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TO: JAMESTOWN PARKS AND RECREATION COMMISSIONERS

FROM: Doug Hogan, Director

SUBJECT: Board Meeting – Monday, July 9, 2018 4:00PM

- I. OATH OF OFFICE**
- II. ELECTION OF OFFICERS**
- III. MINUTES OF THE PREVIOUS MEETING**
- IV. MONTHLY BILLS**
- V. OLD BUSINESS**
 - A. Sensory Garden Update**
- VI. NEW BUSINESS:**
 - A. Certificate of Levy (Budget)**
- VII. REPORTS:**
 - A. Amy**
 - B. Ted**
 - C. John R**
 - D. John M**
 - E. Junior**

MINUTES OF THE REGULAR BOARD MEETING DATED July 9, 2018

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

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

GUESTS: Tom LaVenture – Representing the Jamestown Sun

ABSENT: Ted Kapp

Vice Chairman Ron Olson called the meeting to order at 4:00pm.

Ron Olson congratulated new Commissioners Mike Soulis, Mindi Schmitz and returning Commissioner Mike Landscoot. They were instructed to complete Oath of Office at City Hall and sign in front of a notary.

Election of Officers:

Mark Ukestad made a motion to nominate Mindi Schmitz as Chairperson, Mike Soulis seconded. Mike Landscoot nominated Ron Olson, Ron Olson seconded. Mindi Schmitz elected as Chairperson.

Mindi Schmitz takes over as Chairperson.

Mark Ukestad made a motion to nominate Ron Olson as Vice Chairman, Mike Landscoot seconded. Ron Olson elected as Vice Chairman.

Ron Olson made a motion to approve the June 11, 2018 minutes as written. Mark Ukestad seconded. All approved.

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

OLD BUSINESS:

Sensory Garden: Doug Hogan gave an update on the Sensory Garden. The electrical is burrowed in halfway. Planting in the butterfly garden is done. There is still some other planting to finish. Grants from ND Outdoor Heritage and Garrison Diversion are being used to pay for this project. Boardwalk and water feature are the structural items that are remaining. There will be a kiosk installed similar to those at the Pipestem trailheads.

NEW BUSINESS:

Certificate of Levy (Budget): Bonnie Ukestad presented the Certificate of Levy. Each department was asked by Doug Hogan to look where they can cut back when they turned in their respective budgets - our goal for 2019 was to keep our budget close to 2018. We are able to come in \$21,256.00 less than 2018 Certificate of Levy request.

Mark Ukestad motioned to approve the 2019 Certificate of Levy (Budget). Ron Olson seconded. All approved.

REPORTS:

Amy: Submitted a written report

- Pool staining- Interstate Engineering had a civil engineer brought in and he suggested changing the chlorine feed to reduce the calcium in the water
- Nill Construction will have the storage building done by the end of August

- Learning Center is full at current staffing ratios. Will need to add an additional teacher to add more children
- Orchard garden is planted
- There will be a 5K during White Cloud Days July 28th

Ted: On vacation – Doug Hogan reported

- Normal operations
- Taking care of tree damage from recent storms

John R:

- July 14th Hillcrest Open
- July 23rd Senior Tour
- July 28th Par 3 Scramble
- Jr Golf on Wednesdays

John M:

- Break repaired from wires that were rubbing on a pipe
- Swapped out a valve
- VFD's are working nicely
- Mowing the rough
- Needing to spray for clover

Junior:

- Decorating by Charlie is done painting beams in Eagles arena.
- Getting ready to make ice in a month
- Received Fire Supression bids – future additions will require a fire suppression system

Doug Hogan reported he attended a pre-bid meeting today for the outdoor pool demolition. Bids are due to the University of Jamestown Monday, July 16th.


The Commissioners were reminded to attend the workshop for elected officials being held tomorrow evening at the Gladstone.

Chairperson Mindi Schmitz adjourned meeting at 4:27pm.

Next scheduled meeting is August 13, 2018.



 BONNIE UKESTAD, CLERK



 MINDI SCHMITZ, CHAIRPERSON