



**Williston Park Board
January 16th, 2024
Williston Area Recreation Center– 5:30pm
Jordy Larvick Board Room**

Mission Statement:

“Superior Parks, Facilities, and Programs for all to enjoy an active life”

- I. Additions or Deletions to the Agenda
- II. Approval of Minutes
- III. Approval of Bills
- IV. Approval of Financial Statements
 - a. Financial Summary
- V. Executive Director/Staff Reports
- VI. Old Business
 - a. Williston Water World
- VII. New Business
 - a. Facility Usage Agreement: WSC
 - b. Policy # 470 Sick Leave Bank – Update
 - c. Water License and Use Agreement Contract: Municipal Golf Course
- VIII. Correspondence
 - a. Citizens to be heard.
 - b. Written
- IX. Adjourn

Next Park Board Meeting Tuesday, February 20th, 2024 @ 5:30pm in the Jordy Larvick Board Room at the Williston Area Recreation Center (822 18th St E)

(If special accommodations are needed due to a disability, please call the WPRD Office at 774-9773)

VIRTUAL MEETING ACCESS INFORMATION

Please join the meeting from your computer, tablet or smartphone.

<https://meet.goto.com/755643557>

You can also dial in using your phone.

United States: +1 (224) 501-3412

Access Code: 755-643-557

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Attendees are asked to be muted during the meeting and only be unmuted if on the agenda. Anyone who wants to address the Board needs to be on the agenda by calling the Parks and Recreation District Office at (701)-774-9773 or emailing joeb@wprd.us by the Thursday before each meeting.

Draft

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION
WAS HELD AT 5:30 P.M. DEC 19th, 2023 AT THE WARC.**

PRESENT: Liffbrig, Owens, Jangula, Heller, Roness

ABSENT: N/A

OTHERS: Barsh, Lynner, K Cote, J Cote, Iblings, Kaneko, O'Rear, Leisy, Lindquist, Layton, Kreklau, A Nelson, Christen

Heller called meeting to order.

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

MOTION CARRIED.

MOTION by Liffbrig, SECONDED by Jangula, we approve Park District bills and Boys Baseball bills.

ROLL CALL AYE: **Liffbrig, Owens, Jangula, Heller, Roness.** NAY: None. ABSENT: None.

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

Finance – November revenues were \$1,038,245.64, expense were \$620,054.20. Sales tax was \$1,297,843.19. ½ to operations was \$648,921.59. Cash fund balance at the end of November was at \$2,548,769.03. General Reserve CD - \$465,669.87. WPR CD - \$102,013.31. CDs will mature in January and will be rolled over at the highest interest rate available. Thus far, 2023 has the highest generated revenue WPRD has seen by \$360,000. Great to see community and grant support. Programs and facilities are busy, and sales tax is looking good.

EXECUTIVE DIRECTORS REPORT –

- a. Working closely with Interstate on Masterplan. Interstate should be wrapping up the community survey. The survey will close December 22nd. Lots of survey responses and have been successful. Getting good feedback. Next process will be to take the responses and get output from Advisory Committee and Interstate will bring master plan for approval. Awarded \$5K from USTA Northern for Davidson Park Project. Williston Water World is ongoing, they have the temporary shelter built to build the lazy river. They will pause operations January/February timeline. Grand opening will be in June 2025. CAPRA is a work in progress, and we have our site visit confirmed on June 17th. They will send group of people to Williston to oversee operations and look at facilities to check off boxes for national standards. We will have a final presentation at the national conference. We need to meet 136 standards slowly checking them all off. This is essential to operate at high standard.
- b. HR – No staffing updates. Plugging away at CAPRA and year end reports. We will have auditors here 2nd week of Jan. Last payroll, longevity and comp have been paid out. The same auditors will be auditing again; Eide Baily. Went electronically as well to make the process faster. They are hoping for a max of 2 days of auditing.
- c. Marketing/PR/Child Sitting – All of our social media accounts are up. Our website has more information as well as our 6-month brochure with more information. We have been working with Williston Herald for community survey as well as Campus Club. Neptune radio is up and

running and will be a good avenue for sponsorships with Water World or bigger events. We can also get sponsorships for advertisements. It is also called Williston Parks Radio. We can pick the music and all the royalties are paid through Neptune with music licenses. With sponsorships, it will pay for itself and generate revenues. We working with Bakken Living as well as visitors guide. We were also in high school career fair. Cassidy has been a nice addition to help marketing as well – part time marketing role. Child sitting 46 new kids in the clubhouse in November.

- d. Parks – Jims crew has been maintaining lights at Holiday Lights Drive. Harmon park lights went well. Working with the old Harmon Park pool and has been demolished. We will take the Master Plan to see what to do with that area. Tennis courts resurfacing will see if we need to work on it. All mower blades were dropped off at Minot golf course for sharpening – this happens annually. RFCC is extremely busy with ice time and all the reservations.
- e. Athletic Facilities – Zac Peterson has been taking over maintenance at RFCC and has taken out the desk in front of bathrooms. Replacing lights and painting the RFCC as well. Operations are going well and Matt Skorik is overseeing the operations of the facility.
- f. RFCC – Busy with hockey practices, weekends have been busy with learn to skate and open skate. One Teton hockey game in November. Open skates have been good as well as ice private skating times. Matt has done a great job of overseeing the staff and facility. Upstairs is busy with soccer practices, vendor shows, basketball courts being used every day. Used the RFCC for Ballin in the Basin.
- g. Facilities Operations – Soccer and Volleyball at the RFCC will have specific times and days. Monday open skates will be through the entire season. A lot of private party inquiries but looking at creative ways to offer them something. Trying to get people to use the ice but schedule is filling up. We had 4 vendor shows in 5 weeks. Two new AED's at the ARC. Chris and Mike have been working with the old simulator work. It will be an extension of the turf area and make it more organized knowing who is in there and when it is available. Talked to coaches and getting details finalized for practice reservations. We have offseason tennis as well as wrestling practice in the tennis courts as well as pickle ball. Tennis courts are being used to the max. Promoting reservations will help organize everything. Pickleball will have times and pickle ballers call for reservations. Got through the events and big kudos to guest services team during the busy times. Basketball resurfacing will be two weeks in the middle of June. As far as reservations and events are concerned, we have a little break and when the ice comes off, reservation calls will start coming in.
- h. Guest Services – Memberships are about the same. Daily visits are up for adults 400 and children down 600. This is likely due to school sports beginning. We will start reporting on how many organized sports groups are coming in as well. This month was 1100. We will also put a net line on the wall for those that want to hit against the wall. Pickleball will fill up all courts. Can get 2 pickleball courts on a tennis court. Still need to look and see the electrical for concessions. We have 5 AED's at the ARC which are wall mounted and accessible. They need to be replaced with batteries with a check mark that tells you when it needs a new battery.
- i. Facility Maintenance – Golf simulator has tears in the screen. This is under warranty and will be fixed as soon as possible. Will be getting a new pad to help prevent any future damage. Overnight cleaners began on the 11th. Monday through Friday they will do the same thing and come in at 9:30p to 1:30a. They have gotten acclimated to the building. Will continue to monitor so they are up to our standards. Lights have been fixed in the pool as well. Generators preventative maintenance for the year has been addressed. Johnson controls came to replace part in pool. Air handler at the leisure pool is being looked at and an estimate will be sent for damaged motors.

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- j. Aquatics – Swim lessons are full. Private lessons have a lot of inquiries coming in. Got a new trainer now as well which will help. Aquacise evenings will not come back in January. Will launch new swim fit class which is for adults in January. Public CPR will be on January 27th. Foundation gave money for Angel Fish certification training which is this weekend. It is an adaptive swim program.
- k. Special Events – Last Puzzle Palooza will be 12/20 Christmas theme. After the new year it will be every Tuesday except summer months. Skate with Santa was a success. Fire and ice is postponed until outdoor rink is able to be made. Campus Club is still looking for staff members. Planning is underway for Date Night weekend in February. The outdoor rink has no cooling infrastructure there so there's no way to keep the ice frozen. It is a concrete pad and not much to do about that. It has to be below freezing for an extended amount of time before we can have quality ice. We also need a shelter to keep one of our Zamboni's there to be able to zamboni the outdoor rink. This will be a capital project. As soon as it is cold enough, we will build up the ice and maintain it.
- l. Recreation – November and December programs K2, Learn to skate, girls' basketball all finished up. Men's basketball, volleyball and flag football are ongoing. Youth programs will start back up in January. Highlights – Travel Volleyball has made a committee and spots have been filled, Chris will be looking over all travel sports, Trevor Tyler and Amanda will head in house. Ballin in the Basin had 88 teams registered and brought in over \$23,000 in profit. Spring will probably bring in about 100 teams. K-2 basketball and WBBC came together and got to go to the Coyote Varsity game to talk about basketball for youth. Wonders bowling – the local bowling alley gave us shoes and bowling times to go bowl. Candy Cane Classic had 65 teams and they played on basketball courts and turf. They will be annual. All January to March programs are open and registrations are picking up. Coordinators are working hard to get sponsorship opportunities for better equipment. New Dakota Field will be rededicated on June 14th and baseball tournaments have been scheduled. Due to running large tournaments and HS events consistently the ARC is in need a concession area. We are looking at having a concession area and have been in contact with Choice Fitness in Grand Forks to see the legality of having a kitchen area and what processes we need to go through. We can also look into just having a concessions area for all user groups to use during tournaments.
- m. Fitness – Youth pink gloves boxing is going well with 19 girls signed up, which is above our limit. Total sales in Personal Training are at \$8,699.32 compared to \$3,118.40 last month. Silver Sneakers is going well as well with 555 total monthly visits. Silver Sneakers class attendance has gone up, we had 205 participants compared to 160. Silver and Fit is also being implemented where they go to their insurance and see if they qualify to get a reimbursement for their membership. Turkey Trot went well with 100 participants with half the proceeds going to Christmas for Kids. Pedal for Pie was also a great success with 2 sessions. Go 2024 Challenge starts on Jan 8th to March 7th and sponsors are still needed. We have been approved to now offer the Silver & Fit reimbursement program. This is an insurance benefit program similar to Silver Sneakers & OnePass.

OLD BUSINESS –

NEW BUSINESS –

- a. 2024 park board meeting dates. 3rd Tuesday of every month. Thanksgiving falls on 4th Tuesday of the month so no movement needed. Once approved we will post it.
- Motion to approve park board dates Owens – 2nd by Jangula.

Draft

- b. Executive Director Review – All commissioners did a performance review on Executive Director, Joe Barsh. Kelly met with Joe to discuss review. Motion to approve 3% increase Owens. Jangula 2nd.

ROLL CALL AYE: **Liffrig, Owens, Jangula, Heller, Roness**. NAY: None. ABSENT: None.

- c. Harmon Park resurfacing quote – Get process up and rolling. Highest priority capital project on getting outdoor pickle ball courts. Need to paint lines and put posts in. These will be permanent courts and lines but will need temporary pickleball nets for Davidson. Permanent Pickleball nets will be at Harmon Park. County awarded us \$30,000. Will look at more grants to get funding. The earlier we sign on with firms, the more we can use it earlier. Outdoor courts will not be a reservation. It will be a good start and the community deserves it.

Motion to accept bid from Knife River to resurface the Harmon Park Tennis Courts with Asphalt. Liffrig, 2nd by Roness

ROLL CALL AYE: **Liffrig, Owens, Jangula, Heller, Roness**. NAY: None. ABSENT: None.

No correspondence or citizens to be heard.

Tuesday Jan 16th, 2024

MOTION by Owens SECONDED by Roness the meeting adjourn.

MOTION CARRIED.

ATTEST: Kazuma Koneko, Programs & Facilities Director

WILLISTON PARKS & REC

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*Check Summary Register©

December 2023

	Name	Check Date	Check Amt	
11000	WPRD Checking			
178e	PRO IT	11/30/2023	\$4,950.00	
179e	NDPERS	12/8/2023	\$45,567.40	
181e	GUARDIAN	12/19/2023	\$0.00	
182e	MWEC	12/22/2023	\$809.24	1339005
183e	PRO IT	12/28/2023	\$4,950.00	
184e	MERCHANT SERVICES	12/31/2023	\$3.37	
185e	MERCHANT SERVICES	12/31/2023	\$3.37	
186e	MERCHANT SERVICES	12/31/2023	\$5.56	
187e	MERCHANT SERVICES	12/31/2023	\$50.64	
188e	MERCHANT SERVICES	12/31/2023	\$159.61	
189e	MERCHANT SERVICES	12/31/2023	\$165.75	
190e	MERCHANT SERVICES	12/31/2023	\$165.75	
191e	MERCHANT SERVICES	12/31/2023	\$165.75	
192e	MERCHANT SERVICES	12/31/2023	\$165.75	
193e	MERCHANT SERVICES	12/31/2023	\$327.25	
194e	MERCHANT SERVICES	12/31/2023	\$670.17	
195e	MERCHANT SERVICES	12/31/2023	\$968.82	
196e	MERCHANT SERVICES	12/31/2023	\$3,300.96	
197e	MERCHANT SERVICES	12/31/2023	\$30.00	
198e	MERCHANT SERVICES	12/31/2023	\$30.00	
199e	MERCHANT SERVICES	12/31/2023	\$55.00	
200e	MERCHANT SERVICES	12/31/2023	\$55.00	
201e	MERCHANT SERVICES	12/31/2023	\$155.00	
202e	MONEY MOVERS	12/31/2023	\$14.00	
203e	WJN, LLC NINJA CROSS	12/31/2023	\$461,287.50	Water World Ninja Cross
81808	WP&R PAYROLL ACCT	11/29/2023	\$124,320.04	
81809	AALIYAH BERTELSEN	12/1/2023	\$44.00	2 GAME(S) @ \$22
81810	AMERICAN RED CROSS	12/1/2023	\$36.00	
81811	ASB/VISA	12/1/2023	\$1,244.02	Dakota Screens
81812	CAPITAL ONE	12/1/2023	\$487.26	
81813	CHURCH OF ST. JOSEPH - WILLI	12/1/2023	\$290.00	Holiday Lights Drive 11/29/23
81814	CITY OF WILLISTON	12/1/2023	\$3,467.42	
81815	DONALD SMITH	12/1/2023	\$40.00	1 GAME(S) @ \$40
81816	FRANCISCO VEGA	12/1/2023	\$55.00	2 GAME(S) @ \$27.50
81817	JAMES MEMORIAL PRESERVATI	12/1/2023	\$347.35	Holiday Lights Drive 11/28/23
81818	KATHERINE ZUFLET	12/1/2023	\$40.00	1 GAME(S) @ \$40
81819	R & R PRODUCTS, INC	12/1/2023	\$185.96	
81820	SAMANTHA LINDQUIST	12/1/2023	\$22.00	1 GAME(S) @ \$22
81821	SHAWNA LEISY	12/1/2023	\$14.00	1 GAME(S) @ \$14
81822	TENASEY LEISY	12/1/2023	\$14.00	1 GAME(S) @ \$14
81823	TEVIN DIETZ	12/1/2023	\$55.00	2 GAME(S) @ \$27.50
81824	THE TESSMAN COMPANY	12/1/2023	\$805.00	
81825	627 MEATS LLC DBA WALT MA	12/1/2023	\$320.00	
81826	ACE HARDWARE	12/5/2023	\$836.46	
81827	AUTO VALUE WILLISTON	12/5/2023	\$55.96	
81828	COLE PAPERS	12/5/2023	\$2,586.36	
81829	ELECTRIC & MAGNETO INC	12/5/2023	\$59.00	
81830	ELIZABETH PITCHER	12/5/2023	\$90.41	YPGB Prizes
81831	FAMILY VOICES OF ND	12/5/2023	\$462.53	Holiday Lights Drive 12/1/23
81832	JOHNSON CONTROLS	12/5/2023	\$9,006.26	
81833	LINDE GAS & EQUIPMENT INC	12/5/2023	\$69.14	
81834	MARC BINNS	12/5/2023	\$750.00	
81835	MONDAK PORTABLES, LLC	12/5/2023	\$120.00	
81836	MYERS AUTO PARTS	12/5/2023	\$513.53	

