

-Williston-Park-Board February 20th, 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. WPRD Vision Statement
 - b. Garrison Diversion Grant board project approval
 - i. WPRD Frisbee Golf/Restrooms
 - ii. Clay Target League Sponsoring agency
 - c. Land Transfer WBSD #7 Head Start Property: Parcel #01-328-00-62-86-000
 - d. New account at ASB
 - i. WPRD Capital Projects
 - e. WPRD future Sales Tax Funding
- VIII. Correspondence
 - a. Citizens to be heard.
 - b. Written
- IX. Adjourn

Next Park Board Meeting Tuesday, March 19th, 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

Get the app now and be ready when your first meeting starts: https://meet.goto.com/install

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 <u>joeb@wprd.us</u> by the Thursday before each meeting.

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. Jan 16th, 2024 AT THE WARC.

PRESENT: Liffrig, Owens, Jangula, Heller, Roness

ABSENT:

OTHERS: Barsh, Ludlum, K Cote, J Cote, Iblings, Amanda Nelson, Emily O'Rear, Cassidy Lindquist, Patrick, Alexis, Mike, Renee, Chris, Kazuma

Heller called meeting to order.

Additions-

• WPRD Vehicle fleet RFQ

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

MOTION CARRIED.

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

FINANCIAL REPORT -

December 2023 Financials

- Revenue/Expenses
 - o December Revenue: \$1,543,327.22
 - o December Expense: \$1,267,084.81
- Sales Tax
 - o November 1% Sales Tax: \$1,078,197.07
 - o November .5% Operations: \$539,098.53
- Cash Fund Balance at the end of December (Banyon):
 - 0 \$2,829,613.96
- CD's: ASB
 - o General Reserve CD:
 - **\$465,669.87**
 - **4.1%**
 - o WPR CD:
 - **\$102,013.31**
 - **4.12**
- Total Funds available to WPRD as of December 31st, 2023: \$3,413,321.47

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

EXECUTIVE DIRECTORS REPORT -

- Purchasing a series of computers to start a recycle program with all computers in the district
 - o We are making sure that we have working computers for all operations at all times but need to make sure out infrastructure is up to date beforehand.
- Masterplan-Interstate just finished the survey and we the advisory committee will meet soon to review the results. Staff did a zoom call with Pros Consulting, information request for all maintenance operations. Pros consulting will be working with us on the CAPRA as well.
- Grants-The CVB grants is outstanding, we are expecting feedback in the upcoming weeks. The priority of this grant are:
 - o RFCC Scoreboards, Harmon park pickleball, Davidson park tennis, Spring lake park Frisbee Golf.
 - o The Heritage and Garrison grants are due in March and are focused on natural resource projects like our frisbee golf course and spring lake park.
- Davidson park Tennis Complex Restoration project is ongoing fencing & spectator seating are the remaining projects to complete.
- Williston Water world is ongoing constant progress with construction. The waterpark will now feature a ninja cross system.
- HR- Sandra turned in her resignation and was replaced by Selvia who was already working part time.
 - Selvia will espand on her janitorial responsibilities we will not replace the Janitorial Manager position.
 - o Auditors will be here mid-Jan to work on taxes.
 - o Black mountain is proposed to start in March.
- Marketing/PR- All social media was down due to the holidays. Chaos Volleyball now has their own Facebook page. We are working on posting videos of programs and events.
 - 10th bday planning has started
 - o The community needs survey was completed and we had a winner of the year free membership.736 surveys were completed.
 - We added a page to our website specifically for sponsorship and donors to specific programs.
- Child sitting- 7 new kids in December and good numbers.
- Parks- working on the outdoor rink at Western Star. Flooding the rinks at Rickard & Davidson is underway as well.
 - o SLP and Harmon lights are done for the season.
 - o We are doing minor painting and maintenance at parks what can be done in the cold.
- Raymond- Ice is busy with 13 open skates, no Teton games as of yet but there are club games and practices. The upstairs. is busy with soccer, the ballin tournament and other vendor shows and sports. There are a lot of requests for private ice-skating parties, and we are trying our best to fit them in.
- Facility/Operations- ARC reservations are busy with travel and high school teams. All spring sports are already filling space and the turf, tennis and basketball courts are filled at all times.
 - Lockers are being replaced and repaired.
 - Spring reservations are filling up the facility.
 - o The cage room has been the busiest that it has before, which will help with more space in the turf room.
 - o Travel baseball, soccer and baseball will be 5 nights a week starting in March.

- Maintenance- The light project is still in progress. The new night cleaners have been here a month, and everything is going well. The generator PM maintenance was completed.
- Aquatics- Lessons are going good with 46 kids in lessons. Private lessons are good and still have a waitlist. Aquacise averages about 10-15 per class. Swim fit started Jan 2nd. Youth swim fit also started. In-house training is ongoing to keep all guards up to date with training.
- Special Events- Puzzle palooza is the second Tuesday of every month. Date night will be at the Raymond center Feb 9-10.
 - o Campus club is seeking sponsors to help with cost. They are fully staffed.
- Recreation- all winter programs are running and reaching higher numbers than ever in the past.
 - o Highest number of boys basketball
 - o Highest for chaos travel volleyball
 - o Wonders swim lessons will be coming soon.
 - o Working on the new app for rec programs so that information can be sent to parents faster.
- Fitness- Group and personal training numbers are steady.
- We are now offering Silver and Fit and Active and fit to help with costs of memberships.
 OLD BUSINESS
 - a. Williston Water World- Update provided in staff reports.

NEW BUSINESS -

- a. Facility Usage Agreement: WSC
 - a. Revisions for a one year agreement with a new fee and lowered the floor of the agreement with a cap of \$300,000. This is for one year. Rosters will now be due to guest services at a timely manner so that students that are no longer at the school do not receive a free membership. MOTION by Jangula, SECONDED by Owens. ROLL CALL AYE: Liffrig, Owens, Jangula, Heller, Roness. NAY: None. ABSENT: None.
- b. Policy #470 Sick Leave Bank- Update
 - a. If an employee goes over 480 hours it goes into the sick bank. There are hours that were there from people who no longer work here or have passed away. The new sick policy would only have the current employees to be included in the sick bank. The new cap would be 5000 hours instead of no cap.
 - b. Need to annually approve this policy due to the change in sick-bank committee members. MOTION by Owens, SECONDED by Jangula. ROLL CALL AYE: Liffrig, Owens, Jangula, Heller, Roness. NAY: None. ABSENT: None.
- c. Water License And Usage Agreement Contract: Municipal Golf Course
 - a. The use of surface and sub surface water usage to irrigate or have full access and control to the water with the City of Williston. The only thing that changes is the usage of the surface water to use for irrigation. This contract does not change any current operations at the Municipal Golf Course. MOTION by Liffrig, SECONDED by Jangula. ROLL CALL AYE: Liffrig, Owens, Jangula, Heller, Roness. NAY: None. ABSENT: None.
- d. WPRD Vehicle Fleet RFQ
 - a. There are many vehicles that are no longer used on a daily basis we would like to move forward from those vehicles to subsidize our fleet to have safe and working vehicles. We would like to solicit dealers and firms to appraise what we have now to go towards new vehicles for WPRD operations. We are asking for board approval to

send out a request for quotes, this is not a request to purchase at this time. MOTION by Liffrig, SECONDED by Jangula. ROLL CALL AYE: Liffrig, Owens, Jangula, Heller, Roness. NAY: None. ABSENT: None.

No correspondence or citizens to be heard.

MOTION Owens by SECONDED by Roness the meeting adjourns.

MOTION CARRIED.

ATTEST: Rhonda Ludlum, Fitness and Wellness Manager

WILLISTON PARKS & REC

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*Check Summary Register©

	Name	Check Date	Check Amt	
MACON MARKETONIA CONTRACTOR	WPRD Checking			
204e	PRO IT	1/5/2024	\$18,875.00	
204e 205e	TRACTOR SUPPLY CREDIT PLA	1/5/2024	\$119.98	
206e	NDPERS	1/8/2024	\$45,567.40	
207e	ND TAX COMMISSIONER	1/17/2024	\$89.54	
207e	MERCHANT SERVICES	1/31/2024	\$165.75	
210e	MERCHANT SERVICES	1/31/2024	\$165.75	
211e	MERCHANT SERVICES	1/30/2024	\$165.75	
212e	MERCHANT SERVICES	1/30/2024	\$165.75	
213e	MERCHANT SERVICES	1/31/2024	\$104.99	
214e	MERCHANT SERVICES	1/30/2024	\$237.27	
215e	MERCHANT SERVICES	1/30/2024	\$683.58	
216e	MERCHANT SERVICES	1/30/2024	\$810.12	
217e	MERCHANT SERVICES	1/30/2024	\$3,205.44	
218e	MERCHANT SERVICES	1/30/2024	\$952.33	
219e	MONEY MOVERS	1/30/2024	\$17.00	
220e	ASB	1/30/2024	\$30.00	
221e	ASB	1/30/2024	\$15.00	WIRE FEE
224e	WILLISTON BOYS BASEBALL	1/12/2024	\$283.00	Transfer to Baseball
81989	BASIN PRINTERS	1/2/2024	\$2,279.00	
81990	BORDER STATES INDUSTRIES I	1/2/2024	\$550.01	
81991	COLLIERS SECURITIES LLC	1/2/2024	\$500.00	
81992	CUB SCOUTS PACK 371	1/2/2024	\$278.50	
81993	INTERSTATE POWER SYSTEMS	1/2/2024	\$2,014.42	
81994	JOHNSON CONTROLS	1/2/2024	\$4,647.87	
81995	LINDE GAS & EQUIPMENT INC	1/2/2024	\$71.00	LIGHT AV DDIVE 40/07/00
81996	MOOSE LODGE	1/2/2024	•	HOLIDAY DRIVE 12/27/23
81997	MYERS AUTO PARTS	1/2/2024	\$259.09	LICHDAY LICHTS 42 22 22
81998	STEPPING STONES	1/2/2024	\$708.50 \$241.45	HOLIDAY LIGHTS 12-28-23
81999 82000	TK ELEVATOR CORPORATION MR SHINE LLC	1/2/2024 1/2/2024	•	
82000	BERTHOLD ACTIVITIES BOOSTE		\$3,125.00 \$400.00	
82002	COLLIN MCCUISTION	1/5/2024		3 GAMES @ \$25
82003	ELECTRIC & MAGNETO INC	1/5/2024	\$30.53	0 07 WILD (@ \$20
82004	FERGUSON WATERWORKS #25	1/5/2024	\$142.30	
82005	HILL ENTERPRISES	1/5/2024	\$524.75	
82006	HOLMAN, MARSHALL	1/5/2024	\$124.85	
82007	MDU	1/5/2024	\$1,122.07	
82008	ODP BUSINESS SOLUTIONS	1/5/2024	\$349.98	
82009	ROSS, MISTY	1/5/2024	\$150.00	
82010	THE SHERWIN-WILLIAMS CO	1/5/2024	\$12.79	
82011	SP&E INC	1/5/2024	\$4,700.00	
82012	USA SOFTBALL OF ND	1/5/2024	\$3,336.00	
82013	VERIZON	1/5/2024	\$766.32	
82014	ALLGUARD SECURITY LLC	1/9/2024	\$72.00	
82015	CENTRAL DOOR & HARDWARE I	1/9/2024	\$49.50	
82016	CITY OF WILLISTON	1/9/2024	\$2,478.71	
82017	FLOWRIDER, INC	1/9/2024	\$499.00	
82018	GRAINGER	1/9/2024	\$375.77	
82019	HORIZON RESOURCES	1/9/2024	\$221.34	
82020	LES MILLS UNITED STATES TRA		\$798.00	
82021	NORTHWEST CONTAINER	1/9/2024	\$250.00	
82022	WP&R PAYROLL ACCT	1/10/2024	\$134,831.48	
82023	AMUSEMENT WHOLESALE	1/12/2024	\$14,398.00	
82024	ASSOCIATED SUPPLY COMPAN	1/12/2024	\$5,086.74	

