

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JANUARY 19, 2021 AT THE WARC.

PRESENT: Heller, Owens, Axtman, Liffbrig, Larson

ABSENT:

OTHERS: Krueger, Barsh, J Cote, Kaneko, Stillwell, Blume, Stang, Ralph, K Cote, A Mock, Adam Kitchen, Alex Kitchens, Kemp, Matt, Jared, Heise, Nelson, Peterson, Floyd, Shanahan, T Kitchens, Grondahl, Citizen

Larson called meeting to order.

No correspondence or citizens to be heard.

MOTION by Owens, SECONDED by Axtman, we approve the minutes of the previous meeting as received.

MOTION CARRIED.

MOTION by Owens, SECONDED by Heller we approve Park Dist. bills in the amount of \$890,422.92 and Boys Baseball bills. ROLL CALL AYE: Heller, Owens, Axtman, Liffbrig, Larson. NAY: None. ABSENT: None.

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

Liffbrig asked where we are at financially. Krueger mentioned we are waiting on the city's response to our options we discussed regarding the payment schedule. The city will be getting back to WPRD with a response soon. Krueger mentioned that the future business plan for the Park District will have to change a little bit in order for us to survive; he is exploring options with the Leadership team.

EXECUTIVE DIRECTORS REPORT –

Krueger mentioned that the Golf Course Committee meeting went well. Mock added that the show season has also picked up.

OLD BUSINESS –

- a. Airport Property Redevelopment (no updates)

NEW BUSINESS –

- a. 2020 Final Budget Numbers/Cost Recovery Report
Krueger is happy with the Cash Fund Balance of approx. \$700,000.00
Cost Recovery percentage goals were met for the year given the circumstances.
- b. WPRD CD's

Larson and Krueger have had discussions and are looking for a motion to cash CD's as needed to pay bills. Heller has requested a message of notification if Krueger will be cashing any CD's.

MOTION by Owens, SECONDED by Axtman, we allow Krueger to cash CD's as needed to pay bills

if necessary. ROLL CALL AYE: Heller, Owens, Axtman, Liffriq, Larson. NAY: None. ABSENT: None.

c. WPRD Vehicles/Cellphones

Larson emphasized that this is an operation item and is the cost of doing business. He also stressed that this is the way the staff communicates and needs to have vehicles to use for multiple uses of transportation. Krueger agrees that vehicles and cellphones are crucial to operate this Park District. President Larson gave citizen Larry Grondahl the floor. Grondahl stated he was a 20-year park board member, and he has somethings to say. Among the items he stated were: WPRD is overstaffed compared to other districts, the board is spending too much money, and board attendance at conferences.

MOTION by Heller, SECONDED by Liffriq, we table the talk regarding vehicles until next meeting.

ROLL CALL AYE: Heller, Axtman, Liffriq NAY: Owens, Larson. ABSENT: None.

MOTION by Owens, SECONDED by Axtman we leave the cell phones procedure as is. They ROLL CALL AYE: Owens, Axtman, Larson NAY: Liffriq, Heller. ABSENT: None.

TABLES ITEMS –

a. Safety Policy No. 670

MOTION by Owens SECONDED Heller by the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Customer Service/Communications



REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. FEBURARY 16, 2021 AT THE WARC.

PRESENT: Owens, Heller, Axtman, Liffriq, Larson

ABSENT:

OTHERS: Krueger, Heise, J Cote, S Mock, K Cote, Karlin, Floyd, Stang, Iblings, Moore, Egge, T Kitchens, A Kitchens, Peterson, Ralph, Nelson, A Kitchens, Lynner, Skorick, Ward, Kemp, Jeremy Ludlum, Pat Hennessy, Larry Grondahl, Kyle Harris, John Kasmer

Larson called meeting to order.

No correspondence or citizens to be heard.

MOTION by Axtman, SECONDED by Heller, we approve the minutes of the previous meeting as received.

MOTION CARRIED.

MOTION by Owens, SECONDED by Axtman, we approve Park Dist. bills in the amount of \$752,830.95 and Boys Baseball bills. ROLL CALL AYE: Owens, Heller, Axtman, Liffriq, Larson. NAY: None. ABSENT: Discussion:

- Liffriq asked for recap of expenses and revenue. Asked if we can make a simpler spreadsheet so it would be easier to follow. Krueger expressed that there is a lot of info and by making it simpler, not all the information would be available. Krueger explained the spreadsheet to the board. The spreadsheet shows rev/exp for each area for the month as well as 2020 & 2019 for comparison purposes. Also shows what is budgeted in each area for 2021, 2020, & 2019.

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

EXECUTIVE DIRECTORS REPORT –

- Krueger thanked Kristen Stang for her 6 years of service to WPRD and wished her well on the next adventure of being a stay at home mom with her daughter.
- Krueger also thanked Tuan, Klug, and Bekkedahl from the City of Williston, for their efforts to extend the sales tax payments to help WPRD thru this financial downturn in the economy. This will be of great help for WPRD.
- Liffriq asked if the bond was able to be refunded. Krueger said the special redemption had to be done first and the bonding company (Colliers) is and will continue to work on the next step of refunding the bond if its possible. With sales tax so low, Krueger is not sure a refunding is possible. But will continue to work on the process with President Larson and Colliers.

OLD BUSINESS –

- a. Airport Property Redevelopment. No new news on this topic.
- b. WPRD Vehicles. Krueger has made a change on the operations of WPRD vehicles. Staff have accepted that change and hopefully we will move forward. Liffriq asked for clarification on what the emergency contacts would use their vehicles for. He also asked if we need all the vehicles sitting on WPRD property. Liffriq doesn't feel it changes anything because we are not able to get

rid of insurance, liability, gas expenses, etc. He feels we could have a set of vehicles that are checked out as needed. Owens clarified that if someone used their personal vehicle, they would need a reimbursement for mileage. Liffrig agreed. MOTION by Liffrig, SECONDED by Owens, for Krueger to form a committee to explore cost savings regarding how many vehicles are needed for WPRD. MOTION CARRIED.

MOTION by Owens SECONDED by Axtman the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Marketing and Special Events

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. MARCH 16, 2021 AT THE WARC.

PRESENT: Owens, Heller, Axtman, Liffbrig, Larson

ABSENT:

OTHERS: Krueger, A Mock, Heise, J Cote, S Mock, Barsh, J Erdman, K Erdman, Burnett, T Kitchens, Shanahan, Nelson, Lynner, Alex Kitchens, Adam Kitchens, Iblings, Peterson, Ralph, Skorick, Kaneko, Williams, Ward, Beegley

Larson called meeting to order.