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Name	Check Date	Check Amt	
81837	NDRPA	12/5/2023	\$1,654.00
81838	NORTHERN PLAINS YOUTH FOR	12/5/2023	\$874.50 Holiday Lights Drive 12/2/23
81839	USPS	12/5/2023	\$226.00
81840	VERMONT SYSTEMS, INC	12/5/2023	\$14,059.06
81841	ARRR RESCUE RANCH	12/8/2023	\$187.50 Holiday Lights Drive 12/7/23
81842	ASHTON NICKOLOFF	12/8/2023	\$39.00 1 Game(s) @ \$14 - Basketball
81843	AVERY POWELL	12/8/2023	\$14.00 1 Game(s) @ \$14
81844	BORDER STATES INDUSTRIES I	12/8/2023	\$776.94
81845	COLLIN MCCUISTION	12/8/2023	\$88.00 4 Game(s) @ \$22
81846	DACOTAH PAPER CO	12/8/2023	\$290.55
81847	DALLAS PITMAN	12/8/2023	\$55.00 2 Game(s) @ \$27.50
81848	DONALD SMITH	12/8/2023	\$27.50 1 Game(s) @ \$27.50
81849	FASTENAL COMPANY	12/8/2023	\$430.26
81850	GABRIEL VERNON	12/8/2023	\$88.00 4 Game(s) @ \$22
81851	ISIAH ST ROMAIN	12/8/2023	\$27.50 1 Game(s) @ \$27.50
81852	JAIDEN TANNER	12/8/2023	\$88.00 4 Game(s) @ \$22
81853	JESS LYNNER & ANDREA ERDM	12/8/2023	\$1,500.00 \$1000 ONES, \$200 FIVES, \$300 TENS CONC
81854	LES MILLS UNITED STATES TRA	12/8/2023	\$558.00
81855	MDU	12/8/2023	\$8,454.22 859 327 8552 1
81856	MECAYLA RALPH	12/8/2023	\$28.00 2 Game(s) @ \$14
81857	MISS NORTH DAKOTA	12/8/2023	\$753.00 Holiday Lights Drive 12/3/23
81858	MONDAK ANIMAL RESCUE	12/8/2023	\$914.50 Holiday Lights Drive 11/27/23
81859	NORTHWEST SUPPLY	12/8/2023	\$93.00
81860	SAMANTHA LINDQUIST	12/8/2023	\$28.00 2 Game(s) @ \$14
81861	STEVIE HARTWELL	12/8/2023	\$44.00 2 Game(s) @ \$22
81862	TENASEY LEISY	12/8/2023	\$81.00 4 Game(s) @ \$14 - Youth Basketball
81863	TEVIN DIETZ	12/8/2023	\$80.00 2 Game(s) @ \$40
81864	VERIZON	12/8/2023	\$821.75
81865	WILLISTON HOME AND LUMBER	12/8/2023	\$395.83
81866	ASHTON NICKOLOFF	12/10/2023	\$495.00 18 GAME(S) @ \$27.50
81867	BRETT S RALPH	12/10/2023	\$275.00 10 GAME(S) @ \$27.50
81868	BRODY CEYNAR	12/10/2023	\$137.50 5 GAME(S) @ \$27.50
81869	CARSON HOLTER	12/10/2023	\$412.50 15 GAME(S) @ \$27.50
81870	CARTER VENABLE	12/10/2023	\$275.00 10 GAME(S) @ \$27.50
81871	CASEY LLOYD JORE	12/10/2023	\$220.00 8 GAME(S) @ \$27.50
81872	COLBY DILLS	12/10/2023	\$495.00 18 GAME(S) @ \$27.50
81873	COLLIN MCCUISTION	12/10/2023	\$357.50 13 GAME(S) @ \$27.50
81874	DEREK LEE	12/10/2023	\$110.00 4 GAME(S) @ \$27.50
81875	DONALD SMITH	12/10/2023	\$412.50 15 GAME(S) @ \$27.50
81876	FRANCISCO VEGA	12/10/2023	\$262.50 7 GAME(S) @ \$37.50
81877	GERALD HAZEN	12/10/2023	\$517.17 13 GAME(S) @ \$37.50
81878	GRAYDEN BOWLES	12/10/2023	\$495.00 18 GAME(S) @ \$27.50
81879	JAXON JEANNOTTE	12/10/2023	\$275.00 10 GAME(S) @ \$27.50
81880	JAXON MEYER	12/10/2023	\$220.00 8 GAME(S) @ \$27.50
81881	JORDYN ZIMMER	12/10/2023	\$412.50 15 GAME(S) @ \$27.50
81882	KADIN FINDERS	12/10/2023	\$526.07 16 GAME(S) @ \$27.50
81883	KYLE HARRIS	12/10/2023	\$600.00 16 GAME(S) @ \$237.50
81884	MALAKI SIK	12/10/2023	\$583.31 16 GAME(S) @ \$27.50
81885	MASON BUTH	12/10/2023	\$55.00 2 GAME(S) @ \$27.50
81886	MECAYLA RALPH	12/10/2023	\$440.00 16 GAME(S) @ \$27.50
81887	SHELBY MEYER	12/10/2023	\$82.50 3 GAME(S) @ \$27.50
81888	TEVIN DIETZ	12/10/2023	\$110.00 4 GAME(S) @ \$27.50
81889	THOMAS JARED MOSS	12/10/2023	\$82.50 3 GAME(S) @ \$27.50
81890	WILLIAM J WATSON	12/10/2023	\$337.50 9 GAME(S) @ \$37.50
81891	AMERICAN RED CROSS	12/12/2023	\$42.00

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Name	Check Date	Check Amt
81892 ASSOCIATED SUPPLY COMPAN	12/12/2023	\$13,713.88
81893 BATTERIES PLUS BULBS	12/12/2023	\$92.10
81894 CARTER HARRIS	12/12/2023	\$632.50 23 GAMES @ \$27.50
81895 DAKOTA FAMILY SOLUTIONS	12/12/2023	\$806.00 HOLIDAY LIGHTS DRIVE 12/9/23
81896 DANCE EXPRESSIONS	12/12/2023	\$779.61 HOLIDAY LIGHTS DRIVE 11/30/23
81897 DANIEL SAYLER	12/12/2023	\$361.07 10 GAMES @ \$27.50
81898 HILL ENTERPRISES	12/12/2023	\$233.25
81899 HORIZON RESOURCES	12/12/2023	\$943.99
81900 LONNIES ROADHOUSE CAFE	12/12/2023	\$2,491.76 US FOODS INVOICE #3516924
81901 PAT IRGENS	12/12/2023	\$759.78 OK DIST INVOICE #50807
81902 TAESON HENDRICKSON	12/12/2023	\$412.50 15 GAMES @ \$27.50
81903 WP&R PAYROLL ACCT	12/13/2023	\$163,552.99
81904 AALIYAH BERTELSEN	12/15/2023	\$94.00 3 Game(s) @ \$22
81905 ALL SEASON SPORT ABOUT INC	12/15/2023	\$7,796.00
81906 ASHTON NICKOLOFF	12/15/2023	\$125.00 5 Game(s) @ \$25
81907 AVERY POWELL	12/15/2023	\$14.00 1 Game(s) @ \$14
81908 COCA-COLA OF WILLISTON	12/15/2023	\$1,000.02
81909 COLLIN MCCUISTION	12/15/2023	\$88.00 4 Game(s) @ \$22
81910 DALLAS PITMAN	12/15/2023	\$55.00 2 Game(s) @ \$27.50
81911 DEXTER YOCHAN	12/15/2023	\$14.00 1 Game(s) @ \$14
81912 ELIZABETH NYQUIST	12/15/2023	\$132.00 6 Game(s) @ \$22
81913 ENTERTAINMENT INC	12/15/2023	\$857.10 HOLIDAY LIGHTS 12/11/23
81914 FRANCISCO VEGA	12/15/2023	\$70.00 2 Game(s) @ \$35
81915 GABRIEL VERNON	12/15/2023	\$88.00 4 Game(s) @ \$22
81916 GRAINGER	12/15/2023	\$29.62
81917 JAIDEN TANNER	12/15/2023	\$88.00 4 Game(s) @ \$22
81918 JOHNSON CONTROLS	12/15/2023	\$2,329.80
81919 KS STATEBANK	12/15/2023	\$9,660.80
81920 LEON BRACKKEY	12/15/2023	\$70.00 2 Game(s) @ \$35
81921 MECAYLA RALPH	12/15/2023	\$44.00 2 Game(s) @ \$22
81922 NEMONT	12/15/2023	\$1,689.09
81923 SAMANTHA LINDQUIST	12/15/2023	\$56.00 2 Game(s) @ \$14
81924 STEVIE HARTWELL	12/15/2023	\$88.00 4 Game(s) @ \$22
81925 TENASEY LEISY	12/15/2023	\$108.00 3 Game(s) @ \$14
81926 THOMAS JARED MOSS	12/15/2023	\$55.00 2 Game(s) @ \$27.50
81927 USGA	12/15/2023	\$150.00
81928 WILLIAMS COUNTY 4H	12/15/2023	\$445.00 HOLIDAY LIGHTS 12/13/23
81929 WP&R PAYROLL ACCT	12/19/2023	\$139.81
81930 AGRI INDUSTRIES, INC	12/19/2023	\$4,639.73
81931 BENTH ENTERPRISES LLC	12/19/2023	\$178.94
81932 BRAATEN PLUMBING	12/19/2023	\$426.37
81933 CITY OF WILLISTON	12/19/2023	\$3,024.93
81934 DACOTAH PAPER CO	12/19/2023	\$542.27
81935 DAKOTA PRO LANDSCAPE SER	12/19/2023	\$280.00
81936 EMRYS LOCKSMITHING	12/19/2023	\$158.70
81937 FERGUSON WATERWORKS #25	12/19/2023	\$142.30
81938 FRIENDS OF LCSP	12/19/2023	\$516.50 HOLIDAY LIGHTS 12/15/23
81939 MARCO TECHNOLOGIES LLC	12/19/2023	\$333.58
81940 MENARDS	12/19/2023	\$1,045.24
81941 MR SHINE LLC	12/19/2023	\$1,562.50
81942 PIPPIN LAW FIRM	12/19/2023	\$105.00
81943 RANDY MILLER	12/19/2023	\$500.00
81944 THE SHERWIN-WILLIAMS CO	12/19/2023	\$99.92
81945 TODAYS MACHINE LLC	12/19/2023	\$100.00
81946 TRINITY CHRISTIAN SHOOL	12/19/2023	\$1,019.00 HOLIDAY LIGHTS 12/17/23

WILLISTON PARKS & REC

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*Check Summary Register©

December 2023

Name	Check Date	Check Amt	
81947	ASSOCIATED SUPPLY COMPAN	12/22/2023	\$383.40
81948	BETHEL FOUNDATION	12/22/2023	\$538.50 HOLIDAY LIGHTS 12/21/23
81949	COYOTE CLAY TARGET LEAGUE	12/22/2023	\$716.00 HOLIDAY LIGHTS 12/20/23
81950	INK SPOT PRINTING	12/22/2023	\$269.65
81951	MDU	12/22/2023	\$43,562.17
81952	NORBY GOLF COURSE DESIGN,	12/22/2023	\$24,600.00
81953	PIERCE AUTO BODY, INC	12/22/2023	\$3,648.93
81954	WILLISTON COMMUNITY BUILDE	12/22/2023	\$1,047.13 HOLIDAY LIGHTS 12/8/23
81955	WP&R PAYROLL ACCT	12/26/2023	\$126,317.57
81956	AALIYAH BERTELSEN	12/26/2023	\$94.00 3 GAMES @ \$22
81957	ASHTON NICKOLOFF	12/26/2023	\$56.00 4 GAMES @ \$14
81958	CARTER HARRIS	12/26/2023	\$55.00 2 GAMES @ \$27.50
81959	COLLIN MCCUISTION	12/26/2023	\$88.00 4 GAMES @ \$22
81960	FAMILY CRISIS SHELTER	12/26/2023	\$2,300.50 HOLIDAY LIGHTS 12/12/23
81961	FARGO GLASS & PAINT CO	12/26/2023	\$2,887.00
81962	FRANCISCO VEGA	12/26/2023	\$120.00 2 GAMES @ \$35
81963	GABRIEL VERNON	12/26/2023	\$88.00 4 GAMES @ \$22
81964	GERALD HAZEN	12/26/2023	\$70.00 2 GAMES @ \$35
81965	JAIDEN TANNER	12/26/2023	\$88.00 4 GAMES @ \$22
81966	KYLE HARRIS	12/26/2023	\$70.00 2 GAMES @ \$35
81967	MODERN MACHINE WORKS, INC	12/26/2023	\$67.50
81968	SALVATION ARMY	12/26/2023	\$1,457.08 HOLIDAY LIGHTS 12/18/23
81969	SAMANTHA LINDQUIST	12/26/2023	\$128.00 2 GAMES @ \$14
81970	STEVIE HARTWELL	12/26/2023	\$132.00 2 GAMES @ \$22
81971	WILLISTON BASIN TAEKWONDO	12/26/2023	\$1,135.50 HOLIDAY LIGHTS 12/4/23
81972	WILLISTON SEA LIONS	12/26/2023	\$1,275.00 HOLIDAY LIGHTS 12/23/23
81973	WPR GENERAL REVENUE ACCT	12/28/2023	\$377,262.30
81974	ANNETTE SLUDER	12/29/2023	\$150.00
81975	ACE HARDWARE	12/29/2023	\$403.69
81976	AMERICAN RED CROSS	12/29/2023	\$144.00
81977	ASB/VISA	12/29/2023	\$16,700.97
81978	ASHTON NICKOLOFF	12/29/2023	\$75.00 3 GAMES @ \$25
81979	ASTRO-CHEM LAB, INC	12/29/2023	\$371.00
81980	CAPITAL ONE	12/29/2023	\$1,509.51
81981	CITY OF WILLISTON	12/29/2023	\$5,645.84
81982	DACOTAH PAPER CO	12/29/2023	\$1,100.93
81983	DAKOTA SUPPLY GROUP	12/29/2023	\$3,782.37
81984	GRAINGER	12/29/2023	\$232.28
81985	MIDCONTINENT COMMUNICATIO	12/29/2023	\$208.62
81986	QUALITY SERVICE WITH COFFE	12/29/2023	\$414.50
81987	ROUGH RIDER CENTER	12/29/2023	\$400.00 BALLIN BROS
81988	TRIANGLE ELECTRIC	12/29/2023	\$250.00
Total Checks			\$1,555,887.34

WILLISTON PARKS & REC

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
11000 WPRD Checking					
178 e	11/30/23	PRO IT			
E 100-41110-111		IT Services	\$4,950.00	1827	
		Total	\$4,950.00		
179 e	12/08/23	NDPERS			
E 100-41110-118		Health Insurance	\$45,567.40		
		Total	\$45,567.40		
181 e	12/19/23	GUARDIAN			
G 100-12800		Dental	\$1,449.90		
G 100-12700		Vision	\$267.70		
G 100-12600		Voluntary Life Insurance	\$53.07		
G 100-12600		Voluntary Life Insurance	\$223.57		
E 100-41110-121		Life Insurance	\$139.81		
G 100-12800		Dental	(\$1,449.90)		
G 100-12700		Vision	(\$267.70)		
G 100-12600		Voluntary Life Insurance	(\$53.07)		
G 100-12600		Voluntary Life Insurance	(\$223.57)		
E 100-41110-121		Life Insurance	(\$139.81)		
		Total	\$0.00		
182 e	12/22/23	MWEC			
E 100-42600-955		Utility Services	\$65.79	1339005	
E 100-42600-955		Utility Services	\$74.04	1339002	
E 100-42600-955		Utility Services	\$303.03	1339002	
E 100-42600-955		Utility Services	\$29.84	1339002	
E 100-41120-955		Utility Services	\$53.67	1339002	
E 100-41120-955		Utility Services	\$26.65	1339002	
E 100-41120-955		Utility Services	\$15.00	1339002	
E 100-41120-955		Utility Services	\$15.91	1339002	
E 100-41120-955		Utility Services	\$15.22	1339002	
E 100-41120-955		Utility Services	\$24.64	1339002	
E 100-41120-955		Utility Services	\$25.19	1339012	
E 100-41110-137		SLP House Expense	\$160.26	1339012	
		Total	\$809.24		
183 e	12/28/23	PRO IT			
E 100-41110-111		IT Services	\$4,950.00		
		Total	\$4,950.00		
184 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa	\$3.37		
		Total	\$3.37		
185 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa	\$3.37		
		Total	\$3.37		
186 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa	\$5.56		
		Total	\$5.56		

WILLISTON PARKS & REC

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
187 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa		\$50.64	
		Total		\$50.64	
188 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa		\$159.61	
		Total		\$159.61	
189 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa		\$165.75	
		Total		\$165.75	
190 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa		\$165.75	
		Total		\$165.75	
191 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa		\$165.75	
		Total		\$165.75	
192 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa		\$165.75	
		Total		\$165.75	
193 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa		\$327.25	
		Total		\$327.25	
194 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa		\$670.17	
		Total		\$670.17	
195 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa		\$968.82	
		Total		\$968.82	
196 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa		\$3,300.96	
		Total		\$3,300.96	
197 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa		\$30.00	
		Total		\$30.00	
198 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa		\$30.00	
		Total		\$30.00	
199 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa		\$55.00	
		Total		\$55.00	
200 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa		\$55.00	

