparksandrec.com

701.252.3982



TO: JAMESTOWN PARKS AND RECREATION COMMISSIONERS

FROM: Amy Walters, Executive Director

SUBJECT: Board Meeting – Monday, September 12, 2022 4:00PM

- I. Call to Order**
- II. Welcome of Guests and Recognition**
 - A. Staff 5-year recognition**
- III. Public Communication**
- IV. Additions or Deletions to Agenda**
- V. Minutes of the Previous Meeting**
- VI. Financial Report**
 - A. Monthly Bills**
 - B. Financial Statement**
- VII. Old Business**
- VIII. New Business**
 - A. WSB Concession Electrical Update**
 - B. MOU with National Audubon Society-Audubon Dakota- for Urban Woods & Prairies Initiative (buckthorn removal)**
 - C. Approval of submission of funding request of \$75,000 to Garrison Diversion Conservancy District- Recreation Grant Program**
- IX. Reports – Management Reports Submitted (included in board packet)**
 - A. Executive Director**
- X. Adjournment**

Next: Board Meeting Monday, October 10, 2022

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

“The Jamestown Parks and Recreation District is committed to offering quality recreational opportunities and services to make the community the best place to live and play.”

Public Communication Policy

A scheduled time for public participation has been placed on the agenda at Jamestown Parks and Recreation Board of Commissioners general meetings. The Board desires to hear the viewpoints of citizens throughout the district. Individuals wishing to address the Board are requested to make arrangements with the Board President or the Executive Director prior to the meeting. Comments should be made to the Board and not to individuals in the audience and be related to Park District operations and programs. The Board will not hear personal complaints against any person connected with the park district. Comments must address topics that are on the agenda. If a citizen would like to add a topic to the park board agenda, arrangements must be made in advance with the Director or Park Board President. The Board reserves the right to eliminate or restrict the time allowed for public participation. The Board requests that comments are limited to three (3) minutes or less. Groups of individuals addressing a common concern are asked to designate one spokesperson.

jamestownparksandrec.com

MINUTES OF THE REGULAR BOARD MEETING DATED September 12, 2022

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

ABSENT: None

OTHERS: Amy Walters–Executive Director, Bonnie Ukestad, Junior Kautz, Corey Genter, Tammy Mewes, ShawnDell Gudmestad, Boya Quichocho, Erik Laber – City Forester, Cody Champagne – President Jamestown Hockey Boosters, Sarah – joined via phone

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

Corey Genter was welcomed as the new Facilities and Parks Operation Manager. Certificates were presented to employees; Tammy Mewes and ShawnDell Gudmestad for achieving 5 years of service.

No additions or deletions to agenda.

Ron Olson made a motion to approve the August 8, 2022 regular meeting minutes. Mark Ukestad seconded. All approved.

Mike Soulis made a motion to approve the bills and financial report. Mike Landscoot seconded. All approved.

OLD BUSINESS: NONE

NEW BUSINESS:

WSB Concession Electrical Update. Cody Champagne with Jamestown Hockey Boosters is requesting that the electrical service to the concession area be updated to accommodate the installation of digital menu boards – the cost to them is \$700.00. In order to do this the electrical panel will need updating. Junior received a quote of \$2,100.00. Hockey Boosters have a person on their board who has his master electrician license and would donate labor. Hockey Boosters donate the supplies.

Mike Soulis motioned to allow Jamestown Hockey Boosters to move forward with electrical service updates to the concession area at the Winter Sports Building pending the person with the master license work with Amy to ensure work is performed within code requirements. Mark Ukestad seconded. All approved.

MOU with National Audubon Society-Audubon Dakota- for Urban Woods & Prairies Initiative (buckthorn removal): MOU was included in board packet. This is a joint project with the City of Jamestown. Audubon Dakota will contract with MN Native Landscapes to remove the buckthorn, the City of Jamestown and JPRD will maintain for 20 years after the removal. the City of Jamestown has requested some changes to the MOU. Amy Walters suggested to wait for the revised MOU and put on the October Agenda as Old Business.

Approval of submission of funding request of \$75,000 to Garrison Diversion Conservancy District- Recreation Grant Program: Amy Walters submitted a request for \$75,000 in grant funding for the renovations of Al Boelke baseball fields. Completed grant request was included in board packet.

Mindi Schmitz motioned to approve the application submitted on behalf of JPRD to the Garrison Diversion Conservancy District – Recreation Grant program to support the costs of the youth field renovation. Mark Ukestad seconded. All approved.

REPORTS:

Written reports were submitted.

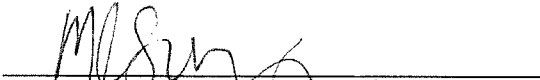
Amy Walters – Executive Director; Highlights;

- Staffing- FT positions are filled
- Discussions with UJ & JPS to look at turfing JBS and new locker room/bathroom/concession area and including in youth baseball renovation project.
- 5 year anniversary at TRAC last week
- Splash Park is closed for season
- Hillcrest Golf Course daily visits are up
- John Ruff working on sand trap renovations – eliminate some and expand others, funding will come from the Hillcrest Signage Capital Outlays as costs for signage will be less than budgeted.
- WSB repairs are completed – after invoices are received we will find out what insurance will cover.
- Amy Walters, Boya Quichocho, Junior Kautz, Tammy Mewes and Brooke Johnson are going to the State Parks Convention this week (Tues-Thurs) in Minot.
- Amy Walters will be attending the National Parks Convention in Phoenix next week.

Mark Ukestad motioned to adjourn. Ron Olson seconded. All approved. Adjourned meeting at 4:37 pm.



BONNIE UKESTAD, CLERK



MINDI SCHMITZ, CHAIRPERSON