

REGULAR MEETING OF THE BOARD OF DIRECTORS OF PARKS & RECREATION WAS HELD AT 5:30 P.M.
JANUARY 15, 2019 AT THE WARC.

PRESENT: Heller, Axtman, Owens, Larson.

ABSENT: Wilt

OTHERS: Larvick, Krueger, Cote, Stillwell, Amundson, Ludlum, T. Kitchens, Krasicki, A. Kitchens, Blume, Peterson

Pres. Larson called the meeting to order.

Thank you card noted from Mavis Sogard family.

MOTION BY Axtman SECONDED BY Owens 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 \$931,793.10 and Boys Baseball bills. ROLL CALL AYE: Heller, Axtman, Owens, Larson. NAY: None. ABSENT: Wilt

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

EXECUTIVE DIRECTOR REPORT

PORTFOLIO REPORTS

OLD BUSINESS – Trails update – City approved grant proposal for \$290,000.00 – information meeting scheduled – lots of interest – Hagan family interested- Approved easement for the trail.

NEW BUSINESS – 2018 Final Budget Numbers/Cost Recovery Report Good Report - \$2.5 million in General Fund account, not going to move money at this time.

MOTION BY Axtman SECONDED BY Owens the meeting adjourn. MOTION CARRIED.

Jeff Larson, Pres.

ATTEST:

Jordis Larvick, Clerk



REGULAR MEETING OF BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M.
FEBRUARY 19, 2019 AT THE WARC.

PRESENT: Heller, Owens, Axtman, Wilt, Larson.

ABSENT: None.

OTHERS: Larvick, Krueger, Cote, Stillwell, Heise, Amundson, Ludlum, Blume, Krasicki, T Kitchens, A
Kitchens, S Mock, A Mock

Pres. Larson called the 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 Wilt SECONDED BY Owens we approve Park Dist bills in the amount of \$1,157,500.98 and
Boys Baseball bills. ROLL CALL AYE: Heller, Owens, Axtman, Wilt, Larson. NAY: None. ABSENT: None.

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

Executive Director Report

Portfolio Reports.

OLD BUSINESS: Trails Update – Open house last week 40 adults attended – next meeting Tuesday at
6:00 P.M.

NEW BUSINESS: 2018 Audit will be in March

Safety committee – will save on insurance with the committee

MOTION BY Owens SECONDED BY Axtman the meeting adjourn. MOTION CARRIED.

Jeff Larson, Pres

ATTEST:

Jordis Larvick, Clerk



REGULAR MEETING OF BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M.
MARCH 19, 2019 AT THE WARC.

PRESENT: Heller, Axtman, Wilt,.

ABSENT: Larson, Owens

OTHERS: Krueger, Amundson, Krasicki

Commissioner Wilt called the 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 Axtman SECONDED BY Heller we approve Park Dist bills in the amount of \$902,324.81 and
Boys Baseball bills. ROLL CALL AYE: Heller, Axtman, Wilt,. NAY: None. ABSENT: Larson, Owens

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

Executive Director Report

Portfolio Reports.

OLD BUSINESS: Trails Update – 2nd meeting held - Lots of people interested in the committee-working
on Mission Statement

2018 Audit – Draft report done – All good- Waiting for Final Copy

Safety Committee- Still working on our areas-Joining ND Safety Council to assist us

NEW BUSINESS:

MOTION BY Axtman SECONDED BY Heller the meeting adjourn. MOTION CARRIED.

Joel Wilt, Commissioner

ATTEST:

Mike Amundson



REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. APRIL 16, 2019 AT THE WARC.

PRESENT: Axtman, Heller, Owens, Wilt, Larson

ABSENT: None.

OTHERS: Larvick, Krueger, Cote, Stillwell, Amundson, Ludlum, Blume, T Kitchens, A Mock, S Mock, Krasicki

Pres. Larson called the meeting to order.

MOTION BY Owen 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 \$900,489.53 and Boys Baseball bills. ROLL CALL AYE: Axtman, Heller, Owens, Larson. NAY: None. ABSENT: Wilt

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

Wilt entered the meeting room at this time.

EXECUTIVE DIRECTOR REPORT

PORTFOLIO REPORTS

OLD BUSINESS: Trails update – work in progress

2018 Audit completed – MOTION BY Wilt SECONDED BY Owens we approve the 2018 Audit. ROLL CALL AYE: Axtman, Heller, Owens, Wilt, Larson.

Safety Committee – Krueger was very happy with the committee.

NEW BUSINESS: Elks Youth Day May 13 – Your counterparts should be contacting you prior to that date.

MOTION BY Owens SECONDED BY Axtman the meeting adjourn. MOTION CARRIED.

Jeff Larson, Pres.