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	\$55.00		
201 e	12/31/23	MERCHANT SERVICES			
E 100-41110-103		Credit Card Processing Pa	\$155.00		
		Total	\$155.00		
202 e	12/31/23	MONEY MOVERS			
E 100-41110-134		Memberships & Subscripti	\$14.00		
		Total	\$14.00		
203 e	12/31/23	WJN, LLC NINJA CROSS			
E 100-41110-114		Miscellaneous	\$461,287.50		Water World Ninja Cross
		Total	\$461,287.50		
81808	11/29/23	WP&R PAYROLL ACCT			
G 100-13100		Transfer	\$124,320.04		
		Total	\$124,320.04		
81809	12/01/23	AALIYAH BERTELSEN			
E 100-41700-622		Volleyball Staff	\$44.00		2 GAME(S) @ \$22
		Total	\$44.00		
81810	12/01/23	AMERICAN RED CROSS			
E 100-42800-384		American Red Cross	\$36.00	22644855	
		Total	\$36.00		
81811	12/01/23	ASB/VISA			
E 100-41130-227		Dakota Field Maintenance	\$1,244.02		Dakota Screens
		Total	\$1,244.02		
81812	12/01/23	CAPITAL ONE			
E 100-41500-420		Special Event Supplies	\$87.99		
E 100-41600-532		Learn to Skate Equipment	\$7.48		
E 100-41500-408		KNO Supplies	\$57.06		
E 100-41500-420		Special Event Supplies	\$45.16		
E 100-41800-663		Senior Program Supplies	\$25.40		
E 100-41110-133		Staff Retention/Team Buil	\$37.42		
E 100-42700-351		Child Sitting Supplies	\$53.05		
E 100-42700-351		Child Sitting Supplies	\$10.80		
E 100-41500-408		KNO Supplies	\$81.08		
E 100-41800-656		Fitness Challenge Supplie	\$81.82		
		Total	\$487.26		
81813	12/01/23	CHURCH OF ST. JOSEPH - WILLISTON			
E 100-41120-206		SLP Holiday Lights Drive	\$290.00		Holiday Lights Drive 11/29/23
		Total	\$290.00		
81814	12/01/23	CITY OF WILLISTON			
E 100-42700-956		Water/Sewer/Garbage Ser	\$2,060.75		
E 100-41120-956		Water/Sewer/Garbage Ser	\$25.55		
E 100-41120-956		Water/Sewer/Garbage Ser	\$42.49		
E 100-41120-956		Water/Sewer/Garbage Ser	\$337.88		
E 100-41110-137		SLP House Expense	\$124.32		

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-41130-956		Water/Sewer/Garbage Ser	\$57.35		
E 100-42600-956		Water/Sewer/Garbage Ser	\$137.40		
E 100-42600-956		Water/Sewer/Garbage Ser	\$35.63		
E 100-42600-956		Water/Sewer/Garbage Ser	\$646.05		
		Total	\$3,467.42		
81815	12/01/23	DONALD SMITH			
E 100-41700-606		Basketball Staff	\$40.00		1 GAME(S) @ \$40
		Total	\$40.00		
81816	12/01/23	FRANCISCO VEGA			
E 100-41700-606		Basketball Staff	\$55.00		2 GAME(S) @ \$27.50
		Total	\$55.00		
81817	12/01/23	JAMES MEMORIAL PRESERVATION SOCIETY			
E 100-41120-206		SLP Holiday Lights Drive	\$347.35		Holiday Lights Drive 11/28/23
		Total	\$347.35		
81818	12/01/23	KATHERINE ZUFLET			
E 100-41700-606		Basketball Staff	\$40.00		1 GAME(S) @ \$40
		Total	\$40.00		
81819	12/01/23	R & R PRODUCTS, INC			
E 100-42600-952		Equipment Repair	\$185.96	CD2852673	
		Total	\$185.96		
81820	12/01/23	SAMANTHA LINDQUIST			
E 100-41700-622		Volleyball Staff	\$22.00		1 GAME(S) @ \$22
		Total	\$22.00		
81821	12/01/23	SHAWNA LEISY			
E 100-41700-606		Basketball Staff	\$14.00		1 GAME(S) @ \$14
		Total	\$14.00		
81822	12/01/23	TENASEY LEISY			
E 100-41700-606		Basketball Staff	\$14.00		1 GAME(S) @ \$14
		Total	\$14.00		
81823	12/01/23	TEVIN DIETZ			
E 100-41700-606		Basketball Staff	\$55.00		2 GAME(S) @ \$27.50
		Total	\$55.00		
81824	12/01/23	THE TESSMAN COMPANY			
E 100-41130-228		Athletic Fields General Ma	\$805.00	S386377	
		Total	\$805.00		
81825	12/01/23	627 MEATS LLC DBA WALT'S MARKET			
E 100-42600-337		Golf Course Concessions	\$320.00	19	
		Total	\$320.00		
81826	12/05/23	ACE HARDWARE			
E 100-42700-954		Equipment Rental	\$34.99	137973	
E 100-42700-959		Grounds Maintenance	\$16.19	137990	
E 100-42500-948		Tools	\$79.19	138024	

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-42700-358		Facility Supplies	\$11.69	138048	
E 100-41120-206		SLP Holiday Lights Drive	\$39.57	138058	
E 100-42700-947		Building Maintenance	\$10.48	138079	
E 100-41120-948		Tools	\$71.08	138095	
E 100-41120-949		Construction Materials	\$32.79	138166	
E 100-42700-948		Tools	\$77.38	138277	
E 100-41120-948		Tools	(\$39.45)	138288	
E 100-42700-357		Plumbing Maintenance	\$28.78	138293	
E 100-41120-206		SLP Holiday Lights Drive	\$159.83	138311	
E 100-42500-304		Zamboni Maintenance & S	\$49.00	138312	
E 100-41120-949		Construction Materials	\$27.97	138386	
E 100-41120-948		Tools	\$19.99	138387	
E 100-41120-206		SLP Holiday Lights Drive	\$6.72	138428	
E 100-42700-358		Facility Supplies	\$10.75	138443	
E 100-41120-949		Construction Materials	\$63.92	138457	
E 100-41120-205		Operation Supplies	\$17.09	138463	
E 100-41120-949		Construction Materials	\$12.21	138464	
E 100-41120-949		Construction Materials	\$60.81	138467	
E 100-41120-948		Tools	\$39.55	138474	
E 100-41120-948		Tools	\$5.93	138475	
		Total	\$836.46		
81827	12/05/23	AUTO VALUE WILLISTON			
E 100-41120-958		Vehicle Maintenance	\$55.96	465099099	
		Total	\$55.96		
81828	12/05/23	COLE PAPERS			
E 100-42700-959		Grounds Maintenance	\$2,586.36	10360777	
		Total	\$2,586.36		
81829	12/05/23	ELECTRIC & MAGNETO INC			
E 100-42500-304		Zamboni Maintenance & S	\$59.00	32739	
		Total	\$59.00		
81830	12/05/23	ELIZABETH PITCHER			
E 100-41800-652		Pink Gloves Boxing Equip	\$90.41		YPGB Prizes
		Total	\$90.41		
81831	12/05/23	FAMILY VOICES OF ND			
E 100-41120-206		SLP Holiday Lights Drive	\$462.53		Holiday Lights Drive 12/1/23
		Total	\$462.53		
81832	12/05/23	JOHNSON CONTROLS			
E 100-42800-377		Maintenance	\$9,006.26	1-131549665	
		Total	\$9,006.26		
81833	12/05/23	LINDE GAS & EQUIPMENT INC			
E 100-41120-205		Operation Supplies	\$69.14	39786785	
		Total	\$69.14		
81834	12/05/23	MARC BINNS			
E 100-41110-133		Staff Retention/Team Buil	\$750.00	5	

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$750.00		
81835	12/05/23	MONDAK PORTABLES, LLC			
E 100-41120-205		Operation Supplies	\$120.00	88614	
Total			\$120.00		
81836	12/05/23	MYERS AUTO PARTS			
E 100-41120-952		Equipment Repair	(\$10.48)		Early Pay Discount
E 100-41120-958		Vehicle Maintenance	\$178.20	273177	
E 100-42700-947		Building Maintenance	\$53.48	274488	
E 100-42600-333		Golf Cart Repairs	\$114.96	276191	
E 100-42600-333		Golf Cart Repairs	\$57.48	277239	
E 100-42500-304		Zamboni Maintenance & S	\$206.92	277480	
E 100-42500-304		Zamboni Maintenance & S	\$119.89	277484	
E 100-42500-304		Zamboni Maintenance & S	(\$206.92)	277842	
Total			\$513.53		
81837	12/05/23	NDRPA			
E 100-41110-134		Memberships & Subscripti	\$1,654.00	240063	
Total			\$1,654.00		
81838	12/05/23	NORTHERN PLAINS YOUTH FOR CHRIST			
E 100-41120-206		SLP Holiday Lights Drive	\$874.50		Holiday Lights Drive 12/2/23
Total			\$874.50		
81839	12/05/23	USPS			
E 100-41110-108		Postage	\$226.00	1153-58802	
Total			\$226.00		
81840	12/05/23	VERMONT SYSTEMS, INC			
E 100-41110-111		IT Services	\$14,059.06	10565	
Total			\$14,059.06		
81841	12/08/23	ARRR RESCUE RANCH			
E 100-41120-206		SLP Holiday Lights Drive	\$187.50		Holiday Lights Drive 12/7/23
Total			\$187.50		
81842	12/08/23	ASHTON NICKOLOFF			
E 100-41600-581		Youth Rec Basketball Staf	\$14.00		1 Game(s) @ \$14 - Basketball
E 100-41700-603		Adult Flag FB Staff	\$25.00		3 Game(s) @ \$25 - Football
Total			\$39.00		
81843	12/08/23	AVERY POWELL			
E 100-41600-581		Youth Rec Basketball Staf	\$14.00		1 Game(s) @ \$14
Total			\$14.00		
81844	12/08/23	BORDER STATES INDUSTRIES INC			
E 100-42500-947		Building Maintenance	\$12.98	927315310	
E 100-41120-205		Operation Supplies	\$687.50	927365888	
E 100-41120-206		SLP Holiday Lights Drive	\$21.20	927383982	
E 100-42700-959		Grounds Maintenance	\$14.07	927392156	
E 100-42700-959		Grounds Maintenance	\$28.12	927392439	
E 100-42700-947		Building Maintenance	\$246.56	927424966	

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-42700-947		Building Maintenance	(\$233.49)	927425858	
		Total	\$776.94		
81845	12/08/23	COLLIN MCCUISTION			
E 100-41600-581		Youth Rec Basketball Staf	\$88.00		4 Game(s) @ \$22
		Total	\$88.00		
81846	12/08/23	DACOTAH PAPER CO			
E 100-42700-950		Janitorial Supplies	\$293.48		
E 100-42700-950		Janitorial Supplies	(\$2.93)		
		Total	\$290.55		
81847	12/08/23	DALLAS PITMAN			
E 100-41700-606		Basketball Staff	\$55.00		2 Game(s) @ \$27.50
		Total	\$55.00		
81848	12/08/23	DONALD SMITH			
E 100-41700-606		Basketball Staff	\$27.50		1 Game(s) @ \$27.50
		Total	\$27.50		
81849	12/08/23	FASTENAL COMPANY			
E 100-42500-949		Construction Materials	\$71.55	291268	
E 100-42500-949		Construction Materials	\$127.68	291456	
E 100-42500-947		Building Maintenance	\$29.61	291481	
E 100-42700-952		Equipment Repair	\$201.42	293083	
		Total	\$430.26		
81850	12/08/23	GABRIEL VERNON			
E 100-41600-581		Youth Rec Basketball Staf	\$88.00		4 Game(s) @ \$22
		Total	\$88.00		
81851	12/08/23	ISIAH ST ROMAIN			
E 100-41700-606		Basketball Staff	\$27.50		1 Game(s) @ \$27.50
		Total	\$27.50		
81852	12/08/23	JAIDEN TANNER			
E 100-41600-581		Youth Rec Basketball Staf	\$88.00		4 Game(s) @ \$22
		Total	\$88.00		
81853	12/08/23	JESS LYNNER & ANDREA ERDMAN			
E 100-41600-946		Start Up Money	\$1,500.00		\$1000 ONES, \$200 FIVES, \$300 TENS CONCESSIONS
		Total	\$1,500.00		
81854	12/08/23	LES MILLS UNITED STATES TRADING			
E 100-41800-662		Les Mills Class Dues	\$558.00		
		Total	\$558.00		
81855	12/08/23	MDU			
E 100-41130-955		Utility Services	\$216.63		859 327 8552 1
E 100-41130-955		Utility Services	\$64.30		470 552 1000 0
E 100-41120-955		Utility Services	\$42.99		965 452 1000 5
E 100-41120-955		Utility Services	\$266.09		614 742 1000 4
E 100-41120-955		Utility Services	\$524.06		621 652 1000 6

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-41120-955		Utility Services	\$197.37		756 381 4193 9
E 100-42500-955		Utility Services	\$6,886.59		414 742 1000 6
E 100-42500-955		Utility Services	\$60.35		314 742 1000 7
E 100-42500-955		Utility Services	\$103.34		014 742 1000 0
E 100-42600-955		Utility Services	\$92.50		280 026 1901 4
		Total	\$8,454.22		
81856	12/08/23	MECAYLA RALPH			
E 100-41700-606		Basketball Staff	\$28.00		2 Game(s) @ \$14
		Total	\$28.00		
81857	12/08/23	MISS NORTH DAKOTA			
E 100-41120-206		SLP Holiday Lights Drive	\$483.00		Holiday Lights Drive 12/3/23
E 100-41120-206		SLP Holiday Lights Drive	\$270.00	12/5/23	Holiday Lights Drive
		Total	\$753.00		
81858	12/08/23	MONDAK ANIMAL RESCUE			
E 100-41120-206		SLP Holiday Lights Drive	\$199.50		Holiday Lights Drive 11/27/23
E 100-41120-206		SLP Holiday Lights Drive	\$715.00		Holiday Lights Drive 12/6/23
		Total	\$914.50		
81859	12/08/23	NORTHWEST SUPPLY			
E 100-41120-950		Janitorial Supplies	\$93.00	29018	
		Total	\$93.00		
81860	12/08/23	SAMANTHA LINDQUIST			
E 100-41600-581		Youth Rec Basketball Staf	\$28.00		2 Game(s) @ \$14
		Total	\$28.00		
81861	12/08/23	STEVIE HARTWELL			
E 100-41600-581		Youth Rec Basketball Staf	\$44.00		2 Game(s) @ \$22
		Total	\$44.00		
81862	12/08/23	TENASEY LEISY			
E 100-41600-581		Youth Rec Basketball Staf	\$56.00		4 Game(s) @ \$14 - Youth Basketball
E 100-41700-606		Basketball Staff	\$25.00		2 Game(s) @ \$14 - Adult Basketball
		Total	\$81.00		
81863	12/08/23	TEVIN DIETZ			
E 100-41700-606		Basketball Staff	\$80.00		2 Game(s) @ \$40
		Total	\$80.00		
81864	12/08/23	VERIZON			
E 100-41110-106		Telephones	\$821.75	9950037282	
		Total	\$821.75		
81865	12/08/23	WILLISTON HOME AND LUMBER			
E 100-41120-205		Operation Supplies	\$395.83	2311-594788	
		Total	\$395.83		
81866	12/10/23	ASHTON NICKOLOFF			
E 100-41600-560		Tournament Staff	\$495.00		18 GAME(S) @ \$27.50
		Total	\$495.00		

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
81867	12/10/23	BRETT S RALPH			
E 100-41600-560		Tournament Staff		\$275.00	10 GAME(S) @ \$27.50
		Total		\$275.00	
81868	12/10/23	BRODY CEYNAR			
E 100-41600-560		Tournament Staff		\$137.50	5 GAME(S) @ \$27.50
		Total		\$137.50	
81869	12/10/23	CARSON HOLTER			
E 100-41600-560		Tournament Staff		\$412.50	15 GAME(S) @ \$27.50
		Total		\$412.50	
81870	12/10/23	CARTER VENABLE			
E 100-41600-560		Tournament Staff		\$275.00	10 GAME(S) @ \$27.50
		Total		\$275.00	
81871	12/10/23	CASEY LLOYD JORE			
E 100-41600-560		Tournament Staff		\$220.00	8 GAME(S) @ \$27.50
		Total		\$220.00	
81872	12/10/23	COLBY DILLS			
E 100-41600-560		Tournament Staff		\$495.00	18 GAME(S) @ \$27.50
		Total		\$495.00	
81873	12/10/23	COLLIN MCCUISTION			
E 100-41600-560		Tournament Staff		\$357.50	13 GAME(S) @ \$27.50
		Total		\$357.50	
81874	12/10/23	DEREK LEE			
E 100-41600-560		Tournament Staff		\$110.00	4 GAME(S) @ \$27.50
		Total		\$110.00	
81875	12/10/23	DONALD SMITH			
E 100-41600-560		Tournament Staff		\$412.50	15 GAME(S) @ \$27.50
		Total		\$412.50	
81876	12/10/23	FRANCISCO VEGA			
E 100-41600-560		Tournament Staff		\$262.50	7 GAME(S) @ \$37.50
		Total		\$262.50	
81877	12/10/23	GERALD HAZEN			
E 100-41600-580		Tournament Staff		\$487.50	13 GAME(S) @ \$37.50
E 100-41600-580		Tournament Staff		\$29.67	45.3 MILES @ \$0.655
		Total		\$517.17	
81878	12/10/23	GRAYDEN BOWLES			
E 100-41600-560		Tournament Staff		\$495.00	18 GAME(S) @ \$27.50
		Total		\$495.00	
81879	12/10/23	JAXON JEANNOTTE			
E 100-41600-560		Tournament Staff		\$275.00	10 GAME(S) @ \$27.50
		Total		\$275.00	
81880	12/10/23	JAXON MEYER			

