

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JANUARY 17, 2012 AT CITY HALL, WILLISTON, N.D.

PRESENT: Wilt, Slette, Callahan, Grondahl.

ABSENT: Collings.

OTHERS: Larvick, Krueger, Amundson, Ludlum, Cote, Solberg.

Pres. Grondahl called the meeting to order.

Nick Johnson of UMM and Captain Stanberry of the Salvation Army appeared to request use of the Raymond Family Center to house homeless during the winter months. They would provide people to oversee this operation after they have been trained. After considerable discussion a MOTION BY Callahan SECONDED BY Wilt to appoint Callahan, Wilt, Krueger and staff to meet and make a decision about whether to go with their proposal. MOTION CARRIED.

MOTION BY Wilt SECONDED BY Slette we approve the minutes of the previous meeting, approve Park District bills in the amount of \$142,187.11, approve Boys Baseball bills, approve Park District financial statement, approve Boys Baseball financial overview. ROLL CALL AYE: Wilt, Slette, Callahan, Grondahl. NAY: None. ABSENT: Collings.

REPORTS – Basketball programs are going good – good coaches – Spring Lake Park reported 6 to 8,000 people attended – programs in general are going good.

OLD BUSINESS – Master & Strategic Planning – no report. Little league – no report.

Building Committee – met and narrowed the architect field to three architects – will meet Monday to make their final decision.

2012 Salary structure – MOTION BY Wilt SECONDED BY Callahan we approve the 2012 salary structure.

ROLL CALL AYE: Wilt, Slette, Callahan, Grondahl. NAY: None. ABSENT: Collings.

2012 meeting dates were amended.

NEW BUSINESS – Recreation enhancement – Ludlum presented the commissioners with a written plan.

Callahan suggested looking into a scanning program that would eliminate a lot of typing.

VEHICLES – MOTION BY Callahan SECONDED BY Wilt we allocate \$65,000.00 to purchase 6 or 7 vehicles.

ROLL CALL AYE: Wilt, Slette, Callahan, Grondahl. NAY: None. ABSENT: Collings.

BIDS – MOTION BY Wilt SECONDED BY Slette we call for bids for playgrounds, bathrooms, Park/Golf equipment and lighting in various parks. ROLL CALL AYE: Wilt, Slette, Callahan, Grondahl. NAY: None. ABSENT: Collings.

MOTION BY Wilt SECONDED BY Slette the meeting adjourn. MOTION CARRIED.

Larry Grondahl, Pres.

ATTEST:

Jordis Larvick
Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. FEBRUARY 21, 2012 AT CITY HALL, WILLISTON, N.D.

PRESENT: Collings, Wilt, Slette, Callahan, Grondahl.

ABSENT: None.

OTHERS: Larvick, Krueger, Cote, Ludlum, Willert, Peterson.

Pres. Grondahl called the meeting to order.

MOTION BY Slette SECONDED BY Wilt we approve the minutes of the previous meeting as received, approve Park Dist bills in the amount of \$289,770.72, approve Boys Baseball bills, approve Park Dist. financial statement, and approve Boys Baseball financial overview. ROLL CALL AYE: Collings, Wilt, Slette, Callahan, Grondahl. NAY: None. ABSENT: None.

REPORTS – Rec Supt reported a lot of shows coming till June – Brochure coming out by the 2nd week of March – Reports ordered filed.

OLD BUSINESS – Bldg Committee – MOTION BY Slette SECONDED BY Collings we approve bid of Landscape Structures for \$255,000.00 for playgrounds for Harmon, Rec and Dakota S. ROLL CALL AYE: Collings, Wilt, Slette, Callahan. NAY: None. ABSENT: None. ABSTAIN: Grondahl.

Bathrooms – MOTION BY Callahan SECONDED BY Slette we approve the bid of Public Restroom Co. for \$568,758.00 for bathrooms at Davidson, Harmon, and Rec Park. ROLL CALL AYE: Collings, Wilt, Slette, Callahan, Grondahl. NAY: None. ABSENT: None.

Parks/Golf Equipment – MOTION BY Collings SECONDED BY Callahan we approve bid of \$122,571.00 for Parks/Golf equipment from Bobcat, Goose Neck, and Yellowstone. ROLL CALL AYE: Collings, Wilt, Slette, Callahan, Grondahl. NAY: None. ABSENT: None.

Lighting has not been advertised for at this time.

Security cameras - Ludlum is researching this with two companies.

NEW BUSINESS – Open house for new Rec Center tomorrow night at Raymond Center.

JLG/SCD update – will meet periodically with the Building Committee and all Park Board meetings.

REC CENTER BONDING – Need bond counsel – City and County are using Dougherty & Co.

MOTION BY Callahan SECONDED BY Collings we utilize Dougherty & Co. and Ohnstad Twichell as bonding counsel. ROLL CALL AYE: Collings, Wilt, Slette, Callahan, Grondahl. NAY: None. ABSENT: None.

Two new employees were introduced – Steve Willert and Zach Peterson.

MOTION BY Callahan SECONDED BY Collings we approve voided check. ROLL CALL AYE: Collings, Wilt, Slette, Callahan, Grondahl. NAY: None. ABSENT: None.

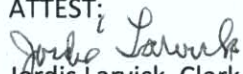
Golf Cart Lease – MOTION BY Collings SECONDED BY Callahan we approve a 4 year lease with Wells Fargo for 10 carts for \$43,501.84. ROLL CALL AYE: Collings, Wilt, Slette, Callahan, Grondahl. NAY: None. ABSENT: None.

Raymond Center Concerns – Staff has been walking around to keep up with what is going on and replacing lights.

