



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, July 10, 2023 4:00PM

- I. Call to Order**
- II. Welcome of Guests and Recognition**
- III. Public Communication**
- IV. Additions or Deletions to Agenda**
- V. Minutes of the Previous Meeting**
- VI. Financial Report**
 - A. Monthly Bills – June & July**
 - B. Financial Statement**
- VII. Old Business**
- VIII. New Business**
 - A. Board Organization**
 - i. Election of Officers**
 - ii. Portfolio Assignments**
 - B. 2022 Annual Report**
 - C. Employee Group Health Insurance Plan**
 - D. 2024 Budget Approval**
- IX. Reports – Management Reports Submitted (included in board packet)**
 - A. Executive Director**
- X. Adjournment**

Next: Board Meeting Monday, August 14, 2023

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.

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MINUTES OF THE REGULAR BOARD MEETING DATED July 10, 2023

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

ABSENT: None

OTHERS: Amy Walters-Executive Director, Bonnie Ukestad, Ricki Ramlo - citizen

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

Welcomed Guests. Public communication – Ricki Ramlo addressed the board with concerns of an outdoor swimming pool and the splash pad is not infant/toddler friendly as it is all concrete. Amy Walters stated that JPRD will be conducting a comprehensive plan and there will be a portion for public input. Amy offered to meet with Ricki to provide history of pool and decisions.

Mark Ukestad made a motion to approve the June 12, 2023 regular meeting minutes. Mike Landscoot seconded. All approved.

Ron Olson made a motion to approve the bills and financial report. Mark Ukestad seconded. All approved.

OLD BUSINESS:

None

NEW BUSINESS:

Board Organization:

Election of Officers:

- Ron Olson nominated Mindi Schmitz as Chairperson. Mike Soulis seconded. All approved.
- Ron Olson nominated Mike Landscoot as Vice Chair. Mike Soulis seconded. All approved.

Portfolio Assignments:

Discussion held on keeping current portfolio assignments or changing. Current assignments have been held since 2019. Decision to change with exception of Chairperson maintaining Admin/Financial. Assignments are as follows:

- Recreation/Special Events - Mark Ukestad
- TRAC – Mike Soulis
- Hillcrest Golf Course/Winter Sports Building – Mike Landscoot
- Parks/Game Fields – Ron Olson
- Administration/Financial – Mindi Schmitz

2022 Annual Report:

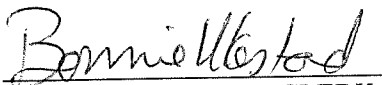
The JPRD 2022 Annual Report was included in board packet and Amy handed out copies. We now have a template that will be used in future years and will publish the 2023 annual report in March 2024. Annual reports will be posted on our website.

Employee Group Health Insurance Plan:

Our current insurance plan is with the City of Jamestown group. Amy Walters investigated other options and is recommending to go with the offering the 2 options the City of Jamestown approved. BCBS 90/500 plan has a monthly premium of \$852.20 per employee. This is a 6% increase from the 2023 plan premium. The BCBS 100/5000 plan has a monthly premium of \$733.20. This is a 9% reduction from the 2023 plan premium.

- There is a proposed bill to remove property tax in ND. Amy encouraged the board to inform their friends/neighbors/coworkers that this will impact how we operate.

Mark Ukestad motioned to adjourn. Ron Olson seconded. Adjourned meeting at 5:24pm.


BONNIE UKESTAD, CLERK


MINDY SCHMITZ, CHAIRPERSON