

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION  
WAS HELD AT 5:30 P.M. OCTOBER 18, 2022 AT THE WARC.**

PRESENT: Liffrig, Irgens, Jangula, Heller

ABSENT: Owens

OTHERS: Barsh, Blume, K Cote, Christen, Moore, Kitchens, Z Nelson, J Cote, Layton, Kreklau, A Nelson, Cox

Heller called meeting to order.

No correspondence or citizens to be heard.

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

MOTION CARRIED.

MOTION by Jangula, SECONDED by Liffrig, we approve Park Dist. Bills and Boys Baseball bills. ROLL CALL AYE: Liffrig, Irgens, Jangula, Heller. NAY: None. ABSENT: Owens.

MOTION by Jangula, SECONDED by Liffrig, we approve Park Dist. Financial statement and Boys Baseball financial overview. ROLL CALL AYE: Liffrig, Irgens, Jangula, Heller. NAY: None. ABSENT: Owens.

EXECUTIVE DIRECTORS REPORT –

- Executive Director –
  - Discussion on airport redevelopment project with Mr. Tuan.
  - Met with Rachel Laqua for locations and signage.
- Human Resources –
  - Cordell Ludwig has resigned. Thank you for service to WPRD!
  - Some of the policies have been re-evaluated. Sick bank policy was voted to stay the way it is after the recommendation from the benefits committee.
  - Policy 570. Commissioner Liffrig sat in on the discussion with the benefits committee. Research was done by reaching out to other districts. Their recommendation was to stay with the current policy in regards to the benefits of the current Park Board.
  - Signed a contract with The Village. It's an assistance program for employees for \$1500 a year. Can be used as a resource for counseling or guidance.
  - WPRD will now be officially Title 6 compliant.
  - On-boarding is being worked on so we can have a successful first week and help our new employees feel comfortable and welcomed to WPRD
- Recreation –
  - Current programs are running very well! There are high numbers in the K-2 program out at Missouri Ridge. We are grateful to District 7 for allowing us to use their facility. Youth Girls Basketball has a new format this year and we've added Rec Cheer which currently has 44 participants.

- We are currently preparing for the Ballin' Basketball program and the indoor soccer tournament. Spikeball is a new program we have added as well as a longer season of 5v5 Adult Basketball.
- Working on going through each program on RecTrac and updating fees, comments, codes, and other necessary changes
- Marketing –
  - Our engagements have increased on our social media accounts as well as our website.
  - We will represent at the Williston Expo to share what we have to offer.
  - We have secured a spot on the Tom Simon show and are grateful for this opportunity.
  - Additions have been made to our Corporate Memberships and we hope to reach potential new members.
  - WPRD will be at the Career Fair at the High School to share what positions we have open and any future needs we have.
- Parks -
  - The ice is preparing to go on the rink in the arena! First skate will be October 27<sup>th</sup>.
  - Parks are getting winterized.
  - The new filter at the golf course is being put in so it's ready for next season. The Golf Course closed on October 9<sup>th</sup> due to weather.
  - Spring Lake Park will be getting a sledding hill through the Leadership Williston Project!
- Child Sitting -
  - Numbers are up! Many new faces which is great to see!
  - This month's special is a "3 Month Passport for \$150 per Child."
- Special Events –
  - Sk8 Nights were a success and we are looking forward to bringing them back in the spring. We are hoping to add an additional 50 skate rentals before next season.
  - Nerf Wars was a great event and we had a large response during our walk-in sessions. There were 15 private parties throughout the weekend.
  - The All City Halloween Loop will take place at Spring Lake Park on October 29<sup>th</sup> 2-4pm.
  - The Kidz Quest program is now fully running in all 5 schools! We are still looking for more staff members so we can add more kids to the programs.
- Facility & Front Desk –
  - Very busy with events at the Raymond Center this fall! A nice variety!
  - Meeting rooms at the ARC have been filling up with parties and vendor shows.
  - Making connections with coaches for turf, court, and other necessary reservations.
  - Bag tags are being made for all teams to help control people walking past the front desk.
  - Working on the sound system. Parts have been ordered.
  - Empowering employees, using the maintenance app, using checklists to make sure things are getting taken care of around the ARC.
  - Encouraged by the community getting memberships and using the facility.
  - Military discounts will now be offered on memberships. The Senior/Military discounts are the same.
- Maintenance –
  - The Lessons Pool is being deep cleaned. It is ahead of schedule!
  - They are working on the cleaning list for the building to create a rotation for shifts so nothing is missed.

- There were some bigger issues with water in the facility, but they were caught early and have been fixed. Kudos to the staff for responding fast and getting it taken care of as a team!
- Aquatics
  - Working on deep cleaning the last of the pools.
  - High School and Sea Lions have put in their dates for their big meets.
  - 3 staff members will now have training to be able to teach CPR! We are excited to expand this program.
- Fitness
  - The ARCFitFam Challenge brought in a lot of new members as well as participants in the fitness classes. 2 of the classes had 20+ people which was fun to see!
  - 2 new trainers have been employed and they have had their training and are beginning to take on clients.
  - 33 people are now enrolled in the Silver Sneakers program.
  - The last Super Saturday “HighLow” had over 50 participants during their workout which took place in the ARC gymnasium.
  - Equipment is in great working condition and we will be looking into the cardio equipment leasing bid coming up in January.

OLD BUSINESS –

- a. No updates.

NEW BUSINESS –

- a. Bereavement Policy updated. MOTION by Liffrig, SECONDED by Jagula, to approve the updates to Policy 500. ROLL CALL AYE: Liffrig, Irgens, Jangula, Heller. NAY: None. ABSENT: Owens.
- b. Long term goals of the Park District. The priority of the Park District is to rebuild our Cash Fund Balance (roughly 8 million to match the operating budget of WPRD.) WPRD is open to new ideas or projects that are wanted in the community. They will be prioritized, and long-term planning can be put into place. Liffrig and Irgens proposed having meetings for the public so they could share their ideas. Barsh wanted the community to know that he is open for conversations and is excited to hear new ideas.
- c. Park shop upgrade. This is a capital project that has been identified for 2023. This building needs to be brought up to safety standards so they are able to continue working during the winter months.
- d. Spring Lake Nature Center proposed by Lee Lusht. Nature Centers have a big impact on kids and adults to give create a love of nature and science. Spring Lake Park is a premiere location because it houses a variety of birds, grasses, energy resources, etc. Lee is looking to get approval to start the process of possibly adding a Nature Center to Williston. This will be at no cost to the Park District. MOTION by Liffrig, SECONDED by Jangula to approved Lee Lusht permission to do a feasibility study on a new Spring Lake Nature Center to determine what the next steps would be. Motion carried.

MOTION by Jangula SECONDED by Irgens the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Facilities and Programs