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-41600-560		Tournament Staff	\$220.00		8 GAME(S) @ \$27.50
		Total	\$220.00		
81881	12/10/23	JORDYN ZIMMER			
E 100-41600-560		Tournament Staff	\$412.50		15 GAME(S) @ \$27.50
		Total	\$412.50		
81882	12/10/23	KADIN FINDERS			
E 100-41600-560		Tournament Staff	\$440.00		16 GAME(S) @ \$27.50
E 100-41600-560		Tournament Staff	\$86.07		131.4 MILES @ \$0.655
		Total	\$526.07		
81883	12/10/23	KYLE HARRIS			
E 100-41600-560		Tournament Staff	\$600.00		16 GAME(S) @ \$237.50
		Total	\$600.00		
81884	12/10/23	MALAKI SIK			
E 100-41600-560		Tournament Staff	\$440.00		16 GAME(S) @ \$27.50
E 100-41600-560		Tournament Staff	\$143.31		218.8 MILES @ \$0.655
		Total	\$583.31		
81885	12/10/23	MASON BUTH			
E 100-41600-560		Tournament Staff	\$55.00		2 GAME(S) @ \$27.50
		Total	\$55.00		
81886	12/10/23	MECAYLA RALPH			
E 100-41600-560		Tournament Staff	\$440.00		16 GAME(S) @ \$27.50
		Total	\$440.00		
81887	12/10/23	SHELBY MEYER			
E 100-41600-560		Tournament Staff	\$82.50		3 GAME(S) @ \$27.50
		Total	\$82.50		
81888	12/10/23	TEVIN DIETZ			
E 100-41600-560		Tournament Staff	\$110.00		4 GAME(S) @ \$27.50
		Total	\$110.00		
81889	12/10/23	THOMAS JARED MOSS			
E 100-41600-560		Tournament Staff	\$82.50		3 GAME(S) @ \$27.50
		Total	\$82.50		
81890	12/10/23	WILLIAM J WATSON			
E 100-41600-560		Tournament Staff	\$337.50		9 GAME(S) @ \$37.50
		Total	\$337.50		
81891	12/12/23	AMERICAN RED CROSS			
E 100-42800-384		American Red Cross	\$42.00	22646754	
		Total	\$42.00		
81892	12/12/23	ASSOCIATED SUPPLY COMPANY, INC			
E 100-42800-377		Maintenance	\$432.21	103476	
E 100-42800-375		Chemicals	\$1,171.86	103477	
E 100-42800-375		Chemicals	\$6,748.20	103478	
E 100-42800-375		Chemicals	\$5,361.61	103479	

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$13,713.88		
81893	12/12/23	BATTERIES PLUS BULBS			
E 100-42700-357		Plumbing Maintenance	\$92.10	P67895219	
Total			\$92.10		
81894	12/12/23	CARTER HARRIS			
E 100-41600-560		Tournament Staff	\$632.50		23 GAMES @ \$27.50
Total			\$632.50		
81895	12/12/23	DAKOTA FAMILY SOLUTIONS			
E 100-41120-206		SLP Holiday Lights Drive	\$806.00		HOLIDAY LIGHTS DRIVE 12/9/23
Total			\$806.00		
81896	12/12/23	DANCE EXPRESSIONS			
E 100-41120-206		SLP Holiday Lights Drive	\$326.61		HOLIDAY LIGHTS DRIVE 11/30/23
E 100-41120-206		SLP Holiday Lights Drive	\$453.00		HOLIDAY LIGHTS DRIVE 12/10/23
Total			\$779.61		
81897	12/12/23	DANIEL SAYLER			
E 100-41600-560		Tournament Staff	\$275.00		10 GAMES @ \$27.50
E 100-41600-560		Tournament Staff	\$86.07		131.4 MILES @ \$0.655
Total			\$361.07		
81898	12/12/23	HILL ENTERPRISES			
E 100-42700-950		Janitorial Supplies	\$7.00	48293	
E 100-42700-950		Janitorial Supplies	\$226.25	48908	
Total			\$233.25		
81899	12/12/23	HORIZON RESOURCES			
E 100-42500-304		Zamboni Maintenance & S	\$71.40	6202176	
E 100-42500-304		Zamboni Maintenance & S	\$64.26	6207776	
E 100-42500-304		Zamboni Maintenance & S	\$17.85	6209086	
E 100-42500-304		Zamboni Maintenance & S	\$35.70	6209540	
E 100-42500-304		Zamboni Maintenance & S	\$35.70	6212356	
E 100-42500-304		Zamboni Maintenance & S	\$35.70	6213843	
E 100-42500-304		Zamboni Maintenance & S	\$683.38	6218267	
Total			\$943.99		
81900	12/12/23	LONNIES ROADHOUSE CAFE			
E 100-41600-592		WBBC Fundraiser	\$2,491.76		US FOODS INVOICE #3516924
Total			\$2,491.76		
81901	12/12/23	PAT IRGENS			
E 100-41600-592		WBBC Fundraiser	\$759.78		OK DIST INVOICE #50807
Total			\$759.78		
81902	12/12/23	TAESON HENDRICKSON			
E 100-41600-560		Tournament Staff	\$412.50		15 GAMES @ \$27.50
Total			\$412.50		
81903	12/13/23	WP&R PAYROLL ACCT			
G 100-13100		Transfer	\$163,552.99		

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$163,552.99		
81904	12/15/23	AALIYAH BERTELSEN			
E 100-41700-622		Volleyball Staff	\$66.00	151961	3 Game(s) @ \$22
E 100-41700-606		Basketball Staff	\$28.00	152025	2 Game(s) @ \$14
Total			\$94.00		
81905	12/15/23	ALL SEASON SPORT ABOUT INC			
E 100-41800-661		Fitness Uniforms	\$420.00	151961	
E 100-41800-657		Fitness Special Events Su	\$514.00	151962	
E 100-41600-562		Tournament Souvenirs	\$6,862.00	152025	
Total			\$7,796.00		
81906	12/15/23	ASHTON NICKOLOFF			
E 100-41700-603		Adult Flag FB Staff	\$125.00		5 Game(s) @ \$25
Total			\$125.00		
81907	12/15/23	AVERY POWELL			
E 100-41600-581		Youth Rec Basketball Staf	\$14.00		1 Game(s) @ \$14
Total			\$14.00		
81908	12/15/23	COCA-COLA OF WILLISTON			
E 100-41130-233		Western Star Concession	(\$126.08)	58949	
E 100-42600-329		Pop	(\$238.90)	58981	
E 100-41600-592		WBBC Fundraiser	\$2,418.00	60673	
E 100-41600-592		WBBC Fundraiser	(\$1,053.00)	60818	
Total			\$1,000.02		
81909	12/15/23	COLLIN MCCUISTION			
E 100-41600-581		Youth Rec Basketball Staf	\$88.00		4 Game(s) @ \$22
Total			\$88.00		
81910	12/15/23	DALLAS PITMAN			
E 100-41700-606		Basketball Staff	\$55.00		2 Game(s) @ \$27.50
Total			\$55.00		
81911	12/15/23	DEXTER YOHAN			
E 100-41600-581		Youth Rec Basketball Staf	\$14.00		1 Game(s) @ \$14
Total			\$14.00		
81912	12/15/23	ELIZABETH NYQUIST			
E 100-41700-622		Volleyball Staff	\$132.00		6 Game(s) @ \$22
Total			\$132.00		
81913	12/15/23	ENTERTAINMENT INC			
E 100-41120-206		SLP Holiday Lights Drive	\$402.60		HOLIDAY LIGHTS 12/11/23
E 100-41120-206		SLP Holiday Lights Drive	\$454.50		HOLIDAY LIGHTS 12/14/23
Total			\$857.10		
81914	12/15/23	FRANCISCO VEGA			
E 100-41700-606		Basketball Staff	\$70.00		2 Game(s) @ \$35
Total			\$70.00		
81915	12/15/23	GABRIEL VERNON			

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E 100-41600-581		Youth Rec Basketball Staf	\$88.00		4 Game(s) @ \$22
		Total	\$88.00		
81916	12/15/23	GRAINGER			
E 100-42700-357		Plumbing Maintenance	\$29.62	9922200705	
		Total	\$29.62		
81917	12/15/23	JAIDEN TANNER			
E 100-41600-581		Youth Rec Basketball Staf	\$88.00		4 Game(s) @ \$22
		Total	\$88.00		
81918	12/15/23	JOHNSON CONTROLS			
E 100-42700-362		HVAC Maintenance	\$2,329.80	1-131591860	
		Total	\$2,329.80		
81919	12/15/23	KS STATEBANK			
E 100-42700-359		Cardio Lease Payments	\$9,660.80	61598-1-2024	
		Total	\$9,660.80		
81920	12/15/23	LEON BRACKEY			
E 100-41700-606		Basketball Staff	\$70.00		2 Game(s) @ \$35
		Total	\$70.00		
81921	12/15/23	MECAYLA RALPH			
E 100-41700-622		Volleyball Staff	\$44.00		2 Game(s) @ \$22
		Total	\$44.00		
81922	12/15/23	NEMONT			
E 100-411 10-106		Telephones	\$1,689.09		
		Total	\$1,689.09		
81923	12/15/23	SAMANTHA LINDQUIST			
E 100-41600-581		Youth Rec Basketball Staf	\$28.00		2 Game(s) @ \$14
E 100-41700-606		Basketball Staff	\$28.00		2 Game(s) @ \$14
		Total	\$56.00		
81924	12/15/23	STEVIE HARTWELL			
E 100-41600-581		Youth Rec Basketball Staf	\$88.00		4 Game(s) @ \$22
		Total	\$88.00		
81925	12/15/23	TENASEY LEISY			
E 100-41600-581		Youth Rec Basketball Staf	\$42.00		3 Game(s) @ \$14
E 100-41700-622		Volleyball Staff	\$66.00		3 Game(s) @ \$22
		Total	\$108.00		
81926	12/15/23	THOMAS JARED MOSS			
E 100-41700-606		Basketball Staff	\$55.00		2 Game(s) @ \$27.50
		Total	\$55.00		
81927	12/15/23	USGA			
E 100-411 10-134		Memberships & Subscripti	\$150.00	43754050	
		Total	\$150.00		
81928	12/15/23	WILLIAMS COUNTY 4H			

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-41120-206		SLP Holiday Lights Drive	\$445.00		HOLIDAY LIGHTS 12/13/23
		Total	\$445.00		
81929	12/19/23	WP&R PAYROLL ACCT			
E 100-41110-121		Life Insurance	\$139.81		
		Total	\$139.81		
81930	12/19/23	AGRI INDUSTRIES, INC			
E 100-42600-952		Equipment Repair	\$4,639.73	9008	
		Total	\$4,639.73		
81931	12/19/23	BENTH ENTERPRISES LLC			
E 100-41120-205		Operation Supplies	\$178.94	43952	
		Total	\$178.94		
81932	12/19/23	BRAATEN PLUMBING			
E 100-41120-205		Operation Supplies	\$426.37		
		Total	\$426.37		
81933	12/19/23	CITY OF WILLISTON			
E 100-41120-957		Fuel	\$2,039.63	47021	
E 100-41120-956		Water/Sewer/Garbage Ser	\$985.30	909928	
		Total	\$3,024.93		
81934	12/19/23	DACOTAH PAPER CO			
E 100-42700-950		Janitorial Supplies	(\$2.63)		
E 100-42700-950		Janitorial Supplies	(\$0.29)		
E 100-42700-950		Janitorial Supplies	(\$2.55)		
E 100-42700-950		Janitorial Supplies	\$29.02	15020	
E 100-42700-950		Janitorial Supplies	\$263.27	16709	
E 100-42700-950		Janitorial Supplies	\$255.45	95312	
		Total	\$542.27		
81935	12/19/23	DAKOTA PRO LANDSCAPE SERVICE, LLC			
E 100-41120-205		Operation Supplies	\$280.00	14005	
		Total	\$280.00		
81936	12/19/23	EMRYS LOCKSMITHING			
E 100-42700-358		Facility Supplies	\$45.00	1607	
E 100-42700-358		Facility Supplies	\$113.70	1610	
		Total	\$158.70		
81937	12/19/23	FERGUSON WATERWORKS #2516			
E 100-42600-953		Irrigation Supplies	\$142.30	47486	
		Total	\$142.30		
81938	12/19/23	FRIENDS OF LCSP			
E 100-41120-206		SLP Holiday Lights Drive	\$516.50		HOLIDAY LIGHTS 12/15/23
		Total	\$516.50		
81939	12/19/23	MARCO TECHNOLOGIES LLC			
E 100-41110-112		Contracted Services	\$333.58	517524070	
		Total	\$333.58		

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
81940	12/19/23	MENARDS			
E 100-42600-333		Golf Cart Repairs	\$18.98	29418	
E 100-42600-333		Golf Cart Repairs	\$33.55	29430	
E 100-41600-579		Youth Rec Basketball Equi	\$20.17	29589	
E 100-41120-205		Operation Supplies	\$39.29	29628	
E 100-41110-113		Hospitality	\$31.96	29635	
E 100-41120-205		Operation Supplies	\$9.75	29657	
E 100-42500-948		Tools	\$7.99	29667	
E 100-42500-947		Building Maintenance	\$19.97	29929	
E 100-41120-205		Operation Supplies	\$60.18	29990	
E 100-42500-949		Construction Materials	\$47.88	30024	
E 100-42500-949		Construction Materials	\$46.96	30344	
E 100-42500-947		Building Maintenance	\$39.98	30345	
E 100-42500-950		Janitorial Supplies	\$96.30	30495	
E 100-42500-949		Construction Materials	\$268.61	30865	
E 100-42500-949		Construction Materials	\$9.98	30887	
E 100-42500-947		Building Maintenance	\$23.68	30922	
E 100-42500-947		Building Maintenance	\$17.46	30933	
E 100-42500-947		Building Maintenance	\$88.70	31029	
E 100-42700-950		Janitorial Supplies	\$163.85	31109	
		Total	\$1,045.24		
81941	12/19/23	MR SHINE LLC			
E 100-41110-112		Contracted Services	\$1,562.50		
		Total	\$1,562.50		
81942	12/19/23	PIPPIN LAW FIRM			
E 100-41110-140		Legal Fees	\$105.00	42422	
		Total	\$105.00		
81943	12/19/23	RANDY MILLER			
E 100-42800-377		Maintenance	\$500.00	418911	
		Total	\$500.00		
81944	12/19/23	THE SHERWIN-WILLIAMS CO			
E 100-41130-227		Dakota Field Maintenance	\$99.92	1749-5	
		Total	\$99.92		
81945	12/19/23	TODAYS MACHINE LLC			
E 100-41120-952		Equipment Repair	\$100.00	12076	
		Total	\$100.00		
81946	12/19/23	TRINITY CHRISTIAN SHOOL			
E 100-41120-206		SLP Holiday Lights Drive	\$1,019.00		HOLIDAY LIGHTS 12/17/23
		Total	\$1,019.00		
81947	12/22/23	ASSOCIATED SUPPLY COMPANY, INC			
E 100-42800-377		Maintenance	\$32.88	103513	
E 100-42800-377		Maintenance	\$350.52	103514	
		Total	\$383.40		
81948	12/22/23	BETHEL FOUNDATION			

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E 100-41120-206		SLP Holiday Lights Drive	\$538.50		HOLIDAY LIGHTS 12/21/23
		Total	\$538.50		
81949	12/22/23	COYOTE CLAY TARGET LEAGUE			
E 100-41120-206		SLP Holiday Lights Drive	\$716.00		HOLIDAY LIGHTS 12/20/23
		Total	\$716.00		
81950	12/22/23	INK SPOT PRINTING			
E 100-41600-514		Fast Pitch Boom Fundrais	\$134.83		
E 100-41600-540		Softball Sponsorship	\$134.82		
		Total	\$269.65		
81951	12/22/23	MDU			
E 100-41120-955		Utility Services	\$65.74		
E 100-41120-955		Utility Services	\$109.84		
E 100-41120-955		Utility Services	\$34.50		
E 100-41120-955		Utility Services	\$280.82		
E 100-41120-955		Utility Services	\$67.02		
E 100-41120-955		Utility Services	\$106.90		
E 100-41120-955		Utility Services	\$327.89		
E 100-41110-137		SLP House Expense	\$87.10		
E 100-42700-955		Utility Services	\$11,129.73		
E 100-42700-955		Utility Services	\$31,112.14		
E 100-42600-955		Utility Services	\$147.54		
E 100-42600-955		Utility Services	\$92.95		
		Total	\$43,562.17		
81952	12/22/23	NORBY GOLF COURSE DESIGN, INC			
E 100-41110-142		Master Plan	\$24,600.00	2342	
		Total	\$24,600.00		
81953	12/22/23	PIERCE AUTO BODY, INC			
E 100-41110-135		Insurance Claim Expense	\$3,648.93	16594	
		Total	\$3,648.93		
81954	12/22/23	WILLISTON COMMUNITY BUILDERS			
E 100-41120-206		SLP Holiday Lights Drive	\$267.50		HOLIDAY LIGHTS 12/8/23
E 100-41120-206		SLP Holiday Lights Drive	\$779.63		HOLIDAY LIGHTS 12/19/23
		Total	\$1,047.13		
81955	12/26/23	WP&R PAYROLL ACCT			
G 100-13100		Transfer	\$126,317.57		
		Total	\$126,317.57		
81956	12/26/23	AALIYAH BERTELSEN			
E 100-41700-622		Volleyball Staff	\$66.00		3 GAMES @ \$22
E 100-41700-606		Basketball Staff	\$28.00		2 GAMES @ \$14
		Total	\$94.00		
81957	12/26/23	ASHTON NICKOLOFF			
E 100-41600-581		Youth Rec Basketball Staf	\$56.00		4 GAMES @ \$14
		Total	\$56.00		