MOTION BY Wilt SECONDED BY Slette the meeting adjourn. MOTION CARRIED.

Larry Grondahl, Pres.

ATTEST:


Jordis Larvick, Clerk

SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:00 P.M. MARCH 12, 2012 AT THE RAYMOND FAMILY COMMUNITY CENTER.

PRESENT: Slette, Collings, Callahan, Wilt, Grondahl.

ABSENT: None.

OTHERS: Larvick, Krueger, Ludlum.

Pres. Grondahl called the meeting to order.

SITE SURVEY PROPOSAL – MOTION BY Slette SECONDED BY Collings we accept the proposal of AE2S for \$23,500.00. ROLL CALL AYE: Slette Collings, Callahan, Wilt, Grondahl. NAY: None. ABSENT: None.

GEO TEC PROPOSAL – MOTION BY Callahan SECONDED BY Slette we accept the proposal from Material Testing Services for \$15,900.00. ROLL CALL AYE: Slette, Collings, Wilt, Grondahl. NAY: None. ABSENT: Collings.


EXECUTIVE BUILDING COMMITTEE – Darin Krueger, Hunter Berg, Joel Wilt, Larry Grondahl.

MOTION BY Callahan SECONDED BY Collings we give the Executive Building Committee authorization to approve expenditures for the new Rec Center. MOTION CARRIED.

MOTION BY Slette SECONDED BY Callahan the meeting adjourn. MOTION CARRIED.

Larry Grondahl, Pres.

ATTEST:


Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. MARCH 20, 2012 AT CITY HALL, WILLISTON, N.D.

PRESENT: Collings, Slette, Wilt, Callahan.

ABSENT: Grondahl.

OTHERS: Larvick, Krueger, Ludlum, Amundson, Cote.

V. Pres Callahan called the meeting to order.

No citizens to be heard or correspondence were presented.

MOTION BY Slette SECONDED BY Wilt we approve minutes of last meeting and special meeting, approve Park Dist. bills in the amount of \$118,738.93, approve Boys Baseball bills, approve Park Dist. financial statement and approve Boys Baseball financial overview. ROLL CALL AYE: Collings, Slette, Wilt, Callahan. NAY: None. ABSENT: Grondahl.

REPORTS – Working on dugouts, putting picnic tables back in parks, tables getting wrecked – campers still parking but the Police are on it, ready for summer – looking for employees – working on clean up Williston – Brochure will be out Thursday – web sites updated – working on softball, golf and track – hopefully the golf course will be open March 24th.

OLD BUSINESS – Architect update – testing soil and meeting with potential contractors.

Architect contract – MOTION BY Wilt SECONDED BY Slette we approve the Architect contract. ROLL CALL AYE: Collings, Slette, Wilt, Callahan. NAY: None. ABSENT: Grondahl.

RFQ for CMAR – Deadline is April 2nd.

Rec Center Bonding - MIKE Manstrom appeared – needs total amount to be bonded – takes 6 weeks to get money. MOTION BY Collings SECONDED BY Slette we adopt a Resolution relating to the sale of Sales Tax Revenue Bonds of 2012 for Williston Parks & Recreation. ROLL CALL AYE: Collings, Slette, Wilt, Callahan. NAY: None. ABSENT: Grondahl.

BIDS ON GOLF EQUIPMENT – MOTION BY Slette SECONDED BY Collings we approve the purchase of a greens mower for \$28,842.51. ROLL CALL AYE: Collings, Slette, Wilt, Callahan. NAY: None. ABSENT: Grondahl. Lighting and Security bids will be in July or August with installation in the fall.

NEW BUSINESS – Darin reported he has received a letter from the city about annexing Spring Lake Park.

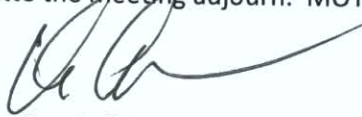
Schematic Design for New Rec Center was presented and after discussion – MOTION BY Collings SECONDED BY Slette we approve the Schematic Design for the new Recreation Center at a cost of \$66,975,540.00. ROLL CALL AYE: Collings, Slette, Wilt, Callahan. NAY: None. ABSENT: Grondahl.

MOTION BY Wilt SECONDED BY Collings we accept ownership of the Virgil Syverson Performance Center located at Harmon Park. ROLL CALL AYE: Collings, Slette, Wilt, Callahan. NAY: None. ABSENT: Grondahl.

Park Garbage cans – Would like to replace the barrels with green containers. MOTION BY Slette SECONDED BY Wilt we approve purchase of 50 green containers for the parks at a cost of \$24,150.00

ROLL CALL AYE: Collings, Slette, Wilt, Callahan. NAY: None. ABSENT: Grondahl.

MOTION BY Collings SECONDED BY Slette the meeting adjourn. MOTION CARRIED.



Ken Callahan, V Pres.

ATTEST:


Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. APRIL 17, 2012 AT CITY HALL, WILLISTON, N.D.

PRESENT: Collings, Wilt, Callahan, Slette, Grondahl.

ABSENT: None.

OTHERS: Larvick, Krueger, Cote, Amundson, Ludlum, Solberg.

Pres. Grondahl called the meeting to order.

MOTION BY Wilt SECONDED BY Callahan we approve the minutes of the previous meeting as received, approve Park District bills in the amount of \$684,015.39, approve Boys Baseball bills, approve Park Dist. financial overview, approve Boys Baseball financial overview. ROLL CALL AYE: Collings, Wilt, Callahan, Slette, Grondahl. NAY: None. ABSENT: None.

