

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION
WAS HELD AT 5:30 P.M. DECEMBER 20, 2022 AT THE WARC.**

PRESENT: Liffrig, Owens (on phone), Irgens, Jangula, Heller

ABSENT:

OTHERS: Barsh, Blume, Floyd, Iblings, Kreklau, K Cote, Cox, Christen, Kitchens

Heller called meeting to order.

No correspondence or citizens to be heard.

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

MOTION CARRIED.

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

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

EXECUTIVE DIRECTORS REPORT –

- a. HR: Congratulations to Amanda Nelson, she has been promoted to Recreation Manager! “The Village” services are now active for all employees.
- b. Safety Committee: Passed year end review with WSI. Earned a discount! The Safety Committee is planning new goals for the next year.
- c. Trails: We were just approved for \$22,800 to improve the Little Muddy Trail which will have new signage, 2 bike repair stations, benches, and other additions. This is a 20/80 Grant.
- d. WPRD Foundation: Added a Trust Account to accommodate the donation for the new LED lights in the Tennis Courts. Shout out to the WPRD Foundation Board for working well with WPRD employees and helping to improve programs and areas for the community.
- e. Marketing/PR: Social media has been positive! The Winter Activity Brochure has been sent to the printer and will be distributed soon. Registration for programs will begin Jan 1 (Aquatics) and Jan 2 (all other programs.) Will be reaching out to new Corporate Members and continue renewing annual members. Coffee & Conversation is coming up on January 24th; we are excited to be a part of it! An ad has been placed in the movie theatre for the next 6 months.
- f. Parks: Very busy with snow removal and maintaining Christmas lights for the Holiday Lights Drive. The outdoor rink at the Western Star is ready to go! Ballfields are all prepped and winterized. The Raymond is very busy between user groups and open skates.
- g. Reservations: Our facilities are FULL and it’s wonderful! We are glad to provide any space we have to inhouse or guest renters.
- h. Golf Course: Winterized and closed for the season. Thank you to Brad for his 16 summers at the course! We will be looking for someone to fill the position as the new Clubhouse Manager.
- i. Facilities: So busy! Working with different athletic groups and local clubs to find space. Outside communities are reaching out at well, proving how important this facility is to the surrounding communities. Graduation parties are starting to book up for the last two weekends of May. The

Ballin' Basketball Tourney and 3v3 Soccer Tourney went great! Big goals coming for 2023! Slight restructure in the Facility Department which will help improve productivity and customer service.

- j. Front Desk: 634 new memberships in the month of November (Black Friday deal.) Average of 189 daily visits in the month of the November. Recommending the family membership deal.
- k. Maintenance: Lights for the Tennis Courts have been ordered and the 86 new fixtures should be here soon! They are looking at replacing the lights in the 50 meter next.
- l. Child Sitting: The monthly calendar is filled full of fun! Follow their Facebook page to see what's all happening in that department. Child Sitting tokens are new at the front desk (instead of paying at the Child Sitting door.) Special this month... \$3 visits for Christmas break week!
- m. Special Events: Skate with Santa went well! Santa Claus and the Grinch entertained the 60+ guests. Looking ahead is the Butterfly Ball, Princess Premiere, and Mother Son Date Night coming up the weekend of February 10-11th.
- n. Aquatics: Lessons are filled with a waitlist (the additional classes in the morning are helping get more participants receive lessons.) The Sea Lions meet on Nov 19th went well. There are a lot of talented swimmers in Williston. Our first Lazy River 5K was fun and they will be doing another one coming up in a couple months. Looking for more lifeguard employees.
- o. Recreation: Surveys are going out to current and past participants to help us improve the quality of our programs. We are welcoming ideas for new programs as well! So excited about our new upcoming programs... Indoor Disc Golf, 4x4 Co Ed Basketball, Adult Cornhole, and eSports.
- p. Fitness: 1025 participants in the 63 classes offered at the ARC. NEW! Meal Prep classes are expanding into a program! 116 attended the 2022 Turkey Trot. Pedal for Pie was maxed at 15 participants. The cardio equipment is up for lease; fitness staff met with Matrix and staff were invited to travel to Wisconsin to see new equipment.

OLD BUSINESS –

- a. NA

NEW BUSINESS –

- a. Policy Changes #570. All past Park Board Members will be grandfathered into the current policy. Going forward, all current and future Park Board members will follow the written policy.
- b. 2023 Park Board dates. We will do Tuesdays at 5:30pm, 3rd week of the month. (In November it will be the 2nd Tuesday due to Thanksgiving.) They will be posted on Facebook.

CITIZENS TO BE HEARD –

- a. Joe Wilt: Asking for better meeting minutes to be taken so that all details are in writing for future Park Boards to follow. The point of the past discussion to have free programs for Park Board Members were to attract young people to apply. Decisions are being made on different aspects of the building or programs and the conversations on those discussions are very important. He suggested to continue to display them on our website and to keep the recordings from meetings.

MOTION by Liffrig SECONDED by Jangula the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Facilities and Programs