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
81958	12/26/23	CARTER HARRIS			
	E 100-41700-606	Basketball Staff		\$55.00	2 GAMES @ \$27.50
		Total		\$55.00	
81959	12/26/23	COLLIN MCCUISTION			
	E 100-41600-581	Youth Rec Basketball Staf		\$88.00	4 GAMES @ \$22
		Total		\$88.00	
81960	12/26/23	FAMILY CRISIS SHELTER			
	E 100-41120-206	SLP Holiday Lights Drive		\$450.50	HOLIDAY LIGHTS 12/12/23
	E 100-41120-206	SLP Holiday Lights Drive		\$890.00	HOLIDAY LIGHTS 12/16/23
	E 100-41120-206	SLP Holiday Lights Drive		\$960.00	HOLIDAY LIGHTS 12/22/23
		Total		\$2,300.50	
81961	12/26/23	FARGO GLASS & PAINT CO			
	E 100-42700-947	Building Maintenance		\$2,887.00	44070
		Total		\$2,887.00	
81962	12/26/23	FRANCISCO VEGA			
	E 100-41700-606	Basketball Staff		\$70.00	2 GAMES @ \$35
	E 100-41700-606	Basketball Staff		\$50.00	PAY CORRECTION
		Total		\$120.00	
81963	12/26/23	GABRIEL VERNON			
	E 100-41600-581	Youth Rec Basketball Staf		\$88.00	4 GAMES @ \$22
		Total		\$88.00	
81964	12/26/23	GERALD HAZEN			
	E 100-41700-606	Basketball Staff		\$70.00	2 GAMES @ \$35
		Total		\$70.00	
81965	12/26/23	JAIDEN TANNER			
	E 100-41600-581	Youth Rec Basketball Staf		\$88.00	4 GAMES @ \$22
		Total		\$88.00	
81966	12/26/23	KYLE HARRIS			
	E 100-41700-606	Basketball Staff		\$70.00	2 GAMES @ \$35
		Total		\$70.00	
81967	12/26/23	MODERN MACHINE WORKS, INC			
	E 100-41120-952	Equipment Repair		\$67.50	49022
		Total		\$67.50	
81968	12/26/23	SALVATION ARMY			
	E 100-41120-206	SLP Holiday Lights Drive		\$554.50	HOLIDAY LIGHTS 12/18/23
	E 100-41120-206	SLP Holiday Lights Drive		\$902.58	HOLIDAY LIGHTS 12/24/23
		Total		\$1,457.08	
81969	12/26/23	SAMANTHA LINDQUIST			
	E 100-41700-606	Basketball Staff		\$28.00	2 GAMES @ \$14
	E 100-41600-581	Youth Rec Basketball Staf		\$56.00	4 GAMES @ \$14
	E 100-41700-622	Volleyball Staff		\$44.00	2 GAMES @ \$22
		Total		\$128.00	

WILLISTON PARKS & REC

***Check Detail Register©**

December 2023

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
81970	12/26/23	STEVIE HARTWELL			
E 100-41600-581		Youth Rec Basketball Staf	\$88.00		4 GAMES @ \$22
E 100-41700-622		Volleyball Staff	\$44.00		2 GAMES @ \$22
		Total	\$132.00		
81971	12/26/23	WILLISTON BASIN TAEKWONDO			
E 100-41120-206		SLP Holiday Lights Drive	\$459.00		HOLIDAY LIGHTS 12/4/23
E 100-41120-206		SLP Holiday Lights Drive	\$676.50		HOLIDAY LIGHTS 12/25/23
		Total	\$1,135.50		
81972	12/26/23	WILLISTON SEA LIONS			
E 100-41120-206		SLP Holiday Lights Drive	\$1,275.00		HOLIDAY LIGHTS 12/23/23
		Total	\$1,275.00		
81973	12/28/23	WPR GENERAL REVENUE ACCT			
E 100-41110-101		Revenue Bond Payment	\$377,262.30		
		Total	\$377,262.30		
81974	12/29/23	ANNETTE SLUDER			
E 100-41110-109		Refunds	\$150.00		
		Total	\$150.00		
81975	12/29/23	ACE HARDWARE			
E 100-41120-949		Construction Materials	\$31.26	138522	
E 100-41120-949		Construction Materials	\$20.69	138527	
E 100-41120-205		Operation Supplies	\$4.12	138559	
E 100-41120-949		Construction Materials	\$27.88	138609	
E 100-42700-948		Tools	\$24.45	138641	
E 100-42800-377		Maintenance	\$3.94	138707	
E 100-41120-206		SLP Holiday Lights Drive	\$1.17	138714	
E 100-41120-206		SLP Holiday Lights Drive	\$65.26	138825	
E 100-41120-949		Construction Materials	\$44.97	138896	
E 100-42700-357		Plumbing Maintenance	\$87.28	138898	
E 100-41120-205		Operation Supplies	\$52.18	139019	
E 100-42800-379		Equipment & Supplies	\$40.49	139046	
		Total	\$403.69		
81976	12/29/23	AMERICAN RED CROSS			
E 100-42800-384		American Red Cross	\$144.00	22650604	
		Total	\$144.00		
81977	12/29/23	ASB/VISA			
E 100-41110-134		Memberships & Subscripti	\$165.00		
E 100-41110-133		Staff Retention/Team Buil	\$124.15		
E 100-41110-133		Staff Retention/Team Buil	\$81.01		
E 100-42800-114		Miscellaneous	\$399.00		Angel Fish - Trust Donation
E 100-41110-134		Memberships & Subscripti	\$21.59		
E 100-41600-513		Fast Pitch Boom Equipme	\$372.00		
E 100-41110-134		Memberships & Subscripti	\$9.95		
E 100-41600-559		Tournament Supplies	\$251.00		
E 100-41600-559		Tournament Supplies	\$239.60		
E 100-41600-559		Tournament Supplies	\$139.95		

WILLISTON PARKS & REC

***Check Detail Register©**

December 2023

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-41110-107		Office Supplies	\$137.33		
E 100-41800-658		Youth Fitness Supplies	\$12.98		
E 100-41800-652		Pink Gloves Boxing Equip	\$200.00		
E 100-41110-133		Staff Retention/Team Buil	\$24.26		
E 100-41110-133		Staff Retention/Team Buil	\$135.54		
E 100-42700-947		Building Maintenance	\$994.85		
E 100-42700-947		Building Maintenance	\$259.65		
E 100-41200-250		Advertising	\$16.00		
E 100-42700-351		Child Sitting Supplies	\$247.86		
E 100-41110-133		Staff Retention/Team Buil	\$592.77		
E 100-41110-133		Staff Retention/Team Buil	\$89.98		
E 100-41200-250		Advertising	\$26.79		
E 100-41110-133		Staff Retention/Team Buil	\$135.97		
E 100-41200-253		Public Relations	\$1,115.50		
E 100-41200-253		Public Relations	\$2,593.43		
E 100-41110-106		Telephones	\$64.80		
E 100-41120-952		Equipment Repair	\$641.12		
E 100-41110-106		Telephones	\$2.99		
E 100-41110-111		IT Services	\$875.89		
E 100-41600-525		AAU Volleyball Equipment	(\$28.24)		
E 100-41110-141		Heat Press/Cricut Supplie	\$143.25		
E 100-41600-514		Fast Pitch Boom Fundrais	\$28.00		
E 100-41110-107		Office Supplies	\$31.86		
E 100-41800-660		Fitness General Supplies	\$54.95		
E 100-41800-660		Fitness General Supplies	\$56.13		
E 100-41110-141		Heat Press/Cricut Supplie	\$25.58		
E 100-41110-111		IT Services	\$10.99		
E 100-41110-111		IT Services	\$13.55		
E 100-42700-952		Equipment Repair	\$43.96		
E 100-41800-660		Fitness General Supplies	\$27.16		
E 100-41800-660		Fitness General Supplies	\$59.99		
E 100-41110-106		Telephones	\$15.99		
E 100-41110-107		Office Supplies	\$121.13		
E 100-42700-358		Facility Supplies	\$232.70		
E 100-41110-107		Office Supplies	\$49.78		
E 100-41800-660		Fitness General Supplies	\$32.86		
E 100-41110-107		Office Supplies	\$44.53		
E 100-41110-107		Office Supplies	\$34.96		
E 100-41600-535		Soccer Equipment	\$394.68		
E 100-41600-514		Fast Pitch Boom Fundrais	\$198.00		
E 100-41500-420		Special Event Supplies	\$131.89		
E 100-41500-420		Special Event Supplies	\$31.97		
E 100-41110-134		Memberships & Subscripti	\$40.90		
E 100-41600-597		WBBC Uniforms	\$3,724.83		
E 100-41600-597		WBBC Uniforms	(\$337.58)		
E 100-41600-597		WBBC Uniforms	\$374.00		
E 100-41600-559		Tournament Supplies	\$167.13		
E 100-41600-559		Tournament Supplies	\$89.05		
E 100-41110-133		Staff Retention/Team Buil	\$96.54		
E 100-42700-358		Facility Supplies	\$65.00		
E 100-42700-358		Facility Supplies	\$754.47		

WILLISTON PARKS & REC

***Check Detail Register©**

December 2023

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$16,700.97		
81978	12/29/23	ASHTON NICKOLOFF			
E 100-41700-603		Adult Flag FB Staff	\$75.00		3 GAMES @ \$25
Total			\$75.00		
81979	12/29/23	ASTRO-CHEM LAB, INC			
E 100-42800-375		Chemicals	\$318.00	18924	
E 100-42800-375		Chemicals	\$53.00	18933	
Total			\$371.00		
81980	12/29/23	CAPITAL ONE			
E 100-41800-660		Fitness General Supplies	\$70.33		
E 100-41800-657		Fitness Special Events Su	\$74.64		
E 100-41800-660		Fitness General Supplies	\$70.60		
E 100-42700-358		Facility Supplies	\$14.95		
E 100-42700-351		Child Sitting Supplies	\$233.38		
E 100-41600-559		Tournament Supplies	\$405.84		
E 100-41600-559		Tournament Supplies	\$356.06		
E 100-42700-950		Janitorial Supplies	\$141.02		
E 100-41110-113		Hospitality	\$111.75		
E 100-41200-253		Public Relations	\$30.94		
E 100-41600-559		Tournament Supplies	(\$405.84)		
E 100-41600-592		WBBC Fundraiser	\$405.84		
Total			\$1,509.51		
81981	12/29/23	CITY OF WILLISTON			
E 100-42700-956		Water/Sewer/Garbage Ser	\$4,036.75		
E 100-41120-956		Water/Sewer/Garbage Ser	\$25.55		
E 100-41120-956		Water/Sewer/Garbage Ser	\$42.49		
E 100-41120-956		Water/Sewer/Garbage Ser	\$337.88		
E 100-41110-137		SLP House Expense	\$392.16		
E 100-41130-956		Water/Sewer/Garbage Ser	\$57.35		
E 100-42600-956		Water/Sewer/Garbage Ser	\$137.40		
E 100-42600-956		Water/Sewer/Garbage Ser	\$27.81		
E 100-42600-956		Water/Sewer/Garbage Ser	\$588.45		
Total			\$5,645.84		
81982	12/29/23	DACOTAH PAPER CO			
E 100-42700-950		Janitorial Supplies	(\$11.12)		
E 100-42700-950		Janitorial Supplies	\$1,112.05	21950	
Total			\$1,100.93		
81983	12/29/23	DAKOTA SUPPLY GROUP			
E 100-42500-947		Building Maintenance	\$701.00	S103237676.	
E 100-42700-363		Lights Maintenance	\$45.12	S103313729.	
E 100-42700-363		Lights Maintenance	\$101.53	S103313729.	
E 100-41120-205		Operation Supplies	\$344.35	S103313765.	
E 100-41120-205		Operation Supplies	\$70.40	S103313765.	
E 100-41120-205		Operation Supplies	\$1,033.06	S103317695.	
E 100-42700-357		Plumbing Maintenance	\$560.64	S103349340.	
E 100-42700-357		Plumbing Maintenance	\$926.27	S103349340.	

***Check Detail Register©**

December 2023

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$3,782.37		
81984	12/29/23	GRAINGER			
E 100-42700-363		Lights Maintenance	\$113.40	9937417641	
E 100-42700-363		Lights Maintenance	\$118.88	9937440262	
Total			\$232.28		
81985	12/29/23	MIDCONTINENT COMMUNICATIONS			
E 100-41110-106		Telephones	\$208.62	14463940113	
Total			\$208.62		
81986	12/29/23	QUALITY SERVICE WITH COFFEE			
E 100-41110-113		Hospitality	\$414.50	122623	
Total			\$414.50		
81987	12/29/23	ROUGH RIDER CENTER			
E 100-41600-592		WBBC Fundraiser	\$200.00		BALLIN BROS
E 100-41600-592		WBBC Fundraiser	\$200.00		FLYING SQUIRRELS
Total			\$400.00		
81988	12/29/23	TRIANGLE ELECTRIC			
E 100-41120-205		Operation Supplies	\$250.00	703124	
Total			\$250.00		
11000			\$1,555,887.34		

Fund Summary

11000 WPRD Checking	
100 GENERAL FUND	\$1,555,887.34
	<u>\$1,555,887.34</u>

WILLISTON PARKS & REC
***Cash Balances**
 Cash Account: 11100
 Closing 2023

Fund	2023 Begin Balance	Receipts	Disbursements	Transfers	Journal Entries	Payroll JEs	Balance	In Balance
11100 - BB Checking								
999 - BOYS BASEBALL	\$18,840.43	\$610,454.09	(\$613,270.19)	0	\$0.00	\$0.00	\$16,024.33	
	\$18,840.43	\$610,454.09	(\$613,270.19)	\$0.00	\$0.00	\$0.00	\$16,024.33	

WILLISTON PARKS & REC

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***Check Summary Register©**

December 2023

	Name	Check Date	Check Amt	
11100	BB Checking			
11812	ASB/VISA	12/1/2023	\$224.97	
11813	VERIZON	12/8/2023	\$80.02	
11814	MDU	12/11/2023	\$146.36	
11815	MDU	12/22/2023	\$44.20	061 352 1000 0
11816	BATTLE OF OMAHA	12/22/2023	\$700.00	
11817	INK SPOT PRINTING	12/22/2023	\$269.65	
11818	ASB/VISA	12/29/2023	\$1,102.82	
		Total Checks	\$2,568.02	

WILLISTON PARKS & REC

***Check Detail Register©**

December 2023

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
11100 BB Checking					
11812	12/01/23	ASB/VISA			
	E 999-49300-777	Marketing		\$224.97	
		Total		\$224.97	
<hr/>					
11813	12/08/23	VERIZON			
	E 999-49300-106	Telephones		\$80.02	
		Total		\$80.02	
<hr/>					
11814	12/11/23	MDU			
	E 999-49300-955	Utility Services		\$146.36	
		Total		\$146.36	
<hr/>					
11815	12/22/23	MDU			
	E 999-49300-955	Utility Services		\$44.20	061 352 1000 0
		Total		\$44.20	
<hr/>					
11816	12/22/23	BATTLE OF OMAHA			
	E 999-49100-727	Tournament Fees		\$700.00	
		Total		\$700.00	
<hr/>					
11817	12/22/23	INK SPOT PRINTING			
	E 999-49300-776	Printing		\$269.65	17281
		Total		\$269.65	
<hr/>					
11818	12/29/23	ASB/VISA			
	E 999-49000-704	Equipment		\$849.95	
	E 999-49300-777	Marketing		\$28.00	
	E 999-49300-779	Subscriptions		\$10.99	
	E 999-49300-108	Postage		\$198.00	
	E 999-49300-139	Bank Fee		\$4.89	
	E 999-49300-779	Subscriptions		\$10.99	
		Total		\$1,102.82	
		11100		\$2,568.02	

Fund Summary

11100 BB Checking	
999 BOYS BASEBALL	\$2,568.02
	<u>\$2,568.02</u>

WILLISTON PARKS & REC
***Cash Balances**
 Cash Account: 11400
 Closing 2023

Fund	2023 Begin Balance	Receipts	Disbursements	Transfers	Journal Entries	Payroll JEs	Balance	In Balance
11400 - BRWS Checking								
998 - BRWS	\$272,714.80	\$825.08	(\$214,349.90)	0	\$0.00	\$0.00	\$59,189.98	
	\$272,714.80	\$825.08	(\$214,349.90)	\$0.00	\$0.00	\$0.00	\$59,189.98	

**Williston Parks & Recreation District
Park Board Executive Director/Staff Reports
January 8, 2024**

ADMINISTRATION PORTFOLIO

Davidson Park Tennis Court Resurfacing

- Next Steps
 - New Fencing
 - Spectator seating

Williston Water World Update

- Project is ongoing!