REPORTS – Working on concrete for bathrooms – new garbage containers are in – ready for summer – good registrations so far – setting schedules – ordering materials – basketball running well – 32 golf teams – course opened in March – pump on well golf course failed – replaced every two years – selling clubs – 250 rounds in March.

OLD BUSINESS – Projects update – dugout covers at Western Star done – playgrounds going in – bathrooms will be here on May 6th – 2 ½ days to put in – should be done before Band Day at Harmon park.

Building Committee – Architect working with Building Dept on needs – presented a book on plans for the Rec Center to the Board – presented a slide presentation on the aquatic area at the Rec Center.

CMAR – Selection committee interviewed two firms and recommended J.E. Dunn.

MOTION BY Wilt SECONDED BY Collings we enter into negotiations with J.E. Dunn for construction of the new Rec Center. ROLL CALL AYE: Collings, Wilt, Callahan, Slette, Grondahl. NAY: None. ABSENT: None.

REC CENTER BONDING – Mike Manstrom & several people are coming Monday to see the area and meet with Krueger and Grondahl.

BIDS – Lighting – two bids received – Apex Eng. And Vareberg – Krueger recommended Apex Eng.

MOTION BY Slette SECONDED BY Callahan we enter into negotiations with Apex Engineering for lighting the parks. ROLL CALL AYE: Collings, Wilt, Callahan, Slette, Grondahl. NAY: None. ABSENT: None.

Security cameras – received two bids, waiting for the third one.

NEW BUSINESS – RFCC issues/camping/parking lot – Police have done a good job on the parking lot – City is working on a camping ordinance – Cleanliness and loitering was discussed – checking with attorney – Raymond Center Committee should make recommendations at the next meeting.

ADOPT A PARK – Seven organizations have volunteered to adopt parks after the newspaper printed an article on it – Signs will be placed in various parks with the organizations name.

PARK BOARD COMPENSATION – After surveying other park board compensation in the state, Williston is dead last – he recommended a life time membership in lieu of more money.


MOTION BY Wilt SECONDED BY Collings compensation shall be \$25.00 per month plus a life time membership. Wilt offered an amendment to this motion seconded by Collings to include past board members, wife and kid up to 18 years of age. ROLL CALL AYE: Collings, Wilt, Callahan, Slette, Grondahl. NAY: None. ABSENT: None. Motion passed as amended.

ELKS YOUTH DAY - May 8th Luncheon at First Lutheran Church – May 15th Park Board meeting.

MOTION BY Slette SECONDED BY Callahan the meeting adjourn. MOTION CARRIED.

Larry Grondahl, Pres.

ATTEST:


Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. MAY 15, 2012 AT CITY HALL, WILLISTON, N.D.

PRESENT: Slette, Collings, Callahan, Wilt, Grondahl.

COUNTERPARTS – Walz, Kvernum, Hodenfield.

OTHERS: Larvick, Krueger, Cote – Rehak, Kruegers counterpart

Pres Hodenfield called the meeting to order.

No correspondence or citizens to be heard.

MOTION BY Kvernum SECONDED BY Walz we approve minutes of the previous meeting as received, approve Park Dist bills in the amount of \$684,857.41, approve Boys Baseball bills, approve Park Dist. financial statement, and approve Boys Baseball financial overview. ROLL CALL AYE: Walz, Kvernum, Callahan, Wilt, Hodenfield. NAY: None. ABSENT: None.

REPORTS – Krueger thanked Cote and parks crew for the extra effort they gave to get Harmon Park ready for Band Day, also thanked Doeden Construction, Triangle Electric, Agri Industries and Bill Barrett for the black dirt to get the bathrooms ready.

Jeremy has been busy with Recreation programming and assisting with the new recreation center – summer baseball ready to roll, still looking for more life guards – track & field event had 82 kids – new greens mower & gator with sprayer have arrived – had 1304 rounds of golf in April – will be selling golf clubs this year.

OLD BUSINESS – Project update – Design team has been having weekly design and coordination meetings – met with city planning department and reviewed plans of project. Design team met at JLG Fargo for an all day meeting – Coordinated building design and intent with construction means and methods – Discussed mobile trailers on WSC site to be used by contractors – Design team met with Williston City Engineer, City Planner and Building Code official – Met with JE Dunn, Park Board attorney and building committee to discuss CMAR contract and negotiate – met with WSC to review master plan.

REC CENTER BONDING – MOTION BY Kvernum SECONDED BY Walz we authorize the President and Clerk to sign the Declaration of Official Interest. ROLL CALL AYE: Walz, Kvernum, Callahan, Wilt, Hodenfield.

NAY: None. ABSENT: None.

RFCC ISSUE/CAMPING/PARKING LOT – New hours were presented for RFCC Locker Room/Shower hours

NEW BUSINESS – Rick Leuthold – Sanderson Stewart – Harvest Hills Development – Presented a proposed Parkland Exhibit for Harvest Hills Subdivision Phases I – II & III. After considerable discussion MOTION BY Kvernum SECONDED BY Walz we concur and approve the concept plan for Parkland Exhibit Phase II & III with Krueger designated as contact person. ROLL CALL AYE: Walz, Kvernum, Callahan, Wilt, Hodenfield. NAY: None. ABSENT: None.

A SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JUNE 5, 2012 AT THE RFCC.

PRESENT: Slette, Callahan, Wilt, Grondahl.

ABSENT: Collings.

OTHERS: Larvick, Krueger, Ludlum.

Pres. Grondahl called the meeting to order.

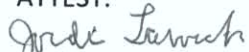
A short discussion was held on the agenda item.

MOTION BY Wilt SECONDED BY Slette we approve the CMAR Contract with J.E. Dunn and authorize the President of the Board to sign the contract. ROLL CALL AYE: Slette, Callahan, Wilt, Grondahl. NAY: None. ABSENT: Collings.

