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TO: JAMESTOWN PARKS AND RECREATION COMMISSION

FROM: Doug Hogan, Director

SUBJECT: Board Meeting – Monday January 11, 2016 4:00PM

I. MINUTES OF THE PREVIOUS MEETING

II. MONTHLY BILLS

III. OLD BUSINESS

- A.
- B.
- C.

VI. NEW BUSINESS:

- A. Approve TRAC schematic design
- B. Approve request for land use by University of Jamestown
- C. Board approval to update website: add TRAC and also a Video layout of each green at Hillcrest Golf Course (Ann)
- D. Vermont Systems (REC TRAC) - Ann
- E.

V. REPORTS:

- A. John R
- B. David
- B. John M
- D. Ted

MINUTES OF THE REGULAR BOARD MEETING DATED JANUARY 11, 2016

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

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

GUESTS: Chris Olson representing the Jamestown Sun
Ann Haut to discuss RecTrac and Website

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

Mark Ukestad made a motion to approve the December 7, 2015 regular board meeting minutes as written. Richard Ryan seconded. All approved.

Ron Olson moved to approve the monthly bills. Mark Ukestad seconded. All approved.

TRAC SCHEMATIC DESIGN: A special meeting will be scheduled at 4:00pm.
on Wednesday January 13th.

LAND REQUEST BY U.J.: The University needs a small portion of land (several feet) that had originally been given to park and recreation, for parking. The University will be liable for the cost. Ron Olson made a motion to give back the portion they are requesting. Richard Ryan seconded.

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

UPDATE WEBSITE: Ann Haut presented information to update the website. The website needs to include the Parks and Recreation Foundation. The foundation has never been included on the current website. Hillcrest golf course could also be included on a separate page. With these two changes we would be revamping the website anyway. The cost would be anywhere between \$9,600.00 to \$12,000.00 by the time we are done. Haut said she was told that we should be able to do updates to our website by adding more pages. This update would be the first part regarding the website update.

Haut said the reason she is looking at Rec Trac along with the website is because we could have online registration. Online registration could include tee times, scheduling rentals at the Bunker, the rink, swimming lessons and other locations. The benefit of doing it now rather than waiting until TRAC opens is we can get everything into the computer and into our system. We could become familiar with the functions well ahead of the time it would be used at TRAC. This would be transferred over to TRAC when needed. The cost would be around \$88,691.00. Vermont would come here for training at least two times. Haut said she was thinking their first visit would be to come and install the system at Hillcrest Golf Course and possibly the pool. Their second time would be when TRAC opens. Every online registration would be paid with a credit card. Presently our registrations forms are on our website but they need to be printed off and mailed in.

For the website to be up and live it will take 3-4 months. KK Bold will work on it and then train us as to how to put information on. The systematic information should be the same. We have a choice as to how we want to make the payments. There are installment plan options available with no interest. Hogan said that the payments could come out of the excess funds of the .01 city sales tax because technically this is for the operations for TRAC.

Mark Ukestad moved to purchase Rec Trac at \$88,691.00. Ron Olson seconded. Olson-yes, Ukestad-yes, Knoblich-yes, Ryan-yes, Landscoot-yes All approved. Richard Ryan moved to update the website in 2016 with KK Bold. Ron Olson seconded. Ryan-yes, Knoblich-yes, Ukestad-yes, Olson-yes, Landscoot-yes All approved

REPORTS:

JOHN R:

- Cabin Fever is February 5th through the 14th
- Boys youth basketball starts January 23rd
- Adult leagues restart this week after the holiday break

DAVID:

- Mite Goodroad tournament February 6th & 7th
- Squirt Goodroad Tournament 12th-14th
- Lots of cleaning and maintenance

Harr said about 60+ letters were sent to various individuals and businesses asking for possible donations/advertising on the new Zamboni.

JOHN M:

- Krebsbach is still working on the pond
- MTI hasn't picked up the reels for sharpening hoping for early February
- Trying to set a date with MTI. They will deliver all the needed parts and a technician who will install everything into the computer. Miller will help install the boxes on the course
- moving snow

TED:

- working on the sledding hill at the Bunker
- maintenance on outdoor rinks
- working on picnic tables

Per Hogan the University of Jamestown will be building locker rooms at Wilson Arena for their hockey team. Their hockey program starts September 1st so they will start the construction as soon as they can. No cost to us.

Wednesday January 13th, 4:00pm Special Board meeting. Next regular board meeting rescheduled to Wednesday February 10th at 4:00pm.

Mark Ukestad moves to adjourn. Richard Ryan seconded. All approved. Meeting adjourned 4:53pm.