Larson read a statement to the public.

No correspondence or citizens to be heard.

MOTION by Axtman, SECONDED by Owens, we approve the minutes of the previous meeting as received.

MOTION CARRIED.

MOTION by Owens, SECONDED by Axtman, we approve Park Dist. bills in the amount of \$781,362.43 and Boys Baseball bills. ROLL CALL AYE: Owens, Heller, Axtman, Liffbrig, Larson. NAY: None. ABSENT: None.

EXECUTIVE DIRECTORS REPORT –

- a. Krueger gave praise to staff and the Hockey Club regarding the very busy weekends due to the recent tournaments and bringing in roughly 100 teams visiting Williston. He stated that WPRD has been good with the running programs. Krueger mentioned that the Golf Course will be opening soon as soon as the weather cooperates.
- b. Larson mentioned that the meeting went well with the city. They met briefly to go over the state of WPRD. The goal of the meeting was to inform the city of what is happening so they can keep them up to date and to thank them for working with them on the renegotiation of the tax payment. Liffbrig questioned if WPRD was looking for additional ways for the city to help them. Krueger replied yes, they have a great partnership and are open to hearing suggestions from the city. Liffbrig asked some clarification on the cash fund balances and how the sales tax is used towards the bonds.
- c. Liffbrig asked what the next step would be. Owens said the Park District is open to suggestions. Krueger says he doesn't disagree that something must be done.

OLD BUSINESS –

- a. Airport Property Redevelopment. No recent updates. Krueger congratulated the city on welcoming Sanford hospital to the city. Heller questioned where the hospital would go; Krueger stated nothing has been set yet for locations at the Williston Square.
- b. WPRD Vehicles. Krueger has shared potential savings and asked for the board to help make the decision that is the best fit for WPRD. Owens would like to see it written that if anything happens to an employee's vehicle while they are on the clock, WPRD should cover any expenses

occurred. Axtman and Liffrig agree. Barsh said there are a set of vehicles that can be sold for a one time savings. Heller asked if they would be checking out vehicles if they needed to be used? Krueger said he has done a fuel usage cost analysis with other cities to see that we are within reason for our usage. MOTION by Liffrig SECONDED by Heller that the Vehicle Committee comes back with a recommendation for a vehicle policy. MOTION PASSES.

NEW BUSINESS –

- a. Safety Policy No.. 670. No updates.

MOTION by Axtman SECONDED by Owens the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Communications/Customer Service

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. APRIL 20, 2021 AT THE WARC.

PRESENT: Owens, Heller, Axtman, Liffriq, Larson

ABSENT:

OTHERS: Krueger, Egge, Kaneko, Miller, K Erdman, J Erdman, Stillwell, K Cote, Blume, S Mock, A Mock, Barsh, J Cote, Skorick, Ehlinger, Karlin, A Kitchens, Beeghly, Z Peterson, Iblings, Moore, Lynner, Heise, Nelson, A Kitchens, Shanahan, Floyd, Ward, & Guests

Larson called meeting to order. Malcom introduced himself (on Zoom) and requested an Executive Session for next week. Stated that everyone has concerns, but it's an underlining love for the district. Asking for both sides to work together. Put the district first. Let's put the Mission Statement "Superior Parks, Facilities, and Programs for all to enjoy an active life" first and foremost. Continue to voice your concerns for the common goal to keep things together and work towards the future of the district. Agree to disagree and be respectful to one another. Team first. Liffriq asked if he feels we have a financial problem? Malcom answered that it has been a struggle, definitely. Liffriq wants clarification that he can ask questions about finances, etc. and believes there is a financial problem. Heller stated that if something is going to be said in public about the board he would like to be notified first.

No correspondence or citizens to be heard.

MOTION by Liffriq, SECONDED by Heller, would like to move the Citizens to be Heard to the end of the meeting. ROLL CALL AYE: Owens, Heller, Axtman, Liffriq, Larson. NAY: None. ABSENT: None.

MOTION by Axtman, SECONDED by Heller, we approve the minutes of the previous meeting as received.

MOTION CARRIED.

MOTION by Owens, SECONDED by Axtman, we approve Park Dist. bills in the amount of \$1,038,317.23 and Boys Baseball bills. ROLL CALL AYE: Owens, Heller, Axtman, Liffriq, Larson. NAY: None. ABSENT: None. Liffriq had a few questions regarding clarification of bills. Heise and Lynner were able to answer questions regarding how bills are collected and paid.

MOTION by Heller, SECONDED by Owens, we approve Park Dist. Financial statement and Boys Baseball financial overview. ROLL CALL AYE: Owens, Heller, Axtman, Liffriq, Larson. NAY: None. ABSENT: None. Liffriq questioned clarification on the totals for the revenue for the month and expenses for the month and the \$50,000 for future sales tax credits. Krueger stated that the \$50,000 has not yet been moved into the CD, nor has there been money put into the dedicated reserves. The goal is to fill your General Fund Reserve Fund first before delegating what reserves they will go to. Liffriq asked about ProIT's charges and Mock stated that the servers are outdated and have been needing extra repairs. We have agreed to an upgraded server and ProIT is working on installation asap.

EXECUTIVE DIRECTORS REPORT – Krueger wanted to highlight some of the good things that have happened at WPRD. A few special events were able to serve hundreds of participants. Parks staff have been busy preparing for the summer. The Golf Course was opened, closed due to snow, but will open up very soon. Show seasons, outdoor sports, the ARC hosted indoor events, and sports teams have

been using the building to prepare for their seasons. Aquatics has been very busy! They have been hosting several outside communities for parties and life guard trainings. Membership numbers change day to day. Recreation has hit record numbers: Youth Track N' Field and Youth Volleyball have hit top attendance records as well as many others that have grown in numbers. Fitness is super busy, group fitness numbers are up, Senior Center classes, workshops, and a thank you to volunteers that have helped with our new program "Girls Run Together." The Park District has some fun things happening!

OLD BUSINESS –

- a. Airport Property Redevelopment. Krueger said there is no new updates.
- b. WPRD Vehicles. The committee has met and came up with some recommendations. Liffbrig asked clarification on what the vehicles are being used for. Barsh gave more information on the quality and resale value of the vehicles. MOTION by Owens, SECONDED by Axtman, we approve the WPRD Vehicle Policies with Heller's recommendation to add more specifics. ROLL CALL AYE: Owens, Heller, Axtman, Larson. NAY: Liffbrig. ABSENT: None.