ATTEST:

Jordis Larvick, Clerk



REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. MAY 21, 2019 AT THE WARC.

PRESENT: Heller, Axtman, Owens, Wilt, Larson and Elks Youth Day Counterparts

ABSENT: None.

OTHERS: Larvick, Krueger, Cote, Stillwell, Amundson, Ludlum, Krasicki, A Mock, S Mock, A Kitchens, Heise, Blume, Shanahan

PRES. Larson called the meeting to order

Thank you card from Karen Bercier

MOTION BY Owens SECONDED BY Heller we approve the minutes of the previous meeting as received. MOTION CARRIED.

MOTION BY Wilt SECONDED BY Owens we approve Park Dist. bills in the amount of \$711,579.05 and Boys Baseball bills. ROLL CALL AYE: Heller, Axtman, Owens, Wilt, Larson. NAY: None. ABSENT: None.

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

EXECUTIVE DIRECTOR REPORT

PORTFOLIO REPORTS

OLD BUSINESS – Trails update – grant was turned down

Safety Committee

NEW BUSINESS: MOTION BY Owens SECONDED BY Wilt we approve the following contracts – Wrestling Club RFCC Contract, WSC RFCC Hockey Contract, Sea Lions ARC Contract, WPSD #1 WRPD Facility Usage Agreement. ROLL CALL AYE: Heller, Axtman, Owens, Wilt, Larson. NAY: None. ABSENT: None.

COTE PARK PLAYGROUND – Requested \$49,000.00 – MOTION BY Wilt SECONDED BY Owens we approve \$49,000.00 and ask for a grant. ROLL CALL AYE: Heller, Axtman, Owens, Wilt, Larson. NAY: None. ABSENT: None.

MOTION BY Owens SECONDED BY Axtman we approve \$25,000.00 for installation of playground. ROLL CALL AYE: Heller, Axtman, Owens, Wilt, Larson. NAY: None. ABSENT: None.

2020 Budget Timeline – June Preliminary/July Final...Ready next week.

MOTION BY Wilt SECONDED BY Heller we approve third party Lease agreement with Wms Co. Water Resources Dist.

MOTION CARRIED.

MOTION BY Axtman SECONDED BY Owens the meeting adjourn. MOTION CARRIED.

Jeff Larson, Pres.



ATTEST: Jordis Larvick, Clerk



REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JUNE 18, 2019 AT THE WARC.

PRESENT: Axtman, Heller, Owens, Wilt, Larson.

ABSENT: None.

OTHERS: Larvick, Krueger, Stillwell, Cote, Heise, Ludlum, Blume, Barsh

Pres. Larson called the meeting to order.

No correspondence or citizens to be heard.

MOTION BY Wilt SECONDED BY Owens we approve the minutes of the previous meeting as received. MOTION CARRIED.

MOTION BY Owens SECONDED BY Wilt we approve Park Dist. Bills in the amount of \$1,177,470.14 and Boys Baseball bills. ROLL CALL AYE: Axtman, Heller, Owens, Wilt, Larson. NAY: None. ABSENT: None.

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

EXECUTIVE DIRECTOR REPORT

PORTFOLIO REPORTS

OLD BUSINESS: Trails update – no report Safety Committee no report

NEW BUSINESS: 2020 Preliminary Budget – MOTION BY Owens SECONDED BY Axtman we approve the 2020 Preliminary Budget. ROLL CALL AYE: Axtman, Heller, Owens, Wilt, Larson. NAY: None. ABSENT: None.

Credit Cards – MOTION BY Owens SECONDED BY Heller we approve the following employees for WPRD credit cards with \$5,000.00 limit on each – Adam Kitchens, Alex Mock, Joe Barsh and Jenn Shanahan. Cancel Mike Amundson, Ashley Krasicki, Baylee Nelson. ROLL CALL AYE: Axtman, Heller, Owens, Wilt, Larson. NAY: None. ABSENT: None.

MOTION BY Owens SECONDED BY Axtman the meeting adjourn. MOTION CARRIED.

Jeff Larson, Pres.

ATTEST: Jordis Larvick, Clerk



REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JULY 16, 2019 AT THE WARC.

PRESENT: Heller, Owens, Wilt, Larson.

ABSENT: Axtman,

OTHERS: Krueger, Shanahan, Stillwell, Cote, Blume, Barsh, A Mock

Pres. Larson called the meeting to order.

No correspondence or citizens to be heard.

MOTION BY Owens SECONDED BY Heller we approve the minutes of the previous meeting as received. MOTION CARRIED.

