

Mission Statement:
"Superior Parks, Facilities, and Programs for all to enjoy an active life"



**Williston Park Board
Regular Meeting
December 17th, 2024
Williston Area Recreation Center– 5:30pm
Jordy Larvick Board Room**

- I. Additions or Deletions to the Agenda
- II. Approval of Minutes
 - a. Regular Board meeting 11/19
- III. Approval of Bills
- IV. Approval of Financial Statements
 - a. Financial Summary
- V. Executive Director/Staff Reports
- VI. Old Business
 - a. Williston Water World
- VII. New Business
 - a. 2025 Park Board Regular Meeting Dates
 - b. Executive Director Review
 - c. Health Food & Beverage Vending RFP
 - i. Jack & Juice
 - ii. NoDak Nutrition
 - d. Comp Policy – Federal Law Changes
- VIII. Correspondence
 - a. Citizens to be heard.
 - b. Written
- IX. Adjourn

Next Park Board Meeting Tuesday, January 21st, 2025 @ 5:30pm in the Jordy Larvick Board Room at the Williston Area Recreation Center (822 18th St E)

(If special accommodations are needed due to a disability, please call the WPRD Office at 774-9773)

VIRTUAL MEETING ACCESS INFORMATION

Please join the meeting from your computer, tablet or smartphone.

<https://meet.goto.com/755643557>

You can also dial in using your phone.

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Access Code: 755-643-557

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Attendees are asked to be muted during the meeting and only be unmuted if on the agenda. Anyone who wants to address the Board needs to be on the agenda by calling the Parks and Recreation District Office at (701)-774-9773 or emailing joeb@wprd.us by the Thursday before each meeting.

Joe Barsh, Executive Director
Park District Commissioners – Kelly Heller (President), John Liffrig (Vice-President), Logan Jangula, Shawn Roness, Derrick Linghor

Draft 11.19.24

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION
WAS HELD AT 5:30 P.M. November 19th, 2024 AT THE WARC.**

PRESENT: Liffrig, Jangula, Heller, Roness, Linghor

ABSENT:

OTHERS: Barsh, Kaneko, K Cote, M Christen, L Christen, J Monson, A Nelson, Z Nelson

Heller called meeting to order.

Additions and Deletions to the Agenda-

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

MOTION CARRIED.

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

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

FINANCIAL REPORT – Oct 2024 Financials

- Revenue/Expense
 - Revenue- \$925,231.02
 - Expense- \$719,147.02
- Sales Tax
 - 1% Sales Tax: \$1,135,115.70
 - .5% Operations: \$567,557.84
 - Current Average monthly sales tax: \$1,005,669.10
 - 2024 Budget Monthly Projection: \$875,000
- Cash fund Balance at the end of October
 - \$3,523,514.57
- CD's:ASB
 - General Reserve CD
 - \$485,103.56
 - 4.26%
 - WPR CD:
 - \$106,291.80
 - 4.2%
- Total Funds available to WPRD as of 2024: \$4,222,424.95

EXECUTIVE DIRECTORS/STAFF REPORT –

- Admin- We were awarded the Garrison Grant for \$27,000. These funds will be utilized for Spring Lake Park improvements including Frisbee Golf Course and Spring Lake Park Bathrooms. The Project is scheduled for the 2025 budget. The Davidson Park Tennis Court

resurfacing project is in swing now. Slagle Services has begun replacing the fencing at the park. Completed fencing around three east courts but the project has paused until late spring to avoid conflicts with Fall Tennis. West fencing will be installed around three west courts after the Spring Tennis Season. McCody Concrete will donate the concrete for spectator seating while WPRD will oversee the installation. Will going for Cyber Security and Access Control grants for IT switches and fobbing the ARC. Will be considering a base of \$3 million in the general fund.

- Grants- We were denied funding from the Robert E Herman grant for fast pitch field enhancements. Williston Water World is ongoing and the building will be completed before winter. Working with Community Builders and PAC and have had meetings with WPRD staff to look at operations of Water World.
 - Outstanding applications:
 - SRF – Spring Lake Park
- Golf Course-Both the course and clubhouse have been winterized and mower reels have been removed and are being prepped for sharpening at a certified John Deere shop in Fargo. Ideas are being considered for treating the ponds next year to enhance filtration efficiency.
- HR- We have hired Jon Beerbower for Rec Coordinator position and are still looking for a janitorial manager. Implementing new HR software with Humanities and Time clock to help with operations. Trainings will be this week. Also working on getting all annual reviews in. We did an annual audit of our policies due to CAPRA and making sure they are up to date with verbiage. Kate will send out a reminder for Executive Director reviews.
- Marketing & PR- All platforms are gaining followers but have seen a downsize in followers for FB page. Emily and marketing crew are working to create more videos with staff and patrons for the holidays. Website traffic has decreased recently but newsletter traffic was up. A new parks pamphlet is underway to assist with shelter reservations. Brochures for January to May 2025 are completed and an interactive brochure is added to the website. We are reaching out for new opportunities in 2025 and are collaborating with KUMV for TV advertising during the GO 2025 challenge. We are also refreshing our advertising for birthday party options and expanding offerings for the 8-12 age group. We also participated in the Trail of Treats with a great turnout and will be attending the WHS Job Fair. National Cookie Day will be celebrated on December 4th and will be collaborating with Special Events to create more activities such as Archie's Holiday Decorating Contest and National Play Outside Day.
- Child Sitting-October was very busy. Welcomed 25 new kids to the program and hosted a Halloween STEM activity day each day the clubhouse was open. We had Story Time from Tori at the Book Mobile, and the October party themed around Fall and Halloween with kids dressing up. Also implemented a special promotion called \$3 Thursdays with an increase in younger participants. Visits are up about 200 from last year. Child Sitting also does child sitting birthday parties for a select range of ages.
- Parks- Winterization of bathrooms has been completed. Parks crew assisted Zach with mulching greens as well as decommissioned an old well at the Elementary School project. Steady progress is being made with Holiday Lights and will be moving forward with the Moose Park mini-rink project. The product for the mini rink has shipped and should be here soon.
- Athletic Fields-All outdoor fields are now completed for the year. Zac Peterson will focus on RFCC maintenance this winter. Peterson will also bounce back and forth from the RFCC and the ARC.

- Golf Course – We had water reports from testing the water at the golf course. Will want to know if our water source is efficient or not. We are still in communication with an industry professional with water quality and it has similar water quality than other courses. The greens may make it hard to grow grass. Current update from Kevin is that he has calls out to consultants about standard water quality and options with that. Working on troubleshooting the water filter – possibly be more proactive in treating the water. Will hopefully put bleach in the water early in the year to address the water quality.
- Facility Operations- Facilities are staying busy with winter coming and ice on at the RFCC. We are also receiving numerous inquiries for meeting room bookings for Spring 2025 and are planning WPRD special events for Summer/Fall 2025. We are also planning on getting new 8 foot tables. First wrestling tournament will be at the ARC in February. Going through some ice schedule changes. Turf is being used at capacity and groups are being flexible. Cage Room (old simulator room) is being utilized a lot more on a daily basis. Removing the part of the storage cage and extending the tunnels with the net is on the horizon. Carpet Square rentals are still in effect but they won't be used as much as we used to due to the challenges of moving them everywhere. Turf will need to be replaced in about 2 years due to heaving and the heavy traffic.
- Membership – Overall our ARC memberships are up 21%. Total ARC visits were up 31% as well. Working on corporate memberships as well.
- Maintenance- Patrick is repairing lights in the basketball courts and pool. Shampooed carpet squares, maintaining backstock of maintenance supplies, addressing roof leaks, fixing the garage door between the tennis area and the turf and cleaning the keel boat upon request. Will also be installing new grates around the 50 meter pool.
- Aquatics- Swim lessons are on as usual but with a decrease in participation in Level 1 swim lessons. The Floating Pumpkin Patch was a success with minimal amount of left over pumpkins. Swim Fit is getting a lot of steam with adult and youth classes. Also doing in house CPR training as well as public. Status quo on a lot of aquatics things.
- Special Events-Kid's Night Out transitioned to Special Events. On Oct 27, we cohosted the Spooky Speedway event at Spring Lake Park which was well attended. Costumes on Ice was on October 30th and was a huge hit as well. Some upcoming events include Kids Night Out, Ugly Sweater open skate and Skate with Santa. Special Events is collaborating closely with PR to develop new activities such as ARChie's Holiday Decorating Contest and National Play Outside Day. Puzzle Palooza also had 15 teams and has been a hit.
- Raymond Center – Ice is busy with practices and private parties. Weekend is filled with open skates, Teton games and sports upstairs including soccer, basketball and volleyball. Additionally, we will be having events at the Raymond as well.
- Campus Club – We hired several new staff members for Campus Club. With the new additions, we've successfully removed a number of children from the waitlists. Had a team lead meeting that was held on October 24th to go over lesson plans, ideas and address any concerns. The Book Mobile will be our upcoming special guest for November and December where they will visit the seven sites and have story time and STEM activities.
- Recreation- Adaptive programs include; Wonders Swim Lessons and Wonders Soccer. Other In-house programs include; Youth Pickleball, Youth Tennis, Lacrosse Clinic, Sports Sampler, Girls 3-6 grade basketball, K-2 Basketball, Learn to skate, Adult Flag Football, Men's Basketball, Adult Volleyball and Coed Softball. Travel Sports are either about to start or are in the planning stages with Chaos Volleyball having 2 seasons now; one in the winter and

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one in the spring. Chaos tryouts will be this Sunday. Jon Beerbower will start in about a month.

- Fitness- The Williston Police Department spoke to the seniors about Safe Driving and Winter driving on October 15th Lunch and Learn. This session was well attended with 22 people attending. Upcoming Lunch and Learns include; Deborah Palmer, Music Therapist on November 6th, Ryan Geltel with "Basic Estate Planning" on November 26th and December 3rd with Joe Barsh.

OLD BUSINESS –

- a. Williston Water World
 - a. No new updates.
 - b. Paused for the most part due to weather and winter.
 - c. Building will be done before winter.

NEW BUSINESS –

- a. WPRD Annual Personnel Manual Audit/Policy Updates
 - a. We did an audit process with policies and updated it to our current operations.
 - b. Background Check Policy – Kept up to speed on our operations and process.
 - c. Dress code – Flexible dress code for the most part and to represent ourselves in the best standard. Essentially to differentiate ourselves from other patrons. We needed to put parameters but are grounded to reality.
 - d. Compensation Policy – Important to put parameters on Executive Director's ability to change wages and title changes. This policy for the betterment of the organization will handcuff the Executive Director on raises and title changes so it goes to the board for approval first. Economic variables change so we will not be putting a fixed percentage for each annual raise.
 - e. Motor Vehicles – Updated verbiage so it is current with operations.
 - f. Open Door – Verbiage changes as well as operations and the importance of utilizing hierarchy and the value of HR.
 - g. Open Records – Verbiage changed and updated the correct positions in the policy.
 - h. Organizational Structure – Made sure to change titles to current operations.
 - i. Smoking Tobacco and Vaping – Updating policy due to vaping being a bigger part of society. We could definitely add signage to our parks.
 - j. MOTION by Roness, SECONDED by Jangula, we approve all of the policy updates and changes. ROLL CALL AYE: Liffbrig, Jangula, Heller, Roness, Linghor. NAY: None. ABSENT: None.

No correspondence or citizens to be heard.

MOTION by Jangula SECONDED by Linghor the meeting adjourn.

MOTION CARRIED.

ATTEST: Rhonda Ludlum, Fitness and Wellness Manager

MOTION by , SECONDED by , we approve ROLL CALL AYE: Liffbrig, Jangula, Heller, Roness, Linghor. NAY: None. ABSENT: None.