NEW BUSINESS –

- a. Elks Youth Day May 11th.

CITIZENS TO BE HEARD –

- a. Richard Cartwright.
 - a. What is the current financial condition of the Park District? Krueger shared the overall deficit with the bonds and their amounts to be paid.
 - b. What are the plans to fix this? Krueger shared that we are working on solutions and ideas and when we are able to share these we will. Cartwright had a few suggestions... please seek counsel for ideas. Are we eligible for the PPE funds and have we exhausted all means of federal funding? Krueger replied we are not eligible for PPE and we continue to search every possible funding source that maybe available to WPRD.
 - c. Is it possible to restructure how we retain funds from the city? Krueger said could be a topic at a future meeting.
 - d. How can we approach the state for some of the funds of the 1.6 billion dollar surplus fund? The board replied that they will look into it and will ask the state for clarification. The board is open to any suggestions. Legacy funding is very difficult to obtain funds from!
 - e. What will happen if we run out of funds? Krueger stated that the community, school district, and Mayor would not let that happen. Liffbrig agreed that the county and city would not let the ARC close. Larson said that they will not cut any programs unless they have to. Cartwright asked how the community can help and what is our timeline? Krueger believes that we have enough funding to make it through the fiscal year.
- b. Kyle Harris.
 - a. Do we have a plan to upgrade vehicles in the near future? Krueger said the goal is to have the necessary means to operate the park district and will do their best to keep vehicles in working condition.
 - b. Some employees don't care as much as other employees. In hopes of making programs run better, Harris is asking for some employees to step up. Krueger asked to have a meeting set up with himself and Barsh. He is open to discussion. Harris asked for the board to come see the participants at the events.
- c. John Kasmer

- a. It's hard to budget what you don't know what is coming in. But you can budget what you spend. urged the board to look at the finances .
- d. Don Egge
 - a. Is there truth to the Baseball Committee asking for \$350,000 to upgrade the ballpark? Krueger said it will be used in many areas. Larry Grondahl explained where the funds would be going and what funds would be going where for the World Series.
- e. Jeremy Ludlum
 - a. There is a culture here that the employees don't work hard. As a former employee, he challenges the board to think of ways the organization can run more efficiently.
- f. Joe Barsh
 - a. explained he is very approachable and welcomes anyone to come talk to him.
- g. Cade ?? didn't give his last name
 - a. Concerns that oil is not going to come up. We need to plan with the budgets we have now. Fix within. What do you have that you can leverage for money? What ideas do you have?
- h. Penny Slagle
 - a. It's like balancing a checkbook. What can we do to not have debits? Cut employees, sell vehicles or do mileage, other cuts, etc. Regarding programs, we need passionate employees that love what they are doing. Asking to see more coaching in programs.
- i. Kelly Larson
 - a. Personally, doesn't believe you should cut any more employees. It creates other problems down the road and loses ability to generate revenues.

TABLED ITEMS –

- a. Safety Policy No. 670.

MOTION by Owens SECONDED by Heller the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Communications and Customer Service

SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. April 27th, 2021 AT THE WARC.

PRESENT: Owens, Heller, Axtman, Liffrig, Larson

ABSENT:

OTHERS: Malcolm Pippin, Darin Krueger, John Heise, Joe Barsh, Kate Cote, Alex Mock, Jenn Shanahan

Larson called meeting to order at 5:30pm.

Motion by Owens, seconded by Heller to move into executive session to discuss WPRD future funding options for the Williston Parks and Rec District – ROLL CALL AYE: Owens, Heller, Axtman, Liffrig, Larson. NAY: None. ABSENT: None.

Board Entered into Executive Session at 5:33pm with Park Board Commissioners, Pippin, Krueger, Heise, Barsh, A Mock, Shanahan in attendance.

Board adjourned Executive Session at 7:29pm.

Meeting re-opened for Public Session

Motion by Commissioner Axtman, Seconded by Owens to choose option A, a one cent sales tax increase and bring it to the City Commissioners of Williston to ask for their approval and use of the city home rule charter".

Motion Carries 3-2: Heller No, Owens Yes, Axtman Yes, Liffrig No, Larson Yes

Motion by Owens, seconded by Heller to adjourn.

ATTEST: Jenn Shanahan, Director of Fitness & Wellness

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. MAY 18, 2021 AT THE WARC JORDY LARVICK BOARD ROOM.

PRESENT: Owens, Heller, Axtman, Liffbrig, Larson

ABSENT:

OTHERS: Krueger, Blume, J Cote, Lynner, Barsh, Shanahan, K Cote, S Mock, A Mock, Ehlinger, Kaneko, Matt, Iblings, Ralph, Floyd, Moore, K Kitchens, Beeghly, T Kitchens, Karlin,

Larson called meeting to order.

No correspondence or citizens to be heard.

MOTION by Heller, SECONDED by Axtman, we approve the minutes of the previous meeting as received.

MOTION by Owens, SECONDED by Axtman, we approve the minutes of the Executive Session.

MOTION CARRIED.

MOTION by Owens, SECONDED by Axtman, we approve Park Dist. bills in the amount of \$655,572.34 and Boys Baseball bills. ROLL CALL AYE: Owens, Heller, Axtman, Liffbrig, Larson. NAY: None. ABSENT: None.

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

EXECUTIVE DIRECTORS REPORT –

1. Kids Camp and Bakken Xtrek are the big programs coming up next other than Recreation.
2. Mike Peters Jr. and Kazuma Kaneko will be leaving WPRD for new adventures.
 - a. We wish them luck!
3. Kudos to Parks crew for helping during Band Day and getting the Splashpad open early.
4. RFCC, outdoor fields, and the Golf Course are very busy.
5. "Williston Basin Trails" is the new name from the trails committee for their future planning.
6. Aquatics has been busy! Kudos to lifeguards and the managers for coming up with more ways to get more kids through swim lessons, especially children from working families.
7. Recreation has been busy... lots of programs, great numbers with our Kids Night Out program, and we have a 14U Travel Chaos Volleyball team heading to Nationals.
8. Fitness has been gaining numbers. Shout out to the Senior program at the Senior Center.
9. Cash fund balance has increased and WPRD profited in April. Great news!

OLD BUSINESS –

- a. Airport Property Redevelopment. No updates.

NEW BUSINESS –

- a. WPRD/Sea Lions Agreement. The only changes from previous \$500 increase and clarification of who is repairing or replacing the timing system if it needs updating or replacing. MOTION by

Heller, SECONDED by Liffrig, we the WPRD/Sea Lions Agreement 2021. ROLL CALL AYE: Owens, Heller, Axtman, Liffrig, Larson. NAY: None. ABSENT: None.