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*Check Summary Register©

WILLISTON PARKS & REC

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82074 TENASEY LEISY 1/26/2024 \$22.00 1 GAME @ \$22 82075 TEVIN DIETZ 1/26/2024 \$27.50 1 GAME @ \$27.50 82076 WILLIAM J WATSON 1/26/2024 \$70.00 2 GAMES @ \$35 82077 WILLISTON FORCE BASKETBAL 1/26/2024 \$500.00 82078 CITY OF WILLISTON 1/30/2024 \$4,655.87 0173 82079 DIVISION OF FOOD AND LODGIN 1/30/2024 \$165.00				· ·	
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82076 WILLIAM J WATSON 1/26/2024 \$70.00 2 GAMES @ \$35 82077 WILLISTON FORCE BASKETBAL 1/26/2024 \$500.00 82078 CITY OF WILLISTON 1/30/2024 \$4,655.87 0173 82079 DIVISION OF FOOD AND LODGIN 1/30/2024 \$165.00					-
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82079 DIVISION OF FOOD AND LODGIN 1/30/2024 \$165.00					0470
					0173
82080 DAKOTA SUPPLY GROUP 1/30/2024 \$608.48				•	
	82080	DAKOTA SUPPLY GROUP	1/30/2024	\$6U8.48	

WILLISTON PARKS & REC

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Page 3

*Check Summary Register©

	Name	Check Date	Check Amt	
82081	EMRYS LOCKSMITHING	1/30/2024	\$240.00	
82082	GRONDAHL RECREATION INC	1/30/2024	\$1,383.00	
82083	JUDE GABUTAN	1/30/2024	\$70.00	2 GAMES @ \$35
82084	KADIN FINDERS	1/30/2024	\$55.00	2 GAMES @ \$27.50
82085	MECAYLA RALPH	1/30/2024	\$28.00	2 GAMES @ \$ 14
82086	PRO IT	1/30/2024	\$4,974.75	
82087	MR SHINE LLC	1/30/2024	\$3,125.00	_
		Total Checks	\$1,201,674,77	

WPRD Checking	*		
204 e 01/05/24	PRO IT		
E 100-41110-111	IT Services	\$18,875.00	2181
L 100-41110-111	Total	\$18,875.00	
		Ψ10,010.00	
205 e 01/05/24	TRACTOR SUPPLY CREDIT I		
E 100-41120-952	Equipment Repair	\$119.98	300549120
	Total	\$119.98	
206 e 01/08/24	NDPERS		
E 100-41110-118	Health Insurance	\$45,567.40	
	Total	\$45,567.40	
207 e 01/17/24	ND TAX COMMISSIONER		
E 100-41110-115	Sales Tax	\$89.54	
	Total	\$89.54	
production of which the design of the second state of the second s			
209 e 01/31/24	MERCHANT SERVICES	* • •	
E 100-41110-103	Credit Card Processing Pa	\$165.75	-
	Total	\$165.75	
210 e 01/31/24	MERCHANT SERVICES		
E 100-41110-103	Credit Card Processing Pa	\$165.75	
	Total	\$165.75	-
211 e 01/30/24	MERCHANT SERVICES	allengen programme and a service of the service of	
E 100-41110-103	Credit Card Processing Pa	\$165.75	
,	Total	\$165.75	-
212 e 01/30/24	MERCHANT SERVICES	aniik maliikada maayadiin san sa soo nahai Karranadiiliikada maayadii si kurusadiddiid	
E 100-41110-103	Credit Card Processing Pa	\$165.75	
	Total	\$165.75	-
213 e 01/31/24	MERCHANT SERVICES	entickental age medicilisment en as ances consistent en estado.	
E 100-41110-103	Credit Card Processing Pa	\$104.99	
2 100 41110 100	Total	\$104.99	-
ggapparasann (FF 2000) of Gap (Aller medi are at the 1979) of the strong (Aller) of the medical collection of the collec		Ψ10-7,00	
214 e 01/30/24	MERCHANT SERVICES		
E 100-41110-103	Credit Card Processing Pa	\$237.27	-
	Total	\$237.27	
215 e 01/30/24	MERCHANT SERVICES	ne-halmadelen-helde-hijk om mell deligt in til delet i Villettanliken i med a 1990sbille	
E 100-41110-103	Credit Card Processing Pa	\$683.58	
	Total	\$683.58	-
216 e 01/30/24	MERCHANT SERVICES		
E 100-41110-103	Credit Card Processing Pa	\$810.12	
	Total	\$810.12	-
217 e 01/30/24	MERCHANT SERVICES		
E 100-41110-103	Credit Card Processing Pa	\$3,205.44	
	Total	\$3,205.44	-

heck#	Check Date	Vendor Name	Amount Invoic	e Comn	nent
E 1	100-41110-103	Credit Card Processing Pa	\$952.33		
		Total	\$952.33		
219 (e 01/30/24	MONEY MOVERS	girl for the Control was — girls as in Service (André Control to the Service Control to the Control to Service Control to Servi	agentus age, age gas companyed per agentus and gas a section because of the	
E 1	100-41110-134	Memberships & Subscripti	\$17.00		
		Total	\$17.00		
			Antonio en reporto que en acontra que en recombinações productivas sus modos deficima a care a acodo titin o a		
220 €		• • • • • • • • • • • • • • • • • • • •	***		
E 1	100-41110-139	Bank Fee	\$30.00		
		Total	\$30.00		
221 6	e 01/30/24	4 ASB			
E 1	100-41110-139	Bank Fee	\$15.00		WIRE FEE
		Total	\$15.00		
224 6	e 01/12/24	WILLISTON BOYS BASEBA	AI I	generally appropriate the extension of the expension of the position of the transfer of the second	
	100-41600-501	Baseball (Finance Use ON	\$283.00		Transfer to Baseball
		Total	\$283.00		
TO STORAGE TRANSPORT OF THE STORAGE ST					
8198					
E 1	100-41200-250	Advertising	\$2,279.00	62949	
		Total	\$2,279.00		
8199	0 01/02/24	BORDER STATES INDUST	RIES INC	s a makeraman kilan fudir e meremi dikeradik bahar dia ereba dikeribik mereba di	
E 1	100-41120-205	Operation Supplies	\$63.44	927492395	
E 1	100-41120-205	Operation Supplies	\$190.32	927501400	
E 1	100-42700-947	Building Maintenance	\$296.25	927616152	
		Total	\$550.01		
8199	1 01/02/24	COLLIERS SECURITIES LL	_C		
E 1	100-41110-112	Contracted Services	\$500.00		
		Total	\$500.00		
8199	2 01/02/24	4 CUB SCOUTS PACK 371			
E 1	100-41120-206	SLP Holiday Lights Drive	\$278.50		
		Total	\$278.50		
8199	01/02/24	INTERSTATE POWER SYS	TEMS	THE RESERVE THE PARTY OF THE PA	
	100-42700-952	Equipment Repair	\$2,014.42	8062673	
-	100 427 00 002	Total	\$2,014.42	0002070	
			V _,011.12		
8199					
E 1	100-42700-362	HVAC Maintenance	\$4,647.87	1-131685614	
		Total	\$4,647.87		
8199	5 01/02/24	LINDE GAS & EQUIPMENT	INC	4 - 10 - 10 - 10 - 10 - 10 - 10 - 10 - 1	
E 1	100-41120-205	Operation Supplies	\$71.00	40332936	
		Total	\$71.00		
8199	06 01/02/24	4 MOOSE LODGE		eser 2.6. et en 200 en 1900 en	
	100-41120-206	SLP Holiday Lights Drive	\$451.00		HOLIDAY DRIVE 12/27/23
		Total	\$451.00		
8199	01/02/24	MYERS AUTO PARTS			