Motion by Callahan Seconded by Slette the meeting adjourn. MOTION CARRIED.

Larry Grondahl, President

ATTEST:


Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JUNE 19, 2012 AT CITY HALL, WILLISTON, N.D.

PRESENT: Slette, Collings, Callahan, Grondahl.

ABSENT: Wilt (he entered the meeting at 7:40 P.M.

OTHERS: Larvick, Krueger, Cote, Ludlum, Solberg, Amundson.

Pres. Grondahl called the meeting to order.

MOTION BY Callahan SECONDED BY Collings we table items under New Business C i & ii and e until the July meeting. MOTION CARRIED.

MOTION BY Slette SECONDED BY Collings we approve the minutes of the previous meeting as received, approve Park Dist bills in the amount of \$752,139.37, approve Boys Baseball bills, approve Park Dist. financial statement and approve Boys Baseball financial overview. ROLL CALL AYE: Slette, Collings, Callahan, Grondahl. NAY: None. ABSENT: Wilt.

REPORTS – Park Supt – losing a lot of trees –playgrounds are done – Moose Park items on the way.

Rec Supt – summer programs going good – parents are helping out a lot –Rec Coord – more home games – splash pad up and running – Cal Ripkin going good – so is softball –golf course busy – greens are in tough shape – Reports ordered filed.

OLD BUSINESS – Rec Center Bonding was discussed. MOTION BY Slette SECONDED BY Collings we adopt final issuer resolution for the Recreation Center bonding. ROLL CALL AYE: Slette, Collings, Callahan, Grondahl. NAY: None. ABSENT: Wilt.

Projects update – Krueger presented the Board a list of projects completed and paid for.

BUILDING COMMITTEE – Slette and Wilt – Grondahl will be a citizen member.

Architect update – a slide presentation was viewed - MOTION BY Collings SECONDED BY Slette we approve the design development drawings and construction documents. ROLL CALL AYE: Slette, Collings, Callahan, Grondahl. NAY: None. ABSENT: Wilt.

MOTION BY Slette SECONDED BY Callahan we approve the FFE park district office move to new location. ROLL CALL AYE: Slette, Collings, Callahan, Grondahl. NAY: None. ABSENT: Wilt.

DRAINAGE/SIDEWALKS DAVIDSON COMPLEX – MOTION BY Collings SECONDED BY Slette we approve the expenditure of \$23,250.00 for sidewalk and curb for drainage South of the tennis courts. ROLL CALL AYE: Slette, Collings, Callahan, Grondahl. NAY: None. ABSENT: Wilt.

NEW BUSINESS – Nick Johnson and James Bervig were seated as the new Park Board members.

Plaques were presented to Collings and Grondahl for their years of service to the Park Board.

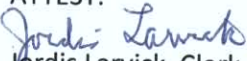
Eide Bailly will audit May 21st.

MOTION BY Callahan SECONDED BY Collings we ratify all actions taken by our counterparts at this meeting. MOTION CARRIED.

MOTION BY Walz SECONDED BY Kvernum the meeting adjourn. MOTION CARRIED.

Larry Grondahl, Pres.

ATTEST:


Jordis Larvick, Clerk

MOTION BY Slette SECONDED BY Bervig Larvick be appointed clerk of the Board.

Darin Henderson of Frontier Museum appeared to request removal of restrictions on the deed so they can open a gift shop. Krueger was in favor of their request. MOTION BY Johnson SECONDED BY Bervig we sign the covenant removing the restrictions. MOTION CARRIED.

Water Pipeline easement Williston Municipal Golf Course. MOTION BY Slette SECONDED BY Johnson we approve the easement. MOTION CARRIED.

NDRPA Quarterly meeting in Williston July 17 & 18.

The July Park Board meeting will be held July 24, 2012 upstairs at City Hall.

MOTION BY Slette SECONDED BY Johnson Ken Callahan be included on the checking account. ROLL CALL
AYE: Slette, Bervig, Johnson, Callahan. NAY: None. ABSENT: Wilt.

Krueger passed out past Park Board committee assignments and discussed budgets.

MOTION BY Wilt SECONDED BY Slette we have a retreat. MOTION CARRIED.

Johnson thought the public should be made aware of what the Park Board is doing.

Slette reported people are misusing Harmon Park – Krueger was to check with other cities as how to handle this.

MOTION BY Slette SECONDED BY Wilt the meeting adjourn. MOTION CARRIED.



Ken Callahan, Vice Pres.

ATTEST:


Jordis Larvick, Clerk

A SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JUNE 25, 2012 AT RAYMOND FAMILY COMMUNITY CENTER.

PRESENT: Slette, Bervig, Wilt, Johnson, Callahan.

ABSENT: None.

OTHERS: Larvick, Krueger, Solberg, Ludlum.

Vice President Callahan called the meeting to order.

MOTION BY Wilt SECONDED BY Bervig we elect by ballot. MOTION CARRIED.

PRESIDENT – Wilt received 3 votes. *Wilt took over as president*

MOTION BY Slette SECONDED BY Callahan we vote by ballot. MOTION CARRIED.

Vice President – Slette received 3 votes.

COMMITTEE APPOINTMENTS – After discussion – MOTION BY Johnson SECONDED BY Callahan the President and Vice President tweak the portfolios and report back. MOTION CARRIED.

WPSD #1 Playground request (McVay School) ^{VIOLA} Vi LaFountain appeared and said they are reopening McVay School and asked for help in improving the playground. The school would put in \$25,000.00.

