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**TO: JAMESTOWN PARKS AND RECREATION COMMISSIONERS**  
**FROM: Amy Walters, Executive Director**  
**SUBJECT: Board Meeting – Monday, September 11, 2023 4:00PM**

- I. Call to Order
- II. Welcome of Guests and Recognition
  - A. Staff 15 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
  - A. Stutsman County Park Board Restructuring
  - B. Employee Group Health Insurance – Proposed changes to grandfathered coverage
- VIII. New Business
- IX. Reports – Management Reports Submitted (included in board packet)
  - A. Executive Director
- X. Adjournment

**Next: Board Meeting Monday, October 9, 2023 4:00pm**

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 September 11, 2023

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

ABSENT: None

OTHERS: Amy Walters-Executive Director, Bonnie Ukestad,

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

No Guests.

Certificate of appreciation will be presented to Wayne Hogan, (who was unable to attend meeting) for achieving 15 years of service with JPRD.

No Public Communication. No additions or deletions to the agenda.

Mark Ukestad made a motion to approve the August 21, 2023 regular meeting minutes. Ron Olson seconded. All approved.

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

**OLD BUSINESS:**

**Stutsman County Park Board Restructuring:**

As requested from last month's board meeting, Mike Soulis and Amy Walters met and came up with a list of pros/cons for JPRD to consider a designee on the Stutsman County Park Board. Regardless of being a voting member of the Stutsman County Park Board, JPRD will continue to work closely with Stutsman County Park Board.

Mike Soulis made a motion for JPRD to not be part of proposed restricting of Stutsman County Park Board and continue as we are working closely. Mark Ukestad seconded. All approved.

**Health Insurance - Grandfathered Employee Plans**

Amy Walters requested from our attorney legality of changing grandfathered employee plans. Our attorney has not found evidence that we can or cannot. If we are wanting to make any changes to grandfathered plans, our attorney will continue to research and provide guidance. We will table Health Insurance - Grandfathered Employee Plans until we have an answer for our attorney.

**NEW BUSINESS:**

**NONE**

**REPORTS:**

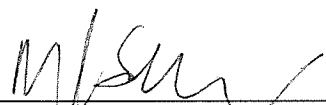
Written reports were submitted.

Amy Walters reported:

- City of Jamestown had final ready of the city liquor ordinance. JPRD Foundation can now apply for liquor license for Hillcrest Golf Course and include Bunker for our own events.
- Comprehensive planning will start at end of September.
- 2022 Audit is being finalized. Auditor will be at October meeting to present results.
- Currently have 1 FT position open in Parks Maintenance Department
- Baseball has raised \$3.2 million
- Trapper Field lights to be installed this week.
- Minor glycol leak at Winter Sports Building being repaired.

Mark Ukestad motioned to adjourn. Ron Olson seconded. Adjourned meeting at 4:42pm.

  
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BONNIE UKESTAD, CLERK

  
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MINDI SCHMITZ, CHAIRPERSON