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WILLISTON PARKS & RECREATION DISTRICT
Cash Report by Fund/Account
For the Accounting Period: 11/24

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Funds 10- 10

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
10 General Fund						
113100 11000 WPRD Checking	3,371,816.19	1,236,644.24	419.01	311,738.92	599,910.97	3,697,229.55
113200 Payroll Checking Account	151,605.37	311,754.22	0.00	0.00	313,407.92	149,951.67
113500 BB Checking	-11.99	0.00	0.00	0.00	0.00	-11.99
Total Fund	3,523,409.57	1,548,398.46	419.01	311,738.92	913,318.89	3,847,169.23
Totals	3,523,409.57	1,548,398.46	419.01	311,738.92	913,318.89	3,847,169.23

*** Transfers In and Transfers Out columns should match, with the following exceptions:

- 1) Cancelled electronic checks increase the Transfers In column. Disbursed column will be overstated by the same amount and will not balance to the Redeemed Checks List.
- 2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column by the total amount of these checks.

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WILLISTON PARKS & RECREATION DISTRICT
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Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
-99800	E	283 MVEC	1665.22	11/01/24	11/24	CL 1786	1665.22
-99795	E	252 MDU	43122.41	11/07/24	11/24	CL 1819	43122.41
-99794	E	426 VERMONT SYSTEMS, INC	1.02	11/07/24	11/24	CL 1820	1.02
-99793	E	426 VERMONT SYSTEMS, INC	2297.84	11/07/24	11/24	CL 1821	2297.84
-99792	E	426 VERMONT SYSTEMS, INC	197.52	11/07/24	11/24	CL 1822	197.52
-99791	E	426 VERMONT SYSTEMS, INC	39.17	11/07/24	11/24	CL 1823	39.17
-99790	E	426 VERMONT SYSTEMS, INC	178.92	11/07/24	11/24	CL 1824	178.92
-99789	E	296 NDPERS	42819.60	11/12/24	11/24	CL 1766	42819.60
-99788	E	254 MERCHANT SERVICES	4867.57	11/14/24	11/24	CL 1782	4867.57
-99787	E	272 MONEY MOVERS	12.80	11/14/24	11/24	CL 1783	12.80
-99786	E	248 MARCO TECHNOLOGIES LLC	340.78	11/15/24	11/24	CL 1770	340.78
-99785	E	335 PRO IT LLC	1782.50	11/19/24	11/24	CL 1856	1782.50
-99784	E	69 CAPITAL ONE	1072.90	11/21/24	11/24	CL 1861	1072.90
-99783	E	283 MVEC	1273.76	11/21/24	11/24	CL 1862	1273.76
-99782	E	252 MDU	1527.24	11/21/24	11/24	CL 1863	1527.24
-99781	E	335 PRO IT LLC	5470.00	11/26/24	11/24	CL 1774	5470.00
83963	S	65 BUTH, MASON	30.00	11/01/24		CL 1792	30.00
83964	S	144 FUCHS, BRIANNA	324.00	11/01/24	11/24	CL 1796	324.00
83965	S	230 LEISY, TENASEY	44.00	11/01/24	11/24	CL 1797	44.00
83966	S	567 MOLINE, ALEXIS	66.00	11/01/24	11/24	CL 1795	66.00
83967	S	326 PEREZ, ABBY	154.50	11/01/24	11/24	CL 1798	154.50
83968	S	629 POWELL, TREVOR	30.00	11/01/24	11/24	CL 1794	30.00
83969	S	788 SPONABLE, TIMOTHY	60.00	11/01/24	11/24	CL 1793	60.00
83970	S	38 BENTH ENTERPRISES LLC	980.00	11/01/24	11/24	CL 1397	980.00

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Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
83971	S	478 BOSS OFFICE PRODUCTS	1139.91	11/01/24	11/24	CL 1675	1139.91
83972	S	77 CITY OF WILLISTON	4462.61	11/01/24	11/24	CL 1788	4462.61
83973	S	173 HILL ENTERPRISES	392.88	11/01/24	11/24	CL 1775	392.88
83974	S	199 JOHNSON CONTROLS	3712.50	11/01/24	11/24	CL 1790	3712.50
83975	S	791 SCOUTLINK LLC	500.00	11/01/24	11/24	CL 1791	500.00
83976	S	410 TRIANGLE ELECTRIC	1473.26	11/01/24	11/24	CL 1789	1473.26
83977	S	415 UPPER MISSOURI DISTRICT HEALTH UNIT	525.00	11/01/24	11/24	CL 1799	525.00
83978	S	459 WSC FOUNDATION	10000.00	11/01/24	11/24	CL 1800	10000.00
83979	S	4 ACE HARDWARE	1175.36	11/05/24	11/24	CL 1581	1175.36
83980	S	80 COLE PAPERS	1309.58	11/05/24	11/24	CL 1801	1309.58
83981	S	186 INTERSTATE BILLING SERVICE INC	491.21	11/05/24	11/24	CL 1678	491.21
83982	S	268 MODERN MACHINE WORKS, INC	980.00	11/05/24	11/24	CL 1741	980.00
83983	S	271 MONDAK PORTABLES, LLC	213.88	11/05/24	11/24	CL 1807	213.88
83984	S	277 MR SHINE LLC	3125.00	11/05/24	11/24	CL 1769	3125.00
83985	S	284 MYERS AUTO PARTS	1546.01	11/05/24	11/24	CL 1627	1546.01
83986	S	552 STARGUARDELITE	50.00	11/05/24	11/24	CL 1811	50.00
83987	S	416 US BANK	2500.00	11/05/24	11/24	CL 1808	2500.00
83988	S	425 VERIZON	1492.99	11/05/24	11/24	CL 1778	1492.99
83989	S	999999 WHEELER, ANN MARIE	154.30	11/05/24	_____	CL 1810	154.30
83990	S	445 WILLISTON COMMUNITY BUILDERS	19531.18	11/05/24	_____	CL 1809	19531.18
83991	S	21 AVI SYSTEMS, INC.	1955.67	11/07/24	11/24	CL 1813	1955.67
83992	S	112 DOG ON IT PARKS, INC	1929.50	11/07/24	11/24	CL 1815	1929.50
83993	S	179 HORIZON RESOURCES	281.88	11/07/24	11/24	CL 1674	281.88
83994	S	182 HOSE & RUBBER SUPPLY	384.93	11/07/24	11/24	CL 1698	384.93

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Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
83995	S	231 LES MILLS UNITED STATES TRADING	798.00	11/07/24	11/24		
						CL 1768	798.00
83996	S	233 LINDE GAS & EQUIPMENT INC	71.00	11/07/24	11/24		
						CL 1776	71.00
83997	C S	245 MANGER INSURANCE	0.00	11/07/24			
						CL 1814	
83998	* S	253 MENARDS	1485.67	11/07/24	11/24		
						CL 1727	1485.67
83999	S	315 OK DISTRIBUTING	23.20	11/07/24	11/24		
						CL 1812	23.20
84000	S	806 PROCONTROLS MIDWEST	900.00	11/07/24	11/24		
						CL 1817	900.00
84001	S	807 S & S DRILLING	3000.00	11/07/24	11/24		
						CL 1818	3000.00
84002	S	421 VAC-U-JET	424.00	11/07/24	11/24		
						CL 1816	424.00
84003	S	18 ASSOCIATED SUPPLY COMPANY, INC	3890.07	11/12/24	11/24		
						CL 1734	3890.07
84004	S	19 ASTRO-CHEM LAB, INC	330.00	11/12/24			
						CL 1827	330.00
84005	S	77 CITY OF WILLISTON	4974.39	11/12/24	11/24		
						CL 1777	4974.39
84006	S	999999 WABASH VALLEY MANUFACTURING	1016.32	11/12/24	11/24		
						CL 1828	1016.32
84007	S	999999 PALOMINO, ANAPaula	67.93	11/12/24	11/24		
						CL 1830	67.93
84008	S	812 BOWEN, ADAIZA	22.50	11/15/24			
						CL 1842	22.50
84009	S	144 FUCHS, BRIANNA	324.00	11/15/24	11/24		
						CL 1835	324.00
84010	S	250 MCCUISTION, COLLIN	105.00	11/15/24			
						CL 1838	105.00
84011	S	567 MOLINE, ALEXIS	66.00	11/15/24			
						CL 1836	66.00
84012	S	326 PEREZ, ABBY	162.00	11/15/24			
						CL 1834	162.00
84013	S	629 POWELL, TREVOR	81.00	11/15/24	11/24		
						CL 1837	81.00
84014	S	811 TOLMAN, LYNDSEY	60.00	11/15/24			
						CL 1840	60.00
84015	S	519 WEBER, CARSON	75.00	11/15/24	11/24		
						CL 1839	75.00
84016	S	8 ALL SEASON SPORT ABOUT INC	5216.50	11/15/24	11/24		
						CL 1742	5216.50
84017	S	810 BACHMEIER, TOM	1489.71	11/15/24			
						CL 1831	1489.71
84018	S	63 BSN SPORTS, LLC	749.00	11/15/24	11/24		
						CL 1850	749.00

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84019	S	815 COMMERCIAL BUILDER, INC	6410.00	11/15/24	11/24	CL 1847	6410.00
84020	S	779 COMMERCIAL LIGHTING	1245.72	11/15/24	11/24	CL 1846	1245.72
84021	S	215 KS STATEBANK	9660.80	11/15/24	11/24	CL 1767	9660.80
84022	S	999998 MICHELE MOORE	265.50	11/15/24	11/24	CL 1832	265.50
84023	S	336 PRO SAFE SERVICES	1275.00	11/15/24	11/24	CL 1848	1275.00
84024	S	999998 RHONDA LUDLUM	285.16	11/15/24	11/24	CL 1833	285.16
84025	S	442 WILLISTON BASIN SCHOOL DISTRICT #7	5066.60	11/15/24		CL 1829	5066.60
84026	S	63 BSN SPORTS, LLC	3088.32	11/19/24	11/24	CL 1853	3088.32
84027	S	277 MR SHINE LLC	3125.00	11/19/24	11/24	CL 1773	3125.00
84028	S	299 NEMONT	2188.86	11/19/24	11/24	CL 1771	2188.86
84029	S	552 STARGUARDELITE	200.00	11/19/24	11/24	CL 1852	200.00
84030	S	198 JESS LYNNER & ANDREA ERDMAN	1200.00	11/20/24	11/24	CL 1857	1200.00
84031	S	80 COLE PAPERS	1302.58	11/22/24	11/24	CL 1860	1302.58
84032	S	93 DACOTAH PAPER CO	911.85	11/22/24	11/24	CL 1859	911.85
84033	S	249 MCCODY	280.00	11/22/24		CL 1864	280.00
84034	S	456 WPR GENERAL REVENUE ACCT	336007.96	11/25/24	11/24	CL 1772	336007.96
84035	S	812 BOWEN, ADAIZA	45.00	11/29/24		CL 1875	45.00
84036	S	499 BUSHONG, WILL HARRISON	35.50	11/29/24		CL 1894	35.50
84037	S	144 FUCHS, BRIANNA	108.00	11/29/24		CL 1886	108.00
84038	S	818 GABLE, RYLAN	28.00	11/29/24		CL 1885	28.00
84039	S	796 GORDER, NOLAN	29.00	11/29/24		CL 1883	29.00
84040	S	170 HENDRICKSON, TAESON	92.00	11/29/24		CL 1890	92.00
84041	S	177 HOLTER, CARSON	46.00	11/29/24		CL 1889	46.00
84042	S	492 KNUDSVIG, PAXTON	121.00	11/29/24		CL 1876	121.00