MOTION BY Johnson SECONDED BY Callahan the Park Board work with the school district on building playgrounds. MOTION CARRIED.

July meeting date – After discussion MOTION BY Johnson SECONDED BY Bervig the next meeting date is set for July 18th. MOTION CARRIED.

MOTION BY Callahan SECONDED BY Johnson the meeting adjourn. MOTION CARRIED.

Joel Wilt, Pres.

Joel M. Wilt

ATTEST

Jordis Larvick
Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JULY 18, 2012 AT CITY HALL, WILLISTON, N.D.

PRESENT: Bervig, Slette, Johnson, Callahan by phone and Wilt.

ABSENT: None.

OTHERS: Larvick, Krueger, Cote, Ludlum, Solberg, Amundson.

Pres. Wilt called the meeting to order.

MOTION BY Johnson SECONDED BY Callahan we remove approval of bills and financial statements from consent agenda. An amendment MOTION BY Johnson SECONDED BY Bervig to include staff reports. The motion as amended was carried with Slette voting no.

MOTION BY Slette SECONDED BY Callahan we approve the minutes of the previous meeting as amended, approve Park Dist. bills in the amount of \$386,887.39, approve Boys Baseball bills, approve Park Dist. financial statement, approve Boys Baseball financial statement. ROLL CALL AYE: Bervig, Slette, Johnson, Callahan, Wilt. NAY: None. ABSENT: None.

REPORTS – Cote working on sodding and insulating the Keel Boat – summer programs winding down – Golf course greens coming around – using a lot of water - Reports ordered filed.

OLD BUSINESS – Rec Center Bonding – requesting a lot of information to get a better rate.

Keel Boat loan - \$25,230.42 – MOTION BY Slette SECONDED BY Bervig we pay off the loan at the First National Bank on the Keel Boat. ROLL CALL AYE: Bervig, Slette, Johnson, Callahan, Wilt. NAY: None.

ABSENT AND NOT VOTING: None.

Projects update – finishing bathrooms and sidewalk.

Building Committee – Lot of bidders expressing interest in the Rec project – Aug 6 GNP. GMD

MOTION BY Johnson SECONDED BY Callahan we approve the following committee appointments: Administration Johnson, Parks Callahan, Facilities Wilt, Recreation Slette, Finance Bervig. MOTION CARRIED.

MOTION BY Slette SECONDED BY Bervig Nick Johnson be appointed alternate to the Building Committee. MOTION CARRIED.

School Dist #1 playground request – Cory Hanson appeared to request the Park Board match the \$25,000.00 the school is putting in. MOTION BY Slette SECONDED BY Johnson we match the \$25,000.00 the school is putting in for the playground at McVay School. ROLL CALL AYE: Bervig, Slette, Johnson, Callahan, Wilt. NAY: None. ABSENT: None.

AUDIT REPORT – we are in good standing and will do this annually. MOTION BY Johnson SECONDED BY Callahan we accept the audit. MOTION CARRIED.

NEW BUSINESS – Park Dist Curfew – Krueger recommended dusk to dawn. MOTION BY Johnson SECONDED BY Slette we set the park curfew from dusk to dawn and review later. MOTION CARRIED.

Park Board retreat – Board members were to E mail open dates to Krueger and he will set the date.

BUDGET – Preliminary by August, Final in September.

Sept Park Board date – MOTION BY Johnson SECONDED BY Bervig the meeting date will be September 25th. MOTION CARRIED.

MOTION BY Bervig SECONDED BY Slette the meeting adjourn. MOTION CARRIED.

Joel Wilt, President



ATTEST:



Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. AUGUST 21, 2012 AT CITY HALL, WILLISTON, N.D.

PRESENT: Bervig, Johnson, Callahan, Slette.

ABSENT: Wilt.

OTHERS: Larvick, Krueger, Solberg, Ludlum, Cote, Amundson.

V Pres. Slette called the meeting to order.

A Letter referring to naming the pool was discussed. Mrs. Hagen recommended naming the pool after Dr. Hagen and not including Ledecy. She would be invited to the grand opening.

MOTION BY Bervig SECONDED BY Johnson we approve the minutes as corrected and reports. GMD not GND. MOTION CARRIED.

MOTION BY Johnson SECONDED BY Callahan we approve Park Dist. bills in the amount of \$582,069.51 and Boys Baseball bills. ROLL CALL AYE: Bervig, Johnson, Callahan, Slette. NAY: None. ABSENT: Wilt

MOTION BY Bervig SECONDED BY Johnson we approve financial statements for the Park District and Boys Baseball. ROLL CALL AYE: Bervig, Johnson, Callahan, Slette. NAY: None. ABSENT: Wilt.

OLD BUSINESS – Rec Center Bonding update - sale is set for tomorrow.

Projects update – Working on winterizing the Keel Boat.

Bldg Committee – Architect update – Design team meets every Wednesday.

J E Dunn update – Bids are coming under budget with the exception of one which they are working on.

September Park Board meeting will be September 24th.

Lighting Project bids – MOTION BY Callahan SECONDED BY Bervig we postpone this project till next year as we may get more and better bids. MOTION CARRIED.

PARK BOARD RETREAT – E mails will be sent out tomorrow requesting dates.

NEW BUSINESS - Baseball Committee World Series request – Seth Coughlin appeared to request \$50,000.00 from the Park Board for improvements to Aafedt Stadium. MOTION BY Callahan we do the brick and mortar at Aafedt Stadium. Motion died for lack of a second. MOTION BY Johnson SECONDED BY Callahan we commit a minimum of \$50,000.00 to the Baseball Committee, the payment to be made in 2013. Johnson amended the motion seconded by Bervig to distribute the \$50,000.00 by September 1st. ROLL CALL AYE: Bervig, Johnson, Callahan, Slette. NAY: None. ABSENT: Wilt.