MOTION BY Wilt SECONDED BY Owens we approve Park Dist. Bills in the amount of \$884,529.90 and Boys Baseball bills. ROLL CALL AYE: Heller, Owens, Wilt, Larson. NAY: None. ABSENT: Axtman

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

EXECUTIVE DIRECTOR REPORT

PORTFOLIO REPORTS

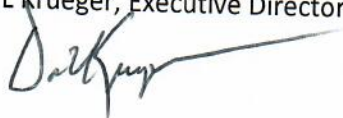
OLD BUSINESS: Trails update – no report Safety Committee no report

NEW BUSINESS: 2020 Final Budget – MOTION BY Owens SECONDED BY Heller we approve the 2020 Final Budget. ROLL CALL AYE: Heller, Owens, Wilt, Larson. NAY: None. ABSENT: Axtman

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

Jeff Larson, Pres.

ATTEST: Darin L Krueger, Executive Director



REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS AND RECREATION WAS HELD AT 5:30 P.M. AUGUST 20, 2019 AT THE WARC

PRESENT: Axtman, Heller, Owens, Wilt, Larson.

ABSENT: None

OTHERS: Krueger, Ludlum, Cote, Stillwell, S. Mock, A. Mock, Alex Kitchens, Adam Kitchens, Barsh, T. Kitchens

Pres. Larson called the 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 Heller we approve the Park District Bills in the amount of \$1,060,627.91 and Boys Baseball Bills. ROLL CALL AYE: Axtman, Heller, Owens, Wilt, Larson. Nay: None. ABSENT: None.

MOTION BY Wilt SECONDED BY Axtman we approve the Park District Financial statement and Boys Baseball financial overview. ROLL CALL AYE: Axtman, Heller, Owens, Wilt, Larson. Nay: None. ABSENT: None.

Executive Director Report

MOTION BY Wilt SECONDED BY Axtman we eliminate the Portfolio Report section of the Park Board Meeting. MOTION CARRIED

Old Business: Trail update: Ludlum attended the trails conference in Minot.
Safety Committee: No Report.

New Business: MOTION BY Axtman SECONDED BY Owens to build an eighth field at the Western Star, not to exceed \$200,000. ROLL CALL AYE: Axtman, Heller, Owens, Wilt, Larson. Nay: None. ABSENT: None.

Discussion about the current airport land and the Park District's role.

MOTION BY Owens SECONDED by Axtman the meeting adjourn. MOTION CARRIED.

Jeff Larson, Pres.



ATTEST: Jeremy Ludlum, Assistant Director



REGULAR MEETING OF THE BOARD OF DIRECTORS OF PARKS & RECREATION WAS HELD AT 5:30 P.M.
SEPTEMBER 17, 2019 AT THE WARC.

PRESENT: Heller, Wilt, Larson.

ABSENT: Axtman, Owens.

OTHERS: Larvick, Krueger, Cote, Ludlum, A Mock, S Mock, T Kitchens, Blume, Barsh

Pres. Larson called the meeting to order.

No correspondence or citizens to be heard.

MOTION BY Wilt SECONDED BY Heller we approve the minutes of the previous meeting as received.
MOTION CARRIED.

MOTION BY Wilt SECONDED BY Heller we approve Park Dist bills in the amount of \$976,785.00 and Boys
Baseball bills. ROLL CALL AYE: Heller, Wilt, Larson. NAY: None. ABSENT: Axtman, Owens.

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

EXECUTIVE DIRECTOR REPORT

OLD BUSINESS: Trails update – looking at trail at Legion Park

Safety Committee – No report

Field 8 Western Star update – surveying done – moving dirt in a couple days – Hoping
to be done before snowfall.

NEW BUSINESS: None.

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

Jeff Larson, Pres.



ATTEST:

Jordis Larvick, clerk



REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. OCTOBER 15, 2019 AT THE WARC.

PRESENT: Axtman, Heller, Owens.

ABSENT: Wilt, Larson

OTHERS: Larvick, Ludlum, Heise and 6 others.

V Pres. Owens called the 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 Axtman SECONDED BY Heller we approve Park Dist. bills in the amount of \$829,615.93 and Boys Baseball bills. ROLL CALL AYE: Axtman, Heller, Owens. NAY: None. ABSENT: Wilt, Larson

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

EXECUTIVE DIRECTOR REPORT by Ludlum.

OLD BUSINESS: Trails update – working on Hagen trail and North of Scheele residence and Legion Park.

Safety Committee – Work in progress.

Field & Western Star update – Working till weather stops work.

NEW BUSINESS: WSC/RFC Hockey Agreement – MOTION BY Axtman SECONDED BY Heller we approve the agreement. ROLL CALL AYE: Axtman, Heller, Owens. NAY: None. ABSENT: Wilt, Larson.

SAFETY POLICY NO. 670 – Tabled.