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84043	S	797 LEONARDI, WILLIAM	46.00	11/29/24		CL 1892	46.00
84044	S	234 LINDQUIST, SAMANTHA	29.00	11/29/24		CL 1882	29.00
84045	S	819 LUCAS, HARRISON	28.00	11/29/24		CL 1884	28.00
84046	S	250 MCCUISTION, COLLIN	120.00	11/29/24		CL 1893	120.00
84047	S	276 MOSS, THOMAS	106.50	11/29/24		CL 1877	106.50
84048	S	326 PEREZ, ABBY	111.00	11/29/24		CL 1895	111.00
84049	S	334 POWELL, AVERY	30.00	11/29/24		CL 1881	30.00
84050	S	629 POWELL, TREVOR	58.00	11/29/24		CL 1880	58.00
84051	S	821 RATH, NOAH	115.00	11/29/24		CL 1891	115.00
84052	S	820 SANDER, AYDEN	69.00	11/29/24		CL 1888	69.00
84053	S	375 SMITH, DONALD	35.50	11/29/24		CL 1887	35.50
84054	S	788 SPONABLE, TIMOTHY	44.50	11/29/24		CL 1879	44.50
84055	S	811 TOLMAN, LYNDSEY	52.50	11/29/24		CL 1874	52.50
84056	S	423 VEGA, FRANCISCO	151.00	11/29/24		CL 1878	151.00
84057	S	16 ASB/VISA	29356.24	11/26/24	11/24	CL 1896	29356.24
84058	S	19 ASTRO-CHEM LAB, INC	330.00	11/26/24		CL 1869	330.00
84059	S	93 DACOTAH PAPER CO	157.39	11/26/24		CL 1868	157.39
84060	S	149 GRAINGER	1731.86	11/26/24		CL 1854	1731.86
84061	S	257 MIDCONTINENT COMMUNICATIONS	219.12	11/26/24		CL 1784	219.12
84062	S	999999 MOE, TREVOR	75.00	11/26/24		CL 1870	75.00
84063	S	339 QUALITY SERVICE WITH COFFEE	365.00	11/26/24		CL 1872	365.00
84064	S	999999 ROBINSON, CIARA	226.81	11/26/24		CL 1871	226.81

Total for Claim Checks 599491.96
Count for Claim Checks 118

* denotes missing check number(s)

of Checks: 118 Total: 599491.96

12/11/24
12:51:27

WILLISTON PARKS & RECREATION DISTRICT
Cash Report by Fund/Account
For the Accounting Period: 11/24

Page: 1 of 1
Report ID: L160

Funds 20- 20

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
20 Baseball Fund						
113200 Payroll Checking Account	2,637.38	0.00	0.00	0.00	0.00	2,637.38
113500 BB Checking	104,877.64	3,606.70	0.00	0.00	278.48	108,205.86
Total Fund	107,515.02	3,606.70			278.48	110,843.24
Totals	107,515.02	3,606.70	0.00	0.00	278.48	110,843.24

*** Transfers In and Transfers Out columns should match, with the following exceptions:

- 1) Cancelled electronic checks increase the Transfers In column. Disbursed column will be overstated by the same amount and will not balance to the Redeemed Checks List.
- 2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column by the total amount of these checks.

12/11/24
12:50:16

WILLISTON PARKS & RECREATION DISTRICT
Check Register for Baseball Checking
For the Accounting Period: 11/24

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Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
12160	S	425 VERIZON	79.98	11/05/24	11/24		
12161	S	8 ALL SEASON SPORT ABOUT INC	21.00	11/15/24	11/24	CL 1779	79.98
12162	S	299 NEMONT	177.50	11/19/24	11/24	CL 1849	21.00
						CL 1787	177.50
Total for Claim Checks			278.48				
Count for Claim Checks			3				

* denotes missing check number(s)

of Checks: 3 Total: 278.48

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ADMINISTRATION PORTFOLIO

Grant Funded Projects

- Frisbee Golf Course Enhancement: Garrison Grant
 - Frisbee Golf Course/Bathrooms SLP
 - Awarded: \$27,000
 - Scheduled for the 2025 budget
- Davidson Park Tennis Court Resurfacing/Restoration: Williams County, UTSA, Marathon Oil, Private donations
 - Slagle Services has started replacing the fencing at the park.
 - Completed fencing around three east courts.
 - Project paused until late spring to avoid conflicts with Fall Tennis.
 - West fencing will be installed around three west courts after the Spring Tennis Season.
 - Spectator Seating: McCody Concrete will donate the concrete; WPRD will oversee installation.

Outstanding Grant Applications

- ND Special Road Fund: Spring Lake Park overlook road work
 - Expecting results mid-January

Williston Water World Update

- Project is ongoing
- The building will be completed before winter.

Human Resources Update

- Staffing Status
 - WPRD currently has 35 full-time positions available based on regular operations.
 - Total positions filled: 35

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HR Current Projects

- Implementation of New HR Software
 - Humanities
 - Time Clock
- 2024 Comp Payout
 - \$14,952.71
 - 2023 Payout: \$21,494.22
 - Payout: \$27,920.05
- 2024 Longevity Payout
 - \$7,712
 - 15 staff currently eligible (5year minimum employment with WPRD)
 - 2023 Payout: \$6,470.00
- Policy Updates
 - Listed as new business agenda
- CAPRA
 - Continuing the CAPRA process.
 - Changes have been made to the review process; the self-report is now due in January.
 - Evaluating a 2026 submission.

WPRD Foundation Update

- Quarterly & Annual meetings held on 12/11
- Quarterly Meeting
 - Requests Awarded
 - \$3,500.00 for Miranda Iblings Campus Club After School Program walkie talkies for 7 sites
 - \$4,000.00 for small ice rink installation at Moose Park
 - \$2,130.45 for Fitness Scholarship reimbursement
 - \$2,000.00 for Date Night events in February 2025
 - Discussion on future plans for the Municipal Golf course and the foundation's potential expansion role
 - Discussion on future equipment and infrastructure needs, such as a beverage cart, new cart fleet, and new AC units in the clubhouse

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- Discussion on the inaugural WPRD Foundation Golf Tournament to raise funds and awareness
- Next meeting: February 19th
- Annual Meeting
 - Discussion on yearend finance transfers from Beer account to Trust account
 - Recommendation to leave \$15k in Beer account for startup costs
 - Approved transfer of \$93,487.76 from Beer account to Trust account
 - Approved review of all awarded 2024 requests for Audit purposes
 - Reelection of officers
 - Lorri Amsden remains WPRD Foundation President
 - Skye Olsen remains Vice-president
 - Discussion on future operations and potential dedicated staff to increase foundation usage
 - Approved 2025 meeting dates

Marketing & Public Relations Portfolio

Marketing

Social Media

Gaining followers; implementing more live videos with plans to continue into the new year. Facebook advertising strategy will evolve to increase page interest.

Social media accounts:

- Facebook
 - WPRD: 12,553 followers (4.6 out of 5.0 review score)
 - ARC Fitness: 1,082 followers
 - Williston Wonders: 775 followers
 - WPRD Child Sitting Clubhouse: 538 followers
 - WPRD WMGC: 327 followers
 - WPRD Aquatics: 319 followers

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- Instagram
 - 1,952 followers
- LinkedIn
 - 142 followers
- Google
 - ARC rating 4.5 out of 5.0 (695 reviews)

Website

November saw low website traffic, but newsletter subscriptions continue to grow.

Usage Statistics (November 1 – November 30, 2024)

- 96,784 webpage views

Newsletters

- Three newsletters sent, achieving a 52% read rate (3,745 views out of 7,131 sent)

Advertising

- Parks
 - New parks pamphlet underway to assist with shelter reservations and enhance public knowledge.
- Brochure
 - New brochures for January to May 2025 completed with a version available on our website. The feedback has been overwhelmingly positive regarding the early release of this information.
- Williston Visitor Guide
 - Recently submitted a half-page ad focusing on the ARC with a fresh design.
- Bakken Living
 - Our winter advertisement has been submitted. We will review the 2025 information upon receipt to determine re-signing.
- Williston Herald
 - Continual collaboration to highlight various WPRD programs.
- New Advertising for 2025
 - Seeking new opportunities as KUMV was not a good fit, exploring other partnerships.

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- Birthday Parties
 - We are working on refreshing our advertising strategy to expand options for the 6–10yearold age group, in collaboration with different departments.

Public Relations

- Tremendous turnout at the WHS Job Fair despite adverse weather conditions.
- We remain active at various programs to capture photographs and engage with the community.
- National Cookie Day on December 4 was successful, with patrons enjoying the treats.
- Collaboration for the Water World opening is in progress. Marketing efforts will transition to WPRD on January 1, with more details forthcoming.
- Remaining swag will be distributed this month, and a new order will be placed in January to provide 'gifts' from WPRD throughout the holiday season.
- Working with Special Events on several activities:
 - Archie's Holiday Decorating Contest
 - Five participants. The map will be released soon for public voting. The winner will receive a six-month family ARC membership.
 - National Play Outside Day
 - Scheduled for the first Saturday of each month. The inaugural event on January 4, 2025, will feature Fire and Ice activities at Western Star with ice skating and warming fires, pending rink readiness.
 - Frozen Fairways on January 5th
 - During open skate, attendees can try black light minigolf for free, showcasing future event potential.

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Childcare Programs Portfolio

Campus Club

Tori from the Williston Community Library recently visited all seven Campus Club sites. Though the Book Mobile was unavailable, Tori still delivered engaging stories and STEM activities, much to the children's delight. Tori plans to return with the Book Mobile in spring. Our thanks to the Williston Community Library for enriching our students' experiences!

We faced early closures and a snow day before Thanksgiving. We are exploring how the Child-Pilot app might send efficient weather-related emergency notifications across all sites.

Some staff changes are anticipated due to relocations or school commitments in the new year. Although nearly fully staffed, we are recruiting a few new team members to join Campus Club in January.

Child Sitting

November marked the arrival of 20 new kids and families in the clubhouse. Our calendar was full of exciting activities, including dress-up days, dance parties, Thanksgiving crafts, and sensory play, such as using playdough and kinetic sand.

During our Superhero themed party, kids enjoyed dressing in capes and masks, navigating obstacle courses, and creating superhero sticker crafts. Each child took home a superhero mask.

We offered a Black Friday passport special, allowing parents to purchase a one month, 90minute passport for \$40 from November 25-27. We also held several birthday parties this month, boosted by our advertising efforts.

The clubhouse welcomed participants from the Turkey Trot and Pedal for Pie events on Thanksgiving. Though visits decreased slightly compared to past years, this was expected due to the holiday season and snowy weather.

Child Sitting Visits for the Past Three Years:

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- November 2022: 1,173
- November 2023: 1,113
- November 2024: 1,036

Parks Portfolio

- With winter upon us, our parks are lit up. Staff are now focusing on winter maintenance.
- Initiated snow removal with the first snowfall.
- Collaborated with city and community member, Rory Borho, to complete the Moose Park Mini Rink project:
 - Rory installed panels; Parks Crew added protective layers; city allowed us to move forward with light installations using street light poles.
- With city assistance, we successfully flooded Rickard Rink, and also flooded Western Star and Davidson Rinks as well.

Athletic Facilities Operation

Ballfields/Outdoor Courts

- All outdoor fields have been wrapped up for this year.
- Zac is enhancing safety at the Grondahl Field Batting cages by upgrading them to match those at our other facilities.
- Zac will attend the Sports Turf Managers Association Conference in January.
- Zac will prioritize RFCC maintenance this winter, complementing ARC maintenance needs when needed.

Projects

- Light maintenance
- Painting efforts
- Ongoing ice maintenance
- Routine facility touchups at ARC

Golf Course

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- The course has been winterized. Zack is dedicating time to clubhouse projects, such as installing LED lights and shampooing carpets, while not assisting with parks.