Human Resources

- Staffing Status
 - Resignations
 - Sandra Salguero – Janitorial Manager
 - New Hires
 - Selvia Cardenas – Janitor
 - WPRD currently has positions for 33 full-time staff based on regular operations.
- Payroll/Accounting software:
 - We are in the process of transitioning our Payroll & Accounting software to Black Mountain Software LLC.
- CAPRA
 - Capra Review Team visit scheduled for 6/17/24 – 6/21/24
 - Updating policies to be in line with CAPRA Standards
 - Working with department heads to complete the standards for accreditation

Foundation

- The board met for the 2023 annual meeting.
 - There will be no changes to the board members.
- Yearly review of all account balances were approved.
 - Beer and trust account balances were chosen for the start of the 2024 year.
- Review of all 2023 requests was approved.
- All dates for 2024 meetings were set
 - Feb 21st
 - May 15th
 - Aug 21st
 - Nov 20th (This will be a regular and the annual meeting).

Marketing

Social Media:

Traffic was down in December but is to be expected with the holidays and we still gained a few followers on each page. We are adding a Chaos Volleyball Facebook page next month.

- **Facebook**
 - WPRD - 11,796 followers: 4.7 out of 5.0 is our review score (184 Reviews)
 - ARC Fitness - 985 followers
 - Williston Wonders - 662 followers
 - WPRD Child Sitting Clubhouse – 489 followers
 - WPRD WMGC - 185 followers
- **Instagram**
 - 1,876 followers
- **LinkedIn**
 - 99 followers

Google:

- 4.5 out of 5.0 (668 reviews)
 - We received a lot of positive feedback on the ARC!

Website:

The website traffic was down in the month of December but is to be expected with the holidays. There are various public comment forms on the website, and all are being used by the public. We are taking the feedback into consideration in all areas.

- **Statistics (Nov 1 – Nov 30, 2023)**
 - 67,385 webpage views (down 1,062 views)
- **Newsletters (Dec 1 – Dec 31, 2023)**
 - Four newsletters were sent with 64% read rate! (4,303 views | 6,685 sent)

Advertising:

- **Brochure**
 - Brochures from January to May 2024 are completed and available!
- **Videos**
 - More videos are being made to highlight all WPRD has to offer. Driving up our YouTube channel traffic is a big goal for 2024 as people are turning to videos more.
- **Bakken Living Ad**
 - Continue to provide quarterly advertisements. Winter Ad was submitted, and we just resigned for 4 ads in 2024.
- **Digital Signage Agreement with Pro IT**
 - We are doing our advertising on our screens. Do not plan to renew the contract with ProIT in the spring.

- **The Aging/Heritage Senior Newsletter**

- Annual contract to continue to reach the seniors in our area monthly through a newsletter and digital advertisement that links to our website.

- **Williston Herald**

- Continually working with the Williston Herald to highlight various programs throughout WPRD. Recently, they highlighted Swim with Santa, Go2024 Challenge, and the Final Community Needs Survey push.

Public Relations

- Community needs survey wrapped up and was very successful! We finished with 736 people taking the survey, with 228 being taken in the last week! In January, the winners will be announced, and 15 memberships will be given away.
- Working to have another article in the North Dakota Recreation & Park Association highlighting WPRD.
- Continue to be present at various programs to photograph and engage with the public.

Child Sitting

The Clubhouse Polar Express Party was held on December 20th. The kids played themed games, made crafts, and went home with a prize. Mrs. Claus from The Williston Public Library visited us on December 21st to read to the children. The kids absolutely loved it, everyone went home with two new books! We had 3 separate S.T.E.M. Days this month as well and there was a total of 127 visits between those three days alone, proving them to be very successful! We have several planned for the next month to help drive up numbers!

Daily activities are planned to keep the kiddos engaged while patrons utilize our facility and are listed on our monthly calendar which can be found on our Facebook page, WPRD Child Sitting Clubhouse. We take children 6 months to 9 years old Monday through Friday 8:30am-7:30pm and Saturday 8:30am-1:30pm. Infants ages 2 months to 5 months old are welcome from 4:00-7:00 pm Monday through Friday.

Child Sitting Visits for the past three years:

- December 2021- 996
- December 2022- 832
- December 2023- 909
 - We had 7 new children in the Clubhouse this month!

PARKS PORTFOLIO

- Busy maintaining lights at Harmon & Spring Lake
- Started taking down displays now that Holiday Lights Drive is over.
 - Nice weather led to more vandalism of lights and cords.
 - Not sure how to address this reoccurring issue but we will try to enforce more security in the future.
- Trying to Flood Outdoor Rinks
 - Working around weather and issues with kids purposely breaking up ice before it is frozen
 - Hoping for outdoor rinks to be operational mid-January

Athletic Facilities Operations:

- Ballfields: Winterized
- Golf course: Winterized
 - Blades have been dropped of in Minot for annual resharpening
- RFCC: Maintenance
 - Zac Peterson is overseeing the maintenance of the facility and will be working on small projects to enhance the RFCC throughout the winters – painting, lighting, door fixtures. – deferred maintenance.
 - Switching lights to LED
 - Removed desk in the entryway
 - Planning on painting stairwells and Zamboni room in coming weeks
 - Maintaining Ice conditions
- RFCC: Operations
 - Ice usage
 - Ice usage remained consistent throughout most of December
 - Open skates: 13 total in December. 6 on weekends, 4 on Tuesdays, 3 on Mondays
 - No Teton games but hosted 4 club games. (Had one weekend of games cancelled due to weather)
 - Practices slowed down during Christmas break but ran as normal the rest of the month
 - There were a few private ice reservations during Christmas break
 - 2 Birthday parties on Fridays
 - Upstairs/courts usage
 - The Raymond Center was a location for the Ballin' Tournament
 - Busy weekend but everything went well
 - Chaos Volleyball started try-outs upstairs
 - Williston United Football Club continued with soccer practices on Tuesdays and Wednesdays.
 - Williston Police Department hosted a “snowball fight” upstairs on 12/22
 - Williston Boss Ladies had two vendor shows upstairs (12/2 and 12/16)

FACILITIES PORTFOLIO

- Facility Schedule attached to the end of Park Board Packet
- Facility Updates
 - Baseball/Softball Cage Room
 - Reservations after 4pm and weekends are going well.
 - After removing the SIMS, the space is used much more efficiently.
 - Started scheduling WHS and WSC Team practices in the room
 - Added 3 seats by each entry door for patrons to change from winter footwear before entering the facility
 - This was a request from the senior community.
 - We have already received positive feedback
- Project Updates
 - ARC Basketball court resurfacing will take place June 9th – 22
 - Finalizing 2025 Reservations pricing for larger re-occurring events at the RFCC.
 - Already beginning to see 2025 reservations
 - Pre-season Baseball, softball, Track & golf are all currently active at ARC.

Guest Services:

In Guest Services for December, there were some fairly large tournaments that created quite a bit of influx. We had Ballin' In the Basin, Candy Cane Classic, & swim meets on those same days, along with a vender show during Ballin.' It was a slower end of the month with the long holiday break. Renee has been continuing training, as there can never be too much of that up at the front desk. Now onto the New Year!

Corporate Memberships:

- 12 companies
- 180 members

Scholarships

- Adult: 22
- Child: 20

Paid Daily Visits:

- Adult: 1819
 - Avg Per Day: 61
- Child: 2405
 - Avg Per Day: 80
- Seniors: 170
 - Avg Per Day: 6
- **Total Member Visits: 13,290**
- **Total WSC Visits: 123**

Membership Totals

- Child: 333
 - Monthly Billing: 90
- Adult: 665
 - Monthly Billing: 430
- Senior: 219
 - Monthly Billing: 28
- Veteran: 45
 - Monthly Billing: 24

WSC Students

- Memberships: 71

Teams Daily Visits

- HS Swim: 380
- Tennis (off-season) – 3
- Sealions – 566
- Ballin visits – 1165

Facility Maintenance:

- Ordered new impact cushion and replacement screen for Golf Sim
- Overnight cleaning going well after 1-month of service
- Finished lights in leisure pool area and majority of lights in Basketball courts
- State Health Dept. examined kitchen – we do not need to be licensed.
- With Sandra leaving – Patrick will now oversee all Janitorial work. We will not replace the Janitorial manager position.

Safety Committee

- 2024 Safety Programs
 - Safety management program
 - Safe lift program
 - Slips trips and falls
 - Safety committee program
 - Drug free workplace program
- No claims or accidents to report.
- January Topic – Active Shooter

Aquatics

- Lessons- Nov 27th-Dec 7th went well, having large numbers and lots of people on waitlist. We are continuing to run reduced am and pm lessons.
 - 46 kids in lessons
- Private Lessons: private lessons are still strong, still have a waitlist but it has dropped significantly with all the help over the summer.
- Paddleboard: Are stored for winter.
- Aquacise classes have been growing big this month averaging 10-15 people per class.
 - Added a 10:15-11:15 Tuesday am class
 - Saturday class started back up with September 9th.
 - Still growing
- Special Events: Extended Hours ran for Christmas break
 - Swim with Santa Dec 22nd
- Sealions:
 - Regular Practice started September 5th
 - Hosted a meet December 9-10th
 - Next meet is February 2-4th
- High School Boys Season starts November
 - First boys meet December 15-16th
- 50 M went back to short course for the fall/winter season on July 31st.
 - diving boards available Saturday 1-3 as long as we have staff.
- SwimFit- Next session is January 2nd
 - Expanding to offer a swim only version 6am tue/thu
 - Youth SwimFit opening January for 11-17 y/o
- Lifeguard training— we have been running drills to get the guards use to looking at the whole pool and keep their skills sharp
 - In-services monthly to keep up to date
 - Angelfish Certifications completed 12/28
- CPR to the public has opened.
 - January 27th 9-1
 - March 8th 9-1
- Hours transitioned back with school starting.
 - Adding a PM River walk 4-5pm,7-8pm
 - Added Saturday riverwalk 10-11am
- Pool Maintenance
 - Flow rider maintenance scheduled January 10/11th 2024

Special Events Portfolio

Puzzle Palooza is back again! New Year, new night! We are now holding Puzzle Palooza on the second Tuesday of every month at 6:30PM in the meeting rooms through the end of the year with the exception of the summer months. We are hoping to keep our following and continue to make it bigger and better with every event!

Planning is in full force for our big Date Night Weekend! This event includes the Mother Son Date Night, Butterfly Ball, and Princess Premiere! All of these events are held upstairs of the Raymond Center on February 9th and 10th! These events include dinner, a grand march for spectators to observe, a DJ led dance party, photo op areas and a selfie station, candy bar, donuts, party favors and games! We are still looking for some sponsors to help offset the cost of supplies and food for these three events. It is truly a special night out for parent and child, and we are looking forward to a fun filled weekend!

Campus Club is currently working on a sponsorship letter and seeking sponsors to help supplement staff gifts and extras for the children! We are excited to say that Campus Club is now fully staffed! There are some fun special guests coming up, including the Book Mobile! Also, each school will be taking a trip to the ARC in the next month!

RECREATION PORTFOLIO – Winter programming 2024

Current Program: Learn To Skate

Dates: 1/6 – 2/10

Fee: \$43.25 + \$20.00 optional rental skates

Current Registration Numbers: 119 with 14 waitlisted

2023 Registration Numbers: 106 with 23 waitlisted

2022 Registration Numbers: 92

Special Note or Highlight:

This year's Learn To Skate program is solely ran by Amanda Nelson and hired on coaches, as OKA Academy has moved out of Williston. The program this year is using the materials and instructions from "Learn To Skate USA" materials. We have successfully found 8 solid coaches to help with program and provide adequate instruction. This year is the highest number we have seen thus far in this program. Kids are improving every session!

Current Program: Youth Winter Tennis – Session 1

Dates: 1/6 – 2/10

Fee: \$25.75 / \$33.00

Current Registration Numbers: 52

2023 Registration Numbers: 41

2022 Registration Numbers: 92

Special Note or Highlight:

The youth winter tennis program is ran by Tami Hunter, WHS Varsity Tennis Coach. We hire the high school tennis team to also help support this program. This program was split into 2 sessions to allow there to be smaller groups. Parents are hoping for more one-on-one skill work with the smaller groups.

Current Program: Wonders Bowling

Dates: 1/8 – 2/26

Fee: \$5.00

Current Registration Numbers: 11

2023 Registration Numbers: No program

2022 Registration Numbers: No program

Special Note or Highlight:

Wonders Bowling started this month! We had an amazing turnout for the first day! The Wonders love to go bowling and are great at it. The bowling alley kindly donated all shoes for the kids free of charge and gave a lower hourly rate per lane. We are thankful for this donation!

Ended Program: Girls 3-6th Basketball

Dates: Oct 17 – Dec 14

Fee: \$38

Current Registration Numbers: 92

2022 Registration Numbers: 90

2021 Registration Numbers: 86

Special Note or Highlight:

The season overall went very well. The kids played a good number of games and seemed to have learned a lot while having fun. The last day we had a skills competition and played games for free meal vouchers and Gatorade. Changes to next season would be the initial two week's schedule. Parent feedback suggested fewer large group practices and more team practices.

Current Program: Adult Volleyball League

Dates: Dec 4-Feb 14

Fee: \$253.25/\$190.00

Current Registration Numbers:23

2022 Registration Numbers: 29

2021 Registration Numbers: 31

Special Note or Highlight:

Winter volleyball is down a couple teams that we would typically see in the league. There were a few that wanted to play but missed the deadline to sign up. The league is running smoothly. Next season there will be changes to the division split. The teams voted to split the divisions despite low numbers so that they are playing the skill bracket they signed up for.

Current Program: Adult Men's Basketball League

Dates: Nov 6-Feb 19

Fee: \$978.50

Current Registration Numbers: 9 teams

2022 Registration Numbers: 9 teams

2021 Registration Numbers: 17 teams

Special Note or Highlight:

We are continuing with the second half of the season. We have our 3-point contest in a couple of weeks which should be a fun changeup in the schedule. We are still figuring out the bracket for the end of the season tournament.

Current Program: Adult Flag football

Dates: 10/11-12/13

Fees: \$376

2023 Registration: 6 teams

2022 Registration: 6 teams

2021 Registration: 6 teams

Special Notes:

The program concluded with a 6-team tournament. There is room for growth in the program, but time & space is limited.

Current Program: Sports Sampler

Dates: 11/04/23-12/2/23

Fees: \$15

2023 Registration: 19

2022 Registration: 24

2021 Registration: No program

Special Notes:

This is a great introductory recreation program. Participants are exposed to different sports to develop social skills, as well as their individual interest. This session, the kids learned basketball, football, baseball, track, and soccer.

Upcoming January Programs:

- Youth Boys Basketball
- Sports Sampler: Session 2
- Youth Cheer
- Offseason Baseball

Other Updates:

- Getting ready for the next Ballin tournament.
 - Ordering new supplies and opening registration for the spring.
- Finding more businesses for our sponsorship program for the 5th and 6th football league.
 - Budgeting for the next several years for the football program.
 - Getting quotes for uniforms.
- Brainstorming and figuring out logistics of an off-season football program.
- Helping fill in for other departments.
- Inventorying equipment and souvenirs for all programs
- Scheduling summer travel baseball season
- Involvement with NDPRA cohort groups

FITNESS & WELLNESS PORTFOLIO

Group Fitness

- **December** Group Fitness – **Number of participants was 940** compared to 1105. **We offered 138 classes** compared to 155. There is an average of 7 participants, compared to 7 from last month.
- **Les Mills-** New programs coming soon. We will be offering Shapes, which is a Pilates based class and another strength training program that will be a 12-week program that members will have to pay extra to take.

Fitness Programs December Numbers and Updates-

- **Total Fitness Fusion-** We are taking a break from this program for the fall.
- **Workshops for Women-** Prenatal, Postpartum, and Menopause Workshops. The workshops are less expensive and will give women the tools to safely exercise in our group classes and on their own. Next workshop date will be announced later.
- **Women & Weights-** This program was full for the last round of the year with 16 participants. Then next round will start in January, and it is already full.
- **Women's Workout Wisdom-** It is designed to help women build confidence and learn about issues and concerns that they face in daily life such as hormones fluctuations and stress and how they affect their fitness journey. Taking a break as numbers were low. Trying these subjects in workshops to see if numbers will come up.
- **Pink Gloves Boxing** – The next round will start Jan 2024.
- **NEW-Meal Prep and Nutrition Knowledge Course-** This is a one-month course. Participants will learn basic Nutrition Knowledge and the importance of Meal Prep. They will meet every Tuesday evening in the ARC Kitchen to prep 2-3 meals to take home, all while discussing various nutrition topics. Next course will be January 16th-February 6th.

