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**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION
WAS HELD AT 5:30 P.M. August 15, 2023 AT THE WARC.**

PRESENT: Liffrig, Owens, Irgens, Jangula, Heller

ABSENT:

OTHERS: Barsh, Ludlum, Lynner, K Cote, J cote, Iblings, Matt, Chad, James, Patrick, Christen, Alexis, Elizabeth, O'Rear, Amanda Nelson, Dylan

Heller called meeting to order.

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

MOTION CARRIED.

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

MOTION by Owens, SECONDED by Jangula, we approve Park Dist. Financial statement and Boys Baseball financial overview.

- Working on final budget for 2024. The 2024 Preliminary will be turned in for the board next month.

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

EXECUTIVE DIRECTORS REPORT –

- Outdoor pool- Applied for park system grant. Awarded 563K. That grant and other private donations have made it so that we can break ground in the next few weeks. Expect a grand opening spring 2025.
- Davidson park project will start resurfacing in the very near future (weather dependent).
- May resurface and put lines down at the tennis courts at Harmon Park.
- Dakota park grading has started on the new field, paths and sidewalk is done. Working on getting grass.
- Applied for marathon oil grant for Davidson Park, State tourism grant for Water World.
- Payroll/HR- New hires Patrick maintenance superintendent, Chad aquatics maintenance tech, James maintenance. Kazuma will be here Aug 28th to take Facility Director. Chris Liesy will start Sept 25th to be travel sports coordinator and helping with facilities. Tawney resigned, her last day will be Aug 28th, that position will stay the same just with a new title and that will be posted soon. Met with Black Mountain to go over the payroll and accounting process for a possible switch in the future. Black Mountain runs off the cloud and would take pressure off of the servers that Banyon is using now.
- Marketing/PR- Facebook and social media is doing great with positive reviews. Skate night is on the radio to see how radio advertising works for the park district. We were at Choke Cherry and will be at the air show and community fair. End of summer bash was a hit. Elizabeth will stay longer. We have a new website platform and plan to launch Monday Aug 21st, this is an ADA compliant site. We will get a WPRD site and they offer an employee site that we are looking into for the future.

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- h. Child sitting- Had an American theme party with great attendance. Numbers are consistent with years pass. \$3 daily visits for a back to school special.
- i. Parks/Athletic Fields- Batting cages are getting started at Dakota Park. Building a new shelter at Cote Park. Continued maintenance on all fields as summer is coming to an end. Resodded and Grondahl and Dakota park.
- j. Golf Course- It is looking great; grass is green with the new filter. Everything is running with all the new improvements to the system. Club rentals are very popular and renting at high demand. Private lessons, and the range are in demand. Food sales are picking up. There are a lot of tournaments and private events scheduled through August. Memberships are high.
- k. Facility Operations- Fall sports are starting to return to the ARC. Working on communications with the schools and coaches and use of the facility. Working with event contracts. Raymond center is staying busy. Roller skating, Pheasants forever and many other venues. Working on reservations for events and school sports.
- l. Memberships- School district first sign-up night was busy it was a success and went well.
- m. Facility Maintenance- Fire Marshal inspections are getting completed. Fire Panel inspection will be done within the next two weeks, to complete being up to code. Golf simulator service contracted for the next 3 years, the room will be getting some new equipment including a screen and bumper. Resurfacing the basketball courts at the Raymond center will start next week, the courts at the ARC will be done in September. Pool maintenance and cleaning will be taking place over the next 2 months.
- n. Aquatics- Lessons in July had extra kids due to more instructors. Paddle boards are back at the ARC to get cleaned and put away. Short Course for swim will start in fall. Aquacise will start back in September. Lifeguard and in-service trainings were offered. Acid washing over the next three months with partial shutdowns.
- o. Special events- Puzzle palooza Aug 15th and more added. Roller Skate special back to school night Aug 25th, there are other open skate and private party times. Nerf wars for two weeks in Sept/Oct. Kids camp is complete for the summer. Campus club registration is open for 6 total schools.
- p. Recreation- Summer sports are finished. In-house sports will be starting soon including cheer, softball, tackle and flag football, and many more. Wonders is taking off with a corn hole tournament for that program at the end of July raising money for the group, there will be many more programs offered to the wonders in the future.
- q. Fitness- group fitness numbers are steady. Personal training sales are steady. Senior fitness classes are full, SilverSneakers numbers stay steady. On-site senior luncheons are going good CHI offers once a month. Fish and game will be coming in August. 21-day senior challenge will start in September focusing on balance.

OLD BUSINESS –

- a.

NEW BUSINESS –

- a. Williston basin school district 7 contract changes Motion by Jangula Second by Owens ROLL CALL AYE: Liffriq, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None. Motion Carried
- b. Vote for the new park board Clerk Rhonda Ludlum. Motion by Jangula Second by Irgens to
- c. Motion by Jangula Second by Irgens to Add Rhonda as a signer and remove Mackenzie off the following bank and financial accounts:
 - a. Williston Parks & Recreation -0017285

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- b. Williston Parks & Recreation Tax -91009746
- c. Williston Parks & Recreation General -91009738
- d. Williston Park District Payroll Account -9225616
- d. ROLL CALL AYE: Liffbrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None. Motion Carried

No correspondence or citizens to be heard.

MOTION by Jangula SECONDED by Owens the meeting adjourn.

MOTION CARRIED.

ATTEST: Rhonda Ludlum Fitness And Wellness Manager