Check #	Check Date	Vendor Name	Amount Invoic	e Comr	
E 1	00-41120-952	Equipment Repair	(\$5.28)		Early Pay Discount
E 1	00-41120-952	Equipment Repair	\$38.90	282873	
E 1	00-41120-958	Vehicle Maintenance	\$127.13	285136	
E 1	00-41120-952	Equipment Repair	\$10.06	285722	
E 1	00-41120-958	Vehicle Maintenance	\$31.20	287526	
E 1	00-41120-205	Operation Supplies	\$57.08	287720	
		Total	\$259.09		
~~~~~~~~~~			A 2.220-resident control de la		
81998			#250.00		HOLIDAY LIGHTS 12-28-23
	00-41120-206 00-41120-206	SLP Holiday Lights Drive	\$350.00 \$358.50		HOLIDAY LIGHTS 12-20-23
E 11	00-41120-200	SLP Holiday Lights Drive Total			HOLIDAT LIGHTS 12-30-23
		Total	\$708.50		
81999	01/02/2	4 TK ELEVATOR CORPORAT	ION		
E 1	00-41110-112	Contracted Services	\$241.45	30007660235	5
		Total	\$241.45		
0000	0410010	4 MR SHINE LLC	anno su anni anni anni anni anni anni anni ann	e die errygelicher ein gereichtet en werdelicher er werden der	
82000 E 1	<b>)</b>	Contracted Services	\$3,125.00		
E 11	00-41110-112	Total			
m 1980 1980 to Million or a planting the analysis of the state of the	rim entrollän eller och kann i sommern och maksingen — maksingen kan sommer.	I Otal	\$3,125.00	n ya gina manisan firma namasa hiji di kaman hakati ina birta ga di katikati katika	
82001	01/05/2	4 BERTHOLD ACTIVITIES BO	OSTER CLUB		
E 1	00-41600-592	WBBC Fundraiser	\$200.00	BLACK	
E 10	00-41600-592	WBBC Fundraiser	\$200.00	ORANGE	
		Total	\$400.00		
82002	2 01/05/2	4 COLLIN MCCUISTION			
	00-41700-603	Adult Flag FB Staff	\$75.00		3 GAMES @ \$25
_ ,		Total	\$75.00		
THE RESIDENCE OF THE CONTRACT OF THE THE PROPERTY OF THE CONTRACT OF THE CONTR					
82003					
E 1	00-41120-952	Equipment Repair	\$30.53	82493	
		Total	\$30.53		
82004	4 01/05/2	4 FERGUSON WATERWORK	S #2516	agenta ga a vi signa appropriessa sun seguin sun a company de montre de mandre de mandre de mandre de mandre d	
E 1	00-42600-953	Irrigation Supplies	\$142.30	474486	
		Total	\$142.30	•	
Province and the second se			ay-maggy- yugangan gagay unggy annonmonog naman nasa san unanananan		
82008			<b>*</b> 440.57	40.400	
	00-42700-950	Janitorial Supplies	\$149.25	49492	
	00-42700-950	Janitorial Supplies	\$226.25	50126	
E 10	00-42700-950	Janitorial Supplies	\$149.25	50727	
		Total	\$524.75		
82006	<b>3</b> 01/05/2	4 HOLMAN, MARSHALL	- Andrew Committee of the Committee of t	And the second s	
E 10	00-41110-109	Refunds	\$124.85	2241733	
		Total	\$124.85	•	
9900	7 01/06/0	A MDI		igan arang respective soon as although place report southern and coloring and assumed the southern as	
82007 F 1	<b>7</b> 01/05/2 00-41130-955	4 MDU Utility Services	\$253.30		
	00-41130-955	Utility Services	\$53.03		
	00-41120-955	Utility Services	\$45.25		
	00-41120-955	Utility Services	\$602.86		
<u>.</u> ''	55 41120-000	Carry Convious	ΨΟΟΣ.ΟΟ		

E 100-41120-955  82008 01/05/24 E 100-41110-107	Utility Services Total	\$167.63 \$1,122.07	
E 100-41110-107	ODP BUSINESS SOLUTIONS	era mana manamanaka mengandigi in seminindigi dalam di perbendigi dalam di delam di perbendigi dalam di delam d	
	Office Supplies	\$349.98	34630796400
	Total	\$349.98	
<b>82009</b> 01/05/24	ROSS, MISTY	magalaud yang kura ant numuh diperten tera tendahi keteratura tera. 200 Milanda dipertenda diperten	
E 100-41110-109	Refunds	\$150.00	2241701
	Total	\$150.00	
<b>82010</b> 01/05/24	THE SHERWIN-WILLIAMS CO	erkannyi, ikus iki u uku u shkurur shirabaga rabi sashiriker u birin shishiriker	
E 100-41120-949	Construction Materials	\$12.79	1256
	Total	\$12.79	
<b>82011</b> 01/05/24	SP&E INC	The complete control of the control	
E 100-42700-947	Building Maintenance	\$4,700.00	8237498
	Total	\$4,700.00	
<b>82012</b> 01/05/24	USA SOFTBALL OF ND	etterante ett a televis styllete sukstandett etterantelline storprins vistindika ett est ett et	
E 100-41700-615	Softball Equipment	\$2,736.00	2420
E 100-41600-513	Fast Pitch Boom Equipme	\$600.00	2423
	Total	\$3,336.00	
<b>82013</b> 01/05/24	VERIZON		
E 100-41110-106	Telephones	\$766,32	9952506163
	Total	\$766.32	
<b>82014</b> 01/09/24	ALLGUARD SECURITY LLC		
E 100-41110-112	Contracted Services	\$72.00	7039
	Total	\$72.00	
<b>82015</b> 01/09/24	CENTRAL DOOR & HARDWAF		
E 100-42700-947	Building Maintenance	\$49.50	214185
	Total	\$49.50	
<b>82016</b> 01/09/24	CITY OF WILLISTON		
E 100-41120-957	Fuel	\$1,608.91	47146
E 100-41120-956	Water/Sewer/Garbage Ser	\$869.80	910104
	Total	\$2,478.71	
<b>82017</b> 01/09/24	FLOWRIDER, INC		
E 100-42800-379	Equipment & Supplies	\$499.00	SOINV-601
	Total	\$499.00	
<b>82018</b> 01/09/24	GRAINGER		
E 100-42700-947	Building Maintenance	\$213.10	9944153163
E 100-42700-357	Plumbing Maintenance	\$62.96	9944942474
E 100-42700-357	Plumbing Maintenance	\$99.71	9947838026
	Total	\$375.77	
<b>82019</b> 01/09/24	HORIZON RESOURCES	****	007004
E 100-42500-304 E 100-42500-304	Zamboni Maintenance & S Zamboni Maintenance & S	\$164.22 \$57.12	987624 992807

heck#	Check Date	Vendor Name	Amount Invoice	e C	comment	TO SERVICE SOUTH OF THE SERVICE SERVIC
		Total	\$221.34	•		
8202	<b>0</b> 01/09/2	24 LES MILLS UNITED STATE	ES TRADING	eranium, monument constitution (frances constitution)		
E 1	00-41800-662	Les Mills Class Dues	\$798.00	364289		
		Total	\$798.00	,		
8202	1 01/09/2	24 NORTHWEST CONTAINER		rennegerinderschilder Frankricht 1994 (444). W		
E 1	00-41120-205	Operation Supplies	\$250.00	11169		
		Total	\$250.00	-		
8202	2 01/10/2	24 WP&R PAYROLL ACCT	ann an ceannainean ann an ceann an t-àide i theachar an t-àide i de an t-àide an t-àide an t-àide an t-àide an	oranni karla ka kanni kiloni karni kar		
G 1	100-13100	Transfer	\$134,831.48	_		
		Total	\$134,831.48			
8202	<b>3</b> 01/12/2	24 AMUSEMENT WHOLESAL	E .	AND THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A PARTY OF THE PERSON NAMED IN COLUMN TO A P		
E 1	00-41500-420	Special Event Supplies	\$14,398.00	659		
		Total	\$14,398.00	-		
8202	4 01/12/2	24 ASSOCIATED SUPPLY CO	MPANY, INC			*****************
E 1	00-42800-375	Chemicals	\$1,500.48	103536		
E 1	00-42800-375	Chemicals	\$3,586.26	103542		
		Total	\$5,086.74	-		
8202	<b>5</b> 01/12/2	24 AVI SYSTEMS, INC.	elle mer - diber vor - der von dreif Goldberte er e reder det dat er med rederingen er en etter en et diber e	unguna nggggo 555ki napira sebahir kari mamuaki m		
E 1	00-41110-111	IT Services	\$285.00	8893179	6	
E 1	00-42700-947	Building Maintenance	\$301.04	8893198	8	
		Total	\$586.04	-		
8202	<b>6</b> 01/12/2	24 BOBCAT OF WILLISTON		***************************************		
E 1	00-41120-207	New Equipment	\$18,000.00	26449W	Mowers	
		Total	\$18,000.00	-		
8202	<b>7</b> 01/12/2	24 BORDER STEEL	glotina ilina maganinaminkon oli elimente estanan estanon estanon estanon estanon estanon estanon estanon esta	mengrendyviski Jani Oddan Albanda G		
E 1	00-41120-949	Construction Materials	\$369.72	99641		
E 1	00-41120-949	Construction Materials	\$46.06	99652		
		Total	\$415.78	_		
8202	8 01/12/2	24 CHRISTMAS FOR KIDS				***************************************
E 1	00-41120-206	SLP Holiday Lights Drive	\$367.50		Holiday Lights 12-26-23	
		Total	\$367.50	_		
8202	9 01/12/2	24 CVB		eauroceanneaurocean www.ceallibbooks.com		
E 1	100-41120-206	SLP Holiday Lights Drive	\$245.53		Holiday Lights 12-29-23	
		Total	\$245.53	_		
8203	<b>0</b> 01/12/2	24 MISSION AWARDS	gyvana valeta, ett valetet oler trong tron	a da area (d'Arren Sen de desenventente el rocción de consti		ennanteronimie nanteron
	100-41600-558	Tournament Awards	\$1,959.00	21559		
		Total	\$1,959.00	-		
8203	<b>1</b> 01/19/	24 AALIYAH BERTELSEN		pr		on unriversity of the control
	100-41700-606	Basketball Staff	\$28.00		2 GAMES @ \$14	
	100-41700-622	Volleyball Staff	\$110.00		5 GAMES @ \$22	
		Total	\$138.00			
			•			

eck#	Check Date	Vendor Name	Amount Invo	oice		r 564e (NewWAR 8 8 30 Jekan 80 B SKIRJER BIL IZO O O O O O O O O O O O O O O O O O O
82032	01/19/2	4 ALL SEASON SPORT ABO	UT INC	THE RESIDENCE OF THE PROPERTY		
	0-41600-559	Tournament Supplies	\$334.91	1 152073		
	00-41600-559	Tournament Supplies	(\$29.99	9) 152080		
	00-41800-653	Women & Weights Suppli	\$240.00			
	00-41110-117	Uniforms Full Time	\$4,515.00			
	70 11110 111	Total	\$5,059.92			
				distriction of agreements to principle in the contract of the		
82033			450.00	•	O CAMEO & POE	
E 10	00-41700-603	Adult Flag FB Staff	\$50.00		2 GAMES @ \$25	
		Total	\$50.00	)		
82034	01/19/2	4 CRAIGS SALES-SERVICE-	RENTAL			
E 10	00-41120-952	Equipment Repair	\$38.9	5 35022		
E 10	00-41120-205	Operation Supplies	\$167.56	35336		
E 10	00-41120-952	Equipment Repair	\$213.79	9 5276		
E 10	00-42500-304	Zamboni Maintenance & S	\$714.90	0 96168		
E 10	00-41120-948	Tools	\$674.47	7 96171		
		Total	\$1,809.67	7		