MOTION BY Bervig SECONDED BY Callahan we approve the preliminary budget for 2013. MOTION CARRIED.

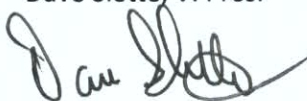
Naming new Rec Center – After discussion MOTION BY Callahan SECONDED BY Bervig we accept Williston Area Recreation Center (WARC) as the name of the new Rec Center, 822 18th St East. MOTION CARRIED with Callahan voting no.

Finance Mgr position – MOTION BY Johnson SECONDED BY Callahan we hire a finance manager as soon as possible. ROLL CALL AYE: Bervig, Johnson, Callahan, Slette. NAY: None. ABSENT: Wilt.

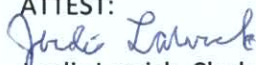
Open meetings have to be advertised even if two commissioners are present. Other commissioners are authorized to attend but will have no voice.

MOTION BY Johnson SECONDED BY Bervig the meeting adjourn. MOTION CARRIED.

Dave Slette, V. Pres.

A handwritten signature in blue ink, appearing to read "Dave Slette", written in a cursive style.

ATTEST:

A handwritten signature in blue ink, appearing to read "Jordis Larvick", written in a cursive style.

Jordis Larvick, Clerk

SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. SEPTEMBER 20, 2012 AT CITY HALL, WILLISON, N.D.

PRESENT: Johnson, Slette, Bervig, Callahan, Wilt

ABSENT: None.

OTHERS: Larvick, Krueger, Amundson, Ludlum, Cote, Solberg.

Pres. Wilt called the meeting to order.

J. E. Dunn appeared to present GMP plans for the new Rec Center.

Total construction, Soft and Miscellaneous cost ---- \$70,288,412

Discussion was held on the pool size (Add Alt #1) – 50 meter lap pool - \$1,920,070

Also discussed the pool drain system at instructional pool and leisure pools (Add Alt #10). Delete wood ceiling type one and two and install ACT – 1 ceiling in lieu (\$348,089) (Add Alt #15).

Total cost after these additions is \$71,937,987.

MOTION BY Callahan SECONDED BY Bervig we approve scenario one – 50 meter pool, Callahan amended his motion Seconded by Bervig to include item #10, pool drain tile system at instructional pool and leisure pools. ROLL CALL AYE: Johnson, Slette, Bervig, Callahan, Wilt. NAY: None. ABSENT: None.


Commissioner Slette said we need do whatever we can to include the jogging track and the flowrider wave pool as these are used by a number of people by using any other financial resources we can find. Costs of the Jogging track \$728,511, Cost of the flowrider wave pool \$1,010,298.

Pres Wilt thanked JLG and J.E. Dunn for their work.

MOTION BY Callahan SECONDED BY Johnson the meeting adjourn. MOTION CARRIED.

Joel Wilt, Pres.

ATTEST:


Jordis Larvick, Clerk



REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. SEPTEMBER 24, 2012 AT CITY HALL, WILLISTON, N.D.

PRESENT: Slette, Callahan, Johnson, Bervig, Wilt.

ABSENT: None.

OTHERS: Larvick, Krueger, Ludlum, Solberg, Cote, Amundson.

Pres. Wilt called the meeting to order.

Johnson asked to add two items to the agenda. MOTION BY Slette SECONDED BY Callahan we approve the amended agenda. MOTION CARRIED.

CORRESPONDENCE – Thank you notes for Mercy Medical Center, Everson family for improvements to the parks, McVay School opening September 25th at 1:30 P.M., thank you for donation to McVay School, Library looking for donations.

MOTION BY Slette SECONDED BY Johnson we approve minutes of previous meetings and reports of staff. MOTION CARRIED

MOTION BY Johnson SECONDED BY Slette we approve Park Dist. bills in the amount of \$578,736.89 and Boys Baseball bills. ROLL CALL AYE: Slette, Callahan, Johnson, Bervig, Wilt. NAY: None. ABSENT: None.

MOTION BY Slette SECONDED BY Johnson we approve financial statements of the Park District and Boys Baseball. ROLL CALL AYE: Slette, Callahan, Johnson, Bervig, Wilt. NAY: None. ABSENT: None.

OLD BUSINESS – Rec Center Bonding update – Bond closing tomorrow.

PROJECT – Keel Boat remodeling – December 1st completion date.

BUILDING COMMITTEE – No update – Krueger is working on spread sheet for commissioners.

PARK BOARD RETREAT – October 4th – 5:30 to 7:30 P.M.

NEW BUSINESS – MOTION BY Slette SECONDED BY Johnson we approve the final budget for 2013. ROLL CALL AYE: Slette, Callahan, Johnson, Bervig, Wilt. NAY: None. ABSENT: None.

WARC Ground Breaking Celebration – October 8th at 4:00 P.M. – Social and program

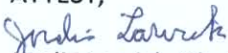
WARC & WPRD LOGO CONTEST – Winner receives a year membership to WARC.

Executive Director Job Description – copies were handed out the commissioners – possible action at next meeting.


Strategic Plan – Need to update it as we go along.

MOTION BY Callahan SECONDED BY Bervig the meeting adjourn. MOTION CARRIED.

ATTEST;


Jordis Larvick, Clerk

Joel Wilt, Pres.



SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. OCTOBER 4, 2012 AT THE RAYMOND FAMILY COMMUNITY CENTER.

PRESENT: Slette, Callahan, Bervig, Johnson, Wilt.