- b. Hawkeye Development Agreement Amendment. There will be a general location from Lot 7 that will hook up with future trails of Williston. There is great potential for trails! MOTION by Axtman, SECONDED by Liffrig, we approve the Hawkeye Development Agreement Amendment. ROLL CALL AYE: Owens, Heller, Axtman, Liffrig, Larson. NAY: None. ABSENT: None.
- c. (Agenda item deleted at beginning of meeting)
- d. Outdoor Swimming Pool. Amanda Colebank, Treasurer of the Williston Community Builders, came to officially inform the Park Board that they will begin fundraising for an outdoor pool for the community of Williston. This is a privately funded project.

OTHER DISCUSSION:

- a. Liffrig asked what the plan was to replace the two departing employees? The answer was not to replace them at this time due to the current financial situation the district is in.
- b. Hawkeye Lot 7. Wants clarification on who is maintaining and taking care of Lot 7 / Lot 1 from Bob. Krueger clarified with an email and with double check with the city.

MOTION by Owens SECONDED by Axtman the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Communications and Customer Service

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JUNE 22, 2020 AT THE WARC.

PRESENT: Heller, Axtman, Liffriq, Larson

ABSENT: Owens

OTHERS: Krueger, Pippen, Blume, J Cote, K Cote, Stillwell, Heise, Ad Kitchens, A Mock, Moore, Ralph, Shanahan, Nelson, Peterson, Lynner, Floyd

Larson called meeting to order.

MOTION by Axtman, SECONDED by Heller, we approve the minutes of the previous meeting as received.

MOTION CARRIED.

MOTION by Axtman, SECONDED by Heller, we approve Park Dist. bills in the amount of \$1,280,565.39 and Boys Baseball bills. ROLL CALL AYE: Heller, Axtman, Liffriq, Larson. NAY: None. ABSENT: Owens.

MOTION by Axtman, SECONDED by Heller, we approve Park Dist. Financial statement and Boys Baseball financial overview. ROLL CALL AYE: Heller, Axtman, Larson. ABSTAINED: Liffriq. ABSENT: Owens.

- Liffriq asked for clarification of beginning and ending balances on the financials. Krueger gave the May revenue and expense totals and Krueger stated the district is running at a profit so far this year with all bills paid, including Rev Bonds, Sales Tax Bonds, State rebate bill.
- Liffriq asked where they are at with the city. Larson explained they are still working on information so they can meet with the city again. No decisions have been made. Krueger stated we have one plan and this is the plan we are working on at this time.

EXECUTIVE DIRECTORS REPORT –

- Kids Camp – Kudos to Miranda & Mackenzie for the great job with this program. Kids are having fun, great support from the community and we have had fun guests visit the camp!
- Parks – 200+ trees have been planted at the golf course. Thank you to Jim Cote and his staff as well as the Innovation Academy. We lost some trees due to the storm and clean-up is underway!
- RFCC – still busy with shows. Williston Auto jumped in before the storm and continued for a week!
- Swim Lessons – Joe Kemp, Matt and staff have done a great job adding extra sessions to swim lessons. Also adding lifeguard training for surrounding communities as well as local daycares who have utilized our CPR Training.
- Rec – Very busy! A lot of programs happening with many participants. Steak Feed went well considering the storm. Cal Ripken travel has extended the season by a couple weeks which will be great for the kids. Axtman thanked Joe Barsh, Shawn Egge, and all staff for the Tyler Jangula Night help and recognition.
- Fitness – Stand Up Paddle going well. Sand donated by Sundre Sand & Gravel for the beach at Spring Lake Park and we are appreciative! Family Groove n'Move is happening on the outside lawn at the ARC every Friday morning. Classes have participants coming every day.
- Golf Course – bathrooms being updated. New signs are going up soon.

OLD BUSINESS –

- a. Airport Property Redevelopment. No updates.

NEW BUSINESS –

- a. 2022 WPRD Budget Timeline. Approving the \$0 in Property Tax to the citizens of Williston is the main purpose of the 2022 preliminary and final budgets. Preliminary is at July meeting and Final is at the August meeting. The final operations can be adjusted in November December as this will allow us more time to get a better estimate on what sales tax could be in 2022 for the budget.

CORRESPONDENCE –

- a. Citizens to be Heard. – none.
- b. Written - none.

TABLED ITEMS –

- a. Safety Policy No. 670

MOTION by Axtman SECONDED by Liffriq the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Communications and Customer Service

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JULY 20, 2021 AT THE WARC.

PRESENT: Owens, Axtman, Liffriq, Larson

ABSENT: Heller

OTHERS: D Krueger, C Ehlinger, A Mock, M Skorick, Alex Kitchens, M Iblings, W Stillwell, J Cote, J Heise, K Cote, Z Peterson, T Kitchens, Z Nelson, Adam Kitchens

Larson called meeting to order.

No correspondence or citizens to be heard.

MOTION by Owens, SECONDED by Axtman, we approve the minutes of the previous meeting as received.

MOTION CARRIED.

MOTION by Axtman, SECONDED by Owens, we approve Park Dist. bills in the amount of \$874,464.25 and Boys Baseball bills. ROLL CALL AYE: Owens, Axtman, Liffriq, Larson. NAY: None. ABSENT: Heller.

MOTION by Owens, SECONDED by Axtman, we approve Park Dist. Financial statement and Boys Baseball financial overview. ROLL CALL AYE: Owens, Axtman, Larson. OBSTAINED: Liffriq NAY: None. ABSENT: Heller

EXECUTIVE DIRECTORS REPORT –

- Fall Brochure information is starting to be collected
- Kids Camp is going great. Thank you especially to the Police & Fire Department and Center Youth Kids on Stage.
- Staff moving on. Special thanks to Stacy Mock, Heather Ralph, and Jared Ward.
- New signs out at the Golf Course. Thank you to the WPRD Foundation.
- Aafedt Stadium. Last Keybirds game 7/20/21 and 13 Year Old Babe Ruth World Series is beginning 7/21/21 and running through the weekend.
- Storm damage. We have damage at the parks, RFCC, vehicles, trailers, etc so insurance is looking around at locations.
- Aquatics. Swim lessons is going well and extra participants are able to get in lessons. Air handler is being looked at (very loud.) July 4th Party went well.
- Recreation. Very busy. Shout out to the Travel Volleyball program. And congrats to the BOOM Softball teams that brought home 2 state titles!
- Child Sitting. Over 1000 visits last month.
- Finances. Going well. Positive balance.
- Leadership Team Meetings. Thank you to those Park Board Commissioners that attended meetings with the Leadership Team to discuss how things are going. And find ways to help WPRD survive and move into the future.