Youth Fitness Programs December Numbers and Updates-

- **Youth Boot Camp-** The next round will start Jan 2024.
- **Lifting and Power Performance for Tweens & Teens-** The next round will start in Jan 2024.
- **Youth Outdoor Cycling-** Will return summer 2024.
- **Youth Pink Gloves Boxing-** The next round will start Jan 2024.
- **Kids night out-** The next KNO will be in Jan 2024.
- **NEW PROGRAM Tyke Time- Tyke Time:** The next round will be in Jan 2024.

Fitness Center/Equipment-

- Equipment is mostly in good working order. Tech will be out soon to work on machines with a few issues.

Personal Training – December Numbers:

- **115 sessions completed** – Compared to 109 last month.
 - 30 min- 17 compared to 16 last month
 - 45 min- 48 compared to 31 last month
 - 60 min- 30 compared to 34 last month
 - 30 min grp-
 - 45 min grp- 4 compared to 2 last month
 - 60 min grp – 14 compared to 12 last month
- **Initial Assessments-** 3 compared to 1 last month.
- **Total Sales: \$2106.00** compared to \$8699.32 last month
- **PT Discounts-**
- **Total Sessions Purchased 103** compared to 348 last month.
- **New inquiries-** 2 compared to 6 last month.
- **New trainers-**

Senior Fitness & Wellness– December Silver Sneakers Numbers

- **SilverSneakers New membership – 10 signed up** compared to 4 last month.
- **SilverSneakers total monthly visits- 591** compared to 555 last month.
- **SilverSneakers Monthly Payment- November \$1104.00** compared to \$996.00 in October
- **SilverSneakers (senior fitness) Fitness class attendance-** We had 205 participants compared to 160 last month and we offered 17 classes compared to 17 last month, this includes the sit to get fit class numbers.
- **Onsite Senior Fitness Classes at the Senior Center-** We offered 13 classes between sit to get fit and chair yoga, compared to 10 classes last month, We had 148 participants compared to 165 last month.
- **SilverSneakers Updates-**
- **Onepass and Renew active memberships are now available for seniors with the following insurance:** Medica insurance, United Healthcare, Medicare Advantage, AARP Medicare Supplement, United healthcare group retiree.
- **Silver & Fit-** We are looking into adding the Silver and Fit program. Seniors can get reimbursements for their memberships through their insurance if they qualify.
 - **We have been approved for this program and will get the portal open and start offering these memberships in Jan 2024.**

Senior Fitness & Wellness Updates- We want to give a huge **THANK YOU** to all speakers for volunteering their time to come and talk to all of our seniors.

Contacting different businesses in town to come in to talk to Seniors about topics they are interested in. We have different speakers coming in each month. On January 17th, WPRD's Michele Moore will speak with the seniors about senior fitness and take the seniors upstairs for a fitness orientation on the equipment. The Williams County Bookmobile will also park at the ARC for a couple of hours on January 17th.

- In December, we had WPRD's Director, Joe Barsh, speak with the seniors about all the exciting things WPRD is planning for the new year. This was a successful lunch and learn with about 25 attendees.
- **Senior Challenges**-Many seniors take part in the GO 2024 Fitness Challenge.

Senior Room- The seniors enjoyed the Christmas decorations in the senior room.

Thank you to the James Memorial Art Center as they are displaying old time photography of the Williston area in the senior room. They will change out the display in January. This display will be "Main Street Now and Then."

Fitness Special Events update:

- **Go 2024 Challenge Jan 8th-March 7th** This is our largest fitness challenge of the year. We usually have around 200 participants. The challenge is put on by WPRD, but all prizes come from community sponsors. In this challenge, participants strive to reach 2024 minutes of exercise in 60 days. The challenge ends with the Annual Community Health Fair on March 7th. The challenge has just began and participants are excited.
 - **Community fair Mar 7th**- we will be looking for vendors to take part in this fun community event.
- **Food with Friends-** March 26th- this is a new approach at a cooking class in the kitchen. Hoping a name change and price change help participation numbers.

Trails-

- The 2022 Little Muddy Trail Improvement Grant money was approved for use.
 - 4 park benches were ordered.
 - 2 bike maintenance stations were ordered
 - 1 doggy clean up station was ordered.
 - We have been reimbursed.
 - Jim Cote has received all the new equipment and is working on getting it installed.
- We applied for another RTP grant this time for just under 250,000. This is an 80/20 grant, we applied to get 3 miles of the Little Muddy Trail repaved starting at 26th street all the way to the trail head on Broadway.

FINANCE PORTFOLIO

December 2023 Financials

- **Revenue/Expenses**
 - December Revenue: **\$1,543,327.22**
 - December Expense: **\$1,267,084.81**
- **Sales Tax**
 - November 1% Sales Tax: **\$1,078,197.07**
 - November .5% Operations: **\$539,098.53**
- **Cash Fund Balance at the end of December (Banyon):**
 - **\$2,829,613.96**
- **CD's: ASB**
 - General Reserve CD:
 - **\$465,669.87**
 - **4.1%**
 - WPR CD:
 - **\$102,013.31**
 - **4.12%**

Total Funds available to WPRD as of December 31st, 2023: \$3,413,321.47

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
RFCC: Keel: ARC: Mtg: Private Party Courts: Parks:	RFCC: Keel: ARC: Mtg: Courts: Parks:	RFCC: Keel: ARC: Mtg: Meal Prep, Private Meeting Courts: Parks:	RFCC: Keel: ARC: Mtg: DFS, Chord Energy Courts: Parks:			
04	05	06	07	08	09	10

2024

FEBRUARY

CALENDAR YEAR
Sunday

CALENDAR MONTH
Monday

SUNDAY
FIRST DAY OF WEEK

28	29	30	31	01	02	03
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p>RFCC: Keel: ARC: Sea Lions Meet Mtg: Courts: Parks:</p>	<p>RFCC: Keel: ARC: Williston United Board Mtg: Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: Meal Prep Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: DFS, Chord Energy Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: WBSD7 Admin Courts: Parks:</p>	<p>RFCC: Boss Ladies Keel: ARC: Sea Lions Meet Mtg: Courts: Parks:</p>	<p>RFCC: Learn to Skate, Boss Ladies Keel: ARC: Sea Lions Meet Mtg: Private Party Courts: WHS Soccer Parks:</p>
<p>RFCC: Princess Premiere Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: Williston United Board Mtg: Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: Meal Prep Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: DFS, Chord Energy Courts: Parks:</p>	<p>RFCC: Princess Premiere Keel: ARC: Mtg: WBSD7 Admin Courts: Parks:</p>	<p>RFCC: Princess Premiere Keel: ARC: Mtg: Olive Motherhood Courts: Parks:</p>	<p>RFCC: Learn to Skate, Princess Premiere Keel: ARC: Mtg: Williston Market Courts: Co-Ed Basketball Tourney, WHS Soccer Parks:</p>
<p>RFCC: Princess Premiere Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Princess Premiere Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: Puzzlepalooza Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Keel: ARC: Homeschool Group Mtg: Courts: Parks:</p>	<p>RFCC: Keel: ARC: Kids Night Out Mtg: WBSD7 Childcare, Kids Night Out Courts: Parks:</p>	<p>RFCC: Keel: ARC: Curling Club State Tournament: Pool Party Mtg: Curling Club State Tournament: Pool Party Courts: WHS Soccer Parks:</p>
<p>RFCC: Keel: ARC: Mtg: Private Bday Party Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: Park Board Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: DFS, LB Church x 2 Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Keel: ARC: Madden esports Tournament Mtg: Courts: Parks:</p>	<p>RFCC: Keel: ARC: Cub Scouts Water Carnival Mtg: Courts: WHS Soccer Parks:</p>

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
RFCC:							
Keel:							
ARC:							
Mtg:							
Courts:							
Parks:							
	03	04	05	06	07	08	09

2024

MARCH

CALENDAR YEAR

CALENDAR MONTH

SUNDAY

FIRST DAY OF WEEK

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	01	02
<p>RFCC: PWB1 State Tournament</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>RFCC: ICE COMES OFF</p> <p>Keel:</p> <p>ARC: Marketplace For Kids</p> <p>Mtg: Marketplace For Kids, Williston United Board</p> <p>Courts: Marketplace For Kids</p> <p>Parks: Marketplace For Kids</p>	<p>RFCC:</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>RFCC:</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg: DFS, Chord Energy</p> <p>Courts:</p> <p>Parks:</p>	<p>RFCC:</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg: WBSD7 Admin</p> <p>Courts:</p> <p>Parks:</p>	<p>RFCC: PWB1 State Tournament</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>RFCC: PWB1 State Tournament, JO Volleyball</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg: Williston Market</p> <p>Courts:</p> <p>Parks:</p>
10	11	12	13	14	15	16
<p>RFCC: Sassy Lady Vendor</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>RFCC:</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg: Puzzlepalooza</p> <p>Courts: Private Court Reservation</p> <p>Parks:</p>	<p>RFCC: Sport & Rec Show</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>RFCC: Sport & Rec Show</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>RFCC: Sport & Rec Show</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>RFCC: Sport & Rec Show</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>RFCC: Sport & Rec Show</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>
17	18	19	20	21	22	23
<p>RFCC: Sport & Rec Show</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>RFCC:</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>RFCC: Roller Skating</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg: DFS</p> <p>Courts:</p> <p>Parks:</p>	<p>RFCC: Roller Skating</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg: DFS</p> <p>Courts:</p> <p>Parks:</p>	<p>RFCC:</p> <p>Keel:</p> <p>ARC: Homeschool Group</p> <p>Mtg:</p> <p>Courts: Private Court Reservation</p> <p>Parks:</p>	<p>RFCC: API Chili Cook Off</p> <p>Keel:</p> <p>ARC: Kids Night Out</p> <p>Mtg: Kids Night Out</p> <p>Courts:</p> <p>Parks:</p>	<p>RFCC: API Chili Cook Off</p> <p>Keel:</p> <p>ARC: Grenora After Prom</p> <p>Mtg: Grenora After Prom</p> <p>Courts: Scobey Track</p> <p>Meet</p> <p>Parks:</p>
24	25	26	27	28	29	30

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
RFCC: Keel: ARC: Mtg: Courts: Parks:	RFCC: Keel: ARC: Mtg: Courts: Parks:	RFCC: Keel: ARC: Mtg: Courts: Parks:	RFCC: Keel: ARC: Mtg: Courts: Parks:	RFCC: Keel: ARC: Mtg: Courts: Parks:	RFCC: Keel: ARC: Mtg: Courts: Parks:	RFCC: Keel: ARC: Mtg: Courts: Parks:
31	01	02	03	04	05	06
RFCC: Keel: ARC: Mtg: Courts: Parks:						
RFCC: Keel: ARC: Mtg: Courts: Parks:						

2024

APRIL

SUNDAY

CALENDAR YEAR
Sunday

CALENDAR MONTH
Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

31	01	02	03	04	05	06
	<p>RFCC: Keel: ARC: Williston United Board Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: Williston United Board Courts: Parks:</p>	<p>RFCC: Keel: ARC: DFS, Chord Energy Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Ballin' Basketball Tournament, Full Circle Strongman Competition Keel: ARC: Ballin' Basketball Tournament Mtg: Ballin' Basketball Tournament Courts: Ballin' Basketball Tournament Parks:</p>	<p>RFCC: Ballin' Basketball Tournament, Full Circle Strongman Competition Keel: ARC: Ballin' Basketball Tournament Mtg: Williston Market Courts: Ballin' Basketball Tournament Parks:</p>
07	08	09	10	11	12	13
<p>RFCC: Ballin' Basketball Tournament Keel: ARC: Ballin' Basketball Tournament Mtg: Ballin' Basketball Tournament Courts: Ballin' Basketball Tournament Parks:</p>	<p>RFCC: Keel: ARC: Mtg: Williston United Board Courts: Parks:</p>	<p>RFCC: Keel: ARC: Puzzlepalooza Courts: Parks:</p>	<p>RFCC: STEM Education Day (tent) Mtg: DFS Courts: STEM Education Day (tent) Parks:</p>	<p>RFCC: Home Garden Show Keel: ARC: Mtg: WBSD7 Admin Courts: Parks:</p>	<p>RFCC: Home Garden Show Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Home Garden Show Keel: ARC: Mtg: Courts: Parks:</p>
14	15	16	17	18	19	20
<p>RFCC: Home Garden Show Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Bailey Rodeo Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Bailey Rodeo Keel: ARC: Kids Day Out in Pool Mtg: DFS Courts: Parks:</p>	<p>RFCC: Bailey Rodeo Keel: ARC: Homeschool Group Mtg: Courts: Parks:</p>	<p>RFCC: Bailey Rodeo Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Bailey Rodeo Keel: ARC: Mtg: Courts: Parks:</p>
21	22	23	24	25	26	27
<p>RFCC: Bailey Rodeo Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Roller Skating Keel: ARC: WCCU Mtg: WCCU Courts: Parks:</p>	<p>RFCC: Roller Skating, Nerf Wars Keel: ARC: WCCU, DFS Mtg: WCCU, DFS Courts: Parks:</p>	<p>RFCC: Nerf Wars Keel: ARC: St. Joes, Run For Fun Mtg: WCCU Courts: Parks:</p>	<p>RFCC: Boss Lady Vendor, Nerf Wars Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Boss Lady Vendor, Nerf Wars Keel: ARC: Mtg: Courts: Parks:</p>
28	29	30	01	02	03	04

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
RFC: Nerf Wars Keel: ARC: Mtg: Courts: Parks:	RFC: Keel: ARC: Mtg: Courts: Parks:	RFC: Keel: ARC: Mtg: Courts: Parks:	RFC: Keel: ARC: Mtg: Courts: Parks:	RFC: Keel: ARC: Mtg: Courts: Parks:	RFC: Keel: ARC: Mtg: Courts: Parks:	RFC: Keel: ARC: Mtg: Courts: Parks:
05	06	07	08	09	10	11

**WILLISTON AREA RECREATION CENTER
OPERATING AGREEMENT**
Park District of the City of Williston and Williston State College

This Operating Agreement is made this 15th day of August, 2023 between Williston State College (WSC) and the Park District of the City of Williston, North Dakota (Park District), acting by and through the Board of Park commissioners whose address is 822 18th Street East, Williston, North Dakota 58801. This agreement will cover August 15, 2023, through August 14, 2024.

The purpose of this operating agreement is to provide the terms of use of the Williston Area Recreation Center (ARC) by WSC students and to provide for payments by WSC to the Park District. This Operating Agreement is made pursuant to paragraph 11 of the Joint Powers Agreement between the State Board of Higher Education and Williston Parks and Recreation District dated March 22, 2012 (JPA). This Operating Agreement will also provide the terms of use and fee arrangement for WSC faculty and staff.

THEREFORE, the parties agree as follows:

1. General Use

Williston Area Recreation Center shall be operated as a public facility and shall be made available to other public and private entities and individuals. It shall be utilized for college and school educational and athletic activities and events, and sporting, recreational and civic events that promote wellness and fitness, provide recreational and sporting opportunities to students and other community and surrounding area residents and visitors, promote visitor attraction and economic development, or enhance the quality of life of community and surrounding area residents.

2. Scheduling Preferences for Williston Area Recreation Center

- a. The Park District shall have the primary responsibility to schedule various areas and events within the ARC to accommodate the needs of the general public, dues-paying members, School District and WSC needs and programs. Park District may revise Scheduling Preferences as it deems fit in its sole discretion. Other scheduling preferences shall be negotiated. The parties acknowledge there will be considerable joint use during the times the ARC is open.
- b. WSC shall have the right to make reasonable use of the ARC without charge, as determined by the Park District and set forth in writing, for physical education classes, enrichment classes, intramural events, special events programming, and other activities of interest to WSC by separate agreement for educational purposes.
- c. The Park District and WSC shall share parking for all events, activities and programs that will take place on the campus and in the ARC. The entities will work towards limiting conflicts that may reduce the parking on campus and at the ARC. Except as specifically designated and reserved for staff or faculty, all parking locations on the WSC campus shall be available for parking and usage by both WSC and the Park District.

3. Use of Williston Area Recreation Center by WSC Students

- a. WSC approved a student fee of fifteen dollars (\$15.00) per credit hour paid on a maximum of fourteen (14) credit hours per semester with input and support of the WSC Student Senate and student body. In exchange for the student fee payment, all WSC students will receive a semester membership at the ARC. Fall semester packages will begin once enrollment has been confirmed by WSC Administration. A weekly enrollment list will be emailed to WPRD staff, by the Registrar

Office at WSC, beginning August 1st for the upcoming school year. Spring semester packages will begin January 1st and conclude May 31st. Summer school packages will begin once enrollment has been confirmed by WSC Administration per the weekly email process. Summer school packages will conclude on July 31st, 2024.

4. Payment to Park District

- a. In consideration of the usage, student discounts, and faculty and staff discounts herein, WSC agrees to pay the Park District an annual sum equaling the greater of: (a) \$250,000 or (b) the student fees collected during the fiscal year pursuant to paragraph 3(a) herein. The cash payment would be payable in two installments with the first payment being due herein on or before the 11th day of December 2023, and the final payment due on or before the 10th day of June 2024.
- c. As additional consideration, WSC agrees to provide outside security to the ARC, at no charge to the Park District, at the same level that is provided for WSC buildings and grounds.