ABSENT: None.

OTHERS: Larvick, Krueger, Ludlum, Cote.

Pres. Wilt called the meeting to order.

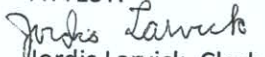
The board and others entered a van for a tour of the parks. Discussions were held on intended improvements to various parks along with a possible sale or trade of land.

MOTION BY Callahan SECONDED BY Slette the meeting adjourned. MOTION CARRIED.

Joel Wilt, Pres.



ATTEST:



Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. OCTOBER 16, 2012 AT CITY HALL, WILLISTON, N.D.

PRESENT: Johnson, Bervig, Callahan, Slette.

ABSENT: Wilt.

OTHERS: Larvick, Krueger, Ludlum, Amundson, Cote.

V Pres Slette called the meeting to order.

No correspondence or citizens to be heard were in attendance.

MOTION BY Callahan SECONDED BY Bervig we approve the consent agenda. MOTION CARRIED.

MOTION BY Johnson SECONDED BY Callahan we approve Park Dist. bills in the amount of \$612,780.07.

ROLL CALL AYE: Johnson, Bervig, Callahan, Slette. NAY: None. ABSENT: Wilt.

MOTION BY Johnson SECONDED BY Bervig we approve Boys Baseball bills. ROLL CALL AYE: Johnson, Bervig, Callahan, Slette. NAY: None. ABSENT: Wilt.

MOTION BY Callahan SECONDED BY Johnson we approve financial statements for the Park District. ROLL CALL AYE: Johnson, Bervig, Callahan, Slette. NAY: None. ABSENT: Wilt.

MOTION BY Callahan SECONDED BY Bervig we approve Boys Baseball financial statement. ROLL CALL AYE: Johnson, Bervig, Callahan, Slette. NAY: None. ABSENT: Wilt.

Project update – Keelboat 80% done – waiting on rural water- septic problems noted.

Architect update – Moving from design to construction – updating the video – construction meetings weekly.

J E DUNN update – see attached list.

Park Board retreat – Director asked for input from commissioners – need to employ a park planner – N E side park needed.

Job description – MOTION BY Johnson SECONDED BY Callahan we accept the job description for the Director. MOTION CARRIED.

REC-TRAC software was discussed – cost of \$45,300.00. MOTION BY Johnson SECONDED BY Bervig we purchase Rec-Trac software for \$45,300.00. ROLL CALL AYE: Johnson, Bervig, Callahan, Slette. NAY: None. ABSENT: Wilt.

NEW BUSINESS - Christine Beck and Sara Kasmer appeared looking for land to place a modular building.

Discussion was held on East Lawn Park and the land East of Dakota Parkway – Krueger noted he received a letter from the City that \$67,500.00 in assessments for water and sewer would be assessed to that area. MOTION BY Callahan SECONDED BY Johnson we gift old East Lawn Park area after surveyed to Early Childhood head start with a clause that if it vacates it comes back to the Park District. The motion was amended to eliminate the last clause. ROLL CALL AYE: Johnson, Bervig, Callahan, Slette. NAY: None. ABSENT: Wilt. The motion as amended passed.

Abbey Dahlberg and Jocelyn Lynch appeared to request land for a handicapped accessible park –they would do the fund raising – they need 10,000 square feet of land plus parking.

MOTION BY Johnson SECONDED BY Callahan we allocate 10,000 square feet of land at Western Star Park and we maintain it with Park Dist funding after construction. ROLL CALL AYE: Johnson, Bervig, Callahan, Slette. NAY: None. ABSENT: Wilt.

MOTION BY Callahan SECONDED BY Bervig we donate \$50,000.00 from next year's budget to this park to be paid in 2013. ROLL CALL AYE: Johnson, Bervig, Callahan, Slette. NAY: None. ABSENT: Wilt.

Add alternate funding – for future add ons.

Western Star Property – do we want to sell – No decision was made at this time.

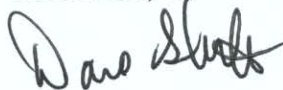
Haunted House – Oct 26 & 27 at RFCC All City Halloween Party Oct 31 at RFCC

MOTION BY Johnson SECONDED BY Callahan the meeting adjourn. MOTION CARRIED.

ATTEST:


Jordis Larvick, Clerk

Dave Slette, VP





Williston Area Recreation Center – Park Board Construction Update

Williston ND

10.16.12 Construction Highlights

- Mass import is 80% complete inside the building footprint.
- 3 walls of the gymnasium footing and foundation are complete.
- Started digging footings and foundations @ pool area.
- Site fencing and signage is complete.
- Site web camera is installed and in operation.
- Street cleanup has been occurring on a daily basis.
- Currently working through procurement process of precast walls.
- Bid package #3 has been solicited and pricing is due November 2nd. Major Packages Below.
 - Steel Erection
 - Interior Finish Packages
 - Athletic Flooring and Equipment

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. NOVEMBER 20, 2012 AT CITY HALL, WILLISTON, N.D.

PRESENT: Johnson, Bervig, Callahan, Slette, Wilt

Pres. Wilt called the meeting to order.

Thank you card from WHS Senior Halloween Party was read.

MOTION BY Slette SECONDED BY Johnson we approve minutes of the previous meeting as received.

MOTION CARRIED.

MOTION BY Callahan SECONDED BY Slette we approve Park Dist. bills in the amount of \$539,399.41.

ROLL CALL AYE: Slette, Johnson, Bervig, Callahan, Wilt. NAY: None. ABSENT: None.