OLD BUSINESS –

- a. Airport Property Redevelopment. No new information.

NEW BUSINESS –

- a. 2022 WPRD Preliminary Budget. Liffrog asked Krueger what his intentions are for the employees that have left. Krueger stated that the preliminary budget has 3 staff positions to be hired, budgeted in it at this time. Krueger stated that the Leadership team and board members at the meetings agreed that we need to do something to help the staff. Liffrog asked what we are doing right now that have recently left. Krueger stated he is hiring 2-4 right now to take some pressure off staff. Liffrog questioned if that is a change than 2 months ago. Krueger stated. yes, that is a change. 60 days ago that was the plan. Things have changed and we need to help staff right now. Leadership team and the board members who met with Leadership agreed this is the right decision. MOTION by Owens, SECONDED by Axtman, we approve the 2022 WPRD Preliminary Budget. ROLL CALL AYE: Owens, Axtman, Liffrog, Larson. NAY: None. ABSENT: Heller
- b. Renaissance Zone. City of Williston is asking support for them to turn in their application to the state to extend it for 5 years. The Renaissance Zone has helped build up the value of the downtown businesses. Krueger recommended that the board supports this project. MOTION by Owens, SECONDED by Axtman, we support the 5-year extension to the Renaissance Zone program. Motion carried.
- c. Additional 1% Sales Tax. Larson is suggesting tabling this discussion after talking to Krueger and the Leadership Team. Krueger agreed to table it and to look at other solutions at this time to help with WPRD finances. MOTION by Axtman, SECONDED by Owens, to table the pursuit of the additional 1% sales tax at this time and to work continue with the city leaders on a solution to survive the stress since the pandemic and sales tax decline. Motion carried.

MOTION by Axtman SECONDED by Owens the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Communications and Customer Service

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. AUGUST 17, 2021 AT THE WARC.

PRESENT: Owens, Heller, Axtman, Liffrig, Larson

ABSENT:

OTHERS: Krueger, Alex Kitchens, Adam Kitchens, Stillwell, Peterson, Beeghley, Barsh, Lynner, Jim Cote, Heise, Nelson, Floyd, Egge, Shanahan, Blume

Larson called meeting to order.

No correspondence or citizens to be heard.

MOTION by Owens, SECONDED by Axtman, we approve the minutes of the previous meeting as received.

MOTION CARRIED.

MOTION by Owens, SECONDED by Axtman, we approve Park Dist. bills in the amount of \$1,135,358.72 and Boys Baseball bills. ROLL CALL AYE: Owens, Heller, Axtman, Liffrig, Larson. NAY: None. ABSENT: None. Heller asked for clarification on the ProShop bill. Liffrig asked for clarification on the ProIT bill and attorney fees for this month.

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

EXECUTIVE DIRECTORS REPORT –

- Marketing – fall brochure coming out
- Kids Camp – record number of participants
- Events coming up – Xtrek and Nerf Wars
- Staff – Special thanks to Jared Ward, Taylor Nelson, and Joe Kemp for their time here with WPRD. Hired Branden Beegly for the AFS position.
- Safety – inspections cleaned up and ready to go
- Parks – preparing for the Xtrek, big help to the Chokecherry Festival
- Special thanks to Vivian for her Williston Leadership Project; repainting the train
- Athletic Facilities – still working hard outside, preparing fields for the fall sports
- Child Sitting – Miranda Iblings is moving back into the management position, upcoming programs
- MDU – Special thanks to Travis for taking care of this and getting some reimbursements for WPRD
- Aquatics – getting ready for swimming lessons and the Xtrek
- Recreation – fall programs are starting. Big jump in the youth soccer program this year. Shout out to Tyler for his end of the season BBQ for his baseball league program
- Fitness – fall programs coming and hoping to bring in more members
- Cash fund balance – good report. Thanks to staff for saving money where they can.

OLD BUSINESS –

- a. Airport Property Redevelopment. No updates.

NEW BUSINESS –

- a. 2022 WPRD Final Budget. \$0 of Property Tax to the citizens of Williston. Liffrig asked a few questions to clarify the upcoming budgets and what we have in savings. Krueger is asking for a team effort to come up with some solutions. Heller agrees, but also believes it is the Park Boards responsibility to make sure we

are financially secure. All members agreed we need some ideas for revenues. Liffrig is asking for a committee to come up with some more ideas. Axtman is asking Liffrig what else can be done.

- a. MOTION by Axtman, SECONDED by Owens, we approve 2022 Tax Budget for the City of Williston. ROLL CALL AYE: Owens, Heller, Axtman, Larson. NAY: Liffrig. ABSENT: None.
- b. WPRD/WPSD #007 2021-2022 school year use agreement. Thank you to Alex Mock for working with the school. 3% increase to this agreement to cover all the expenses. Great partnership. MOTION by Axtman, SECONDED by Owens, we approve the 2021-2022 School Use Agreement. ROLL CALL AYE: Owens, Heller, Axtman, Liffrig, Larson. NAY: None. ABSENT: None.
- c. WPRD/WSC Pete Conlin Ice Arena Use Agreement. MOTION by Owens, SECONDED by Heller, we approve the 2021-2022 Ice Arena Use Agreement. ROLL CALL AYE: Owens, Heller, Axtman, Liffrig, Larson. NAY: None. ABSENT: None.
- d. Accounting Questions.
 - a. Liffrig wanted a few clarifications with payments from July's numbers.
 - b. When do we write handwritten checks? The reply was when John Heise is out of the office or if they need a check written immediately. Boys Baseball writes out all of their checks.
 - c. There was clarification that Jared Ward is going to be a part-time employee for WPRD and a full-time employee for WSC.
 - d. Heller asked for clarification on the expenses for the Travel Volleyball National Tournament expenses, etc.
 - e. Liffrig asked for the explanation on the comp policy. Larson said it is not on the agenda so cannot be discussed at the meeting.
- e. Leadership Team Meetings. Owens asked Liffrig why he was not at the Leadership Team Meeting that was scheduled last month? And why he thinks the Leadership Team is "a joke?" Liffrig doesn't think much is being accomplished. Krueger is asking him to be a part of the solutions and to support the Park District and staff. Barsh said that he believes this committee needs Park Board to help and come to these meetings to come up with ideas. Krueger explained the importance of the Leadership Team. Heller said he believes Liffrig was referring to the financial decisions being "a joke" and Liffrig apologized and expressed it was not intended to anyone personally, but possibly the process. All agree we need to keep working on solutions.