Facilities Portfolio

Guest & membership services are continuing to transition forward under Jacqueline & Jordan's leadership.

- Reservation and membership reports are included at the end of the packet.

User Groups

- We are collaborating with homeschool groups to expand the offerings available at the ARC every Thursday.

Reservations

- The RFCC is fully booked on weekends until the third week of June.
- Planning for WPRD special events for Summer/Fall 2025 is underway, aimed at improving consistency and participation.

WARC

- Currently waiting on a quote to paint the indoor track lines, with plans to complete this before the track season begins in February.
- We are aiming to order 3040 new 8-foot tables for the ARC:
 - This will eliminate the need for transporting tables between RFCC and ARC.
 - It will also minimize damage incurred during transportation.
- WHS Baseball and Softball preseason has kicked off, with softball meetings on Mondays and Wednesdays, and baseball practices on Tuesdays and Thursdays.
- The turf room is very busy after 4 PM now that soccer activities have resumed.

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Maintenance

- Fixed lights in the turf area.
- Completed maintenance in locker room facilities.
- Troubleshooting ongoing water heater issues, with parts on the way.
- Snow removal has begun to keep paths clear.
- Transporting tables and chairs, as necessary.
- Shampooed carpet squares.
- Ensuring a sufficient backstock of maintenance supplies.

Safety Committee

- 2024 Safety Programs
 - Safe lift program
 - Slips, trips, and falls prevention
 - Safety committee program
 - Drugfree workplace program
- No claims or accidents reported this month.
- November Topic
 - Drug Free Workplace

RFCC Operations

Arena

- November marked the official start of the hockey and ice season.
- Events included five Teton Hockey games and eleven open skate sessions.
- OKA private skating sessions are scheduled on Tuesdays, Thursdays, and Sundays.
- High school and club practices run Monday through Friday from 4:00 PM to 10:00 PM.
 - Six club games were held over the weekends
- A private church group has rented the ice every other Sunday night.

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Courts

- The courts have seen significant usage since the beginning of November.
 - Chaos Volleyball utilizes the courts on Mondays, Tuesdays, Thursdays, and Sundays.
 - Williston United Football Club practices once a week on Wednesdays.
 - Notable events in November included three vendor shows and one concert.

Upcoming Events

Several seasonal and sporting events are slated for December:

- Ugly Sweater Skate Night on December 8th.
- Skate with Santa on December 17th.
- Ballin' in the Basin on December 14th and 15th.

Aquatics

Lessons

- The lessons from November 4th to 14th went well, with a high number of participants and a sizable waitlist. We will continue offering reduced morning and evening lessons.
 - Total participants: 48 kids were enrolled in lessons.
 - All children on the initial waitlist have been accommodated for December lessons.
- Private Lessons
 - Still strong, but the waitlist has diminished considerably.
 - Approximately 90 participants remain on the waitlist. Lexi has been diligently updating and initiating a new file system for better tracking—thank you!

Aquatic Fitness

- Aquacise classes have shown significant growth this month, averaging 1015 participants per class.
 - An additional 10:15-11:15 AM Tuesday class has been added, which averages 5 participants.

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- SwimFit
 - The next session will start on November 5th and conclude on December 21st.
 - Adult Class: Scheduled for 6 AM on Tuesdays and Thursdays, and 9 AM on Saturdays, with a drop-in rate offered.
 - We expect 10 participants for the two-day and two for the three-day classes, several of whom will utilize the drop-in rate.
 - Youth SwimFit
 - Also begins with a two-day class running on Tuesdays and Thursdays from 6:30 PM to 7:15 PM, with two participants signed up.
- River Walk
 - Runs on Saturdays from 9:11 AM, with lap swim included during this timeframe.

Aquatic Special Events

- The Floating Pumpkin Patch on October 29th featured 200 pumpkins; only 20 remained after the event.
- We hosted the first annual Turkey Splash and Dash with 12 attendees.
- Upcoming
 - Swim with Santa is scheduled for December 19th, with an added "Elf on the Shelf" theme for the month.
- Aquatic User Groups
 - Sealions
 - Short swimming course commenced on September 3rd.
 - The first competitive meet is scheduled for November 22nd and 23rd, with subsequent events on December 14th.
 - High School
 - The boys' swimming season began on December 2nd.
 - Upcoming meets include
 - January 3rd at 5 PM
 - January 4th, Invitation
 - The WDA event held on November 8th and 9th attracted 3,500 attendees.

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Lifeguard Training

- Drills are being conducted to ensure guards are proficient at monitoring the entire pool and maintaining their skills.
- Monthly in-services are planned to keep staff updated, with the last in-service being held on November 2nd and the next scheduled for December 7th in collaboration with the fire department.

CPR Training for the Public

- The next course is scheduled for November 23rd, with eleven participants already registered.

Aquatic Maintenance

- Hot tub maintenance was performed on the following dates:
 - November 11
 - November 25
 - Upcoming dates include December 9, December 23, and January 6 and 20.
- Upcoming Pool Closures
- The Flow-Rider will be closed from December 2 to 5.

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Recreation Portfolio – Winter Programming 2024

Adaptive Programs

Program: Wonders Adaptive Basketball

Dates: November 8th – December 16th

Fee: \$5.00

Current Registration Numbers: 15

2023 Registration Numbers: N/A

2022 Registration Numbers: N/A

Special Note: The Wonders Basketball program made its anticipated debut this November/December and has achieved significant success! We saw an incredible turnout, with many new participants, enhanced by the support of WHS FBLA students, WSC rec students, and Williston State Teton Basketball players. The program culminates with the annual Wonders Christmas Party on December 16th.

Furthermore, the Wonders received a generous \$6,700 donation at the Festival of Trees event. The Haven Day Spa chose the Wonders as the recipient of their tree, and in addition, Chatter Clinic has selected the Williston Wonders to donate their gate fees as their nonprofit of choice during the Spring lake Park Holiday Lights.

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Program: Youth Pickleball

Dates: October 21 – December 2

Fee: \$30.00

Current Registration Numbers: 42

2023 Registration Numbers: N/A

2022 Registration Numbers: N/A

Special Note: WPRD's first ever Youth Pickleball program has seen phenomenal success, resulting in a waitlist for the first season. The demand for future sessions remains high. We are excited to announce a winter session starting in January, with expert coaching from three players of the Williston Pickleball Club.

Program: Youth Tennis

Dates: October 19 – November 9

Fee: \$27.00 / \$34.00

Current Registration Numbers: 95

2023 Registration Numbers: 82

2022 Registration Numbers: 81

Special Note: The Youth Tennis program continues to flourish under the guidance of the incredible Williston High School Tennis Coach. This season marks her final tenure with us, and we are actively searching for a new head coach to maintain the program's legacy.

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Program: Learn To Skate

Dates: November 2 – December 14

Fee: \$44.50 / \$20 rental skate fee (optional)

Current Registration Numbers: 127 (with 39 on waitlist)

2023 Registration Numbers: 106

2022 Registration Numbers: 92

Special Note: The Learn to Skate program has gained popularity in the Williston area, attracting many coaches and skaters from the hockey club. We have seen considerable growth among figure skaters and hockey participants. The next session will begin on January 4th.

Program: Fall Sports Sampler

Dates: November 2 – November 23

Fee: \$29

Current Registration Numbers: 28

2023 Registration Numbers: 19

2022 Registration Numbers: 53

Special Note: The Fall Sports Sampler was a great success! Each sport quickly became a favorite, and everyone had a fantastic time. On the final day, certificates were awarded, along with special treats for all participants, the enjoyment. I have reserved turf hours for the upcoming Winter Sampler to ensure we have access to the turf room for all activities.

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Program: Adult Flag Football

Dates: October 2 – December 18

Fee: \$387

Current Registration Numbers: 5

2023 Registration Numbers: 6

2022 Registration Numbers: 6

Special Note: The Adult Flag Football program is progressing well, providing a relaxed and enjoyable atmosphere for all players. This year, we're introducing a traveling trophy for the winning team to encourage continued participation in future seasons.

Program: Girls 36th Basketball

Dates: October 15 – December 10

Fee: \$39.50

Current Registration Numbers: 90

2023 Registration Numbers: 92

2022 Registration Numbers: 90

Special Note: The participation of 3rd and 4th grade girls remains strong. With late signups and additional coaching, we could have fielded six teams. Although the numbers for 5th and 6th graders are somewhat lower, recent signups have helped. We've scheduled games against Grenora on Thursdays, with all players receiving new uniforms. An end of year tournament for the older group is in the works, pending the completion of all games scheduled for December 10th.

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Program: K2 Basketball

Dates: September 9, 2024 – October 11, 2024

Fee: \$32

2024 Registration Numbers: 172

2023 Registration Numbers: 161

2022 Registration Numbers: 45

Special Note: Teams have been formed, and games are currently in progress. WBBC is making significant strides in this program! The club is also planning to have all youth WBBC players participate in the halftime show for the Coyotes in January.

Travel Sports Updates

Baseball

The Keybird schedule is fully finalized with a total of 44 games confirmed. We have 7-8 teams ready for the Tru Wealth tournament, and Williston is set to host the 100th Anniversary of the Legion Baseball AA State Tournament in 2025. We are excited for the summer season ahead!

The Boys Baseball program also received an impressive donation of \$17,000 during the Festival of Trees event.

Volleyball

We are now offering two distinct seasons—Winter and Spring. Tryouts held on November 24 went exceptionally well, with our numbers increasing to a total of 8 teams, which is fantastic for a new season. Teams are actively practicing, and the first tournament is scheduled in Bismarck on January 11-12. Williston will also host a volleyball tournament on January 18-19.

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WBBC:

We are in the process of ordering equipment and coordinating with the K2 program in preparation for Ballin' in the Basin. The WBBC will run concessions during the tournament, and the travel season is in full swing!

Boom Fastpitch:

Tryouts will take place in January, and we will be providing the board with registration numbers every two weeks. Notably, the Boom program received a generous \$300,000 donation from the American Legion at the Festival of Trees event!

Upcoming Programs:

Ballin' in the Basin – December 14 & 15

Learn to Skate

Wonders Bowling

Youth Pickleball

Learn to Curl

Youth Soccer

Youth Boys Basketball

Sports Sampler

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Special Events

The Kid's Night Out on November 22 was a hit! The kids had a blast trying out pickleball, basketball, and soccer, while also taking home a fun prize.

On December 8, we held our Ugly Sweater Open Skate, which brought in a steady stream of skaters showcasing adorable Christmas themed sweaters. A drawing for prizes took place on December 10 via Facebook Live.

Puzzle Palooza on December 10 had only seven teams sign up, as many participants seem to be busy with other holiday events.

The ever-popular Skate with Santa is scheduled for December 17, featuring special guests Mrs. Claus, the Grinch, and ARChie the moose!

Upcoming Events:

ARChie's Holiday Lights Contest:

- Currently, we have five entries. We hope the public appreciates the map provided, and we are optimistic this event will gain momentum next year.

National Play Outside Day

- The first Saturday of every month. Our January event on January 4, 2025, is planned to feature ice skating at Western Star, pending weather conditions.

Frozen Fairways Open Skate

- Scheduled for January 5, 2025. Participants will have the opportunity to play with the new Black Light Golf set up upstairs at Raymond during the open ice skate, with no additional charge at this time. We want everyone to enjoy this new event and look forward to incorporating it into future events.

Puzzle Palooza

- The next Puzzle Palooza event is slated for January 14th, providing another opportunity for fun and community engagement.

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Fitness & Wellness Portfolio

Group Fitness Updates

November Group Fitness

- The number of participants totaled 874, a decrease from 1,184 last month. We offered 134 classes, down from 172, resulting in an average of 6.5 participants per class compared to 7 the previous month.