MOTION BY Johnson SECONDED BY Slette we approve Boys Baseball bills. ROLL CALL AYE: Slette, Johnson, Bervig, Callahan, Wilt. NAY: None. ABSENT: None.

MOTION BY Johnson SECONDED BY Bervig we approve the financial statement of the Park Dist. ROLL CALL AYE: Slette, Johnson, Bervig, Callahan, Wilt. NAY: None. ABSENT: None.

MOTION BY Callahan SECONDED BY Slette we approve Boys Baseball financial statement. ROLL CALL AYE: Slette, Johnson, Bervig, Callahan, Wilt. NAY: None. ABSENT: None.

OLD BUSINESS - Keel Boat is ready to go – start renting December 1st. Projects list has been completed.

ARCHITECT UPDATE – Meeting weekly – video of ground breaking getting ready – 3 employees will be located here permanently.

J E DUNN UPDATE – Working on details – pool, mechanical –ahead of schedule –sign going up V shaped- will open an office here next month – web cam moved – presented a picture of the ground breaking – haven't got power to the location yet, using generators.

RETREAT – Head start survey next week.

ADD ALTERNATIVES – Walking track ranked No. 1 – MOTION BY Slette we approve the walking track to be paid from design fees and projected additional project funds. After discussion the motion died for lack of a second. MOTION BY Johnson SECONDED BY Callahan we approve the walking track with funds from projects and remainder from owner contingency funds. ROLL CALL AYE: Slette, Johnson, Bervig, Callahan, Wilt. NAY: None. ABSENT: None.

WESTERN STAR PROPERTY – MOTION BY Johnson SECONDED BY Slette we postpone a decision till we get a report back. ROLL CALL AYE: Slette, Johnson, Bervig, Callahan, Wilt. NAY: None ABSENT: None.

NEW BUSINESS – Commissioning & Additional Construction phase services contract – Mechanical and electrical phases tested periodically as they are constructed. MOTION BY Johnson SECONDED BY Bervig

we act on the Commissioning & Additional Construction phase services contract. ROLL CALL AYE: Slette, Johnson, Bervig, Callahan, Wilt. NAY: None. ABSENT: None.


Keel boat rentals open December 1st – Staff Year End Party December 28th at the Keel Boat.

Light up Harmon Park November 23rd – SLP Holiday drive starts November 24th from 5:30 to 9:30 each night.

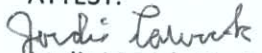
7th Annual New Year's Eve Extravaganza December 31.

MOTION BY Bervig SECONDED BY Slette the meeting adjourn. MOTION CARRIED.

Joel Wilt, Pres.



ATTEST:



Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. DECEMBER 18, 2012 AT CITY HALL, WILLISTON, N.D.

PRESENT: Callahan, Slette, Bervig, Johnson, Wilt.

ABSENT: None.

OTHERS: Larvick, Krueger, Cote, Amundson, Heier, Ludlum, Solberg

Pres. Wilt called the meeting to order.

MOTION BY Callahan SECONDED BY Bervig we approve the minutes and reports of the previous meeting as received. MOTION CARRIED.

MOTION BY Slette SECONDED BY Johnson we approve Park Dist. bills in the amount of \$622,103.72 and Boys Baseball bills. ROLL CALL AYE: Callahan, Slette, Bervig, Johnson, Wilt. NAY: None. ABSENT: None.

MOTION BY Callahan SECONDED BY Bervig we approve Park Dist and Boys Baseball financial statements.

ROLL CALL AYE: Callahan, Slette, Bervig, Johnson, Wilt. NAY: None. ABSENT: None.

OLD BUSINESS – Architect update – showed a film presentation – footings are all poured – they are on schedule and under budget – will have a financial picture at January meeting.

Park Board Retreat – compiling information – will be out next week.

Western Star Property – tabled.

SLP Holiday Drive – attendance better than last year – question was asked about how many hours Park Dist. employees are putting in along with other entities.

Staff Year End Party Dec 28th at the Keel Boat.

7th Annual New Year's Eve Extravaganza Dec 31st – need volunteers.

NEW BUSINESS – Board meeting agenda format – I Additions of Deletions to Agenda – II Correspondence – III Approval of minutes and bills – IV Approval of financial statements – V Director report – VI Portfolio update – VII Old Business – VIII New Business – IX Adjourn.

Park Dedications – Meeting with developers of new additions to create parks or trails.

Personnel Manual update – Passed out copies for Board members to read with possible approval at January meeting.

CD Deposits - \$100,000.00 in Park Board account - \$741,000.00 to be put in CD's

MOTION BY Slette SECONDED BY Callahan we purchase \$740,000.00 in CD's for General Reserve CD fund.

ROLL CALL AYE: Callahan, Slette, Bervig, Johnson, Wilt. NAY: None. ABSENT: None.

MOTION BY Callahan SECONDED BY Slette we authorize the purchase of \$1,884,708.84 in CD's for the ARC Building Fund. ROLL CALL AYE: Callahan, Slette, Bervig, Johnson, Wilt. NAY: None. ABSENT: None.

Voided check – MOTION BY Johnson SECONDED BY Slette we approve Voided checks. ROLL CALL AYE: Callahan, Slette, Bervig, Johnson, Wilt. NAY: None. ABSENT: None.

2013 Park Board meeting dates – MOTION BY Johnson SECONDED BY Slette we approve meeting dates.

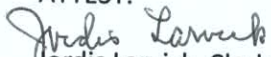
MOTION CARRIED.

New employees – Baylee Robinson and Kelsey Ganyo were introduced.

MOTION BY Johnson SECONDED BY Bervig the meeting adjourn.

Joel Wilt, Pres.

ATTEST:


Jordis Larvick, Clerk