82035	01/19/2	4 DEXTER YOHAN		\$1 - 1 (Jan 1940)	адан с раз уванных город родского почествен почествен выполня напримення <mark>двенность почественность объековований в</mark>	un deutsche von der Scheren werder die verscheren auch der Stadie der Pro-de til de Stadie en die Gebrucht Stadie er visibilitäter der Arte
	00-41700-606	Basketball Staff	\$28.00	0	2 GAMES @ \$14	
		Total	\$28.00			
				age warnes general as essente (gg is a secondaria asimir s		yan ifan manana da makalamatar manana 150 -154 60 manahar 2004, 60 film (n. 150 manana)
82036				4 =====================================		
E 10	00-42500-303	Compressor Repair	\$64.1		53	
		Total	\$64.1	1		
82037	01/19/2	4 FRANCISCO VEGA	gan far en hijd melglig franzisch er del blandet freitze af die antiologie bland der Uniter Antonio			
E 10	00-41700-606	Basketball Staff	\$35.00	0	1 GAMES @ \$35	
E 10	00-41700-606	Basketball Staff	\$40.00	0	1 GAMES @ \$40	
		Total	\$75.00	0		
82038	01/19/2	4 GRAINGER				
	00-42700-947	Building Maintenance	\$81.30	6 994830	<b>1</b> 291	
	00-42700-362	HVAC Maintenance	\$1,647.5	3 995328	1186	
	00-42700-362	HVAC Maintenance	\$803.4			
	00-42700-363	Lights Maintenance	\$1,107.4			
	00-42700-363	Lights Maintenance		2 995710		
		Total	\$3,744.7			
00000	04/40/0	A BAADOO TEOUNOLOGUES				
82039 ⊏ 10	) 01/19/2 00-41110-112	MARCO TECHNOLOGIES   Contracted Services		8 519713	371	
E 10	JU-4111U-11Z	Contracted Services Total			Jł I	
cione bina angennamen de persona		Otal	\$333.5	0		
82040						
E 10	00-41110-106	Telephones	\$1,692.8	7		
		Total	\$1,692.8	7		
82041	01/19/2	NORBY GOLF COURSE DI	ESIGN, INC			
	00-41110-142	Master Plan	\$6,000.0	0 2402		
- '		Total	\$6,000.0			
82042	2 01/19/2	24 TEVIN DIETZ				

E 100-41700-606	Basketball Staff	\$55.00		2 GAMES @ \$27.50
2 700 11700 000	Total	\$55.00	•	1 0 <b>1</b>
<b>82043</b> 01/19/24	THE TESSMAN COMPANY		magna sanggarang akahanno yanggar menganena .	
E 100-42600-948	Tools	\$228.00	S387880	
E 100-42000-940			3307000	
	Total	\$228.00		
<b>82044</b> 01/19/24	THOMAS JARED MOSS			
E 100-41700-606	Basketball Staff	\$27.50		1 GAMES @ \$27.50
	Total	\$27.50		
<b>82045</b> 01/19/24	WATFORD CITY YOUTH BAS	SKETBALL		
E 100-41600-592	WBBC Fundraiser	\$100.00		
	Total	\$100.00	_	
<b>82046</b> 01/19/24	WAUSAU EQUIPMENT COM	PANY		
E 100-41120-952	Equipment Repair	\$1,852.70	8851953	
	Total	\$1,852.70	-	
s o minetimente en celebra e dificiliza e i di distrettà di mattidos, con accernata accessa accesso ac		Ψ1,002.70	len ar	
<b>82047</b> 01/19/24	WILLIAM J WATSON	ф <b>7</b> 0.00		O CAMEC & #25
E 100-41700-606	Basketball Staff	\$70.00	-	2 GAMES @ \$35
	Total	\$70.00		
<b>82048</b> 01/19/24	WIPES LLC			
E 100-42700-950	Janitorial Supplies	\$4,602.80	1541	
	Total	\$4,602.80		
<b>82049</b> 01/24/24	WPR GENERAL REVENUE A	ACCT	muunda sendisu ameesud läätimeaaa käneerin yli	
E 100-41110-101	Revenue Bond Payment	\$537,941.19		
	Total	\$537,941.19	ru.	
<b>82050</b> 01/25/24	WP&R PAYROLL ACCT	enteralization (collision) - West file in collision (control collision)	O AND	
G 100-13100	Transfer	\$136,942.66		
0 100-10100	Total	\$136,942.66	_	
	отте майонетия теориториториториториториториториториторит	Ψ		
<b>82052</b> 01/26/24 E 100-41120-953	A-1 SPRINKLERS	<b>#2.050.00</b>	0747	
E 100-41120-955	Irrigation Supplies	\$2,950.00	- 2141	
arrida via viiki 1900 SVAIIdelliki 190 Vaairoks v	Total	\$2,950.00	- ikida samanan mikamun sakakia ki kina namba vorma sa anaken	
<b>82053</b> 01/26/24	AALIYAH BERTELSEN			
E 100-41700-622	Volleyball Staff	\$110.00		5 GAMES @ \$22
E 100-41700-606	Basketball Staff	\$28.00	_	2 GAMES @ \$14
	Total	\$138.00		
<b>82054</b> 01/26/24	ASB/VISA			
E 100-42800-379	Equipment & Supplies	\$412.10		
E 100-41110-134	Memberships & Subscripti	\$165.00		
E 100-41110-108	Postage	\$99.60		
E 100-42700-948	Tools	\$265.90		
E 100-42700-948	Tools	(\$193.06)		
E 100-42700-356	Pro Shop Supplies	\$36.38		
E 100-42700-356	Pro Shop Supplies Pro Shop Supplies	\$158.20		
<u> </u>	r to onop supplies	φ100.20		

#	Check Date	Vendor Name	Amount Invoice	
E 1	00-42700-947	<b>Building Maintenance</b>	\$696.00	
E 16	00-41110-107	Office Supplies	\$85.48	
E 16	00-41110-107	Office Supplies	\$279.98	
E 16	00-41110-111	IT Services	\$38.98	
E 1	00-42700-364	Facility Rec Supplies	\$1,139.88	
E 1	00-41110-107	Office Supplies	\$29.98	
E 10	00-41600-535	Soccer Equipment	\$55.91	
E 10	00-41110-107	Office Supplies	\$39.95	
E 1	00-41110-107	Office Supplies	\$55.72	
E 1	00-42800-379	Equipment & Supplies	\$54.99	
E 1	00-41600-529	AAU Volleyball Staff	\$58.32	
E 1	00-41600-529	AAU Volleyball Staff	\$330.31	
E 1	00-41110-107	Office Supplies	\$9.99	
E 1	00-41110-107	Office Supplies	\$18.39	
E 1	00-42700-364	Facility Rec Supplies	\$555.18	
	00-41110-111	IT Services	\$329.00	
	00-41110-134	Memberships & Subscripti	\$179.00	
	00-41110-107	Office Supplies	\$24.03	
	00-41110-107	Office Supplies	\$14.99	
	00-41600-559	Tournament Supplies	\$93.99	
	00-41600-559	Tournament Supplies	\$59.96	
	00-41110-107	Office Supplies	\$39.96	
	00-41110-111	IT Services	\$45.99	
	00-42700-364	Facility Rec Supplies	\$34.98	
	00-41110-141	Heat Press/Cricut Supplie	\$25.18	
	00-42500-947	Building Maintenance	\$149.99	
	00-42700-360	WBSD #7	\$505.00	
	00-41600-513	Fast Pitch Boom Equipme	\$505.00	
	00-41110-111	IT Services	(\$38.98)	
	00-41110-107	Office Supplies	\$8.99	
	00-41110-107	Office Supplies	\$13.48	
	00-41120-949	Construction Materials	\$542.91	
	00-41130-234	Ballpark Advertising Maint	\$99.72	
	00-41800-655	Meal Prep 101 Supplies	\$7.19	
	00-41800-659	Fitness Equipment	\$462.57	
	00-41600-525	AAU Volleyball Equipment	\$53.99	
	00-41110-107	Office Supplies	(\$10.17)	
	00-41110-107	Memberships & Subscripti	\$21.59	
	00-41110-134	Memberships & Subscripti	\$9.95	
	00-41110-134	Memberships & Subscripti	\$159.56	
	00-41110-134		\$2,841.85	
	00-42700-358	Facility Supplies Facility Supplies	\$2,641.65 (\$65.00)	
	00-41800-660	Fitness General Supplies	\$80.90	
	00-41500-408	KNO Supplies	\$199.02	
	00-41800-660	Fitness General Supplies	\$300.00	
	00-41800-659	Fitness Equipment	\$1,599.98	
	00-41200-250	Advertising	\$109.80	
	00-41200-250	Advertising	\$59.99	
	00.40700.05	0.511.0111.011		
E 10	00-42700-351 00-42700-351	Child Sitting Supplies Child Sitting Supplies	\$213.09 \$22.25	

Check #	Check Date	Vendor Name	Amount Invoice	Comment	DEECENSTRANCE.
Εí	100-41600-514	Fast Pitch Boom Fundrais	\$29.98		
E 1	100-41200-253	Public Relations	\$12.96		
E 1	100-41200-253	Public Relations	\$927.20		
E 1	100-41200-253	Public Relations	\$28.08		
E 1	100-41200-250	Advertising	\$208.90		
E 1	100-41200-253	Public Relations	\$764.50		
E 1	100-41200-253	Public Relations	\$12.00		
E 1	100-41200-253	Public Relations	(\$12.96)		
<b>E</b> 1	100-41200-250	Advertising	\$80.99		
E 1	100-41110-106	Telephones	\$2.99		
E 1	100-42500-306	Ice Skate Maintenance	\$307.75		
E 1	100-42600-334	Golf Course Improvement	\$61.91		
<b>E</b> 1	100-41110-132	Staff Travel	\$20.85		
E 1	100-41700-620	Volleyball Awards	\$445.60		
E 1	100-41600-505	Cheer Uniforms	\$537.00		
E 1	100-41110-134	Memberships & Subscripti	\$399.00		
E 1	100-41600-525	AAU Volleyball Equipment	\$223.74		
E 1	100-41700-621	Volleyball Equipment	\$223.75		
E 1	100-42700-358	Facility Supplies	\$223.75		
E 1	100-42700-364	Facility Rec Supplies	\$223.75		
E 1	100-41600-559	Tournament Supplies	\$202.98		
E 1	100-41700-604	Basketball Awards	\$50.00		
E 1	100-41700-604	Basketball Awards	\$11.87		
E 1	100-41500-402	Date Night Supplies	\$236.00		
E 1	100-41500-422	Puzzle Palooza Supplies	\$112.23		
E 1	100-41500-402	Date Night Supplies	\$68.75		
E 1	100-41500-402	Date Night Supplies	\$576.90		
E 1	100-41500-402	Date Night Supplies	\$63.96		
E 1	100-41500-402	Date Night Supplies	\$29.99		
E 1	100-41500-422	Puzzle Palooza Supplies	\$80.00		
E 1	100-41500-402	Date Night Supplies	\$39.60		
E 1	100-41500-402	Date Night Supplies	\$105.89		
E 1	100-41110-133	Staff Retention/Team Buil	\$430.65		
		Total	\$20,013.44		
8205					
E 1	100-41700-622	Volleyball Staff	\$66.00	3 GAMES @ \$22	
		Total	\$66.00	·	
8205		4 CAPITAL ONE			
	100-42800-999	First Aid Supplies	\$50.91		
E 1	100-42700-999	First Aid Supplies	\$101.83		
E 1	100-41500-420	Special Event Supplies	\$41.96		
	100-41110-111	IT Services	\$37.86		
	100 <del>-4</del> 1110-111	IT Services	(\$24.88)		
	100-41110-113	Hospitality	\$36.28		
	100-42700-358	Facility Supplies	\$37.22		
	100-41800-663	Senior Program Supplies	\$41.98		
	100-41800-655	Meal Prep 101 Supplies	\$257.53		
	100-41800-655	Meal Prep 101 Supplies	\$44.95		
E 1	100-41110-133	Staff Retention/Team Buil	\$177.00		

heck #	Check Date	Vendor Name	Amount Invoic	ce Comment
		Total	\$802.64	-
8205	7 01/26/	24 DACOTAH PAPER CO		
E 1	00-42700-950	Janitorial Supplies	(\$18.36)	