5. Use of Williston Area Recreation Center by WSC Employees

At the discretion of WSC, all benefitted employees and full-time contracted employees may obtain membership in the ARC for a reduced rate. The rate is reduced as follows: Employee will receive a 50% discount from the public rate for monthly, 6-month, 12-month memberships. The reduced rate applies to WSC benefitted employee/full-time contracted employees, and all other subsequent family members (spouse and each legally dependent family member) will receive the standard public discount.

- 1/2 off Adult Membership (Paid in Full)
- 1/2 off Child Membership (Paid in Full)
- 3rd Child and beyond is free.

The Park District reserves the right to set the regular public rate annually. A benefitted employee is a person who is employed in a continuing position at WSC for fifty percent of time or more.

6. Facility Advisory Committee

Pursuant to paragraph 12 of the JPA, a seven -member Facility Advisory Committee will provide input to the Park District and provide an opportunity for input from the parties and other interested groups and individuals regarding Facility management and operation. The Facility Advisory Committee shall meet not less than twice each calendar year. The members of the Facility Advisory Committee are:

- a. The WSC President or President's designee.
- b. The President or designee of the WSC student governing body.
- c. One member collectively chosen from the membership of the WSC Faculty and Staff Senates.
- d. One member of the Park District's governing board who shall serve as chair of the committee.
- e. The Park District Director or Director's designee.
- f. One member appointed by the Park District's governing board to represent community facility users; and
- g. One member appointed by the Williston School District #1 governing board.

Park District shall provide staff support and supplies and coordinate and schedule Facility Advisory Committee meetings.

a. Disputes

The parties shall designate a representative who shall be the party's representative with respect to any matters in dispute or requiring agreement under the terms of this Operating Agreement. Such representative may be changed from time to time. The representative chosen shall be responsible for attempting to resolve any dispute(s) between parties concerning this Agreement.

b. Arbitration

If the designated representative cannot agree with respect to any matter requiring agreement or with respect to any dispute concerning this Operating Agreement, the parties shall submit the matter to binding arbitration. Unless the parties can agree upon a single arbitrator, each party shall select one arbitrator and the two so selected shall select the third arbitrator. The decision of a majority of the arbitrators, or the single arbitrator chosen, shall be conclusive and binding upon the parties. Any arbitration proceedings shall take place in Williston, North Dakota.

7. Effective Date

This Operating Agreement shall become effective on the date signed by the last party to sign the Operating Agreement.

8. Term

The term of this Agreement is for one year, from August 15, 2023 until August 14, 2024.

The terms and provisions of this Operating Agreement shall be reviewed (not renegotiated) and amendments considered on an annual basis. Neither party shall be under any obligation to make any amendments to the Operating Agreement unless Mutually Agreed upon by all parties hereto and placed in writing pursuant to a written Operating Agreement Amendment.

9. Liability and Insurance

a. Each party is responsible for its own acts and agrees to assume its own liability for these acts and consequences. The liability of WSC is governed by North Dakota Century Code chapter 32-12.2 and liability of Park District is governed by North Dakota Century Code chapter 32-12.1. Park District shall procure and maintain liability insurance covering the ARC and Park District's management and operation of the facility and adopt and enforce reasonable rules regarding liability for users. Park District shall cooperate with WSC and ensure that Park District obtains property and casualty coverage as provided by state law for the ARC property. WSC will ensure its own contents.

b. With respect to any activities which take place in the ARC and are clearly sponsored by one of the parties, then with respect to those activities, the party agrees to indemnify and hold harmless from any and all claims, damages, costs or expenses, including attorney's fees, arising out of such activities. To the extent permitted by applicable insurance, each party waives any right of subrogation against the other with respect to any bodily injury or property damage occurring on or arising out of the use of the facilities.

10. Waiver of Forbearance

The delay of either party to this Operating Agreement in insisting on the performance of any of the terms and conditions of this Operating Agreement shall not be construed as waiving any terms or condition, but

such terms and conditions shall continue and remain in full force and effect as if no forbearance had occurred. The waiver of any breach of the terms or conditions of this Operating Agreement shall not be construed as a waiver of any future breach of the same or other terms or conditions of this Operating Agreement.

11. Severability

The invalidity of any part of this Operating Agreement will not and shall not be deemed to affect the validity of any other part. In the event that any provision of this Operating Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect as if the invalid provisions did not exist.

12. Scope of Agreement

This Operating Agreement and the JPA dated March 22, 2012, shall constitute the entire agreement between the parties as to the matters dealt with herein. Nothing in this Agreement, shall modify, amend, waive, or affect the provisions of the JPA or any other separate written agreement between the parties hereto, if any. This Operating Agreement is personal to the parties and neither the rights nor the obligations of either party may be assigned without the written consent of the other. This Agreement shall be governed and construed under the laws of the State of North Dakota.

13. Amendments

Any modification or amendment of this Operating Agreement or obligation assumed by either party in connection with this Operating Agreement shall be binding only if evidence in writing is signed by each party or an authorized representative of each party.

14. Paragraph Titles

The titles to the paragraphs of this Operating Agreement are solely for convenience of the parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this Operating Agreement.

15. Counterparts

This Operating Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute the same instrument.

Park District of the City of Williston

Kelly Heller
President of Board of Commissioners

Date: _____

Williston State College

Bernell Hirning
Bernell Hirning, PhD
President

Date: 12-21-2023

SICK LEAVE BANK

Policy No. 470

Original Date: 12/05/2000

Date Revised: 09/16/2024

A WPRD Full-time benefitted employee may carryover a maximum of 480 hours of sick leave annually. After an employee has accumulated the maximum of 480 hours of sick leave in the year, in lieu of payment, the hours earned over 480 will be placed into the sick bank. The maximum sick bank contribution from eligible employees annually is 96 hours. All outstanding sick leave hours in addition to 576, will be forfeited at the end of the year.

The sick bank will only hold hours contributed from current employees. When employment is terminated with WPRD, all hours they have contributed to the sick bank will dissipate. The sick bank will cap at 5000 hours.

Sick Bank Committee:

The Sick Bank Committee will be comprised of all employees who were eligible to contribute hours at the closure of the previous year. In the case of an employee applying for access to the Sick Bank, a formal application will be completed, and the committee will be required to meet and determine eligibility.

Sick Bank Committee as of January 2024 consists of Kwame Asare, Joe Barsh, Eugene Boateng, Jim Cote, Kirk Erdman, Zach Nelson, and Zac Peterson.

Criteria for using banked hours:

Major Illness, Surgery, Cancer, Heart Problems, or any serious illness that would require long term care, any questionable illnesses will be reviewed by the Executive Director and Sick Bank Committee for determination.

Sick Leave may be used by an employee to tend to the needs of certain family members. Eligible family members include the employees' spouse, children, or parents. Hours given will be determined on a case-by-case basis, determined by the Sick Bank Committee.

If the situation arises that the bank is empty, full-time employees will be able to donate hours from their own earned sick hours at their discretion.

Sick Bank Hours will not be used for Minor Illnesses.

**WATER LICENSE AND USE AGREEMENT
BETWEEN
THE CITY OF WILLISTON, NORTH DAKOTA, AND
THE WILLISTON PARKS AND RECREATION, WILLISTON NORTH DAKOTA**

THIS WATER LICENSE AND USE AGREEMENT is made this _____ day of _____, 2024, by and between the City of **Williston** (hereinafter referred to as “the City”), North Dakota, a municipal corporation, whose post office address is P.O. Box 1306, Williston, North Dakota 58802-1306, and **Williston Parks and Recreation**, (hereinafter referred to as “the Park.”) whose address is P.O. Box 1153, Williston, North Dakota 58802-1153. This Agreement shall become binding and effective upon the signature of the last of the Parties to execute this Agreement (hereinafter referred to as the “Effective Date”).

RECITALS

WHEREAS, the City is the owner of the surface estate of the Lot 30 of the Williston Square Subdivision, Township 154 North, Range 101 West of the 5th Principal Meridian, City of Williston, Williams County, North Dakota (Lot 30).

WHEREAS, the City is the owner of Lot 26 of the Williston Square Subdivision, Township 154 North, Range 101 West of the 5th Principal Meridian, City of Williston, Williams County, North Dakota (Lot 26).

WHEREAS, the Park desires the revocable right of use of surface water from Lot 30, subject to North Dakota statutory and regulatory laws, for irrigation purposes, and in no event shall agreement be construed to grant a license for the use of water for commercial or industrial purposes or sales.

WHEREAS, the Park also desires the revocable right of use of the subsurface water rights from Lot 26, specifically including but not limited to the use of the water well located on Lot 26, subject to North Dakota statutory and regulatory laws, for irrigation purposes, and in no event shall agreement be construed to grant a license for the use of water for commercial or industrial purposes or sales.

WHEREAS, Subject to the terms and conditions of this Agreement, the City is willing to permit the the Park use of the surface water.

AGREEMENT

THEREFORE, the recitals herein incorporated and made part of this Agreement, and in exchange of the mutual consideration described herein, by and between the parties to this Agreement, the Parties to this Agreement hereby agree as follows:

1. License for Use of Surface Water.

Subject to all statutes, rules, and regulations governing the use of water in the State of North Dakota, the City hereby grants to the Park the limited and temporary right for a non-exclusive, revocable, and limited license to use the surface water located over or on Lot 30 for irrigation purposes. As part of the license granted herein, the City allows the temporary right for the Park and any third-parties contracted by the Park, to access and use, during the term provided below, Lot 30 solely for the irrigation purposes of the Williston Municipal Golf Course, which may include setup, construction, installation, use and removal of irrigation equipment, aboveground freshwater lines, booster pumps, crossing structures and/or other equipment (the "Equipment"). This temporary license shall, without necessity of further documentation, automatically terminate with respect to the rights granted herein and all of the City's property at such time the Park ceases using the temporary above-ground water line or when the License is no longer needed by the the Park. Notwithstanding the foregoing, in no event shall the duration of the rights granted by this Agreement exceed ten (10) years after the effective date. This Agreement shall be automatically renew, under the same terms and conditions, for one additional ten (10) year term, unless on or City terminates or revokes the Agreement as provided herein.

2. License for use of Subsurface Rights.

Subject to all statutes, rules, and regulations governing the use of water in the State of North Dakota, the City hereby grants to the Park the limited and temporary right for a non-exclusive, revocable, and limited license to use the subsurface water, specifically including but not limited to the use of the water well, located over or on Lot 26 for irrigation purposes.

As part of the license granted herein, the City allows the temporary right for the Park and any third-parties contracted by the Park, to access and use, during the term provided below, Lot 26 solely for the irrigation purposes of the Williston Municipal Golf Course, which may include setup, construction, installation, use and removal of irrigation equipment, aboveground freshwater lines, booster pumps, crossing structures and/or other equipment (the "Equipment"). This temporary license shall, without necessity of further documentation, automatically terminate with respect to with respect to the rights granted herein and all of the City's property at such time the Park ceases using the temporary above-ground water line or when the License is no longer needed by the the Park. Notwithstanding the foregoing, in no event shall the duration of the rights granted by this Agreement the term of the Agreement as provided herein.

3. Limited Ancillary License Rights.

During the term of the limited and temporary right for a non-exclusive, revocable, and limited license to use the surface and subsurface water includes ancillary rights of ingress and egress to the water well located on Lot 26, electrical and communication lines for the water well located on Lot 26, and unless otherwise provided herein, the Park shall have all privileges necessary or convenient for the full use and enjoyment of the rights herein granted.

4. Obligations of the Park.

Upon the Effective Date of this Agreement, the Park agrees to acquire and maintain, as required by law and at the Park's sole cost and expense, a Permit for surface and subsurface water on Lots 26 and 30. If required, the Park agrees to acquire and maintain, at their cost, an individual and unique state-approved telemetry device ("Meter") for water volume measurement. The Park agrees that this Meter will remain associated with the permit for its duration and be present during the term of this License Agreement to calculate volume of water used. At such a point where the Permit becomes expired, the Park will have, at their discretion, the ability to retrieve and keep the Meter for other uses. The Park agrees

to maintain accurate and timely reporting as per the North Dakota State Department of Water Resources and keep the Permit in good standing during the term of this Agreement.

The Park further agrees to pay all costs, charges and expenses incurred in, about, or associated with exercising the rights granted herein, and the Park will make any and all repairs that may become necessary, at the Park's own cost and expense and will pay for all damages that may result to the City's property from its use.

The Park represents and warrants that it has full right and authority to enter into this Agreement and carry out its obligations.

The Park agrees to comply with all applicable state and local regulations.

The Park agrees it shall, subsequent to the execution of this Agreement and at all times, promptly and fully pay and discharge any and all lawful claims upon which any such liens may or could be based, and to save and hold the City free and harmless of and from any and all such liens and claims. If the Park desires to contest any lien of the nature set forth herein, the Park shall notify the City of its intention so to do within twenty (20) days after the filing of such lien. In the event of any such contest, the Park shall protect and indemnify the City against all loss, cost, expense and damage resulting therefrom. In the event the Park contests any such lien and sustains an adverse determination, the Park shall nevertheless not be in default under the terms of this Agreement if it has satisfied the indebtedness (together with interest, penalties and costs) within ten (10) days after the adverse determination.

5. Obligations of the City.

The City shall not place any obstructions within the licensed area which could interfere with the normal operation and maintenance of the rights granted herein. Subject to the foregoing, the City, its heirs, executives, administrators, personal representatives, successors, and assigns reserve the right to fully use and enjoy the property covered by this

Agreement insofar as the exercise of such right does not interfere with or conflict with the Park's rights granted hereunder.

The City represents and warrants that it has full right and authority to enter into this Agreement and carry out its obligations.

6. Remediation.

Upon termination of this Agreement, the Park agrees to restore Property to a like condition as existed at the time of construction. The Park maintains responsibility to remediate any damages to the City's Property, including but not limited to fences, ditches, culverts, or roadways on the Property that occurred during the duration of this Agreement. The Park is responsible for any and all actions of its contractors or third parties that come on the Property during this Agreement.

7. Indemnification.

The Park hereby agrees to defend, hold harmless and indemnify the City from any and all liability, costs, damages, and attorney's fees the the City may suffer as a result of claims, demands, costs, liens, or judgments against the City arising out of any operation, work, procedure, accident, any use of the Agreement or exercise of the rights granted herein, or otherwise caused by the Park or for any environmental damage caused or permitted by the the Park on this easement or the Park's noncompliance with any environmental law, order, administrative law or rule, adopted or promulgated by the State of North Dakota or the United States of America, or any board, agency or commission thereof.

8. Entire Agreement.

This Agreement and any amendments represent the entire agreement of the parties hereto and supersede any prior understanding between the parties respecting the subject matter herein.

9. Governing Law.

This Agreement shall be governed by and interpreted in accordance with the laws of the State of North Dakota, without giving regard to its conflicts of law provisions which might direct the application of the laws of another jurisdiction.

10. Confidentiality.

The terms of this Agreement shall be considered as confidential between the parties, except such disclosure as is necessary for the Park to secure the Permit.

11. Term.

This Agreement shall continue in full force and effect for ten (10) years from the Effective Date, subject to automatically renewal, under the same terms and conditions, for one additional ten (10) year term, unless the City terminates or revokes the Agreement, or the agree both parties shall mutually agree to the earlier termination of this Agreement. Further, this Agreement shall, without necessity of further documentation, automatically terminate with respect to all of Grantor's Property at such time, if ever, the Park abandons or ceases using the surface water from the Property, subject to North Dakota statutory and regulatory laws, for irrigation purposes.

12. Revocability.

The right or permission to use the portion of the water contained in and on the City's property, as described herein, will be revocable by City at any time with written notice to the Park. The right to use the water contained in and on the City's Property is permissive only.

13. Exclusivity.

This license is not exclusive to the Park, and the Park shall have the privilege hereunder only of occupying such portion of the water facilities as is necessary to accomplish the purposes hereinabove set forth. The City shall have the right to enter upon the water facilities for its own purposes, or to permit others to enter upon the water facilities so long

as such entrance does not materially interfere with the purposes for which this license is granted.

14. Amendment and Waiver.

No amendment to this Agreement will be effective unless made in writing and signed by both parties. The waiver by one party of a breach of any provision of this Agreement by the other must be in writing and is not to operate or be construed as a waiver of any other or subsequent breach of that party.

15. Severability.

If any portion of this Agreement is held to be void or unenforceable by a court of competent jurisdiction, such a portion so found shall be deleted and treated as if it were never apart hereof. The balance of this Agreement shall nevertheless be effective and enforceable.

16. Counterparts.

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, and all of which together shall be considered one and the same document.

17. Assignment.

Neither party may assign this Agreement, in whole or in part, without the prior written consent of the other party.

18. Termination of the License Agreement.

The City reserves and shall have the absolute right in its sole and unfettered discretion, at any time and without the Park's consent or approval of (but with notice to Director of the Park District) to terminate the Water License and Use Agreement.

End of Agreement – Signatures to follow on next page

IN WITNESS WHEREOF, the parties to this agreement have executed this agreement
the day and year first above written.

WILLISTON PARKS AND RECREATION

Attested By:

CITY OF WILLISTON

Howard Klug, President
Williston City Commission

Attested By:

Hercules Cummings,
Finance Director & City Auditor