

Draft: October 20, 2026

**WILLISTON PARKS AND RECREATION DISTRICT
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
October 20 | 5:30PM
Williston Area Recreation Center (WARC): Jordy Larvik Board Room**

CALL TO ORDER

The meeting was called to order at 5:30pm by Commissioner Linghor

ROLL CALL

Present:

Liffrig, Jangula, Linghor, Brown

Absent: Roness

Also Present: Staff: Emily, Tyler, Mike, Casey, Laurie, Jessica F, Miranda, Jim, Amanda, JE Dunn-Ryan A., Brandi, Tim

ADDITIONS AND DELETIONS TO THE AGENDA

APPROVAL OF MINUTES

Motion by Jangula, **Seconded** by Liffrig we approve the minutes of the previous meeting as received.

Motion Carried

APPROVAL OF BILLS

Motion by Liffrig, **Seconded** by Jan, to approve Park District bills.

ROLL CALL VOTE:

AYE: Liffrig, Jangula, Linghor, Brown

NAY:

ABSENT: Roness

Motion Carried

APPROVAL OF FINANCIAL STATEMENTS FINANCIAL REPORT – 2026 Financials

- September sales tax collections totaled approximately \$1.15 million, bringing the year-to-date total to \$9.3 million, in line with annual projections.
- The General Fund reported an operating surplus of approximately \$700,000 before bond debt payments, with a remaining net surplus of approximately \$340,000 after transfers.
- General Fund cash and investments totaled approximately \$7.5 million, with total District cash and investments at approximately \$76 million.
- WPRD continues to maintain a strong financial position while meeting operational expenses and bond debt obligations.
- The 2027 budget is being finalized and will be presented for review at the next Park Board meeting.

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- Reserve funds continue to be established, with additional certificates of deposit scheduled to be opened in October.

Key Financial Indicators	
September Sales Tax Collection	\$ 1,151,500
2026 YTD Sales Tax Collection	\$ 9,302,700
General Fund Cash & Investments	\$ 7,442,300
WPRD Total Cash & Investments	\$ 76,089,700

Financial Summary

Category	Month Actuals	YTD Actuals
Revenue	\$ 1,411,600	\$ 12,778,700
Operating Expenses	\$ 721,700	\$ 8,076,500
Operating Surplus	\$ 689,900	\$ 4,726,700
Transfer to Fund 93	\$ 348,000	\$ 5,070,600
Reported Net Position	\$ 342,000	(\$ 343,900)

*Expenses include the non-operating Transfer to Fund 93 account. Operating surplus is presented before this transfer to improve transparency around ongoing General Fund performance.

Capital Funds Summary

Category	Allocation	Balance
Parks	20 %	\$ 203,066
Athletic Fields/Golf Course	15 %	\$ 152,299
Facilities	20 %	\$ 203,066
Rainy Day	25 %	\$ 253,832
Capital Purchase	20 %	\$ 203,066
Capital Funds Account Total		\$ 1,015,329

Motion by Jangula, **Seconded** by Liffriq, to approve WPRD financial statements and report.

ROLL CALL VOTE:

AYE: Liffriq, Jangula, Linghor, Brown

NAY: None

ABSENT: Roness

Motion Carried

EXECUTIVE DIRECTORS/STAFF REPORT

- Cote Park Land Acquisition
 - WPRD officially closed on approximately 12 acres of land near Cote Park.
 - Working with Interstate Engineering to develop site plans that include options with and without a potential land swap with the neighboring housing development.
 - The goal is to create a larger regional park with additional recreational opportunities, trails, and park amenities.
 - Discussions with the neighboring landowner will begin soon. If a land swap is not feasible, the property may be held as an investment for future development.
- Evolution Sports Complex
 - Construction continues to move forward, with foundation work beginning.
 - JE Dunn is exploring the possibility of opening the indoor turf area ahead of the ice rinks.
 - Early access would require additional coordination regarding temporary parking, utilities, fire safety systems, and operational needs.
 - Staff will continue evaluating whether early access is feasible without impacting the overall construction schedule.
- Crosswinds Golf Course
 - A project tour is scheduled for October 21 with staff, Park Board members, Foundation Board members, and other community representatives. Golf Course Architect Kevin Norby will lead the tour.
 - Course shaping, water reuse infrastructure, and coordination of the various construction components continue to progress.
 - Staff is evaluating bunker sand options to ensure quality, long-term maintenance, and cost efficiency.
 - Opportunities to partner with surrounding golf courses on material procurement and transportation costs are also being explored.
- RFCC/WARC Renovation Projects
 - Staff continues working with JLG Architects on renovation concepts, including the ARC front desk, teen lounge, concessions, and potential coffee kiosk near the main entrance.
 - The ARC front desk remains the top priority, followed by the potential coffee kiosk and teen lounge.
 - The ARC renovations are dependent on the Raymond Family Community Center renovation budget and available funding.
 - Project timelines are still being evaluated, with the possibility of completing portions of the ARC renovations within the next two years.
- Western Star fastpitch complex
 - The preliminary cost estimate has been received, and the project has been divided into three phases.
 - Phase one will focus on Field 6, with an estimated cost of \$3.6 million, including turf, lighting, grandstands, dugouts, and necessary infrastructure.