Fitness Programs Numbers and Updates

- Boot Camp: The class commenced on December 3rd with 18 participants.

Workshops for Women

- Prenatal, Postpartum, and Menopause workshops are designed to provide women with the tools needed for safe exercise in group classes and independently.
- The next workshop date will be announced soon.

Women & Weights

- This program's final round for 2024 has begun, with 11 participants signed up and an additional hour added to classes due to high demand.

Women's Workout Wisdom

- Focused on helping women build confidence and addressing daily life challenges, including hormonal fluctuations and stress. The next session is scheduled for March 31 April 16.

Pink Gloves Boxing

- The next session will begin in January 2025.

Meal Prep and Nutrition Knowledge Course

- Scheduled to run from January 7th to January 28th.
- Food with Friends — Healthy Holiday
 - Participants will gather on December 3rd, 2024, to prep healthy holiday drinks and appetizers.

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- Food with Friends: The date is set for March 25th.

Les Mills Strength Development

- The next round will begin in January 2025.

Youth Fitness Programs Numbers and Updates

- Youth Boot Camp
 - The November round had 14 participants.
- Lifting and Power Performance for Tweens & Teens
 - Dates are currently TBD as we do not have a trainer assigned to this program.
- NEW! Advanced Lifting and Power Performance for Tweens & Teens
 - Dates are also TBD for this new program.

Youth Pink Gloves Boxing

- The November round had 13 participants.

Tyke Time

- Our November round averaged about 15 toddlers per session.

Youth Outdoor Cycle

- Planned to return in summer 2025.

Eckert Group Home

- Dates for the next session are still to be determined.

Fitness Center/Equipment

- The majority of fitness equipment is in good working order. Technicians will be addressing a few machines with minor issues soon.
 - Work will be done on several cardio machines that are under warranty.
 - Technicians will also address resistance issues on an upright bike and a treadmill arm that is misaligned.
 - New cable machine attachments and stands have been ordered.

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Personal Training

- A total of 95 sessions were completed, down from 125 last month
 - 30 min: 18 sessions (down from 19)
 - 45 min: 49 sessions (up from 45)
 - 60 min: 20 sessions (up from 15)
 - 60 min group sessions: 9 (up from 5)
- Initial Assessments:
 - 5 completed (up from 3 last month).
 - Total Sales: \$6,246.00 (compared to \$3,980.00 last month).
- PT Discounts: \$968 was the total sales before discounts, amounting to \$7,922 with discounts considered.
- Total Sessions Purchased
 - 210 (up from 106 last month).
- New Inquiries
 - 5 (compared to 4 last month).

Senior Fitness Classes and Incentives

- Silver-Sneakers New Membership
 - New memberships: 12 (up from 10 last month).
 - Total monthly visits: 746 (down from 773 last month).
- SilverSneakers (Senior Fitness) Attendance
 - Total participants: 200 (down from 204 last month).
 - Offered 17 classes (compared to 18 last month), including sit-to-get-fit classes.

Onsite Senior Fitness Classes at the Senior Center

- 11 classes were offered between sit-to-get-fit and chair yoga (down from 14 classes last month).
- Total participants: 155 (down from 205 last month).

ASH Fitness Active & Fit/Silver & Fit:

- New memberships: 7 (up from 4 last month).
- monthly visits: 87 (up from 64 last month).

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Senior Fitness & Wellness Updates

We would like to extend a heartfelt THANK YOU to all the speakers who volunteered their time to engage with our senior community. We are reaching out to different businesses in town to arrange discussions on topics of interest for the seniors, and we are excited to host a variety of speakers each month.

Lunch and Learn Events:

- On November 6th, Deborah Palmer, a Music Therapist, presented at a Lunch and Learn, attended by 22 participants.
- Ryan Geltel discussed Estate Planning on November 26th, drawing an audience of 33 individuals.
- Joe Barsh discussed WPRD operations and future planning on December 3rd, attended by 17 individuals.
- Upcoming Lunch and Learn Events
 - January 14th: CHI Diabetes Education

Fitness/Wellness Challenges

- The next challenge will be for all ages—GO 2025 Fitness Challenge, running from January 6th to March 6th.
- Fitness Special Events & Challenges Update
 - The annual GO 2025 Fitness Challenge encourages participants to complete a total of 2025 minutes of exercise over 60 days. Any structured workout qualifies, including running, weightlifting, swimming, basketball, group fitness classes, and more. This averages out to about 35 minutes each day, and we are confident our participants can achieve this goal!
 - New this year, participants can register online and track their workouts using a provided calendar—no app necessary!
 - As we prepare for the challenge, we are actively seeking sponsors.
 - The challenge will conclude with a party where dinner will be served, and participants will receive their completion shirts, along with chances to win raffle prizes.

Williston Parks & Recreation District
Park Board Executive Director/Staff Reports

December 11th, 2024

Community Health Fair

- We are excited to announce the new health fair scheduled for March 29th, in partnership with Gateway To Health, which aims to create a larger and more impactful event. We are currently in the process of meeting with the organizers and finalizing contracts.

Finance Portfolio

November 2024 Financials

- Revenue/Expenses
 - November Revenue: \$992,624.15
 - November Expenses: \$669,370.71
- 1% Sales Tax Collection
 - \$1,222,041.45
 - 0.5% Operations: \$611,020.72
 - Current average monthly sales tax: \$1,025,339.31
 - 2024 budget monthly Sales Tax projection: \$875,000
- Cash Fund Balance at the end of November
 - \$3,846,886.64
- CDs: ASB
 - General Reserve CD
 - \$485,103.56 at 4.26%
 - WPR CD:
 - \$106,291.80 at 4.2%

Cash Available to WPRD 2024 Operations	
Month	
January	\$ 3,414,736.01
February	\$ 3,707,568.24
March	\$ 3,895,861.78
April	\$ 4,026,277.55
May	\$ 4,052,787.29
June	\$ 3,817,922.91
July	\$ 3,490,891.27
August	\$ 3,891,235.46
September	\$ 4,010,848.67
October	\$ 4,222,424.95
November	\$ 4,549,125.24

Pete Conlin

2024

DECEMBER

CALENDAR YEAR
Sunday

CALENDAR MONTH
Monday

Tuesday

SUNDAY
FIRST DAY OF WEEK
Wednesday

Thursday

Friday

Saturday

01	02	03	04	05	06	07
9:15am - Bantam B Black vs Bismarck Blue 11am - Squirt B White vs Richland Red 2pm - WSCvs Jamestown 5:30-7:10pm - OKA	6am - 1pm - WSC 1 - 3pm - Open Skate 4 - 5:45pm - HS Boys 7 - 8pm - Squirt in house games Group 2	6am - 3pm - WSC 3 - 4pm - OKA 4 - 5:45pm - HS Boys 6 - 8pm - Open Skate	6am - 3pm - WSC 3:20 - 4pm - Private Ice Rental 4 - 5:45pm - HS Boys 6 - 7pm - 12UB/10U 7:15 - 8:15pm - PWBO/PWBB 8:30 - 9:30pm - PWA/PWB1 10pm - WSC	6am - 3pm - WSC 2:55 - 4pm - OKA 4 - 5:45pm - HS Boys 6 - 7pm - 12U/10U 7:15 - 8:15pm - Squirt 2 8:30 - 9:30pm - BBO/BBB 10pm - WSC	6 - 10am WSC 7:30pm - WSCvs University of Providence	9am - 12pm - Learn To Skate 3pm - WSCvs University of Providence
08	09	10	11	12	13	14
1-5pm - Open Skate 5:10 - 8pm - OKA 8 - 9pm - Private Church Group	6am - 1pm - WSC 1 - 3pm - Open Skate 4 - 5:45pm - HS Boys 7:15 - 8:15pm - Squirt 2 8:30 - 9:30pm - PWBO/PWBB 10pm - WSC	6am - 3pm - WSC 5 - 6pm - 10U 6 - 8pm - Open Skate 8:15 - 9:15pm - BBB/BBO 10pm - WSC	6am - 3pm - WSC 3:20 - 4pm - Private Ice Rental 4 - 5:45pm - HS Boys 6 - 7pm - 14U/12UB 7:15 - 8:15pm - Squirt in house games Group 2 8:30 - 9:30pm - BBB/BBO 10pm - WSC	6am - 3pm - WSC 2:55 - 4pm - OKA 4 - 5:45pm - HS Boys 6 - 7pm - 10U/12UB 7:15 - 8:15pm - Squirt 2 8:30 - 9:30pm - BBO/BBB 10pm - WSC	6-10am - WSC 5:45 - 6:45pm - Squirt Practice 7 - 9pm - Private Skating Party 10pm - WSC	9am - 12pm - Learn To Skate 1-5pm - Open Skate 2-4pm - Ice Skating Party
15	16	17	18	19	20	21
12:30pm - Squirt B Black vs Richland Blue 5 - 8pm - OKA	6am - 1pm - WSC 1 - 3pm - Open Skate 4 - 5:45pm - HS Boys 6 - 7pm - 14U/12UB 7:15 - 8:15pm - Squirt in house games Group 2 8:30 - 9:30pm - PWBO/PWBB 10pm - WSC	6am - 3pm - WSC 3 - 4pm - OKA 4 - 5:45pm - HS Boys 6-8pm - Skate with Santa 8:15 - 9:15pm - BBB/BBO 10pm - WSC	9am - 3pm - WMS Private Skate 3:20 - 4pm - Private Ice Rental 4 - 5:45pm - HS Boys 6 - 7pm - 10U/12UB 7:15 - 8:15pm - Squirt 2 8:30 - 9:30pm - BBB/BBO 10pm - WSC	9am - 3pm - WMS Private Skate 2:55 - 4pm - OKA 4 - 5:45pm - HS Boys 6 - 7pm - 10/14U 7:15 - 8:15pm - Squirt 2 8:30 - 9:30pm BBB/BBO 10pm - WSC	6-10am - WSC 6 - 8pm - Private Skating Party 10pm - WSC	12:15pm - Bantam B Black vs Dickinson 7pm - 12U B vs Dickinson
22	23	24	25	26	27	28
12pm - SqB1 vs Minot A 3 - 5pm - Open Skate 5 - 8pm - OKA 8 - 9pm - Private Church Group	6am - 1pm - WSC 1 - 3pm - Open Skate 5:30 - 6:30pm - 14/10U 6:45 - 7:45pm Squirt 2 7:45 - 8:45pm - PWBO/PWBB 10pm - WSC	6am - 3pm - WSC	Christmas	6am - 3pm - WSC	6-10am - WSC 2 - 4pm - Private Skating Party	1 - 5pm - Open Skate
29	30	31	01	02	03	04
1 - 5pm - Open Skate 5:30 - 7:10pm - OKA	6am - 1pm - WSC 1 - 3pm - Open Skate 5:30 - 6:30pm - 14U/10U 6:45 - 7:45pm Squirt 2 8 - 9pm - PWBO/PWBB 10pm - WSC	New Years Eve				
05	06	07	08	09	10	11