CORRESPONDENCE –

- a. Citizens to be heard. Larry Grondahl requested to be heard; Larson said he does not need to recognize him. Grondahl said words are being said around town about the past. He ended his statement and said that this board has created this problem. Krueger said he needs solutions.
- b. Written

TABLED ITEMS

- a. Safety Policy No. 670. No updates.

MOTION by Axtman SECONDED by Owens the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Communications and Customer Service

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. SEPTEMBER 21, 2021 AT THE WARC.

PRESENT: Owens, Heller, Axtman, Liffbrig, Larson

ABSENT:

OTHERS: Krueger, Skorick, Adam Kitchens, Ehlinger, Moore, Iblings, Alex Kitchen, Egge, Nelson, Stillwell, Floyd, Barsh, Jim Cote, Shanahan, Heise, Blume, Peterson

Larson called meeting to order.

MOTION by Axtman, SECONDED by Owens, we approve the minutes of the previous meeting as received.

MOTION CARRIED.

MOTION by Owens, SECONDED by Axtman, we approve Park Dist. bills in the amount of \$773,228.00 and Boys Baseball bills. ROLL CALL AYE: Owens, Heller, Axtman, Liffbrig, Larson. NAY: None. ABSENT: None.

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

EXECUTIVE DIRECTORS REPORT –

- Nerf Wars, Holiday Hunt, Costumes on Ice, Floating Pumpkin Patch coming up this month!
- Thank you Joe Kemp for your service to WPRD! Taken on a teaching job here in Williston.
- Thank you to Alex Mock for your service to WPRD! He has taken a job in Tacoma, WA.
- Amy Jore has moved over to the pool to take over as Aquatic Director.
- Hired Boston Horob and Cody Roan in Facilities as AFS's.
- Ice is going on October 18th at the Raymond Family Community Center
- Child Sitting has added programs and special days to try to increase numbers.
- Travis Kitchens has stepped up to help with maintenance in Aquatics.
- Thank you to Parks for helping to get the Xtrek course ready for that fun event!
- Great numbers in the Recreation Programs this fall. Numbers have increased!
- Shout out to Becca Johnson and her husband for hosting a softball tourney and raising money for Mondak Humane Society for her Williston Leadership program.
- Fitness is starting to see an increase in numbers. They also starting their app challenge "Fall Back into Fitness." Other special events have been added this month as well.
- Finances are moving along.
- Joe, Rhonda, and Darin attended the State NDRPA & Trails Conference and it was very informative!
- Liffbrig asked the status on the audit. There are a few more questions regarding the sales tax rebate and the bond so it is still being worked on.

OLD BUSINESS –

- a. Airport Property Redevelopment. No updates.

NEW BUSINESS –

Wrestling Club Agreement 2021-2022. Special thanks to Adam for handling the contract. \$370 a month for the Coyote Club to use the RFCC. MOTION by Owens, SECONDED by Axtman, to approve the Wrestling Club Agreement 2021-2022. ROLL CALL AYE: Owens, Heller, Axtman, Liffrig, Larson. NAY: None. ABSENT: None.

No correspondence or citizens to be heard.

MOTION by Axtman SECONDED by Owens the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Communications and Customer Service

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. OCTOBER 26, 2021 AT THE WARC.

PRESENT: Owens, Heller, Axtman, Liffrig, Larson

ABSENT:

OTHERS: Krueger, Blume, Moore, Shanahan, Alex Kitchens, Williams, Skorick, Nelson, Lynner, Barsh, Egge, Floyd

Larson called meeting to order.

No correspondence or citizens to be heard.

MOTION by Owens, SECONDED by Axtman, we approve the minutes of the previous meeting as received.

MOTION CARRIED.

MOTION by Owens, SECONDED by Axtman, we approve Park Dist. bills in the amount of \$771,889.77 and Boys Baseball bills. ROLL CALL AYE: Owens, Heller, Axtman, Liffrig, Larson. NAY: None. ABSENT: None. Liffrig asked clarification on the ProIT bills. Also, discussion about replacing and updating the server in phases. The goal with these upgrades it will help the problem with Banyon and financial programs.

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

EXECUTIVE DIRECTORS REPORT –

Specials Events: Floating Pumpkin Patch, Costumes on Ice, Halloween Hunt at SLP

Parks: Christmas lights continue to go up. Ice is on, so special thanks to Zach Nelson for getting things squared away! Golf Course is now closed.

Aquatics: Sound issues have been fixed thanks to Travis and Billy.

Rec: Special thanks to United Soccer for helping with that program. Great job to tackle football and the volunteer coaches. Thank you WPSD #007 for usage of turf field and for youth football night!

Fitness: Offering more classes and working with Dave Richter over at the Senior Center. Biggest number in Youth Boot Camp @ 20! Shout out to the Girls Run Strong participants as they have their end of the program 5K today!

Finances: Barb from Eide Baily will be coming to the December Park Board meeting to go through the 2020 audit and to answer any questions.

OLD BUSINESS –

- a. Airport Property Redevelopment. No updates.

NEW BUSINESS –

- a. None

CITIZENS TO BE HEARD –

- a. Kyle Harris asked about fobs for employees. Krueger reports it has never been brought up. Harris asked clarification of who takes care of the grounds of the different areas for WPRD. He also has concerns about the soccer field goals being broken and fixed the nets himself to help out. He is just asking that supervisors check on these items. Harris asked about the lines at the softball fields getting more attention and raking etc. He wanted a few clarifications on who is responsible to take care of a few things between the park district and the high school. Field 5 also has a batters box that was broken and wasn't replaced in a timely matter. Egge stated that a temporary box was put in until the correct one could be placed. Egge also said that if something is broken, he is relying on parents to reach out so that it can be fixed. Heller asked if equipment checks can be done by the officials when they show up to ump/ref a game. Harris is asking for a supervisor to walk around and check on the fields every once in awhile so that these problems can be found. He also has concerns about the Ballin' tourney concessions and Krueger said that he is willing to set up a meeting and talk further about it.

The Park Board and the entire WPRD staff offers their condolences to the Cote family.

MOTION by Heller SECONDED by Owens the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Communications and Customer Service

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. NOVEMBER 23, 2021 AT THE WARC.

