

Approved 7.16.24

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION
WAS HELD AT 5:30 P.M. June 18th , 2024 AT THE WARC.**

PRESENT: Liffrig, Owens, Jangula, Heller, Roness

ABSENT:

OTHERS: Barsh, Ludlum, Kaneko, Emily, Miranda, Kate, girl scouts troop and parents, Jim, Shaleena, Patick, Matt, Elizabeth, Alexis, Mike, Amanda,

Heller called a meeting to order.

No additions or Deletions.

MOTION by Jangula SECONDED by Roness we approve the minutes of the previous meeting as received.

MOTION CARRIED.

MOTION by Jangula, SECONDED by Roness, we approve Park District bills. ROLL CALL AYE: Liffrig, Owens, Jangula, Heller, Roness. NAY: None. ABSENT: None.

FINANCIAL REPORT – May 2024 Financials

- Revenue/Expense
 - Revenue- \$1,030,529.34
 - Expense- \$890,455.58
- Sales Tax
 - 1% Sales Tax: \$1,188,463.17
 - .5% Operations: \$594,231.58
- Cash fund Balance at the end of May
 - \$3,461,391.93
- CD's: ASB
 - General Reserve CD
 - \$485,103.56
 - 4.26%
 - WPR CD:
 - \$106,291.80
 - 4.2%

MOTION by Liffrig, SECONDED by Jangula, we approve Park Dist. Financial statement. ROLL CALL AYE: Liffrig, Owens, Jangula, Heller, Roness. NAY: None. ABSENT: None.

EXECUTIVE DIRECTORS REPORT –

- Admin- Working on outstanding grants, Heritage grant for SLP, the director went to Belcourt June 4th to present. Garrison grant was awarded \$27K for a 2025 project.
- HR- Currently staffed at 31 full time employees. We had two resignations, James Bailey and Renee Carrol. Both jobs have been updated and added to the website.

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Foundation- Meeting date May 15th There were not enough board members for a quorum to run the meeting. We plan to meet at our next normal planned meeting of Aug 21st. Requests- We passed requests through email due to not having the meeting.

- Pat Irgens and Joe Barsh \$1,160.00 Shoot-A-Way- approved
- Rhonda Ludlum \$1009.45 fitness scholarship reimbursements for trainers- approved
- Kirstin Havskjold \$2500.00 Campus Club snacks- approved
- Marketing- social media has been doing great. We had over 100,000 views on the website with lots of good feedback. We are working to update all advertising for the parks this summer. National doughnut day was two weeks ago, and we gave out over 500 doughnuts. We have a flag box here now if you need to get rid of an old flag. On Aug 2nd there will be an end of the summer bash here with food and fun for the family.
- Child sitting- Numbers are good even with summer hours.
- Parks- Due to the rain mowing has been hard to keep up with but the guys are doing their best. All parks have been fertilized. The bleachers at Dakota Field have been finished and set on a concrete pad so there is no worry of weeds. The third field is finished. New frames were built, and new signs are up at Dakota. A few trees were damaged and had to be removed so we were able to use the new woodchipper.
- Athletic Fields/Operations- All the fields are now in use. The turf mounds were installed from the Rabon at Grondahl. This is a great new addition and will be helpful with maintenance. Most spots on the new fields have been filled.
- Golf Course- all fairways have been fertilized and sprayed for weeds. The issue with the mainline stalled the irrigations from June 2-8 but it has been taken care of. The problem is ongoing but getting better. It is an old pipe. We have 204 members; we have already reached our revenue goals.
- WARC Facility Maintenance- The court resurfacing is on-going with shut down dates of June 10-22. Started the HVAC repair on the roof, there are parts that need replaced. There is a rotating locker room shutdown schedule so they can get into the locker rooms weekly to fix and update anything that needs to be worked on. We will still rent out tables and chairs but there will no longer be a delivery, they are pick up only.
- RFCC- The 2025 schedule is completed for March and April reservations. Teams are continuing to use the arena for practice when the weather is bad. Currently cleaning underneath all the bleachers and keeping up with cleaning and maintenance the building is looking better than it has in 10 years. In May there were 6 events. We have also started having travel basketball. Questions if there are any plans to update the outside of the building possibly with tin siding. There is a lot of water coming in the entry way on the outside that needs to be fixed. The lease for the college for use of the ice has not been signed yet.
- Guest Services- May was a slower month. 20% decrease in member visits from April to May. The WSC memberships are set to expire at the end of this month. We are improving the reservation system with members, schools and clubs in the area so that all groups have a place to practice.
- Aquatics- The girls scouts are here to present a brownie jr troop. They are here to present what they want to do for the bronze award. Their project is the H project they would like to make improvements to Harmon Park. Lessons are full with a waitlist they had 65 kids in

lessons. Private lessons still have a waitlist with over 100. They have been training guards at other pools around the area.

- Special Events- June puzzle palooza did not run due to low numbers the next one will be in July. Mother daughter day at the keel boat was a huge hit with 70 couples enjoying the tea party theme. Kids camp has started the first week was City Heros week with a lot of guests including the WPD, the fire department, a nurse, lifeguards and waste management. Each week has a different theme. Sk8 Nite will start back up in June there will be a beach bash theme night. Campus club summer program is in full swing. They are also working on STEM projects.
- Recreation- Summer programs are running and full for both youth and adult. There was a rededication ceremony at Dakota Park during the Badlands Bash Tournament. June 5th was the steak feed with over 550 steaks served. Adaptive sports will have a version of most of the sports that we offer here at the ARC, they will also have a separate brochure to get out to all the schools. There have been a few sports camps that we have offered including La Crosse and soccer. Fall/winter programs open in July. Both fast pitch teams went to Gillette and won.
- Fitness- May Group Fitness Number of participants was 1218 We offered 162 classes. We are now offering a new class called SHAPES it is a Pilates based class and is part of the group fitness schedule and free to members. We had one class with 12 members. Personal Training May Numbers 143 sessions completed – Compared to 100 last month. SilverSneakers total monthly visits- 807. SilverSneakers (senior fitness) Fitness class attendance. We had 229 participants and we offered 19 classes. On May 15th, NDSU Extension -Williams County came to the ARC for the senior lunch and learn to talk about all they offer for senior's health and wellness. This event had a great turnout with 33 people attending.
- Total Funds available to WPRD as of May 31st, 2024: \$4,052,787.29

OLD BUSINESS –

- a. Williston Water World- Everything is going smoothly. Water slides will be here soon. We started a FB page to help with advertising for the new water park. Working on starting to order the little things like trash cans, lifeguard stands and similar items.
- b. Recognition of outgoing board member- Mike Owens. Mike was presented with a gift from the Park District and thanked for all that he has done on the board.

NEW BUSINESS –

- a. Seat new board members-
 - a. Commissioner Liffrig – re-elected
 - b. Commissioner Roness- Elected to 1st term (replacing Mike Owens)
- b. Appoint open park board seat- there is 1 seat available on the board that will need to be filled via the appointment process.
 - a. There will be applications on the website, and anyone interested can apply. Board President, Heller, will form a committee to set a recommendation to fill the seats. Whoever wants to fill the seat will have to get their signatures and run for the seat in the next election. We would like to have a seat filled by the next meeting, July 16th. We can appoint someone but would prefer to go through this publicly to involve the

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community. There will be a deadline of July 3rd to get in your application so that we can give interviews and be ready by the next meeting.

No correspondence or citizens to be heard.

MOTION by Jangula SECONDED by Roness the meeting adjourn.

MOTION CARRIED.

ATTEST: Rhonda Ludlum, Fitness and Wellness Manager