2025

JANUARY

CALENDAR YEAR
Sunday

CALENDAR MONTH
Monday

Tuesday

SUNDAY
FIRST DAY OF WEEK
Wednesday

Thursday

Friday

Saturday

29	30	31	01	02	03	04
			6am - 3pm - WSC 3:20 - 4pm - Private Ice Rental 4 - 5:45pm - HS Girls	6am - 3pm - WSC 2:55 - 4pm - OKA 4 - 5:45pm - HS Girls	7pm - WSC vs Lake Region	9am - 12pm - Learn To Skate 3pm - WSC vs Lake Region 7pm - SqB1 vs Mandan Red
05 1 - 5pm - Open Skate 5 - 8pm - OKA 8 - 9pm - Private Church Group	06 6am - 3pm - WSC 1 - 3pm - Open Skate 4 - 5:45pm - HS Girls	07 6am - 3pm - WSC 3 - 4pm - OKA 4 - 5:45pm - HS Girls 6 - 8pm - Open Skate	08 6am - 3pm - WSC 3:20 - 4pm - Private Ice Rental 4 - 5:45pm - HS Girls	09 6am - 3pm - WSC 2:55 - 4pm - OKA	10 6 - 10am - WSC 6 - 8pm - Lewis & Clark School Private Party	11 9am - 12pm - Learn To Skate 12:15pm - Sq B1 vs Dickinson 2pm - Sq B Orange vs Crosby
12 1 - 5pm - Open Skate 5:30 - 7:10pm - OKA	13 6am - 3pm - WSC 1 - 3pm - Open Skate 4 - 5:45pm - HS Girls	14 6am - 3pm - WSC 4 - 5:45pm - HS Girls 6-8pm - Open Skate	15 6am - 3pm - WSC 3:20 - 4pm - Private Ice Rental 4 - 5:45pm - HS Girls	16 6am - 3pm - WSC 2:55 - 4pm - OKA 4 - 5:45pm - HS Girls	17 6 - 10am - WSC 6 - 8pm - Private Skating Party	18 9am - 12pm - Learn To Skate 12:30pm - Bantam A vs GF Red 2:15pm - PWB1 vs Hazen Beulah 4pm - 12UA vs Bismarck 12 UA
19 9:15am - 12U A vs Grand Forks 11am - Sq B Black vs Minot Gold 5 - 7:10pm - OKA 8 - 9pm - Private Church Group	20 6am - 3pm - WSC 1 - 3pm - Open Skate 4 - 5:45pm - HS Girls	21 6am - 3pm - WSC 3 - 4pm - OKA 4 - 5:45pm - HS Girls 6 - 8pm - Open Skate	22 6am - 3pm - WSC 3:20 - 4pm - Private Ice Rental 4 - 5:45pm - HS Girls	23 6am - 3pm - WSC 2:55 - 4pm - OKA 4 - 5:45pm - HS Girls	24 6 - 10am - WSC 4 - 5:45pm - HS Girls 5 - 8pm - School Private Party (Ice at 5:45pm)	25 9am - 12pm - Learn To Skate 12:15pm - Sq B Orange vs Hazen-Beulah 1-5pm - Open Skate
26 3pm - WSC vs Bottineau 5:30 - 8pm - OKA	27 6am - 3pm - WSC 1 - 3pm - Open Skate 4 - 5:45pm - HS Girls	28 6am - 3pm - WSC 3 - 4pm - OKA 4 - 5:45pm - HS Girls 6 - 8pm - Open Skate	29 6am - 3pm - WSC 3:20 - 4pm - Private Ice Rental 4 - 5:45pm - HS Girls	30 6am - 3pm - WSC 2:55 - 4pm - OKA 4 - 5:45pm - HS Girls	31 6 - 10am - WSC 7pm - PWB Black vs Watford City 8:30pm - 12UB vs Richland	01
02	03	04	05	06	07	08

2025

FEBRUARY

SUNDAY

CALENDAR YEAR

CALENDAR MONTH

FIRST DAY OF WEEK

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	01 9am - 12pm - Learn To Skate 2pm - Sq B1 vs Hazen-Beulah 3:45pm - 10U vs Watford City 5:30pm - Sq B1 vs Hazen Beulah
02 10:45am - 10U vs Minot 3pm - 10U vs Minot 5:30 - 7:10pm - OKA 8 - 9pm - Private Church Group	03 6am - 1pm - WSC 1 - 3pm - Open Skate 4 - 5:45pm - HS Girls	04 6am - 3pm - WSC 4 - 5:45pm - HS Girls 6 - 8pm - Open Skate	05 6am - 3pm - WSC 3:20 - 4pm - Private Ice Rental 4 - 5:45pm - HS Girls	06 6am - 3pm - WSC 2:55 - 4pm - OKA 4 - 5:45pm - HS Girls	07 6 - 10am - WSC 4 - 5:45pm - HS Girls 6pm - PWB Orange vs PWB Black 7pm - Bantam A vs Bismarck	08 9am - 12pm - Learn To Skate 7pm - WSC vs Lake Region
09 10:45am - PWA vs JVC 12:30pm - PWB Orange vs Richland 2:15pm - Bantam B Black vs Watford City 5 - 8pm - OKA	10 6am - 1pm - WSC 1 - 3pm - Open Skate 4 - 5:45pm - HS Girls	11 6am - 3pm - WSC 3 - 4:15pm - OKA 4 - 5:45pm - HS Girls 6 - 8pm - Open Skate	12 6am - 3pm - WSC 3:20 - 4pm - Private Ice Rental 4 - 5:45pm - HS Girls	13 6am - 3pm - WSC 2:55 - 4pm - OKA 4 - 5:45pm - HS Girls	14 6 - 10am - WSC 4 - 5:45pm - HS Girls	15 10:30am - Squirt B Black vs Watford City 12:15pm - Squirt B Orange vs Richland Red 2pm - Squirt B Black vs Watford City 3:45pm - Squirt B Orange vs Richland Blue
16 1 - 5pm - Open Skate 5 - 8pm - OKA 8 - 9pm - Private Church Group	17 6am - 1pm - WSC 1 - 3pm - Open Skate 4 - 5:45pm - HS Girls	18 6am - 3pm - WSC 4 - 5:45pm - HS Girls 6 - 8pm - Open Skate	19 6am - 3pm - WSC 3:20 - 4pm - Private Ice Rental 4 - 5:45pm - HS Girls	20 6am - 3pm - WSC 2:55 - 4pm - OKA 4 - 5:45pm - HS Girls	21 6am - 10am - WSC 6:30pm - PWB1 vs Bismarck Red 8:15pm - Sq B White vs Bismarck Blue	22 10:15am - Sq B Black vs Bismarck Blue 12:15pm - Sq B White vs Dickinson Orange 5:30pm - Sq B White vs Dickinson Orange
23 10:30am - 10U vs Hazen Beulah 12pm - Sq B White vs Minot Yellow 1:45pm - 10U vs Hazen-Beulah 5 - 7:30pm - OKA Exhibition	24 6am - 1pm - WSC 1 - 3pm - Open Skate 4 - 5:45pm - HS Girls	25 6am - 3pm - WSC 4 - 5:45pm - HS Girls 6 - 8pm - Open Skate	26 6am - 3pm - WSC 3:20 - 4pm - Private Ice Rental 4 - 5:45pm - HS Girls	27 6am - 3pm - WSC 2:55 - 4pm - OKA 4 - 5:45pm - HS Girls	28 6 - 10am - WSC 4 - 5:45pm - HS Girls 5:30 - 7:30pm - Private Skating Party	01
02	03	04	05	06	07	08

WARC

2024 DECEMBER

SUNDAY

CALENDAR YEAR

CALENDAR MONTH

FIRST DAY OF WEEK

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
01 RFCC: Sassy Lady Vendor Keel: ARC: Williston United Board, Bio Girls x 2 Mtg: Williston United Board, Bio Girls x 2 Courts: Parks:	02 RFCC: Keel: ARC: Williston United Board, Bio Girls x 2 Mtg: Williston United Board, Bio Girls x 2 Courts: Parks:	03 RFCC: Keel: ARC: Chord Energy, Creekside Subdivision x 1 Mtg: Chord Energy, Creekside Subdivision x 1 Courts: Parks:	04 RFCC: Keel: ARC: Mtg: Courts: Parks:	05 RFCC: Festival of Trees Keel: ARC: Festival of Trees Mtg: Kinder Morgan x 2, Festival of Trees Courts: Festival of Trees, Boys Volleyball Parks:	06 RFCC: Boss Ladies Vendor, Festival of Trees, WSC vs Providence Keel: ARC: Festival of Trees Mtg: Festival of Trees, WERC x 1, Over 55 Pickleball Holiday Party Courts: Festival of Trees, Candy Cane Classic Soccer Tournament Parks:	07 RFCC: Boss Ladies Vendor, WSC vs Providence Keel: ARC: Festival of Trees Mtg: Festival of Trees Courts: Festival of Trees, Candy Cane Classic Soccer Tournament Parks:
08 RFCC: Boss Ladies Vendor Keel: ARC: Festival of Trees Mtg: Festival of Trees Courts: Festival of Trees, Candy Cane Classic Soccer Tournament Parks:	09 RFCC: Keel: ARC: WHS Swim Banquet Mtg: WHS Swim Banquet Courts: Parks:	10 RFCC: Keel: ARC: Puzzlepalooza Mtg: Puzzlepalooza Courts: Parks:	11 RFCC: Keel: ARC: Community Builders, Holiday Party x 2 Mtg: Community Builders, Holiday Party x 2 Courts: TCS Basketball Parks:	12 RFCC: Keel: ARC: Basin Consulting Mtg: Basin Consulting Courts: TCS Basketball, Boys Volleyball Parks:	13 RFCC: Ballin' Basketball Tournament, Police Blacklight Snowball, WSC vs TBD Keel: ARC: Ballin' Basketball Tournament Mtg: Williston Market Courts: Ballin' Basketball Tournament, WHS Soccer, WUFC scrimmage Parks: Pool: Orange and Blue Swim Meet	14 RFCC: Ballin' Basketball Tournament, WSC vs TBD Keel: ARC: Ballin' Basketball Tournament Mtg: Williston Market Courts: Ballin' Basketball Tournament, WHS Soccer, WUFC scrimmage Parks:
15 RFCC: Ballin' Basketball Tournament Keel: ARC: Ballin' Basketball Tournament Mtg: Courts: Ballin' Basketball Tournament Parks:	16 RFCC: Keel: ARC: Mtg: Courts: Parks:	17 RFCC: Skate With Santa Keel: ARC: Mtg: Courts: Parks: Pool: WMS Cardboard Boats	18 RFCC: Keel: ARC: Sit and Stitch (Senior Rm) Mtg: Kinder Morgan x 2 Courts: Parks: Pool: Private Pool Reservation, WMS Cardboard Boats	19 RFCC: Keel: ARC: Williston Wolves (teen lounge), WMS PE Day Mtg: Courts: Parks: Pool: WMS PE Day, Boys Volleyball	20 RFCC: Keel: ARC: Mtg: Courts: Parks:	21 RFCC: Keel: ARC: Mtg: Private Reservation x 2 Courts: WHS Soccer, WUFC scrimmage Parks:
22 RFCC: Keel: ARC: Mtg: Courts: Parks:	23 RFCC: Keel: ARC: Mtg: Courts: Parks:	24 RFCC: Keel: ARC: Mtg: Courts: Parks:	25 RFCC: Keel: ARC: Mtg: Courts: Parks:	26 RFCC: Keel: ARC: Mtg: Courts: Parks:	27 RFCC: Keel: ARC: Mtg: Onesti Krieger x 2 Courts: Parks:	28 RFCC: Keel: ARC: Mtg: Courts: WHS Soccer, WUFC scrimmage Parks:
29 RFCC: Keel: ARC: Mtg: Courts: Parks:	30 RFCC: Keel: ARC: Mtg: Courts: Parks:	31 RFCC: Keel: ARC: Mtg: Courts: Parks:	01 RFCC: Keel: ARC: Mtg: Courts: Parks:	02 RFCC: Keel: ARC: Mtg: Courts: Parks:	03 RFCC: Keel: ARC: Mtg: Courts: Parks:	04 RFCC: Keel: ARC: Mtg: Courts: Parks:
05 RFCC: Keel: ARC: Mtg: Courts: Parks:	06 RFCC: Keel: ARC: Mtg: Courts: Parks:	07 RFCC: Keel: ARC: Mtg: Courts: Parks:	08 RFCC: Keel: ARC: Mtg: Courts: Parks:	09 RFCC: Keel: ARC: Mtg: Courts: Parks:	10 RFCC: Keel: ARC: Mtg: Courts: Parks:	11 RFCC: Keel: ARC: Mtg: Courts: Parks:

2025

JANUARY

SUNDAY

CALENDAR YEAR
CALENDAR MONTH
FIRST DAY OF WEEK

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29 RFCC: Blacklight Mini Golf Keel: ARC: Mtg: Courts: Parks:	30 RFCC: Blacklight Mini Golf Chaos Volleyball Keel: ARC: Mtg: Courts: Parks:	31 RFCC: Keel: ARC: Mtg: Courts: Parks:	01 RFCC: Keel: ARC: Mtg: Courts: Parks:	02 RFCC: Chaos Volleyball Keel: ARC: Mtg: Courts: Parks:	03 RFCC: WSC vs Lake Region, Blacklight Mini Golf Keel: ARC: Mtg: Courts: Parks: Pool: WHS Boys Swimming vs Mandan	04 RFCC: WSC vs Lake Region, Blacklight Mini Golf Keel: ARC: Mtg: Private Party x 3 Courts: Parks: Pool: WHS Boys Swimming vs Mandan
05 RFCC: Blacklight Mini Golf Keel: ARC: Mtg: Courts: Parks:	06 RFCC: Blacklight Mini Golf Chaos Volleyball Keel: ARC: Mtg: Courts: Parks:	07 RFCC: Chaos Volleyball Keel: ARC: Mtg: Meal Prep Courts: Parks:	08 RFCC: Keel: ARC: Missouri Ridge PTO Mtg: Courts: Parks:	09 RFCC: Chaos Volleyball Keel: ARC: Mtg: Courts: Parks:	10 RFCC: Keel: ARC: Mtg: Courts: Parks:	11 RFCC: Private Company Xmas party Keel: ARC: Mtg: Private Party x 1 Courts: Parks:
12 RFCC: Keel: ARC: Mtg: Private baby shower x 1 Courts: Parks:	13 RFCC: Chaos Volleyball Keel: ARC: Mtg: Courts: Parks:	14 RFCC: Chaos Volleyball Keel: ARC: Puzzlepalooza Mtg: Courts: Parks:	15 RFCC: Keel: ARC: Sit and Stitch (Seniors Rm) Mtg: Williston Realtors Courts: Parks: Pool: Lewis & Clark 2nd grade	16 RFCC: Chaos Volleyball Keel: ARC: Williston Wolves (teen lounge) Mtg: Olive Motherhood Courts: Parks:	17 RFCC: Regional Robotics Competition, Carpet Squares pickup Close Up Keel: ARC: Mtg: Wisco x 1 Courts: Chaos Volleyball Tournament Parks:	18 RFCC: Regional Robotics Competition Keel: ARC: Mtg: Wisco x 1 Courts: Chaos Volleyball Tournament Parks:
19 RFCC: Keel: ARC: Mtg: Courts: Chaos Volleyball Tournament Parks:	20 RFCC: Chaos Volleyball, Carpet Squares return Close Up Keel: ARC: Mtg: Courts: Parks:	21 RFCC: Chaos Volleyball Keel: ARC: Mtg: Meal Prep Courts: Parks:	22 RFCC: Keel: ARC: Mtg: Courts: Parks:	23 RFCC: Chaos Volleyball Keel: ARC: Mtg: Courts: Parks:	24 RFCC: Keel: ARC: Kids Night Out Mtg: Kids Night Out Courts: Parks:	25 RFCC: Keel: ARC: Mtg: Private Company Holiday Party x 4 Courts: Parks: Pool: Sea Lions Swimathon
26 RFCC: WSC vs Bottineau Keel: ARC: Mtg: Courts: Olive Motherhood pickleball fundraiser Parks:	27 RFCC: Chaos Volleyball Keel: ARC: Mtg: Courts: Parks:	28 RFCC: Chaos Volleyball Keel: ARC: Mtg: Meal Prep Courts: Parks:	29 RFCC: Keel: ARC: Mtg: Private Party x 2 Courts: Parks:	30 RFCC: Chaos Volleyball Keel: ARC: Mtg: Olive Motherhood x 1 Courts: Parks:	31 RFCC: Prairie Rose Events Keel: ARC: Mtg: Courts: Parks:	01 RFCC: Keel: ARC: Mtg: Courts: Parks:
02	03	04	05	06	07	08

Membership Totals: November 2024

Child 1 Month: **51**
Child Monthly Billing: **74**
Child 6 Month: **37**
Child 12 Month: **71**
Total Child Memberships: 233

Veteran 1 Month: **9**
Veteran Monthly Billing: **39**
Veteran 6 Month: **45**
Veteran 12 Month: **2**
Total Veteran Memberships: 73

Adult 1 Month: **149**
Monthly Billing: **423**
Adult 6 Month: **156**
Adult 12 Month: **186**
Total Adult Memberships: 914

Corporate Monthly Billing: **37**
Corporate 6 Month: **14**
Corporate 12 Month: **27**
Corporate Senior: **12**
Corporate Family: **51**
Total Corporate Memberships: 141
Corporate Membership Companies: 11

Senior 1 Month: **19**
Monthly Billing: **24**
Senior 6 Month: **41**
Senior 12 Month: **104**
Total Senior Memberships: 188

ASH Fitness: **39**
SilverSneakers: **256**
OnePass/Renew Active: **105**
Total Health Incentive Memberships: 400

Family 1 Month: **61**
Family Billing: **434**
Family 6-month: **147**
Family 12-month: **200**
Total Family Memberships: 842

WSC Student Memberships: **405**
District 7 Memberships: **170** (97 staff, 27 spouse, 46 children)
Scholarships: **26** (15 adult, 11 children)

Total ARC Memberships: 3,392*

Daily Visits: November 2024

Adult: 1,531	Avg Per Day: 51
Child: 2,578	Avg Per Day: 86
Seniors: 136	Avg Per Day: 5
Member Visits: 11,811	Avg Per Day: 393.7
WSC Visits: 1,820	Avg Per Day: 61
District 7 Visits: 585	Avg Per Day: 20
Teams/Organizations Visits: 508	Avg Per Day: 17
Total ARC Visits: 18,969**	Avg Per Day: 632

*Added family memberships and health incentive memberships

**WSC student visits were currently counted in both "member visits" and "WSC student visits" and have been corrected to be only included in "WSC student visits"

Membership Statistics Month-to-Month and Year-to-Year[^]

	November '24	October '24	% Change
Child Memberships	233	228	2.19% ↑
Adult Memberships	914	916	0.22% ↓
Senior Memberships	188	181	3.87% ↑
Family Memberships	842	641	31.96% ↑
Veteran Memberships	73	59	23.73% ↑
Corporate Memberships	141	125	12.80% ↑
Health Incentive Memberships	400	382	4.71% ↑
WSC Student Memberships	405	375	8.00% ↑
District 7 Memberships	170	122	39.34% ↑
Scholarships	26	26	-
TOTAL MEMBERSHIPS	3,392	3,055	11.03% ↑

[^]There is no (accurate) data on ARC membership totals from November 2023.

	November '24	October '24 ^{^^}	% Change	November '23	% Change
Adult Daily	1,531	1,225	24.98% ↑	1,615	5.20% ↓
Child Daily	2,578	2,298	12.19% ↑	2,401	7.37% ↑
Senior Daily	136	82	65.85% ↑	101	34.65% ↑
Member Daily	11,811	12,081	2.23% ↓	12,527	5.72% ↓
WSC Daily	1,820	2,059	11.61% ↓	1,499	21.41% ↑
District 7 Daily	585	536	9.14% ↑	544	7.54% ↑
Team/Org Daily	508	908	44.05% ↓	1,110	54.23% ↓
TOTAL ARC VISITS	18,969	19,189	1.15% ↓	19,797	4.18% ↓

^{^^}Numbers adjusted to reflect an updated count of memberships comparable to the statistics run this month – this is not based on the report you received at the Nov. board meeting

*Added family memberships and health incentive memberships

**WSC student visits were currently counted in both “member visits” and “WSC student visits” and have been corrected to be only included in “WSC student visits”



Re: 2025 Williston Parks & Recreation District, Park Board meeting dates

The following dates will be the designated meeting dates for the Williston Park District Board of Commissioners 2025 Regular Public meetings. Unless communicated otherwise in real time, all meetings will be scheduled for the 3rd Tuesday of every month at **5:30pm** in the Jordy Larvick Board Room at the Williston Area Recreation Center (822 18th St E)

- January 21st, 2025
- February 18th, 2025
- March 18th, 2025
- April 15th, 2025
- May 20th, 2025
- June 17th, 2025
- July 15th, 2025
- August 19th, 2025
- September 16th, 2025
- October 21st, 2025
- November 18th, 2025
- December 16th, 2025

(If special accommodations are needed due to a disability, please call the WPRD Office at 774-9773)

VIRTUAL MEETING ACCESS INFORMATION

Please join the meeting from your computer, tablet or smartphone.

<https://meet.goto.com/971310333>

You can also dial in using your phone.

United States: +1 (571) 317-3122

Access Code: 971-310-333

Get the app now and be ready when your first meeting starts: <https://meet.goto.com/install>

Attendees are asked to be muted during the meeting and only be unmuted if on the agenda. Anyone who wants to address the Board needs to be on the agenda by calling the Parks and Recreation District Office at (701)-774-9773 or emailing joeb@wprd.us by the Thursday before each meeting.

PO Box 1153 822 18th St E Williston ND 58802 1-701-774-WPRD(9773) or 1-701-572-WARC(9272)

"Superior parks, facilities and programs for all to enjoy an active life."

Jack ? Juice



The Williston Parks & Recreation District (WPRD) is seeking proposals from qualified vendors to provide a healthy food and beverage vending machine at the Williston Area Recreation Center (WARC). This initiative aims to offer nutritious options to our community and promote healthy living.

Proposals must be provided in a sealed envelope with the words "SEALED Proposal – Healthy Food & Beverage Vending Machine Services" on the outside of the envelope by 12:00 PM CT on November 11th, 2024, to:

Williston Parks and Recreation District

Joe Barsh, Executive Director

PO Box 1153

Williston, ND 58802

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For a complete list of RFP specifications, email WPRD Executive Director, Joe Barsh: Joeb@wprd.us.

Dated the 21st day of October 2024

Please publish 3x on or nearest to the following dates:

- 10/28/24
- 11/4/24
- 11/11/24

A handwritten signature in cursive script, appearing to read "Joe Barsh", is written over a horizontal line.

Joe Barsh

Executive Director

Williston Parks & Recreation District

Our mission is "To provide Superior Parks, Facilities, and Programs for all to enjoy an active life."

Jack & Juice
313 Main st. Suite 101
Williston, ND 58801

Owner: Valerie Valentino
Phone: 919-440-4464
Email: valeriemelone13@gmail.com

Hello!

I am so very excited at the opportunity to have our items at the ARC! This business started out of our house in May 2023, and I had no plans for anything other than that. However, our business quickly exploded and after our first week we had over 250 bottles of juice pre-ordered. Not only did my husband realize I needed help, but he also saw an opportunity for us to both do something we're passionate about. Every part of this has truly been a gift from God, and I know this opportunity is nothing short of that either.