PRESENT: Owens(via phone), Heller, Axtman, Liffrig, Larson

ABSENT:

OTHERS: Krueger, Stillwell, Alex Kitchens, Adam Kitchens, Matlak, Egge, Kate Cote, Nelson, Barsh, Heise, Shanahan, Blume

Larson called meeting to order.

No correspondence or citizens to be heard.

MOTION by Axtman, SECONDED by Owens, we approve the minutes of the previous meeting as received.

MOTION CARRIED.

MOTION by Owens, SECONDED by Axtman, we approve Park Dist. bills in the amount of \$601,253.10 and Boys Baseball bills. ROLL CALL AYE: Owens, Heller, Axtman, Liffrig, Larson. NAY: None. ABSENT: None. Liffrig asked for clarification on the bills to Verizon and Nemont. And clarification on reversed entries from this month and last month. Heise responded that there is a glitch in the Banyon Software, and it is being worked on.

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

EXECUTIVE DIRECTORS REPORT –

- a. Welcome Amanda Nelson to Rec Department, welcome Shaleena Layton to Aquatics, Matt Skorik has moved to the AFS/Golf Departments.
- b. Shout out to Travis Kitchens for getting a repeat 25% discount for the Safety Committee.
- c. Kudos to Jim Cote and his staff for doing a great job with the lights at Harmon and Spring Lake Park.
- d. Big events happening at the ARC and the RFCC coming up: Fireman's Dance, Festival of Trees, and Ballin' in the Basin Basketball Tourney, Sea Lions Swim meet.
- e. Programs doing well... Child Sitting special events, tennis, youth basketball, pickleball, ice skating, travel volleyball try-outs came with a record number of teams, Girls Run Strong went great – raised \$1300 for the library, #ARCFitFam had 14 teams of 4.
- f. Finances doing well given the expenses to the bond and sales tax rebate payment.
- g. JE Dunn, Pool Company, or Associate Pools are aware of the situation and are working on having them come to the ARC to look at the pool problem.
- h. Liffrig asked about the balloon payment... Larson stated they are waiting on the bond company. Liffrig asked Krueger if he had communication with City Administrator David Tuan. Krueger has had no updated communication with the city regarding the balloon payment.

OLD BUSINESS –

- a. Airport Property Redevelopment. No updates.

NEW BUSINESS –

- a. Light up Harmon Park November 26th. The Chamber will be starting the Light Up Parade at 6pm.
- b. SLP Holiday Drive November 27th. The CVB events will begin on Saturday.
- c. National Fitness Campaign. Travis Pribula was here to discuss his Williston Leadership Project. Looking on getting land from the city, putting in an outdoor fitness area, and then gifting it to WPRD. The project is roughly \$175,000. Shanahan supports this idea for those that are not able to use the ARC and would like to have an area to workout outdoors and keep people active. Possible location would be on the corner in Williston Square across from Dakota Park. \$20,000 has been requested from WPRD. Axtman asked for the warranty. Travis said there was a 7 year coverage. Shanahan said insurance is affordable at under \$400 a year.
MOTION by Axtman, SECONDED by Liffrig, to support the National Fitness Campaign, own, and maintain when it is completed. Motion Carried.
MOTION by Axtman, SECONDED by Heller, to donate \$20,000 to the National Fitness Campaign, contingent on \$100,000 being raised by Travis first. ROLL CALL AYE: Owens, Heller, Axtman, Liffrig, Larson. NAY: None. ABSENT: None.

CORRESPONDENCE

- a. Citizens to be heard.
- b. Written

TABLED ITEMS

- a. Safety Policy No. 670

MOTION by Axtman SECONDED by Owens the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Communications and Customer Service

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. DECEMBER 21, 2021 AT THE WARC.

PRESENT: Owens, Heller, Axtman, Liffrig, Larson

ABSENT:

OTHERS: Krueger, Lynner, Blume, Moore, Egge, Stillwell, Matlak, Alex Kitchens, Shanahan, and guests

Larson called meeting to order.

No correspondence or citizens to be heard.

MOTION by Axtman, SECONDED by Heller, we approve the minutes of the previous meeting as received.

MOTION CARRIED.

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

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

EXECUTIVE DIRECTORS REPORT –

1. Keel Boat reservations are open for the 2022 year
2. WPRD Foundation will be doing "Giving Hearts Day" in February. New board: President Lori Amsden, Vice President Sommer Bjerknes
3. New Hires. 2 into the Parks Department Chris Houle and Ben Dunn
4. Joe Barsh and Shawn Egge have been promoted due to the great job they are doing.
5. Huge thanks to the Parks crew from the community for their efforts at the Holiday Lights Drive.
6. Raymond Center is very busy with programs.
7. Sea Lions will partner up with WPRD for a fundraising event.
8. Big events. Festival of Trees, Sea Lions Meet, and the Ballin Tournament went very well for the size of events they were. Kudos to the maintenance department for keeping up with the building.
9. Shane from Go Get Fred came in to assess the pool and the issues that we have been facing. Struggling to get the Pool Company and Associated Pools here. Waiting on prices and final reports. Tentative fix may be August. The 50m pool with possibly require a putty so that it doesn't have to be drained. Heller asked about liability issues and Krueger assured we are okay.
10. Shaleena Layton, Brandy Wilson, and Sarah Heise got their lifeguard teaching certifications. We can now resume training new lifeguards.
11. Rec staffs has been doing a great job. Nice work with the Ballin' Tournament.
12. Group Fitness numbers are going up! Boot Camp, Youth Boot Camp, and Women and Weights had some nice numbers.
13. Finances are looking good and we had a profit in November. Kudos to staff for doing what they could to help out.

OLD BUSINESS –

- a. Airport Property Redevelopment. No meetings, no update.

