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**TO: JAMESTOWN PARKS AND RECREATION COMMISSION**  
**FROM: Doug Hogan, Director**  
**SUBJECT: Board Meeting – Wednesday, March 16, 2016 4:00PM**

- I. MINUTES OF THE PREVIOUS MEETING**
- II. MONTHLY BILLS**
- III. OLD BUSINESS**
  - A. Land purchase offer accepted**
  - B. Alcohol at Hillcrest**
  - C.**
- VI. NEW BUSINESS:**
  - A. Approve UJ. Request for sanitary sewer**
  - B. Mike Manstom, Dougherty Bond Sale**
  - C. Cat Tails at the Golf Course (Olson)**
  - D. TRAC**
  - E. Ice Rates 2016-2017**
  - F. Bank Loan approval**
- V. REPORTS:**
  - A. John R**
  - B. David**
  - C. John M**
  - D. Ted**

MINUTES OF THE REGULAR BOARD MEETING DATED MARCH 16, 2016

PRESENT: Chairman Mike Landscoot, Vice Chairman Ron Olson,  
Richard Ryan, Mark Ukestad, Larry Knoblich

OTHERS: Doug Hogan, Director, Sheila Harr, Ted Kapp, John Ruff, John Miller

GUESTS: Tom LaVenture representing the Jamestown Sun  
Andrea Huus representing Shadys  
Bonnie Ukestad

ABSENT: David Seefried

Chairman Landscoot called the meeting to order at 4:00pm.

Ron Olson made a motion to approve the February 10<sup>th</sup>, 2016 minutes as written.  
Mark Ukestad seconded. All approved.

Mark Ukestad made a motion to approve the monthly bills. Richard Ryan seconded. All approved.

**ALCOHOL @ HILLCREST:** Chairman Landscoot stated that we did have a bar at the Proshop last year so the decision is do we have it another year or make changes. Ruff said there were a couple of issues that he had heard. One was having a keg (free beer) on Thursday which is men's day. That does not help the bar. The other issue was the hours. Andrea said it does get to be a long day for the bar attendant when the course is slow. She asked if there was any way a Proshop worker could sell some beer on their behalf. Hogan said that state law does not allow for a parks entity to do that. Olson said the complaint he has heard was the bar not being open at 10:00 or 11:00am. Andrea said there were times that maybe only two cans of beer were sold all day. Andrea also stated that the Proshop closing at 9:00pm is an issue. Hogan said the restroom situation is also an issue. Another door would have to be installed to bypass the Proshop. Hogan pointed out that if the bar is profitable we would get a piece of that and that money would go back into the golf course. She said she had contacted Rich from Jamestown Music to put a dart machine in the bar because there is nothing to do after golfing. Olson said the men's association does not have a say in this. This is a park board decision and a good cause for park and recreation.

Ron Olson moved to eliminate the Thursday night kegs and have a bar only. Richard Ryan seconded. Olson-yes Ukestad-yes Ryan-yes Knoblich-yes Landscoot-no  
Motion passed.

Ruff said he will stay open until 10:00pm on a trial basis. If it does not seem to be working out he will go back to closing at 9:00pm. The Proshop always stays open until 10:00pm. on Thursdays.

The bar will be on a trial basis for another year.

**LAND PURCHASE:** Hogan informed the board that Lutheran Charity Services accepted our offer for the purchase of the 8.61 acres for \$500,000.00. There is a purchase agreement that has been drawn.

Hogan is asking the board to make a final approval for the purchase of the land and also to authorize Mike Landscoot, Chairman and Doug Hogan Director as the signers and to also to allow them to make the final approval for the pending changes.

Mark Ukestad made the motion to give Landscoot and Hogan the authority to approve the final agreement and sign the contract. Ron Olson seconded.

Knoblich-yes Ryan-yes Ukestad-yes Olson-yes Landscoot-yes All approved

**APPROVAL U.J. REQUEST FOR SANITARY SEWER:** The University is requesting an easement from Jamestown Parks and Recreation to install a sewer line that is needed for their new basketball arena. The line will not interfere with the existing parking lot. Richard Ryan made a motion to approve the easement for the sanitary sewer line. Mark Ukestad seconded. Knoblich-yes Ryan-yes Ukestad-yes Olson-yes Landscoot-yes All approved

**MIKE MANSTROM:** unable to attend today's meeting. He will plan on being at the next regular board meeting in April. He was going to discuss the bond sale for April 16<sup>th</sup>. A preliminary time schedule was provided for review.

The board also needs to give approval to the joint powers agreement, between Parks and Recreation and the City of Jamestown. As of now the City has the paper work. John Shockley, our bond council revised a large portion of the original agreement. There was specific language in the agreement that Shockley felt that whoever purchases the bonds is going to feel more comfortable knowing that there are provisions in place that protect their investment. In other words they will feel more comfortable knowing that they are going to get a return on their investment by purchasing these bonds. There was additional language that he wanted in the agreement.

