

Approved 5.21.24

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION
WAS HELD AT 5:30 P.M. April 16th, 2024, AT THE WARC.**

PRESENT: Liffrig, Owens, Jangula, Heller (by phone), Roness (by phone)

ABSENT:

OTHERS: Joe, Rhonda, Kazuma, Emily, Shaleena, Kirstin, Matt, Patrick, Cassidy, Miranda, Jess, Joe, Alexis, Mike, Jim, Renee, 9 community members.

Liffrig called meeting to order.

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

MOTION CARRIED.

MOTION by Ownes, SECONDED by Liffrig, we approve Park District bills and Boys Baseball bills.
ROLL CALL AYE: Liffrig, Owens, Jangula, Heller, Roness. NAY: None. ABSENT: None.

FINANCIAL REPORT – March 2024 Financials

- Revenue/Expense
 - Revenue- \$798,833.53
 - Expense- \$697,388.77
- Sales Tax
 - 1% Sales Tax: \$912,204.53
 - .5% Operations: \$456,102.27
- Cash fund Balance at the end of March
 - \$3,304,466.42
- CD's: ASB
 - General Reserve CD
 - \$485,103.56
 - 4.26%
 - WPR CD:
 - \$106,291.80
 - 4.2%
- Total Funds available to WPRD as of March 31st, 2024: \$3,895,861.78

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

EXECUTIVE DIRECTORS REPORT –

- Barsh and Kate Cote are attending an HR conference in Bismarck 4/17-18
- Masterplan last meeting to finalize the final draft is scheduled for 4/23. Interstate will plan to present draft at next month's board meeting.

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- Grants- we are waiting to hear about the heritage Grant.
- Garrison grant \$27,000 to update the frisbee golf and bathrooms at Spring Lake Park.
- CAPRA, everything has been submitted for the assessment. We are getting ready for the site visit.
- Davidson Park project is ongoing.
- Water world project is ongoing and on time.

HR- No changes in staff. Working on CAPRA to get the submission in.

Special Events- Puzzle palooza will not break for the summer and will be every Tuesday now through December Nerf wars is coming up and is filling up fast. Mother Daughter Day is coming in May. Kids Camp will be opening soon for signups. Roller Skate will go through the summer.

Campus Club- we have guests kids here to showcase their boardgame that they invented. There was a competition between all 6 schools and the winners are here to present the game. The winning game was Halsey from McVay. They presented the game to the park board.

Marketing- Social media outlets were up. The website traffic is up with 60,000 hits this month. The brochure for June-Dec is out. We went to job fair at the high school.

Child Sitting- Has been steady with very busy and slow days adding to a little less than last month.

Parks- Working on clearing snow. Now moving to fields and getting them ready for spring sports. HVAC motor maintenance is ongoing. Fixed water features in the leisure pool and working on the hot tub. Patching spots in parking lots. Then lines will be added at the golf course. All the fields are almost ready. Batting cages are open and waiting on turf for the new one. Golf course opened on the 13th. Lights were fixed and trees were trimmed, all maintenance was done on the golf carts. Raymond center has been getting improvements including paint, lighting, and flooring. Raymond courts are busy with soccer and volleyball.

Facilities- Getting through the busiest months of the year. Working with turf space and trying to let all teams utilize it. We have had 4 track meets and one with over 700 kids here everything was a success. Next year Stanley is having their big meet here instead of Minot. Rodeo is coming April 18-20. Next year there will be an increase in fees for the Raymond center. Fall reservations have begun early 2025. There is a need for turf space, and it is being managed to try to get all teams on it and use it.

Maintenance- Starting to work on spring cleaning. Making plans to get roof top units cleaned. They had a robot scrubber cleaner demo and hoping it is something we will get in 2025. Making progress with the overnight cleaning crew.

Guest Services- March was busy with lots of teams and programs. Adult memberships are up. 26,000 est. people came through the facility in March.

Aquatics- There was an Easter Egg hunt, and it was well attended. Swim lessons are full with 56 kids. 50-meter-long course will be starting soon. Lifeguards will be certified to give CPR.

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Recreation- There are lots of spring programs running. Trael sports are full and busy. Baseball tryouts were held. There were good numbers of boys for teams. We offered a new LaCross clinic with 30 people attending. The second annual pickle ball tournament was held with 50 teams. Ballin in the basin had 90 teams. All summer programs opened. 5 outsourced summer camps have been offered.

Fitness- Group fitness numbers are steady. Personal training was at its highest with \$10,300 in sales.

OLD BUSINESS –

- a. Williston Water world

NEW BUSINESS –

- a. WPRD 2023 Audit
 - a. Audit is completed and it went very well. Every 3 years they have to go to the national level. Financial feedback was that we had a good year last year. We have been heavily involved in grants and capitol projects. Making sure that all receipts or projects are tracked to make the process faster in the future. The bond council got the report. The report is uploaded and accessible to the public.
- b. JB Brothers Harmon Park Quote-
 - a. Resurfacing quote to turn the Harmon Parks courts into a permanent pickle ball court. They need to be resurfaced with asphalt and then cure for a month before the surfacing of the actual court. We will have 6 courts. MOTION by Owens, SECONDED by Jangula, We approve the motion to move forward with resurfacing quote ROLL CALL AYE: Liffriq, Owens, Jangula, Heller, Roness. NAY: None. ABSENT: None.
- c. Norby Golf- Grading Plan- Tabled until next month.
 - a. Would like to make the contract for the 2025 budget. Approving this now will kickstart the project and get him here to look over the course now to get the work done. This would just be engineering. He can look where the holes and grading will be placed.
- d. WPRD Vehicle Fleet Proposal
 - a. Red Rock turned in their proposal, we put out an RFQ to all local dealerships. Our fleet now is in bad shape and most of the cars are not safe or broken. The goal here is to restart our fleet, they will be better regulated and have WPRD decals. We would go from 16 vehicles to 10. They will be for staff and must be checked out and regulated. MOTION by Owens, SECONDED by Jangula, We approve the motion to move forward with the new fleet of vehicles as presented in the Quote from Red Rock Ford to include a \$5k program sponsorship. ROLL CALL AYE: Liffriq, Owens, Jangula, Heller, Roness. NAY: None. ABSENT: None.

No correspondence or citizens to be heard.

MOTION by Jangula SECONDED by Owens the meeting adjourn.

MOTION CARRIED.

ATTEST: Rhonda Ludlum, Fitness and Wellness Manager