MOTION BY Axtman SECONDED BY Heller the meeting adjourn. MOTION CARRIED.

Mike Owens, V. Pres.

Attest: Jordis Larvick, Clerk



REGULAR MEETING OF THE BOARD OF DIRECTORS OF PARKS & RECREATION WAS HELD AT 5:30 P.M.
NOVEMBER 19, 2019 AT THE WARC

PRESENT: Wilt, Axtman, Owens, Larson

OTHERS: Blume, Barsh, Shanahan, Egge, Adam Kitchens, Alex Kitchens, Travis Kitchens, Heise, Stillwell,
Cote, Krueger, Ludlum

Pres. Larson calls the meeting to order.

ADDITIONS & DELETIONS: New Business, e., "2020 Cardio Bids"

No correspondence or citizens to be heard.

MOTION by Wilt, SECONDED by Owens we approve the minutes of the October 15, 2019 meeting as
received. MOTION CARRIED.

MOTION by Axtman, SECONDED by Owens we approve the Park District bills in the amount of
\$1,061,895.52 and Boys Baseball bids. ROLL CALL AYE: Wilt, Axtman, Owens, Larson. NAY: None.
ABSENT: Heller.

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

EXECUTIVE DIRECTOR REPORT: Krueger gave an overview of the happenings of the Park District.
Shanahan informed the board of the Step Across America program and the Les Mills virtual classes.

OLD BUSINESS

Ludlum is working with the city of apply for the TAP grant for two locations. In front of the Sheele home
and west of the Western Star.

NEW BUSINESS:

MOTION by Owens, SECONDED by Wilt we approve policy #180 (Drug Policy) of the employee manual.
MOTION CARRIED.

WPRD staff has had one meeting with the negotiating team from Williston State College in regard to the
WPRD/WSC ARC Contract. No action was taken at the meeting.

Light Up Harmon Park is November 29

SLP Holiday Drive starts November 30

MOTION by Wilt, SECONDED by Axtman that we approve the request to put out bids for Cardio
Equipment and Sectorized Strength Equipment. MOTION CARRIED.

MOTION by Wilt, SECONDED by Axtman that we adjourn. MOTION CARRIED

Jeff Larson, Pres



ATTEST:

Jeremy Ludlum, Assistant Director

REGULAR MEETING OF THE BOARD OF DIRECTORS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. DECEMBER 17, 2019 AT THE WARC.

PRESENT: Owens, Axtman, Heller, Wilt, Larson.

ABSENT: None.

OTHERS: Larvick, Krueger, J Cote, Stillwell, Ludlum, Heise, A Mock, K Cote, T Kitchens, A Kitchens, Blume

Pres. Larson called the meeting to order.

MOTION BY Owens SECONDED BY Wilt we approve the minutes of the previous meeting as received. MOTION CARRIED.

MOTION BY Wilt SECONDED BY Axtman we approve Park Dist. bills in the amount of \$854,274.32 and Boys Baseball bills. ROLL CALL AYE: Owens, Axtman, Heller, Wilt, 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, Axtman, Heller, Wilt, Larson. NAY: None. ABSENT: None.

Executive Director Report

OLD BUSINESS: Trails update – refer to Tap Grant later in the meeting.

Safety Committee: Report submitted.

Western Star Field 8 – Grading done – finish in Spring.

NEW BUSINESS: Executive Director Annual Review – Outstanding leadership – Best park district in the state.

Executive Director Raise - MOTION BY Owens SECONDED BY Axtman we give him a 6% raise. ROLL CALL AYE: Owens, Axtman, Wilt, Larson. NAY: None. ABSENT: None.

2020 Park Board meeting dates – 3rd Tuesday of each month except September which will be the 4th Tuesday.

2019 Voided Checks – MOTION BY Owens SECONDED BY Axtman we approve the voided checks. MOTION CARRIED.

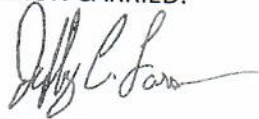
2020 ARC Cleaning Contract – MOTION BY Wilt SECONDED BY Axtman we award the contract to Best Choice Cleaning Service. MOTION CARRIED.

TAP GRANT – 80% Federal grant, 20% City – 2 trails...one west of Western Star and one corner of 13th Ave E and 42nd St E. MOTION BY Heller SECONDED BY Owens we support the city applying for the TAP Grant. Park Dist. to maintain the trails if completed. ROLL CALL AYE: Owens, Axtman, Heller, Larson. NAY: None. ABSTAINED: Wilt.

Tabled: Safety Policy No. 670 – No action.

MOTION BY Heller SECONDED BY Axtman the meeting adjourn. MOTION CARRIED.

Jeff Larson, Pres.



ATTEST: Jordis Larvick, Clerk