- Staff is working closely with Williston Boom Fastpitch on fundraising opportunities, project financing, and potential construction timelines.
- Staffing and Operations
 - Following the annual staff meeting, WPRD continues moving forward with organizational changes and updated staff positions.
 - Recruitment is underway for the Programs Director position.
 - Staff is also working on salary planning, employee reviews, and preparations for the 2027 budget and operations.
- WPRD Foundation
 - The Foundation has identified Wonders Field, an inclusive recreational field, as a major fundraising initiative.
 - Plans are underway to publicly announce the project and begin fundraising efforts.
 - Existing site plans will help move the project forward as funding becomes available
- Naming Rights and Partnerships
 - Naming rights contributions continue to come in with ongoing discussions and meetings with potential donors.
 - WPRD continues working with First State Bank & Trust on financial management and investment opportunities.

NEW BUSINESS

- Preliminary Official Statement (POS) – 2026 Revenue Bond
 - The POS authorizes the bond team to move forward with preparing and planning the proposed 2026 Revenue Bond issuance.
 - This does not authorize the sale of bonds. Final approval of the bond sale will be brought before the Park Board at a future meeting.

Motion by Brown, **Seconded** by Liffbrig, to approve Preliminary Official Statement (POS) – 2026 Revenue Bond

ROLL CALL VOTE:

AYE: Liffbrig, Jangula, Linghor , Brown

NAY: None

ABSENT: Roness

Motion Carried

- WPRD – City of Williston JPA Consideration/Approval: Evolution Sports Funding Administration
 - The agreement clarifies the City of Williston's \$10 million funding commitment to the Evolution Sports Complex, including the approximately \$1.3 million land value that will be deducted from the total pledge.
 - Updated language also establishes clear payment terms and confirms the City's financial commitment for bonding purposes.

Motion by Jangula, **Seconded** by Liffbrig, to approve WPRD – City of Williston JPA Consideration/Approval: Evolution Sports Funding Administration

ROLL CALL VOTE:

AYE: Liffbrig, Jangula, Linghor, Brown

NAY: None

ABSENT: Roness

Motion Carried

- GMP Bid Pack 3 Approval: JeDunn – Evolution Sports Complex
 - Site earthwork is approximately 60% complete, with water lines scheduled for inspection this week and storm sewer work expected to be completed within three weeks.
 - Building foundation work is scheduled to begin next week, approximately one month behind schedule due to reinforcement material lead times and necessary design revisions.
 - The construction delay may extend substantial completion into August 2028. Building erection is anticipated to begin in mid-January 2027.
 - JE Dunn continues exploring the possibility of opening the turf facility early, pending solutions for parking, utilities, fire safety systems, and operational requirements.
 - Bid Package 3 is the final major construction package, totaling approximately \$45.5 million.
 - The project remains within budget, with approximately \$1.9 million in JE Dunn contingency and \$2.1 million in WPRD contingency, providing a combined \$4 million buffer.
 - Bid participation has been strong, with more than 90 bidders across the various construction packages.
 - Approximately \$1 million in potential cost-saving alternatives has been identified. JE Dunn will continue working with WPRD and the design team to evaluate savings without compromising facility quality or operations.
 - JE Dunn will continue providing project updates and communicating any potential schedule impacts or delays.

Motion by Jangula, **Seconded** by Brown, to approve GMP Bid Pack 3 Approval: JeDunn – evolution Sports Complex

ROLL CALL VOTE:

AYE: Liffbrig, Jangula, Linghor, Brown

NAY: None

ABSENT: Roness

Motion Carried

CORRESPONDENCE/PUBLIC COMMENT

No correspondence or citizens were present to be heard.

ADJOURNMENT

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Motion by Janugla, **Seconded** by Brown, to adjourn meeting at 6:13pm.

Motion Carried

ATTEST:

Emily O'Rear,

Communications Director