NEW BUSINESS –

2020 WPRD Audit. Barb from Eide Baily is here to give us a report. Page 2 question from Liffrig, were financial statements all prepared? Barb responded and said she would answer within the report. Page 3, Title Correction of an Error, she states that the WPRD Foundation should be separate from the WPRD audit. "Component Unit" is for the Foundation so it is by itself because it is a separate organization which will show on page 5. Page 23, written by the Park District, recorded some concerns such as COVID causing a closure, the price drop in oil which caused the drop in Sales Tax Revenue, and the State of ND Sales Tax Rebate Credit which was a payback of 2.8 million dollars. Due to these they cut educational budget, didn't hire, no raises, and negotiated with the city for the repayment plan. Page 22, talks more about the Sales Tax Rebate. 2 large decreases to the revenue and 1 large increase to the expenses, which made the footnotes necessary. Barb wants to clear up why there has been some confusion on the reports. She explained the reasons for the differences between this year and last year. Sometimes people look at the net position, but there is a certain part that is restricted for your debt. Page 7 will show what we have as spendable money that is saved in the Trust. Page 7 shows they breakdown of how monies are spent. Page 9 shows the 1% sales tax that was approved by the city. You are able to see the impact on the Park District from last year to this year from the 3 big hits WPRD took. Reminder, when Barb says this year she is talking about the year 2020. Page 21, pointed out partial redemptions that were used and came out of the Debt Service Fund. Page 24, basically a repeat of the big items. Memberships down, sales tax not as high as the previous year, and the large amount for the rebate. Page 28, include recommendations. #1 and #3 are fairly common for an organization of our size. "Reconciliation of Services Provided" is very helpful. Our staff does a good job of recording expenses and such. "Payroll Process" controls could be a little better and these were changed immediately so it has been resolved. "Foundation" that they didn't have documentation for some of these transactions and this has also been worked on so it should go away for next year. "Bank Reconciliation" is the last recommendation, there were differences and Heise needed help working on some of these as well as working with Banyon. These are being worked on. Barb asked for any further questions... Liffrig asked for a bid on completion of this audit or any additional bills due to things that we did not get done on our part? Krueger will get him those numbers. Krueger states no one is at fault for delay, but did state that Banyon & our server has caused some issues. Barb confirmed that Banyon has caused issues. Heller asked, "have we made good strides?" The Foundation correction did take a significant amount of time. Barb stated our computer system is causing you extra time. And auditing footnotes which require extra reviews. Heller asked, if our computer system is that bad, how much effort do we need to do to fix it? Is there a better option? Barb has ongoing conversations with Heise so they are looking at getting them cleaned up. Heller asked for a recommendation for a software program. She has a technology group that could help. Krueger stated that the server has been replaced so this next year should be better, but Banyon is still bad. Liffrig asked if Heise's response was in a timely manner when he was asked for reports? Barb said she got the information timely, but maybe sometimes it was not exactly what they wanted and had to be more specific but overall yes it was good. MOTION by Owens, SECONDED by Axtman, we accept the 2020 Financial Audit. ROLL CALL AYE: Owens, Heller, Axtman, Liffrig, Larson. NAY: None ABSENT: None.

Sales Tax Rebate to the City. A "Performance Analysis" will be done by Eide Baily. Upon completion the city is willing to look at extending the balloon payment. This will be a report of the last 5 years and the future 5 years of the finances. Liffrig asked on the proposal, Krueger said they asked to extend the

balloon payment for 24 months. If the city approves an extension, we will come back to the board for approval. We will not know until we get the Performance Analysis finished and presented to the City.

2022 Updated WPRD Operations Budget. Krueger was happy to report that we are on track, increasing revenues, decreasing expenses. The updated 2022 Operations budget is at a breakeven point. The loss shown is the sales tax rebate payments. The hope is to break even if we can extend those and sales tax goes up just a little bit in 2022, which we will be happy with after the last 2 years we have gone through.

2021 Executive Director Annual Review. Scores were compiled and the review was given. He was scored "Exceptional" by the Park Board. MOTION by Axtman, SECONDED by Owens, to approve the review. ROLL CALL AYE: Owens, Axtman, Larson. NAY: Heller, Liffbrig ABSENT: None.

2022 Executive Director Annual Raise. Larson recommends a 3% raise for Krueger. MOTION by Owens, SECONDED by Axtman, to approve a 3% raise for Executive Director Darin Krueger. ROLL CALL AYE: Owens, Axtman, Larson. NAY: Heller, Liffbrig ABSENT: None. Liffbrig asked who got an additional raise? Krueger stated that all staff had 3% raises and any staff that had promotions during the year had salary adjustments made during the year or at year end. Egge stated he received a promotion and salary adjustment.

2021 Voided Checks. MOTION by Owens, SECONDED by Axtman, to approve the 2021 voided checks. ROLL CALL AYE: Owens, Heller, Axtman, Liffbrig, Larson. NAY: None. ABSENT: None.

2022 Meeting Dates. MOTION by Owens, SECONDED by Axtman, to approve the 2022 Meeting Dates. Motion carried. Meeting dates are in the packet. The August date has been adjusted due to the Babe Ruth World Series being during the normal 3rd Tuesday of the month.

ONE PASS Program. Lois Reiersen is our guest. Her role is to help seniors navigate the Medicare/Medica programs. She is an advocate for seniors. She wants the ARC to be on board with the newest programs that could provide free or low-cost services. She has approached Krueger in the past with programs, but Lois stated that Krueger stated that he was not interested. Lois reached out and was told they were working on another program for seniors, which she did not see. For 2022, One Pass Fitness Program was the new provider that took place of Silver Sneakers. She stressed many seniors do not have the means to come to the ARC. She reached out to Krueger in October, to see if WPRD/ARC would participate in the program. Krueger and Lynner checked on it and were told by NICHIA that yes, ONEPASS will be active January 1, 2022. Krueger let Lois know that WPRD/ARC will be providing this with NICHIA on January 1, 2022. In early December, Lois checked back with Krueger because the ARC was not listed as of yet as a ONE PASS facility. Krueger and Lynner reached back out to NICHIA and were told NICHIA had decided to NOT participate with ONE PASS. Lynner reached out to ONEPASS and received email stating they will reach out to WPRD in the next 3 weeks. Lois is concerned this will be past the enrollment date for the ARC. Krueger stated we don't know anything about the program, and we are struggling to get information on it. We thought we were good to go in October, found out 4 days ago we are not. Reached out to NICHIA and ONE PASS and waiting for information before we can make a decision. We don't know anything about this program. She is asking the board to publicly support the seniors in Williston in getting this service. Krueger apologized for any miscommunications and thanks her for advocating for seniors. Krueger explained his process and they are doing research to get it to work. Jess stressed that this program doesn't guarantee WPRD being reimbursed. Lois asked, what does it hurt if these members get in free? It should be a public service for seniors. Jess said she will continue to gather more information. Liffbrig said the 14 facilities in Bismarck and many in Dickinson are

part of the ONEPASS and he will give Lynner a contact who works with this program at West River in Dickinson.

CORRESPONDENCE –

Thank you from the Mann family for holding the Memorial Service and a thank you from Justin Madison for a great job done on the Ballin' Basketball Tournament.

MOTION by Owens SECONDED by Heller the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Communications and Customer Service