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TO: JAMESTOWN PARKS AND RECREATION COMMISSIONERS

FROM: Doug Hogan, Director

SUBJECT: Board Meeting – Monday, February 12, 2018 4:00PM

- I. MINUTES OF THE PREVIOUS MEETING**

- II. MONTHLY BILLS**

- III. OLD BUSINESS**
 - A.**

- IV. NEW BUSINESS:**
 - A. Beverage/Pop Contract**
 - B. TRAC Equipment bid**
 - C. Board Member**
 - D. TAPS/ARTS Program**

- V. REPORTS:**
 - A. Amy**
 - B. Ted**
 - C. John R**
 - D. John M**
 - E. Junior**

MINUTES OF THE REGULAR BOARD MEETING DATED February 12, 2018

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

OTHERS: Doug Hogan, Director, Bonnie Ukestad, Amy Walters, John Miller, Junior Kautz, John Ruff, Ted Kapp

GUESTS: Chris Olson – Representing the Jamestown Sun, Chris Aarhus – Community member, Jared Schultz – Representing Coca Cola; Michelle Knutson, Niki Lograsso & Shaleen Wielone – Representing Pepsico

ABSENT: Richard Ryan

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

Mark Ukestad made a motion to approve the January 8, 2018 minutes as written. Ron Olson seconded. All approved.

Ron Olson made a motion to approve the monthly bills. Mark Ukestad seconded. All approved.

OLD BUSINESS:

No old business

NEW BUSINESS:

Beverage/Pop Contract: To be opened at 4:15pm. Continue to next item until 4:15pm

TRAC Equipment Bid: This past fall we had a bid for a piece of equipment at TRAC for mowing/snow removal – we received one bid. Bid was awarded but equipment was not purchased due to awaiting final pay requests and amount remaining in FFE. Amy is asking to rescind this bid and approval to ask for new bids as the specs for the equipment have changed. Ron Olson motioned to rescind the awarded bid and ask for new bids with the different specs. Mark Ukestad seconded. All Approved

Board Member: Larry called the Attorney General's office and they referred him to our attorney and Doug received some additional information regarding the vacant board seat from our attorney. The Attorney General's opinion is to fill the vacancy. According to the ND Century Code 40-49-09 Vacancies – How filled – removal of residence creates vacancy. Vacancies on the board of park commissioners shall be filled by the board until the next regular election of member thereof at which time such vacancies shall be filled by election for the unexpired term. The removal of the person's residence from the park district by a member of the board shall create a vacancy thereon. Discussion was held regarding petitions have been taken out for the upcoming election. Ron Olson would like to continue as we have since petitions have already been taken out. Mike Landscoot and Mark Ukestad agreed. Larry Knoblich disagreed.

Beverage/Pop Contract: Prior to opening the sealed bids Doug informed the board that he did send out an addendum to Pepsico and Coca Cola that we are seeking a 5 year contract and anything above or below that may not be considered. Opening the bids commenced at 4:15pm in order of the bids being received. Coca Cola (High Country) bid was \$12,000 per agreement year for 5 years or when a minimum of 7500 cases purchased with a 20% commission on vending sales and a 3-4% price increase annually. Pepsico bid was \$15,000 with a 22% commission on vending sales. Pepsico offered a 2nd option where product cost would be lower but base bid would be \$10,000 per year with a 22% commission on vending sales and a 4% price increase annually. Doug noted that Coca Cola (High Country) submitted a 10 year proposal and recommends not opening as the addendum stated 5 year contract. Ron Olson motioned to throw

out the 10 year bid. Mike Landscoot seconded. All approved. Ron Olson motioned to accept the Coca Cola bid. Motion died for a lack of second. Mark Ukestad made a motion to accept Pepsico bid. Mike Landscoot seconded. Approved with Ron Olson opposed.

TAPS/ARTS Program: Have been running since 1980's, Doug is recommending that we no longer pay summer salaries as we are now able to pay for services through our own program at On Trac Learning Center. Mark Ukestad motioned to discontinue paying summer salaries. Ron Olson seconded. All approved.

REPORTS:

- Amy:** Submitted a written report but highlighted:
- Memberships are strong – sold 420 in January
 - Received notice of being awarded a \$27,726 AmeriCorp grant for Summer youth programming
 - Held some events at TRAC – Bounce in the Bubble and Community Play Day.
- Ted:**
- Helping where needed
 - Outdoor rinks
 - Repairing picnic tables/benches/signs.
 - Snow Removal
- John R:**
- 2 more Saturdays of grades 1-4 boys basketball.
 - Spring women's volleyball started, ends April 2nd.
 - Coed volleyball ends February 21st and then Spring league starts
 - Basketball has 3 more weeks, ending March 1st.
- John M:**
- Snow Removal.
 - Checking chemicals for upcoming season
 - Still wanting to burn cattails
- Junior:**
- Goodroad tourneys done – had 16 games Saturday and Sunday
 - High School Boys games are done
 - Last High School Girls game tomorrow
 - University of Jamestown has 4 games left
 - Next month is the Annual Ice Show

Mark Ukestad moved to adjourn. Ron Olson seconded. Meeting adjourned at 5:10pm. Next scheduled meeting is March 12, 2018.



BONNIE UKESTAD, CLERK



LARRY KNOBLICH, CHAIRMAN