Health and fitness is something that is near to our hearts. Saying we're passionate about it is an understatement. Our customers trust us to give them clean healthy options and that's exactly what we do! We're known for having a store that is "anti-greenwashing" because when it comes to ingredients, we're picky! We don't use anything artificial or synthetic in our items and we pack them with nutrients! Our protein balls are made with ingredients like raw local honey, organic oats, and organic unrefined coconut oil! Our cold pressed juices are made

from 100% Juice that we press at our store daily. Since our juices and protein balls are all natural with no preservatives they out date after about a week. With our downtown storefront being less than 2 miles from the ARC we know it won't be a problem to stay on top of the dates of our products. Our family also goes to the ARC every week to play to recreational sports, attend classes, and to workout! We will also include our business email address on the machine for customers to contact us if they have any problems. All business emails come directly to my cell phone so I will be able to view them at any time. Our plan for stocking will stay flexible and adaptable to meet the demands. Over the first week I would plan to stop by every day to see what the demand is. I would also keep note of what day the closest expiration date is to make sure there's nothing left in there that's outdated or that will outdate before I get back.

Although we don't have any experience with vending machines in particular, we do have experience and passion when it comes to health, fitness, and running a successful business. The idea of bringing clean healthy snacks to the ARC truly excites us! Cold pressed juice is full of natural electrolytes, vitamins and minerals that give consumers superior hydration! Our protein balls are also packed with clean energy and protein to help people recover, perform, and fuel their bodies. We, and many others, feel this is exactly what the ARC is missing!

Thank you so much for considering us for this, and we hope to work with you!

Items to stock in vending machine:

- cold pressed juices \$10
- protein balls \$3.75
- fruit snacks made from only 100% fruit \$1.50
- healthy clean ingredient snacks or chips \$2.50

References

Stacie

Lyndee Hesper

Melissa Rider

1:Stacie

I've known Valerie for about a year and a half , I've been a faithful customer since and have also hired her to teach a conditioning class at our dance studio .

Not only are her products amazing , so is she !

She cares about her customers. It's important to her that they are getting what's best for them. So much so that if it's not a product she is personally making , she will call the company to make sure all ingredients are safe before she will even put it on her shelf . I have a lot of food allergies and I feel 100% confident that I can go in her store and eat/drink/use any product without worrying about the ingredients .

And the Juice? I haven't tried one that I haven't loved ! She will not put a juice out for sale until she has tasted it to make sure it's exactly how it should be and if it's not , they will keep tweaking it until it is .

Once people try one the juice they are instantly addicted (not exaggerating, it's incredible!) You're not only getting something that tastes delicious but also provides so much nutrition which gives you more energy , better moods , less stress , boosts your immune system , There's so many benefits to it .

Valerie is one of a kind , when she gives her word you can trust it , she is honest , upfront , dependable, hard working , dedicated to what she does , if something isn't right , she will make it right , her customers are important to her and she will go out of her way to make sure they have what they need , answer any questions they may have , and she treats each one like they are the most important one .

Doing any kind of business with her will never be a regret , you won't find a better option than Valerie and her products

Stacie Wetzstein

Studio 89 Dance Company

stacie9600@gmail.com

2: Melissa:

To Whom It May Concern:

I am writing this on behalf of Valerie Sheering at Jack & Juice. My name is Melissa Rider and my husband and I own Dakota Graz'd. We are a local ranch and we direct market our beef. We've had the opportunity to get to know Valerie and JW first as customers of ours and then as business owners. We have partnered with them to sell our beef in their store.

I have found both Valerie and JW to be honest, straight forward, and trustworthy. They have been easy to work with and are passionate about what they do.

I would recommend them as a business to be partnered with. If you have any questions for me, please reach out.

Sincerely,

Melissa Rider

701-770-4139

melissa@dakotagrazd.

3: Lyndee

*Seperate page



Garden Valley Elementary School



13565 60th St NW

Williston, North Dakota 58801

Lyndee Heser, Principal (701) 826-4261 Ext. 18001

October 28, 2024

To Whom It May Concern,

I am writing to wholeheartedly recommend Jack and Juice for their professionalism, quality, and reliability. As both a customer, using Jack and Juice for my family and also as the principal of Garden Valley Elementary School, I have had the pleasure of experiencing their exceptional service on multiple fronts.

As a customer, Jack and Juice has become a staple for my family. Their juices are consistently fresh, flavorful, and of the highest quality. It's reassuring to know we can count on Jack and Juice for products that are not only delicious but also wholesome, which aligns with the values I hold for my family's nutrition.

At Garden Valley Elementary School, we have partnered with Jack and Juice as part of our weekly "Jack and Juice and Jeans" Wednesdays, where staff can enjoy a refreshing boost to morale. The excitement and gratitude from our team on these days speak volumes about the positive impact of these deliveries. Jack and Juice's reliable service and timely deliveries ensure that this highlight of our week is something we can always count on.

In both settings, Jack and Juice has demonstrated a commitment to excellence that sets them apart. Their team is responsive, attentive, and unfailingly professional, which makes the experience of working with them seamless and enjoyable.

I highly recommend Jack and Juice to anyone looking for a vendor with a strong commitment to quality, dependability, and customer satisfaction. They have been an invaluable partner, and I look forward to continuing our collaboration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lyndee Heser'.

Lyndee Heser

NoDak nutrition



The Williston Parks & Recreation District (WPRD) is seeking proposals from qualified vendors to provide a healthy food and beverage vending machine at the Williston Area Recreation Center (WARC). This initiative aims to offer nutritious options to our community and promote healthy living.

Proposals must be provided in a sealed envelope with the words "SEALED Proposal – Healthy Food & Beverage Vending Machine Services" on the outside of the envelope by 12:00 PM CT on November 11th, 2024, to:

Williston Parks and Recreation District

Joe Barsh, Executive Director

PO Box 1153

Williston, ND 58802

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Joe Barsh

Executive Director

Williston Parks & Recreation District

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Joe Barsh

From: Cassidy Williams <kassidycn1@gmail.com>
Sent: Friday, November 15, 2024 12:07 PM
To: Joe Barsh
Subject: Proposal for Vending Machine Placement at The Arc Fitness Facility

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This e-mail is not validated to come from the sender.

Nodak Nutrition is a dedicated supplement store that also offers personalized nutrition coaching. We are committed to promoting health and wellness in our community through high-quality nutritional products. We propose to place a vending machine at The Arc fitness facility to provide convenient access to healthy snacks and beverages for fitness enthusiasts. Our vending machine will feature a selection of nutritious products tailored to meet the needs of fitness-goers, including:

1. Protein Bars - High-protein, low-sugar options available in various flavors.
2. Energy Bars - Nutrient-dense bars designed for sustained energy during workouts and daily activities.
3. Guilt-Free Candy - Healthier alternatives to traditional candy, made with natural ingredients.
4. Protein Shakes - Ready-to-drink protein shakes available in multiple flavors, providing a quick and nutritious post-workout option.
5. Energy Drinks - Low-calorie, performance-enhancing energy drinks designed to boost energy levels without excess sugar.

Pricing Structure: We plan to implement a pricing strategy that matches similar products found in convenience stores, ensuring that our offerings remain competitive and accessible to gym members.

Proposed Plan for Stocking, Maintenance, and Customer Service Support: To ensure the vending machine remains well-stocked and operational, we will implement the following plan:

Stocking Frequency: Waylon Lenoir, co-owner of Nodak Nutrition, will personally handle the stocking of the vending machine biweekly or as needed, depending on demand. While I do not have previous experience in the vending machine business, I am highly experienced in inventory management, ensuring that I stay on top of supply and demand. -

Maintenance: Regular maintenance checks will be conducted to ensure the machine is functioning correctly and is free from any technical issues. -

Customer Service Support: Nodak Nutrition will provide customer service support through our contact information displayed on the vending machine. Customers can reach us directly for inquiries, product feedback, or any issues encountered with the vending machine.

By placing a vending machine at The Arc fitness facility, Nodak Nutrition aims to enhance the health and wellness journey of gym members by providing easy access to nutritious products. We believe this partnership can contribute significantly to the fitness community and promote healthier lifestyle choices. We look forward to the opportunity to collaborate with The Arc and are excited about the potential benefits this vending machine can bring to your facility and its members. Thank you for considering our proposal.

Sincerely,
Owner of NODAK Nutrition

Kassidycn1@gmail.com

(406)261-6020

424 32nd Ave. W, Suite 6, Williston, ND 58801

OVERTIME

Policy No. 280

Original Date: 01/01/1997

Date Revised: 11/15/2016

This policy follows the Fair Labor Standards Act (FLSA) provisions regarding overtime pay and compensatory time. The FLSA classifies employees as either exempt or nonexempt, and this classification determines eligibility for overtime compensation.

Nonexempt Employees

Nonexempt employees are entitled to receive overtime compensation for any hours worked over 40 in a workweek at a rate of 1.5 times their regular hourly rate. Nonexempt employees may also choose between receiving cash compensation or compensatory time off (comp time) for overtime hours worked.

- **Authorization:** All overtime must be pre-approved by the Executive Director, Department Managers, and/or Department Supervisors. Unauthorized overtime may result in disciplinary action.
- **Compensatory Time:** Nonexempt employees may accumulate compensatory time instead of receiving cash payment for overtime worked. Compensatory time is earned at a rate of 1.5 hours for each overtime hour worked.
 - **Maximum Accumulation:** Nonexempt employees may accumulate a maximum of 80 hours of compensatory time. Once the 80-hour limit is reached, any additional overtime will be paid in cash.
 - **Usage:** Employees may use accumulated compensatory time with supervisor approval, subject to workload and staffing needs.
 - **Year-End Payout:** Any unused compensatory time (up to 40 hours) will be paid out at the employee's regular hourly rate on December 15 each year. Compensatory time over 40 may be carried forward each year.
 - **Termination:** Upon separation from the organization, employees will receive cash compensation for any unused compensatory time.

Exempt Employees

Exempt employees are not entitled to overtime pay under FLSA. However, certain exempt employees may be eligible for compensatory time off if they work more than 45 hours in a workweek.

- **Salary Threshold for Exemption:** Effective January 2025, employees classified as exempt must earn at least \$58,656 (adjusted annually for inflation) to qualify for

exemption from overtime. Employees earning less than this threshold will be reclassified as nonexempt and will be eligible for overtime pay.

- **Compensatory Time for Exempt Employees:** Exempt employees in management and professional positions may accrue compensatory time if they work over 45 hours in a workweek.
 - **Maximum Accumulation:** Exempt employees may accumulate up to 45 hours of compensatory time. Once the 45-hour limit is reached, additional overtime will be paid in cash.
 - **Year-End Payout:** Unused compensatory time will be paid out at the employee's regular hourly rate on **December 15** each year.
 - **Termination:** Upon termination, employees will receive cash compensation for any unused compensatory time.

Compensatory Time Usage and Restrictions

- **Usage:** Compensatory time may be taken at a mutually agreed time between the employee and their supervisor, subject to operational needs and workload.
- **Maximum Accumulation:** Nonexempt employees may accumulate a maximum of 80 hours of compensatory time, while exempt employees may accumulate a maximum of 45 hours. Any excess compensatory time must be paid out in cash.
- **Year-End Payout:** At the end of each year (December 15), any unused compensatory time (up to 40 hours for nonexempt employees and up to 45 hours for exempt employees) will be paid out in cash. Compensatory time exceeding these amounts will be paid out in cash. All compensatory time balances will reset to zero at the end of the year.

Travel and Required Events

Attendance at required conferences, workshops, meetings, or classes, including travel to and from the worksite, is considered hours worked for both exempt and nonexempt employees.

General Provisions

- **Workweek Definition:** The workweek for overtime purposes begins at **12:01 a.m. on Monday** and ends at **12:00 midnight on Sunday**. Overtime is calculated based on hours worked within this 7-day period. Hours from multiple workweeks cannot be averaged.
- **Overtime Approval:** Overtime work must be authorized in advance. Employees should not be required to work overtime unless necessary. Refusal to work reasonable overtime, after proper notice, may result in disciplinary action.