

Approved 5.16.23

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION  
WAS HELD AT 5:30 P.M. APRIL 18, 2023 AT THE WARC.**

PRESENT: Liffrig, Owens, Jangula, Heller

ABSENT: Irgens

OTHERS: Barsh, Blume, Gillum, Floyd, Iblings, Lynner, Kreklau, Layton, O'Rear, Kitchens, Christen, K Cote

Heller called meeting to order.

MOTION by Owens, SECONDED by Liffrig, 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 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.

EXECUTIVE DIRECTORS REPORT –

- a. Finance - Audit went well and was very efficient. WPRD is continuing to collaborate with them to get information on how to handle working with the Kidz Quest After School Grant, so we are ready for next year's audit. Jess is working on her Accounts Payable Certification.
- b. Recreation – Very busy and spring programs are ready to start! Using current and past surveys to make positive changes to each individual program. Rec staff helped in the community by working at Scrubs Camp, Marketplace for Kids, and Kidz Quest activities. Travel Baseball programs are starting to get going and Travel Volleyball (16U Team) has won a free bid to the AZ tournament! The Ballin' in the Basin Tournament was successful with 89 total teams which played in 3 locations (ARC, RFCC, WHS.) WPRD Rec has now taken on the Williston Wonders group to bring more activities to those with special needs. We are excited for a few new programs and events... Tyke Time, Boys Break Through, a Pickleball Tournament, and a 5x5x5 Fundraising Tournament.
- c. Admin – Pool project is still moving along. Waiting for some feedback from a couple grants. Should know in the month of May a date when the pool will break ground.
- d. HR/Payroll – Welcome Emily O'Rear to the Marketing Specialist position and Vince Gable to Parks! We are excited to see what they do within their new roles!
- e. Marketing/PR – Social media is going well, finding many avenues to advertise, and giving a push to our Corporate Membership program! Welcome GOWireline and Bethel as Corporate Members!
- f. Parks – Hoping to get fields ready soon to bring spring programs outside! Updates to the Davidson Clubhouse include new flooring and updates to the bathroom. Lights have been fixed in the Raymond Family Community Center Arena. Renovations to the Golf Course include new shelving, additional rental clubs, new carpet, new paint, and adding a small menu of food and beverages. Excited to host our very first Middle School Tournament out at the Muni. Lastly, updated RecTrac so that the community can make online reservations themselves.

- g. Fitness – Group Fitness, Personal Training, Tyke Time for littles are great things happening in Fitness! Silver Sneakers continue to grow. Michele is going to be taking the lead and adding senior events, challenges, and special attention to this group. During the month of May, we will be running the “3 by 3” Special, which is \$3 for those seniors who just want to use the walking track before it gets busy at 3pm. The new Matrix equipment is coming this weekend and into next week. We are excited to see what these new machines can do!
- h. Child Sitting – Themed parties, crafts like birdfeeders, dance parties, and more happening in Child Sitting. 1654 visits in the month of March.
- i. Special Events – Puzzle Palooza had 18 teams! We will continue to host this program. Roller Skating nights will happen one week per month until October. We offer private parties, open skates, and themed nights. Nerf Wars will be this weekend at the Raymond. Mother & Daughter Day will be May 6<sup>th</sup> at the Keel. More details coming soon about our new June program, Father & Son Day! Kidz Quest Camp registration is full. Kids Camp registration opened on Monday for the summer (Preschool Camp, NEW Kinder Camp, ½ Day Camp, and Full Day Camp.)
- j. Facility – The ARC has started to slow down due to athletes being able to practice outside. The Raymond is almost completely booked in the Conlin Arena for the year. Spring Lake Park and Davidson events are starting to pick up. Our facilities have been packed it has been fun! Currently we have a lot of local and surrounding schools to come in to use the facility for the end of the school year celebrations. We will continue to update special pricing for local groups, track meets, etc. The RFCC sound system is being looked at and waiting for suggestions for improvements.
- k. Aquatics – Working on ways to get more kids into swimming lessons. Private Lessons have been paused so we can take care of those that are already on the list first before opening it back up. Long Course season starts May 1<sup>st</sup> which means the diving boards are closed. We have 3 more LGI trainers through WPRD, which will open up some CPR classes for the community.
- l. Guest Service – 6918 visits, 17,291 member visits in the month of March.
- m. Facility Maintenance – LED lights are in and ready to be installed for the turf area, fixing a leak to the Hot Tub, after the snow is gone, we will work on rooftop maintenance, and continue to work on to do lists and cleaning lists.

OLD BUSINESS –

- a. Harmon Park Building. No updates.
- b. Dakota Park addition. Work has started for this project. New field, removal of courts, and moving the playground and shelter to the other side of the park.
- c. Williston Water World. No updates.
- a. Policy #280 update: MOTION by Owens, SECONDED by Liffrig, we approve changing the title to Marketing Specialist within Policy 280. ROLL CALL AYE: Liffrig, Owens, Jangula, Heller. NAY: None. ABSENT: Irgens.

NEW BUSINESS –

- b. Sea Lions Contract. Thank you to the Sea Lions for all they have done for our facility! We enjoy our working relationship with this group and will continue to help each other with anything that is needed.
- c. Naming of the Dakota Park fields. With the addition of the 3<sup>rd</sup> Field at Dakota Park, the baseball committee has proposed naming the three fields after longtime Williston baseball supporters. Floyd Semenko, Bob Miller & John Liffrig. Floyd’s wife, Lila, and grandson, Austin Semenko, are present tonight at the Park Board Meeting. Floyd had been a big part of the Legion Baseball here in Williston. He was one of the founding members and helped the baseball program survive

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tough times. John Liffrig who has put in countless volunteer hours and commitment to the Boys Baseball Program. Bob Miller was also a founding member of the baseball program and was a constant supporter, fundraiser, & volunteer up until he passed. MOTION by Owens. SECONDED by Jangula, we approve the Baseball Committee to name the 3 fields as they see fit at Dakota Park, after the individuals presented above. ROLL CALL AYE: Liffrig, Owens, Jangula, Heller. NAY: None. ABSENT: Irgens

- d. SESAC Music Agreement. We have purchased an annual license to legally stream music at WPRD locations & sponsored events. We will have to pay an annual fee for this agreement, based on population size.
- e. WPRD 2022 Audit. Audit is complete and available to the public. Please request a meeting with Joe Barsh if you would like further information or a detailed review of the document.
- f. Federal Grant Checking Account. Still working with auditors specifically regarding the Kidz Quest program. They have recommended that WPRD creates a separate checking account for Federal Grant funds, to keep those funds separate from General Park District funds. MOTION by Liffrig. SECONDED by Owens, we approve a new checking account to be opened for the Federal Grant fund and for the signers on the account to be Joe Barsh, Kelly Heller, Kate Cote, and Mackenzie Blume. ROLL CALL AYE: Liffrig, Owens, Jangula, Heller. NAY: None. ABSENT: Irgens

No correspondence or citizens to be heard.

MOTION by Liffrig, SECONDED by Jangula the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Facilities and Programs