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**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION
WAS HELD AT 5:30 P.M. MAY 16, 2023 AT THE WARC.**

PRESENT: Liffrig, Owens, Jangula, Heller

ABSENT: Irgens

OTHERS: Barsh, Blume, Lynner, K Cote, J Cote, Iblings, Layton, Christen, Kreklau

Heller called meeting to order.

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

MOTION CARRIED.

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

MOTION CARRIED.

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

MOTION CARRIED.

EXECUTIVE DIRECTORS REPORT –

a. Finance.

- b. Grants. We will continue to look for grants for years to come! We were awarded \$55K from the County to put towards re-surfacing the tennis and basketball courts at Davidson Park. We will work with the Tennis community to see what else we can do for that location. WPRD is moving forward with the upgrades from the previous grant awarded to make improvements to the Little Muddy Trail.
- c. Williston Water World. Due to an anonymous donor, the Pool Committee will be able to break ground this spring! During the next meeting a contractor will be selected so they are able to move forward with this project.
- d. Dakota Park. The survey results are back from the city so they will continue to move the playground and get the site work started for the new baseball field.
- e. Recreation. New programs beginning in May (Travel Baseball, Travel Fastpitch, Adult & Youth Softball, Little League, and Strider.) There will be 5 HOME tournaments this summer! As well as hosting our first Cal Ripken Tourney in Williston in July. The “volunteer hour” process for the travel baseball program is going very well. Those that have already started working their hours have been so helpful in making our programs run better, so we say thanks! Williston Wonders was awarded \$2K from the Girls Run Strong Program for new supplies and equipment. They did a great job raising money for this new program and the Wonders are grateful!
- f. HR/Payroll. Jess has gotten her Accounts Payable Manager Certificate; congrats! Dylan Borseth (Rec) and Elizabeth (Marketing) will be our new interns this summer!

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- g. Golf Course. There was a new filtration system installed last fall and new motors have been installed this spring. We are looking forward to improvements to the greens this summer. A beverage cart has been added. 5 sets of rental clubs are available to the community for those that don't have their own. A mini food service is coming soon! And lastly, online T-times!
- h. Parks/Maintenance. Splash Pad to open soon at Davidson Park. A new shed has been placed at Western Star. A new cage has been installed around the simulator barrel in the turf room to protect the system from misuse. Pool issues that come up are being resolved as soon as possible. This summer all of the wood courts will be re-surfaced at both the ARC and the RFCC.
- i. Marketing. There is a new active Municipal Golf Course Facebook page to help spread more information about what is happening at the course. The May-Sept Brochures have been published and shared to the Williston schools. Registration is open for all programs through August. Upgrades are happening to our software, including RecTrac, WebTrac, GolfTrac, and improvements to the website.
- j. Child Sitting. Child Sitting visits are up 200 children from last year at this time. They continue to add fun programs like their "Under the Sea" event this Friday. They continue to attract new guests each month and are excited to welcome them to the facility.
- k. Facilities. The ARC is getting less busy due to teams and participants heading to the outside WPRD locations! Reservations are going great, and staff are trying to accommodate as many events and parties as they can. You will now notice some new seating in the hallways! We are in hopes that these will be easier to clean and give a fresh look to the ARC. Updates are happening in the golf and baseball/softball simulator rooms, as well as new LED lights starting in the Turf Room.
- l. Front Desk. Continue to train all staff to be "customer service friendly!" We are excited to welcome new guests and to answer all questions that come our way. New WPRD T-shirts are now available at the front in bright colors (red, green, and blue.) Continuing to promote our memberships to the community and the Corporate Membership Program.
- m. Special Events. Mother & Daughter Day went great out at the Keel Boat! Carriage rides, headband crafts, paintings, and Etiquette Classes were a part of this event. Puzzle Palooza will be happening tomorrow night with a 750 piece puzzle and 21 teams! Registration is up and running for this summer's Kids Camp. We are excited to share our fun themes and are excited to hear from our special guests who have stepped up big for us from the community. There will be Preschool Camp, Kinder Camp, 1/2 Day Camp, and Full Day Camps. The "Campus Club" After School Program is filled with registrations for this summer, which will take place at the ASB School. Roller Skating will be back for a week starting June 11th at the Raymond Center (private and public skates are available.) Our newest event, "Dude's Day", will be a chance for dads and sons to play mini golf, cornhole, target practice, and other outdoor games. This will take place at the Raymond Center on June 21 & 22.
- n. Aquatics. The waitlist for private lessons is almost complete. They will open up registrations again June 1st. Paddleboard reservations will be available at Spring Lake Park during the weekends this summer. They will also offer private parties and paddle camps for the youth. Our Aquatics Department will now be offering public CPR classes for the community!
- o. Fitness. 962 participants went through the classes in April. Excited to see new faces! The new leased equipment is in place and being used. Customers are happy to have such high quality units and Matrix continues to work out any problems that come up. 70 sessions of Personal Training sessions have been completed in the month of April. Silver Sneakers continue to increase every month and new events and talks are being added to our "Active" Senior Room.

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- a. Harmon Park Pool Building. No updates. Waiting for the state to move forward with the removal project.
- b. Dakota Park Field Addition. In process.
- c. Williston Water World. Breaking ground this spring.

NEW BUSINESS –

Parks & Facilities Masterplan. WPRD has reached out to other districts for advice on moving forward with this proposal. They have been helpful answering many questions. This Masterplan will tell us how our current operations fit with our future operations. This will include public input from an outside perspective through a survey to find out what the community wants. MOTION by Jangula, SECONDED by Liffbrig, we approve the RFP for Parks & Facilities master planning services and give staff the go ahead to move forward with the RFP for submissions.

MOTION CARRIED.

No correspondence or citizens to be heard.

MOTION by Owens SECONDED by Jangula the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Facilities and Programs