E 1	00-42700-950	Janitorial Supplies	\$1,835.68	34733
		Total	\$1,817.32	_
8205	8 01/26/	24 DONALD SMITH	a por de applicações estra la describação — en a regio en describa (en objectivo en en de entre en el entre en	
E 1	00-41700-606	Basketball Staff	\$35.00	1 GAME @ \$35
		Total	\$35.00	_
8205	9 01/26/	24 ELIZABETH NYQUIST		
E 1	00-41700-622	Volleyball Staff	\$22.00	1 GAMES @ \$22
		Total	\$22.00	
82060	<b>0</b> 01/26/	24 EXTREME CLEANING	INC	
E 1	00-42700-947	<b>Building Maintenance</b>	\$550.00	
		Total	\$550.00	_
8206 ²	<b>1</b> 01/26/	24 FRANCISCO VEGA	rangungagan an Saran sensahipar dagan dan penalah dan sensah dalah seminan berasah dan sensah dagan sensah dag	
E 1	00-41700-606	Basketball Staff	\$70.00	2 GAME @ \$35
		Total	\$70.00	-
8206	<b>2</b> 01/26/	24 INTERSTATE ENGINEE	RING	
E 1	00-41110-142	Master Plan	\$14,400.00	53142
		Total	\$14,400.00	<del></del>
8206	3 01/26/	24 KELLEY, KAITLYN		
E 1	00-41110-109	Refunds	\$185.00	
		Total	\$185.00	_
8206	4 01/26	24 KS STATEBANK		
E 1	00-42700-359	Cardio Lease Payments	\$9,660.80	
		Total	\$9,660.80	_
8206	5 01/26	'24 <b>M</b> DU	and the second s	
E 1	00-41120-955	Utility Services	\$108.58	
E 1	00-41120-955	Utility Services	\$140.57	
E 1	00-41120-955	Utility Services	\$383.03	
E 1	00-41120-955	Utility Services	\$39.10	
E 1	00-41120-955	Utility Services	\$95.87	
E 1	00-41120-955	Utility Services	\$495.29	
E 1	00-41120-955	Utility Services	\$343.94	
E 1	00-41110-137	SLP House Expense	\$114.96	
E 1	00-42500-955	Utility Services	\$7,288.58	
E 1	00-42500-955	<b>Utility Services</b>	\$102.46	
E 1	00-42500-955	<b>Utility Services</b>	\$81.66	
E 1	00-42700-955	Utility Services	\$12,742.84	
E 1	00-42700-955	Utility Services	\$35,804.82	
E 1	00-42600-955	Utility Services	\$147.54	
E 1	00-42600-955	Utility Services	\$100.93	
		Total	\$57,990.17	

# WILLISTON PARKS & REC

# *Check Detail Register©

Check #	Check Date \	/endor Name	Amount Invoice	e	Comment
82066	<b>6</b> 01/26/24	MECAYLA RALPH			
E 1	00-41700-606	Basketball Staff	\$28.00		2 GAMES @ \$14
E 1	00-41700-622	Volleyball Staff	\$66.00		3 GAMES @ \$22
		Total	\$94.00	-	
82067	7 01/26/24	MENARDS	а община догородника у циралитель, ш <b>ина</b> логия и перевода <b>т</b> еруй положён логи нефо	· · · · · · · · · · · · · · · · · · ·	
E 1	00-41600-514	Fast Pitch Boom Fundrais	\$873.87	31369	
E 1	00-41120-206	SLP Holiday Lights Drive	\$29.85	31398	
E 1	00-42800-379	Equipment & Supplies	\$348.29	31506	
E 1	00-41120-206	SLP Holiday Lights Drive	\$149.70	31585	
E 1	00-41600-514	Fast Pitch Boom Fundrais	\$81.83	31815	
E 1	00-41120-206	SLP Holiday Lights Drive	\$71.79	31818	
E 1	00-42700-949	Construction Materials	\$1,865.29	31843	
E 1	00-42500-949	Construction Materials	\$90.73	31887	
E 1	00-42500-948	Tools	\$18.99	31965	
E 1	00-42700-949	Construction Materials	\$154.83	31969	
	00-42500-949	Construction Materials	\$24.53	31989	
	00-42500-949	Construction Materials	\$10.49	32025	
	00-42500-949	Construction Materials	\$13.99	32068	
	00-42700-363	Lights Maintenance	\$45.96	32308	
	00-41600-535	Soccer Equipment	\$23.96	32349	
	00-42500-950	Janitorial Supplies	\$6.99	32408	
	00-41110-113	Hospitality	\$26.97	32415	
	00-42500-947	Building Maintenance	\$17.99	32433	
	00-41500-402	Date Night Supplies	\$119.98	32469	
	00-42500-949	Construction Materials	\$24.88	32780	
	00-42500-949	Janitorial Supplies	\$45.07	33000	
	00-42500-550	Fast Pitch Boom Fundrais	\$521.70	33008	
	00-41600-514		\$219.98	33176	
		Fast Pitch Boom Fundrais			
	00-41500-422	Puzzle Palooza Supplies	\$40.73	33189	
	00-42500-947	Building Maintenance	\$39.87	33241	
	00-41600-514	Fast Pitch Boom Fundrais	\$243.55	33251	
	00-42500-947	Building Maintenance	\$15.84	33333	
	00-42500-947	Building Maintenance	\$4.67	33351	
E 1	00-42700-358	Facility Supplies	\$38.12	33859	
		Total	\$5,170.44		
8206		MIDCONTINENT COMMUN			
E 1	00-41110-106	Telephones	\$208.62		
		Total	\$208.62		
82069	9 01/26/24	MR SHINE LLC	anaan kan maa annoon marannin marannin dhinaa kulannin mir milli sighii malaa ka ka maa ka marannin marannin m		
E 1	00-41110-112	Contracted Services	\$3,125.00		
		Total	\$3,125.00	_	
82070	0 01/26/24	PIPPIN LAW FIRM		idagamidan mendidag dalah dalah dan dilahan di	
E 1	00-41110-140	Legal Fees	\$140.00	42670	
		Total	\$140.00	_	
8207 ⁻	1 01/26/24	PRO SAFE SERVICES			
	00-42700-947	Building Maintenance	\$300.00	2024-0	202
·			·		

eck#	Check Date	Vendor Name	Amount Invoic	e Comment
		Total	\$300.00	
· 82072	2 01/26	24 QUALITY SERVICE W	ITH COFFEE	
E 10	00-41110-113	Hospitality	\$247.50	
		Total	\$247.50	
82073	3 01/26	24 STEVE GRAHAM TRU	JCKING INC	
E 10	00-41120-202	Parks New Projects - F	Fina \$87,800.00	9240
		Total	\$87,800.00	
82074	4 01/26	/24 TENASEY LEISY		
E 10	00-41700-622	Volleyball Staff	\$22.00	1 GAME @ \$22
		Total	\$22.00	
82075	5 01/26	/24 TEVIN DIETZ	erroppinggggggggggggggggggggggggggggggggggg	
E 10	00-41700-606	Basketball Staff	\$27.50	1 GAME @ \$27.50
		Total	\$27.50	
82076	<b>3</b> 01/26	/24 WILLIAM J WATSON		
	00-41700-606	Basketball Staff	\$70.00	2 GAMES @ \$35
		Total	\$70.00	- · · · · · · · · · · · · · · · · · · ·
82077	7 01/26	/24 WILLISTON FORCE E	BASKETBALL	
	00-42700-952	Equipment Repair	\$500.00	
	·	Total	\$500.00	
82078	<b>3</b> 01/30	/24 CITY OF WILLISTON		
	00-41120-956	Water/Sewer/Garbage		0173
	00-42500-956	Water/Sewer/Garbage		3369
	00-42700-956	Water/Sewer/Garbage		6084
E 1	00-41120-956	Water/Sewer/Garbage		6561
E 1	00-41110-137	SLP House Expense	\$273.36	6599
E 1	00-41130-956	Water/Sewer/Garbage	Ser \$189.45	7291
E 1	00-42600-956	Water/Sewer/Garbage		7733
E 1	00-42600-956	Water/Sewer/Garbage		G4943
E 1	00-41120-956	Water/Sewer/Garbage		G4947
		Total	\$4,655.87	-
82079	9 01/30	/24 DIVISION OF FOOD A	AND LODGING	
	00-41110-144	Permits & Licensing	\$165.00	12628
		Total	\$165.00	-
82080	<b>0</b> 01/30	/24 DAKOTA SUPPLY GF	ROUP	
	00-42700-357	Plumbing Maintenance	e \$12.99	S103360780.
E 1	00-41120-952	Equipment Repair	\$308.75	S103432938.
	00-41120-205	Operation Supplies	\$286.74	S103435586.
		Total	\$608.48	-
8208	<b>1</b> 01/30	/24 EMRYS LOCKSMITH	IING	
	00-42700-358	Facility Supplies	\$240.00	1702
•		Total	\$240.00	-
82082	<b>2</b> 01/30	/24 GRONDAHL RECREA	ATION INC	

January 2024

Check #	Check Date	Vendor Name	Amount Invoic	ce Comment
E 10	00-41120-209	Memorials	\$1,383.00	24W651
		Total	\$1,383.00	-
82083	3 01/30/24	JUDE GABUTAN		
E 10	00-41700-606	Basketball Staff	\$70.00	2 GAMES @ \$35
		Total	\$70.00	
82084	1 01/30/24	4 KADIN FINDERS		
E 10	00-41700-606	Basketball Staff	\$55.00	2 GAMES @ \$27.50
		Total	\$55.00	_
82088	5 01/30/24	MECAYLA RALPH		
E 10	00-41700-606	Basketball Staff	\$28.00	2 GAMES @ \$ 14
		Total	\$28.00	
82086	6 01/30/24	PRO IT		
E 10	00-41110-111	IT Services	\$24.75	2243
E 10	00-41110-111	IT Services	\$4,950.00	2357
		Total	\$4,974.75	_
82087	7 01/30/24	4 MR SHINE LLC		
E 10	00-41110-112	Contracted Services	\$3,125.00	
		Total	\$3,125.00	-
		11000	\$1,201,674.77	

## **Fund Summary**

11000 WPRD Checking 100 GENERAL FUND

\$1,201,674.77

\$1,201,674.77

# WILLISTON PARKS & REC

Page 1

# *Check Summary Register©

	Name	Check Date	Check Amt	
11100	BB Checking			
11819	VERIZON	1/5/2024	\$80.02	
11820	WPRD	1/12/2024	\$30.00	
11821	ALL SEASON SPORT ABOUT INC	1/19/2024	\$177.00	
11822	ASB/VISA	1/26/2024	\$593.63	
11823	MDU	1/26/2024	\$165.44	
11824	ASB/VISA	1/26/2024	\$505.00	
11825	MIDWEST PLAINS REGION OF B	1/30/2024	\$1,375.00	13'S REGIONAL TOURNAMENT
	•	Total Checks	\$2,926.09	

neck# Check Dat	e Vendor Name	F-70 agg, veggmgz unggood managanoonya tilana managahitin	Amount Invoice	9 (	Comment
I100 BB Checking					
<b>11819</b> 01/0	5/24 VERIZON				
E 999-49300-106	Telephones		\$80.02		
		Total	\$80.02		
<b>11820</b> 01/1	2/24 WPRD	ren van 1864 was in de en sjoe de gegen de glêgt wordt in hût ûpt de skoudelikele		vergiantische 4	
R 999-49300-362	23 Baseball Fundi	raising	\$30.00		
		Total	\$30.00		
<b>11821</b> 01/1	9/24 ALL SEASON	SPORT ABOUT	T INC	an ar heralgeria in anno 1964 a ^a n, mei seomad	
E 999-49000-704	4 Equipment		\$177.00	152323	
		Total	\$177.00		
<b>11822</b> 01/2	6/24 ASB/VISA		reaguir gam ya ngangin ngangin amagi (ngan ngangin manga mananan bi dan mallan d	in Anna Canada San an 1986 in 1986 in 1986 in 1987 in	
E 999-49300-776	6 Printing		\$178.43		
E 999-49000-704	4 Equipment		\$174.90		
E 999-49000-704	4 Equipment		\$229.31		
E 999-49300-779	Subscriptions		\$10.99		
		Total	\$593.63		
<b>11823</b> 01/2	6/24 <b>M</b> DU	en lijen van 'n samelijken milijik vijen en meleverik kin miliji in kom en Amber men her i member.	una consume di Baltania. Massa Principia del Reconstrucción del Reconstrucción de la Principia de la Principia	, velegalis, secessa segerer remudirendire v	
