



TO: JAMESTOWN PARKS AND RECREATION COMMISSIONERS

FROM: Amy Walters, Executive Director

SUBJECT: SPECIAL BOARD MEETING Friday, August 11, 2023 7:00AM

LOCATION: Main Office 1002 2nd Ave SE

- I. Executive Session**
 - A. Contract with Mammoth Sports Construction**
- II. Award bid for Rotary Mower**
- III. Set Budget Hearing Date/Time**

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.

MINUTES OF THE SPECIAL BOARD MEETING DATED
August 11, 2023

PRESENT: Chairperson Mindi Schmitz, Mark Ukestad, Mike Landscoot

ABSENT: Ron Olson, Mike Soulis,

GUESTS: Amy Walters–Executive Director, Bonnie Ukestad, Abbagail Geroux – Dalsted & Ryan, P.C.

Chairman Mindi Schmitz called the meeting to order at 7:00am.

Contract with Mammoth Sports Construction: Abbagail Geroux – Dalsted & Ryan, P.C. led conversation regarding the contract with Mammoth Sports Construction. After the contract is signed there will be an amendment for the amount and timeline. Abby wanted JPRD to be aware:

- The estimate of 3.8 million does not include engineering so we will have extra costs associated with engineering.
- There will be cost of work project plus a 4% fee.
- We will also need to get builders' risk insurance which will be an additional cost. It will be cheaper to go through Mammoth Sports Construction for the builders' risk insurance than through our own insurance.
- If there is any change in price or completion date – there will need to be board approval.


Board members did not want to go into executive session.

Mark Ukestad made a motion to enter contract with Mammoth Sports Construction and authorized Amy Walters, Executive Director to sign contract. Mike Landscoot seconded. All approved.

Award Bid for Rotary Mower: Bids were opened for the rotary mower on July 26th. One bid was received and it met the RFP requirements. MTI \$79,778.18. Mike Landscoot motioned to accept the bid from MTI and authorize Amy Walters and Bonnie Ukestad to use local lender. Mark Ukestad seconded. All approved.

Set Budget Hearing Date/Time: Budget hearing date and time needs to be submitted to County Auditor. Our next board meeting is September 11th. Discussion on what time. Mike Landscoot motioned to have the Budget Hearing at 5:00pm on Monday, September 11th at TRAC. Mark Ukestad seconded. All approved.

Mark Ukestad motioned to adjourn, Chairperson Mindi Schmitz adjourned meeting at 7:31am.


BONNIE UKESTAD, CLERK


MINDI SCHMITZ, CHAIRPERSON