The City has the ball in their court. Pending any other changes they might want, Shockley is asking that our board approve the joint powers agreement presented tonight.

Also to allow Hogan, the chairman or the business manager to authorize us to approve any changes to the agreement deemed advisable by the bond council. The bonds cannot be sold without this agreement.

Richard Ryan moves to approve the joint powers agreement in substantially the same form as presented to the board and authorize the chairman, director and the business manager to approve any changes to the agreement as deemed advisable by the bond council. Mark Ukestad seconded. Knoblich-yes Ryan-yes Ukestad-yes Olson-yes Landscoot-yes All approved.

**CATTAILS AT THE GOLF COURSE:** Ron Olson had to get the local health departments approval. Jim Reuther, Fire Chief also had to sign the approval. After this an application had to be filed. Olson got the approval but there is a 60 day window in which to do the burning. Before we start burning the police department, fire department and the Jamestown Sun needs to be notified so they can notify the public. Planning to start on Monday March 21<sup>st</sup>. Because Olson's name is on the application he needs to be present during the burn. Miller said the front 9 ponds will be burned and it would be nice to include between #10 and #16. Miller said there will be water tanks available.

**TRAC:** Hogan updated the board regarding the construction of the TRAC building. Last week Wednesday (the design development stage) during a meeting with the architects the budget was presented. Initially the budget was over 0% to 5%. After the meeting this afternoon that number has been reduced. The contractor, McGough and Zerr-Berg architects feel confident that this project will come in at or under budget. At this point there are a couple of issues with the pool and utility easements. If that were to happen we would reduce the cost of the pool. The pool lap lanes may be reduced by four feet, from 75 feet to 71 feet. It would save us money. There is an 8" difference in the easement. If we can get a variance for those 8" we will be okay. Now the Bubble is 83 yards by 50 yards. There is an add alternate for the extra 17 yards. The contractors and the architects feel confident that the construction environment right now is suitable for our project. We were planning on May 1<sup>st</sup> or 2<sup>nd</sup> to start construction. With the weather being as nice as it has been, Scherbenske and Sons got the contract for the earth work, they indicated that they would like to start April 11<sup>th</sup>. Part of the issue with local contractors with a project of this size they cannot bond for the amount of money. McGough has indicated to us is that some of these contractors can divide up some of the project into smaller pieces so local contractors would be able to work on. McGough has stated that they will make every effort to make it possible for local contractors to a piece of the project.

**2016-2017 ICE RATES:** Mark Ukestad moved to keep the rates the same as 2015-2016. Ron Olson seconded. Olson-yes Ukestad-yes Ryan-yes Knoblich-yes Landscoot-yes

**BANK LOAN:** Harr said now we need to take out a loan. Another option, with talking to Kelly Rachel at Unison Bank, he suggested a line of credit. This would mean there would be an amount of money available for us and we would take out what we needed when we needed it. We would only pay interest on the amount that was used. We have bills that are coming due shortly. At this point we cannot continue taking out of the general fund. We have enough money in the general fund for of our expenses so there is no concern there. This does not reimburse us for what we have paid out of pocket but only for the up and coming bills. The interest rate should be 3.5% or less. When the bonds are sold we will be able to reimburse ourselves for all of the bills that have been paid. The tax money that is collected will go to the Bank of North Dakota and they will pay for the other bills as they come in. Ron Olson moves to open a line of credit with Unison Bank. Richard Ryan seconded. Knoblich-yes Ryan-yes Ukestad-yes Olson-yes Landscoot-yes All approved.

**REPORTS:**

- RUFF:**
- new golf cars should be delivered tomorrow
  - range is open – will try to get the course open
  - Easter Egg hunt is scheduled for March 26<sup>th</sup>

Hogan said it would be nice to have some assistance with cleaning up dog feces. There is health issues involved. There was a daycare at the park last week playing. It is so frustrating. Miller said there is also an issue at the golf course. People walk their dogs and don't pick up after them. Miller said he does not have a problem confronting anyone.

The Elks club has again donated \$1,500.00 for the annual event. The money provides the majority of the candy and bikes that are given away.

**DAVID:** Absent

**MILLER:**

- reels have been sharpened and are back from MTI
- Krebsbach has been out but not doing much. Waiting for the ground to soften more because he is going to cut the north and south walls and pack with them clay that is also soft. He has ordered the liner and it comes in three sections. It is 80' wide but not sure how long. When the ground softens he will bore the drain line in. The fence is down for the work but will need to be put back up because of liability.  
Will need new fencing

**TED:**

- helping all over where needed
- started spring work
- put up cage nets at JB. Stadium

Richard Ryan moved to adjourn. Larry Knoblich seconded. Meeting adjourned at 5:15pm. Next scheduled meeting is April 11<sup>th</sup>.

  
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SHEILA HARR, CLERK

  
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MIKE LANDSCOOT, CHAIRMAN