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TO: JAMESTOWN PARKS AND RECREATION COMMISSIONERS
FROM: Amy Walters, Executive Director
SUBJECT: Board Meeting –Monday, December 11, 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**
 - B. Financial Statement**
- VII. Old Business**
 - A. Employee Group Health Insurance – Proposed changes to grandfathered coverage**
 - B. Alcohol Sales at Hillcrest – Agreement between JPRD & Foundation**
 - C. McElroy Parking Lot Petition to City of Jamestown**
- VIII. New Business**
- IX. Reports – Management Reports Submitted (included in board packet)**
 - A. Executive Director**
- X. Adjournment**

Next: Board Meeting Monday, January 8, 2024 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 December 11, 2023

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

ABSENT: None

OTHERS: Amy Walters-Executive Director, Bonnie Ukestad, Boya Quichocho, Chris Newans

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

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

Ron Olson made a motion to approve the November 13, 2023 regular meeting minutes. Mike Soulis seconded. All approved.

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

OLD BUSINESS:

Employee Group Health Insurance - Proposed changes to grandfathered coverage

Legal opinion was again included in board packet. Letter states essentially, we can make changes to grandfathered employee benefits and we may want to make changes since we are treating employees two different ways. Different options were included in the board packet. Amy Walters summarized the options:

1. Terminate the grandfathered health benefits over a period of time.
2. Buy-out current grandfathered employees and transition all staff to same health insurance coverage, full single plan.
3. Provide health insurance coverage for dependent/family as a retention tool for all employees, not just those previously grandfathered.
 - a. All staff served over 15 years in the park district receive fully paid family health insurance. This option continues to provide this benefit for the three employees that currently receive it and make it available to any staff that would reach 15 years in the future.
 - b. All staff that have served over 5 years in the park district would receive 50% of the employer portion of single + dependent or family insurance. No change to the current 3 grandfathered employee plans.
 - c. All employees that have worked for 5 years or more for the district would qualify for 50% of the employee cost of a single+ dependent/family plan

Mike Soulis made a motion to phase out the grandfathered plan over a period of 4 years. 100% for 2024, 75% year 2, 50% year 3 and year 4 employee pays. Mindi Schmitz seconded. Motion failed 1-3. Mike Soulis – Yes, Mindi Schmitz – No, Ron Olson – No, Mike Landscoot – No.

Mark Ukestad arrived.

Mindi Schmitz motioned all staff served over 15 years in the park district receive fully paid family health insurance. This option continues to provide this benefit for the three employees that currently receive it and make it available to any staff that would reach 15 years in the future. Mark Ukestad seconded. Motion failed 2-3. Mindi Schmitz – Yes, Mark Ukestad – Yes, Ron Olson – No, Mike Landscoot – No, Mike Soulis – No.

Alcohol Sales at Hillcrest – Agreement between JPRD & Foundation – Amy Walters informed the board after the agreement that was included in the board packet last month was approved, our

attorney wanted a couple changes. On page 2, number 6 the locations of alcohol she wants the city to change the ordinance to reflect the golf course as the current ordinance have to designate space. We need to have City of Jamestown's Finance & Legal Committee change the wording of the ordinance. The other change is the hours of alcohol sales, change the wording to "legally allowed". Mike Soulis made a motion to accept the changes as presented. Mark Ukestad seconded. All approved.

Amy Walters stated we cannot apply for the license until the ordinance is updated by the City.

McElroy Parking Lot Request to City of Jamestown – This was presented last month and since then the estimate of probable cost cause has been received. Amy Walters stated that since the amount is more than what was reported in November, she wanted to inform the board. The parking lot is estimated to cost \$1.8 million. Amy is working to reduce the cost – reduce number of parking spaces from 183 to 120. This will create some green space between JBS outfield fence and parking lot. Also, eliminating the center islands. With these changes it is hoped to reduce the cost to around \$1.2 million. A special assessment district will be created by the City of Jamestown to pay for the parking lot. Special assessments are currently in place to fund the maintenance and replacement of parking lots and paved pathways at Hillcrest, Winter Sports Building and Two Rivers Activity Center. The special assessment district would be created and the costs of the project would be assessed back to Jamestown Parks and Recreation for payment through a separate levy designated for special assessments.

REPORTS:

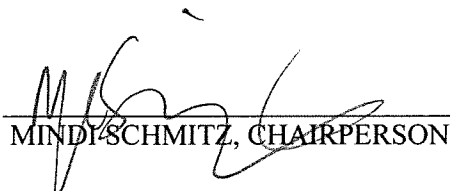
Written reports were submitted.

Amy Walters reported:

- Hockey Day ND is not hosting an event this year.
- Comprehensive planning is starting focus groups, surveys and community input meetings.
- Maintenance team has been removing trees along the riverbank where the bridges will be replaced.

Mark Ukestad motioned to adjourn. Ron Olson seconded. Adjourned meeting at 5:05pm.


BONNIE UKESTAD, CLERK


MINDY SCHMITZ, CHAIRPERSON