E 999-49300-95	5 Utility Services		\$112.06		
E 999-49300-95	5 Utility Services		\$53.38		
		Total	\$165.44		
<b>11824</b> 01/2	6/24 ASB/VISA	river processes and relative from the end-front or the country file differen		menthalistica filosoficial interaction and the security and	
E 999-49000-704	4 Equipment		\$505.00		
		Total	\$505.00		
<b>11825</b> 01/3		AINS REGION (	OF BR		
E 999-49100-72	7 Tournament Fe	es	\$1,375.00		13'S REGIONAL TOURNAMENT
		Total	\$1,375.00		
		11100	\$2,926.09		
und Summary					
11100 BB Checking					
999 BOYS BASEBALL		\$2, 	926.09		
		\$2	,926.09		

# Williston Parks & Recreation District Park Board Executive Director/Staff Reports February 12, 2024

## **ADMINISTRATION PORTFOLIO**

# **Outstanding Grant Applications**

- Heritage
  - o Spring Lake Park
- Garrison
  - Frisbee Golf Course
- CVB
  - Davidson Tennis Complex
  - Harmon
  - RFCC Scoreboards

# **Davidson Park Tennis Court Resurfacing**

- Next Steps
  - New Fencing
  - Spectator seating

# Williston Water World Update

Project is ongoing!

#### **Human Resources**

- Staffing Status
  - o 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.
  - Transition date is March 1st.
- 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**

- No update
- All dates for 2024 meetings were set
  - o Feb 21st
  - o May 15th
  - o Aug 21st
  - o Nov 20th (This will be a regular and the annual meeting).

#### Social Media:

Traffic was up in January, and we gained almost 100 followers on the main WPRD page this month. Chaos Volleyball Facebook page was added and is being managed by their group.

#### Facebook

- O WPRD 11,882 followers: 4.6 out of 5.0 is our review score (185 Reviews)
- ARC Fitness 1,000 followers
- Williston Wonders 678 followers
- o WPRD Child Sitting Clubhouse 496 followers
- WPRD WMGC 191 followers

## Instagram

o 1,877 followers

#### LinkedIn

o 102 followers

## Google:

- 4.5 out of 5.0 (672 reviews)
  - Another great month with a lot of positive feedback on the ARC!

#### Website:

The website traffic was the best we have seen since getting the new website!

- Statistics (Jan 1 Jan 31, 2024)
  - o 80,230 webpage views (up 12,845 views)
- Newsletters (Jan 1 Jan 31, 2024)
  - Four newsletters were sent with 65% read rate! (4,317 views | 6,703 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 adding two more screens. One in the Raymond Center and one in the District Office.

# • 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

o Continually working with the Williston Herald to highlight various programs throughout WPRD.

## **Public Relations**

- Registered to attend the WHS Job fair again on March 27 and possibly the Community Egg Hunt the same day.
- Article was published in the North Dakota Recreation & Park Association highlighting Girls Run Strong and Boys Break through. Planning to do another next quarter.
- March 28th ARC Birthday Party planning is well underway. Already have swag and have been advertising to the public. We will be serving cake and ice cream from 11:00am-7:00pm in the meeting rooms and will have various giveaways throughout the week. We are actively searching for members that have held the longest membership so they can be recognized.
- Continue to be present at various programs to photograph and engage with the public.

# **Child Sitting**

The Clubhouse Out of this World party was a hit, with 60 visits for the party alone! The kids played themed games, made crafts, and went home with a prize. We had two separate S.T.E.M. and Sensory days as well this month and a total of 213 visits came from those four days! These activity days are continually proving to be successful each month and we have several planned for the next month. Overall, January was a great month for the Clubhouse with a lot of new guests and a continually busy atmosphere.

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:

- January 2022- 1204
- January 2023- 1160
- January 2024- 1323

#### PARKS PORTFOLIO

- Outdoor rinks were nice while operational warm weather has created issues.
  - o Flooding & maintenance is a lot of work due to the amount of traffic at the outdoor rinks when ice is possible.
- Assisting RFCC staff with improvements
  - New paint in stairwell
  - New paint in locker rooms
  - New benches in locker rooms
- Assisting Zack with re-mulching greens at Golf course due to warm weather
- Assisting aquatics staff with VFD issues for hot tub & HVAC motors
- Assisting Joe with Grants for Spring Lake Park

# **Athletic Facilities Operations:**

- Ballfields: Winterized
- Golf course: Winterized
  - o Reels have been picked up from Minot
  - o Recruiting summer staff
- 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.
    - Painted main stairwell & two locker rooms
    - Replacing lights in wrestling room
    - Changing out plumbing on toilets & sinks that have leaks
    - Working to address humidity issues in arena due to weather
- RFCC: Operations
  - o Ice usage
    - January was a typical month of hockey practices, Oka, and learn to skate using the ice at their normally scheduled times
    - There were 12 total open skates
    - 2 Teton games
    - 17 club games
    - LDS had a skate party on January 12th
    - St. Joes had a skate party on January 19th
    - 1 party during open skate
  - Upstairs/courts usage
    - Volleyball and soccer used the courts as usual Monday-Thursday
    - Hosted a company Christmas party on January 13th
    - Hosted a wedding reception on January 20th
    - No Vendor shows in January

#### FACILITIES PORTFOLIO

- Facility Schedule attached to the end of Park Board Packet
- Facility Updates
  - o Baseball/Softball Cage Room
    - Reservations after 4pm and weekends are going well.
    - The facility is busier each day with rec programs and user group practices.
- Project Updates
  - ARC Basketball court resurfacing will take place June 9th 22
  - o Finalizing 2025 Reservations pricing for larger re-occurring events at the RFCC.
    - Already beginning to see 2025 reservations
  - o Pre-season Baseball, softball, Track & golf are all currently active at ARC.

## **Facility Maintenance:**

- Installed the new impact padding and screen for golf simulator
- Nemont hooked up phone line for fire panel
- AVI programmed fire panel
- Had Flowrider training for maintenance staff and lifeguards
- Received quote to replace 2 motors for RTU 3, we should be able to do the project in-house cheaper than what Johnson Controls wants to charge.

# **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.
- February Topic How to shovel snow without causing injury
  - Will also be discussing how to properly fill out injury reports.

## **Guest Services:**

The Guest Services department has been working on emergency code training and currently has all full-time and most part-time employees CPR certified. We are working with Patrick and Shaleena to schedule more live drills and have seen great improvement in our response times. The few incidents we have had were handled quickly and accurately reported.

The building is getting busier everyday with all the rec programs coming in around 3:30 each day and busy events on the weekends. Staff is doing a great job of monitoring each patron to scan or asking what program they are here for. Team bag passes have really helped with this, but it is still a work in progress.

We continue to have monthly staff meetings on the first Thursday of each month. February had the highest attendance and most informative discussion of any meeting since I have been with WPRD. We feel this is a very positive direction for better training moving forward.

# **Corporate Memberships:**

- 8 companies
- 180 members
  - o 12 month
    - **37**
  - o 6- month
    - **4**3
  - Senior
    - **-** 10
  - o Family 6 month
    - **29**
  - o Family 12 month
    - **4**4
  - Monthly Billing
    - **47**

# **Membership Totals**

- Child: 345
  - o Monthly Billing: 98
- Adult: 732
  - o Monthly Billing: 455
- Senior: 240
  - o Monthly Billing: 29
- Veteran: 43
  - o Monthly Billing: 31

# **Total ARC Members: 1,973**

# <u>3 – month Scholarships</u>

- Adult: 19
- Child: 21

# **Paid Daily Visits:**

- Adult: 1712
  - o Avg Per Day: 55
- Child: 2338
  - o Avg Per Day: 75
- Seniors: 93
  - Avg Per Day:36

## Homeschool Daily Visits

187

Avg Per Week:47

**Total Member Visits: 17,611** 

Total WSC Visits: 1,839

**Team Practice Visits: 1,507** 

## **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.
  - o 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.
- Aquacise classes have been growing big this month averaging 10-15 people per class.
