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TO: JAMESTOWN PARKS AND RECREATION COMMISSIONERS
FROM: Amy Walters, Executive Director
SUBJECT: Board Meeting –Monday, October 14, 2024 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. Outdoor Rink and Hockey Day**
- VIII. New Business**
 - A. McElroy Field Renovation Change Order #3**
 - B. McElroy Parking Lot Change Order #1 and Progressive Estimate**
 - C. Meidinger Courts Change Order #2 & Final Inspection and Acceptance**
- IX. Reports – Management Reports Submitted (included in board packet)**
 - A. Executive Director**
- X. Adjournment**

Next: Board Meeting Monday, November 11, 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.

MINUTES OF THE REGULAR BOARD MEETING DATED October 14, 2024

PRESENT: Chairperson Mindi Schmitz, Mark Ukestad, Ryan Harty

ABSENT: Mike Soulis, Mike Landscoot

OTHERS: Amy Walters-Executive Director, Bonnie Ukestad

GUESTS: NONE

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

Welcomed guests. No Public Communication. No additions to the agenda.

Mark Ukestad made a motion to approve the September 9, 2024 regular meeting minutes and the September 9, 2024 Public Hearing Meeting. Ryan Harty seconded. All approved.

Ryan Harty made a motion to approve the bills and financial report. Mark Ukestad seconded. Roll call: Mark Ukestad – Yes, Mindi Schmitz – Yes, Ryan Harty -Yes. Approved.

OLD BUSINESS:

Outdoor Rink and Hockey Day: Amy Walters reported Interstate Engineering has concerns about the design of the rink. It is likely this project won't get done this year.

NEW BUSINESS:

McElroy Field Renovation Change Order #3: The guaranteed maximum price for the project \$4,103,117.14. The final result of all items included in Change Order 3 results in an increase of \$19,604.76. This utilizes the entire balance of the project contingency allocation.

These items included in this change order:

- Savings of \$13,800 for changes to concrete thickness and reinforcement material
- Add of \$263.43 for electrical additions
- Savings of \$27,785.50 removal of concrete mow strip
- Savings of \$5,000 for donation of rebar from West End
- Add of \$87,266 to sod Babe Ruth field instead of seed
- Add of \$49,744 to Cal Ripken field instead of seed
- Savings of \$27,325 for changes to irrigation system
- Add of \$16,863 for additional fill needed to replace the unanticipated amounts of Agri lime that needed to be removed

The increase in cost can be covered by allocations for this project in the Capital Outlays- Facility fund bringing the total project cost to \$4,122,721.90.

Ryan Harty made a motion to approve Change Order 3 for McElroy Park Field Renovation Project with Mammoth Sports Construction and direct Amy Walters to sign. Mark Ukestad seconded. Roll call: Mindi Schmitz – Yes, Ryan Harty -Yes, Mark Ukestad – Yes. Approved.

McElroy Parking Lot Change Order #1 and Progressive Estimate: Border States Paving is requesting additional funding due to the need to bring in additional topsoil. The existing topsoil was contaminated from building demolition and was not suitable for grass growth and new topsoil was needed.

The cost to bring in the additional needed topsoil is \$28,110 bringing the total project cost to \$867,789. This increase is still within the total project cost estimate financed through the Bank of North Dakota.

Mark Ukestad made a Motion to approve Change Order 1 for McElroy Park Parking Lot and approve payment of Progressive Estimate #2. Ryan Harty seconded. Roll Call: Ryan Harty -Yes, Mark Ukestad – Yes, Mindi Schmitz – Yes. Approved.

Medinger Courts Change Order #2 & Final Inspection and Acceptance: Earthworks Services completed construction on the pickleball courts in October of 2023. At that time concerns regarding the surfacing were raised with the contractors. Since that time the surface has been monitored by Interstate Engineering, users, and the contractors. A course of action has been proposed to resurface the playing surface of each court at a reduced cost in the Spring of 2025.

The total cost to resurface the courts as proposed is \$20,516.00. Earthworks Services and JB Surfacing have agreed to a cost reduction of \$10,000. Interstate Engineering has agreed to contribute \$2000 to the cost. The remaining balance of will be negotiated with pickleball club. Capital Outlay funds in 2025 can be allocated for this expense if necessary.

Ryan Harty made a motion to approve Change Order 2 for Meidinger Courts and approve the final inspection and acceptance of the project excluding the pickleball court acrylic surfacing and direct Amy Walters to sign. Mark Ukestad seconded. Roll call: Mark Ukestad – Yes, Mindi Schmitz – Yes, Ryan Harty -Yes. Approved.

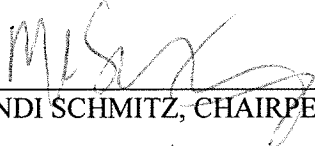
REPORTS:

Written reports were submitted.

Amy Walters noted our next meeting falls on Veteran’s Day. Mark Ukestad made a motion to move November’s board meeting from November 11 to Tuesday, November 12th at 4:00pm. Ryan Harty seconded. Approved.

Mark Ukestad motioned to adjourn. Adjourned meeting at 4:38pm.


BONNIE UKESTAD, CLERK


MINDI SCHMITZ, CHAIRPERSON