  - O Added a 10:15-11:15 Tuesday am class
  - O Saturday class started back up with September 9th.
- Special Events: Extended Hours ran for Christmas break
  - o Swim with Santa Dec 22nd
- Sealions:
  - Hosted a meet February 2-4th
  - Hosted swim-a-thon Jan 27th
- High School Boys Season starts November
- 50 M is Short course
  - o diving boards available Saturday 1-3 as long as we have staff.
- SwimFit- Next session is February 27th
  - o swim only version 6am tue/thu
  - Youth SwimFit Starts February 27th 6:30-7:15pm
- Lifeguard training— we have been running drills to get the guards use to looking at the whole pool and keep their skills sharp

1

- Inservice's monthly to keep up to date
- Angelfish Certifications completed 12/28
- CPR to the public has opened.
  - o January 27th 9-1
  - o 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
  - o Flowrider maintenance scheduled January 18/19th 2024
  - Leisure pool partial drain and pool patched/cleaned

## Special Events Portfolio

Puzzle Palooza was held on February 13th with a total of 16 teams! This event will continue to take place on the second Tuesday of every month at 6:30PM in the ARC meeting rooms with the exception of the summer months. We are excited to see our number of teams growing!

Date Night Weekend was a huge success! It was held on February 9th and 10th at the Raymond Center. We had a grand march, dinner, dance, selfie station, candy bar, donuts, party favors, and games! We had 80 couples at the Mother Son event on Friday night, 78 couples at Butterfly Ball, and 119 couples for the Princess Premiere on Saturday: with 15 walk ins over the three events! A huge thank you to my coworkers for all their help setting up and tearing down for this large event!

We would like to thank all our wonderful sponsors for helping create this fantastic event!

- Stoneham Drilling
- T & A Tong and Indicator
- Williston API
- MWEC
- Williams County Sheriff's Association
- Coca Cola of Williston for the donation of fountain pop and bottled water
- Williston Walmart for the donation of 50 dozen donuts
- Cooks on Main catered the event
- High Voltage Entertainment was our awesome DJ for the third year in a row!

Next up for Special Events is the spring Nerf Wars which will be held at the Raymond Center April 24th through the 28th and our annual Mother Daughter Day event out at the Keel Boat on May 18th!

Campus Club is already working on plans for the summer portion of this program! We are working on staffing and the central location that Campus Club will take place in, as all students are together. There will be a max of 100 students accepted and registration will open in mid-April. Currently, there is a competition taking place among the schools. Each site is working on creating their very own board game! Once they are complete, staff at Parks & Rec will vote and determine a winner! The winning site will present their board game at the April Park Board meeting, and then that school will have their game made into an actual board game through a website.

# RECREATION PORTFOLIO - Winter programming 2024

**Current Program: Learn To Skate** 

**Dates:** 1/6 – 2/17

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

<u>Current Registration Numbers:</u> 121 with 14 waitlisted <u>2023 Registration Numbers:</u> 106 with 23 waitlisted

**2022 Registration Numbers:** 92 **Special Note or Highlight:** 

This year's Learn to Skate program is run by Amanda Nelson and others 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! We will be having an end of season "fun day" after the testing is completed on Feb 17th.

**Current Program:** Youth Winter Tennis – Session 2

<u>Dates:</u> 1/17-3/23 <u>Fee:</u> \$25.75 / \$33.00

Current Registration Numbers: 69 2023 Registration Numbers: 64 2022 Registration Numbers: 36

**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 group sessions. Parents are hoping for more one-on-one skill work with the smaller groups. This will be the last session until the summer June and July sessions. Overall, kids seem to love the program!

**<u>Current Program:</u>** 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! Weve had an amazing turn out thus far! 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! On 2/5/24 we had a pizza party that the Wonders loved! We also will be celebrating a Wonders birthday party on 2/19/24. The next program coming up for them will be Wonders Swim starting March 18th.

Current Program: Youth Cheer

**Dates:** 2/5-3/20 **Fee:** \$42.50

<u>Current Registration Numbers:</u> 69 **2023 Registration Numbers**: 43

2022 Registration Numbers: No program.

**Special Note or Highlights:** 

The youth cheer program is run by Jennifer Lawson, the WHS Varsity Cheerleading coach. She has 3-4 cheer girls join her to help with the program. This program continues to grow at a rapid pace with each session. They started in the racquet ball room of the Raymond, and now in the Tennis Courts of the ARC due to its large enrollment numbers. The cheerleaders receive a t-shirt and pompoms. They will be performing at the WPRD Youth Boys Basketball games on Tuesday's and Thursday's.

**Current Program: Youth Learn To Curl – Session 2** 

<u>Dates:</u> 1/8-2/8 <u>Fee:</u> \$25.00

**Current Registration Numbers: 16** 

**2023 Registration Numbers:** No program **2022 Registration Numbers:** No program.

**Special Note or Highlights:** 

Youth Learn To Curl is for ages 9-15YO. There were two sessions for this program. This program is coordinated by Amanda Nelson and instructed by the Curling Club. We have a contract with Williston Basin Curling Club as stated:

WPRD will: - Pay Williston Basin Curling Club 50% of the revenue generated through registrations. - Market the program to the public. - Handle registrations through RecTrac. - Send communications out to participants when the program first starts. - Send a roster with participant information to Williston Basin Curling Club.

**<u>Current Program:</u>** Sports Sampler

**Dates:** 1/20/2024- 2/10/24

**Fees:** \$26

2024 Registration: 54 2023 Registration: 19 2022 Registration: 24

**Special Notes:** 

This is a great introductory recreation program for kids! This session participants learned Basketball football baseball track and soccer.

Current Program: Off-season-baseball

<u>Dates:</u> 1/7/24-2/10/24 <u>Fees:</u> \$5 drop in fee <u>2024 Registration:</u> 19 <u>2023 Registration:</u> 32 <u>2022 Registration:</u> 27

**Special Notes:** 

The Teton baseball team is helping run drills on Sundays. They are doing a great job of teaching kids' skills and advancing their previous skills. They start games this week so Coach Sorenson and I will be running drills from now on.

Current Program: 3-6th Boys basketball

Dates: 1/9/24-3/9/24

**Fees:** \$38

**2024 Registration:** 119 **2023 Registration:** 117 **2022 Registration:** 112

**Special Notes:** 

So far, the games are going great. Great coaches and well-matched teams.

**<u>Current Program:</u>** Adult Volleyball League

<u>Dates:</u> 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.

**<u>Current Program:</u>** Adult Men's Basketball League

Dates: Nov 6-Feb 19

**Fee:** \$978.50

<u>Current Registration Numbers:</u> 9 teams <u>2022 Registration Numbers:</u> 9 teams <u>2021 Registration Numbers:</u> 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 weeks which should be a fun changeup in the schedule. We are still figuring out the bracket for the end of the season, but I have not gotten any complaints so far.

Upcoming Program: Spring Adult Volleyball League

<u>Dates:</u> Feb 26-May 1 <u>Fee:</u> \$253.25/\$190.00

Current Registration Numbers: 5
2023 Registration Numbers: 33
2022 Registration Numbers: 26

Special Note or Highlight:

Last year we saw a large increase in spring volleyball teams. This year we have changed the league set up with divisions. A few teams were upset during the winter league with the separation of competition. A poll was sent out to see if teams would rather play a more diverse amount of teams or strictly teams that signed up for that division as opposed to combining. They voted to keep each division separated meaning that divisions could run with as little as 3 teams. Hopefully, this increases the number of signups overall.

# Travel Sports League Updates:

Programs: Chaos Volleyball

**Dates:** Jan 2024 – May 2024

**Fees:** 525.00

2024 Registration: 65 2023 Registration: 52 2022 Registration: 58

Special Notes:

Chaos Volleyball is going very well thus far into the season. There are 12U, 14UA/B, 16UA/B and 18U teams. This is the most players we have had to date, and an 18U team added to the league: The girls will be attending 4 tournaments. One of these tournaments will be hosted in Williston, March 2nd! This will be a one-day tournament taking place at the ARC and Raymond Center. There have been many sponsorships and donations to support this travel club due to Chris's efforts in building a new and improved program.

# **Upcoming March Programs:**

- Soccer
- Girls Run Strong
- Wonders Swim
- Strider
- Youth Volleyball
- Madden Tournament March 29th during the ARC 10-Year Bday Party.

# **Updates:**

- Preparing for March 2nd Chaos Volleyball Tournament
- Preparing for April 6th Ballin' Tournament
- Lacrosse Clinic April 13th
- Scheduling / Program Summer Programs for website and brochure
- Attending WHS Job Fair and Marketplace For Kids
- Serving as WPRD rep on Travel Sport Boards while Chris is training.

#### FITNESS & WELLNESS PORTFOLIO

## **Group Fitness**

- January Group Fitness Number of participants was 1277 compared to 940. We offered 174 classes compared to 138. 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 January 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- The new year started of great with two full sessions 9am and 6pm with a total of 16 participants.
- 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 first round of the year has 23 enrolled between the AM and PM class.
- **NEW-Meal Prep and Nutrition Knowledge Course-** This course ran Jan 16th-Feb 6th. Seven Participants enjoyed making food while learning about nutrition.
  - 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. Future dates will be announced later.

# Youth Fitness Programs January Numbers and Updates-

- Youth Boot Camp- The first round of the year was full with 11 enrolled. The next round will start in March and already has 14 enrolled.
- Lifting and Power Performance for Tweens & Teens- The first round of the year maxed out at 10 kids. The next round will start in March and already has 9 enrolled.
- Youth Outdoor Cycling- Will return summer 2024.
- Youth Pink Gloves Boxing- The first round of the year started with 15 enrolled.
- O Kids night out- We had a huge success with 77 kids signed up for the first KNO of the year.
- NEW PROGRAM Tyke Time- Tyke Time: This program was a huge success we had 160 toddlers in just 3 Fridays.

Fitness-Center/Equipment

- Equipment is mostly in good working order. Tech will be out soon to work on machines with a few issues.
- We are discussing replacement of free weight room cable machine in the 2025 budget cycle.

# Personal Training – January Numbers:

- **162 sessions completed** Compared to 115 last month.
  - o 30 min- 20 compared to 17 last month
  - o 45 min- 50 compared to 48 last month
  - o 60 min- 36 compared to 30 last month
  - o 30 min grp- 1 compared to 0 last month
  - o 45 min grp- 4 compared to 4 last month
  - o 60 min grp 18 compared to 14 last month
    - Initial Assessments- 3 compared to 3 last month.
    - Total Sales: \$4863.40 compared to \$2106.00 last month
    - PT Discounts- \$5727.40 total with \$585.00 discount for \$4863.40 total sales. Our next special will be 3/28/24.
    - Total Sessions Purchased 177 compared to 103 last month.
    - New inquiries- 7 compared to 2 last month.
    - New trainers- I am in the process of hiring a new trainer at this time.

# Senior Fitness & Wellness- January Silver Sneakers Numbers

- SilverSneakers New membership 10 signed up compared to 4 last month.
- SilverSneakers total monthly visits- 877 compared to 591 last month.
- SilverSneakers Monthly Payment- December \$1116.00 compared to \$1104.00 in November 2023
- 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 15 classes between sit to get fit and chair yoga, compared to 13 classes last month, We had 181 participants compared to 148 last month.
- ASH Fitness Active & Fit/Silver & Fit- We have been approved for this program and the portal is open and we are excepting new memberships. The Silver&Fit and Active&Fit Programs allow eligible members to access contracted fitness centers/YMCAs through participating health plans and employer groups. Members have access to any classes or amenities that do not require an extra fee. The Silver&Fit Program is available to Medicare health plan eligible members. The Active&Fit Program is available to commercial health plan eligible members and employer groups ages 18 64.
  - New Memberships- 4
  - o Total Monthly visits- 6
  - Monthly Payment-
- 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.

# 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 February 14th, Kari Downer with Nutrition and Beyond will be here to talk to the seniors about optimizing energy levels. The Williams County Bookmobile will also park at the ARC for a couple of hours on February 14th.

- In January, we had WPRD's Michele Moore, speak with the seniors about Senior Fitness and Nutrition. Rhonda and Michele then gave the seniors fitness orientations upstairs. This was a successful lunch and learn with about 35 attendees.
- Senior Challenges-Many seniors take part in the GO 2024 Fitness Challenge.

#### **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. The display this quarter is "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 have over 200 participants and about half on track. 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 is now halfway done.
  - Community Health 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.
  - o 4 park benches were ordered.
  - o 2 bike maintenance stations were ordered
  - o 1 doggy clean up station was ordered.
    - We have been reimbursed.
  - O 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**

# **January 2024 Financials**

- Revenue/Expenses
  - o January Revenue: **\$813,876.09**
  - January Expense: \$787,436.22
- Sales Tax
  - o December 1% Sales Tax: **\$831,858.23**
  - o November .5% Operations: \$415,929.11
- Cash Fund Balance at the end of January (Banyon):
  - o **\$2,823,340.65**
- CD's: ASB
  - General Reserve CD:
    - **\$485,103.56**
    - **4.26%**
  - o WPR CD:
    - **\$106,291.80**
    - **4.2%**

Total Funds available to WPRD as of January 31st, 2024: \$3,414,736.01

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Saturday	Friday	Thursday	Wednesday	Tuesday	Monday	Sunday
			FIRST DAY OF WEEK		CALENDAR MONTH	CALENDAR YEAR
			SUNDAY		<b>FEBRUARY</b>	2024

Sunday	Monday	Tuesday	Wednesday	Thursday 01	Friday 02	Saturday 03
9 7				RFCC: Keel: ARC: Mtg: Courts:	RFCC: Boss Ladies Keel: ARC: Sea Lions Meet Mtg: Courts: Parks:	RFCC: Learn to Skate, Boss Ladies Keel: ARC: Sea Lions Meet Mtg: Courts: WHS Soccer, Ultimate Frisbee Parks:
RFCC: Keel: ARC: Sea Lions Meet Mtg: Courts: Parks:	RFCC: Keel: ARC: Mtg: Williston United Board Courts: Cheer begins in tennis courts	06 Keel: ARC: Mtg: Meal Prep Courts: Parks:	RFCC: Keel: ARC: Mtg: DFS, Chord Energy Courts: Parks:	08 RFCC: Princess Premiere Keel: ARC: Mtg: WBSD7 Admin Courts: Parks:	RFCC: Princess Premiere Keel: ARC: Mtg: Olive Motherhood Courts: Parks:	RFCC: Learn to Skate, Princess Premiere Keel: Private Party ARC: Mtg: Williston Market Courts: WHS Soccer, Seventh Day Parks:
RFCC: Princess Premiere RFCC Keel: Private Party Keel: ARC: Mtg: Private Baby Shower, Mtg: Private Party Courts: Parks:	RFCC: Princess Premiere Keel: ARC: Mtg: Courts: Parks:	RFCC: Keel: ARC: Mtg: Puzzlepalooza Courts: Parks:	14 Keel: Keel: ARC: Mtg: Lunch & Learn Courts: Parks:	RFCC: Keel: ARC: Homeschool Group Mtg:Sea Lions Pasta Feed Courts: Parks:	16 RFCC: Keel: ARC: Kids Night Out Mtg: Wilmac, WBSD7 Childcare, Kids Night Out Courts: Pool: Parks:	RFCC: Keel: ARC: Curling Club State Tournament Pool Party Mtg: Curling Club State Tournament Pool Party Courts: WHS Soccer, Ultimate Frisbee Pool: Parks:
RFCC: Keel: ARC: Mtg: Private Party Courts: Pool:	RFCC: Keel: ARC: Mtg: Courts: Pool:	20 Keel: ARC: Mtg: Park Board Courts: Parks:	21 Keel: ARC: Mtg: DFS, LB Church x 2 Courts: Parks:	RFCC: Reel: Reel: Reel: Reel: ARC: ARC: ARC: ARC: ARC: ARC: ARC: ARC	23 Keel: ARC: Mtg: Courts: Parks:	RFCC: Keel: ARC: Cub Scouts Water Carnival Mtg: Courts: WHS Soccer Parks:
25	26	27	28	29	0.1	0.2

Page 7 of 28

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Saturday

Friday

Thursday

Wednesday

Tuesday

Monday

Sunday

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03

RFCC:
Keel:
ARC:
Mtg: CBMC Luncheon,
Fitness & Nutrition x 2
Courts:

RFCC: Keel: ARC: Mtg: Courts: Parks:

RFCC: Keel: ARC: Mtg: Courts: Parks:

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Thursday FIRST DAY OF WEEK **Wednesday** SUNDAY Tuesday CALENDAR MONTH Monday CALENDAR YEAR Sunday

	2 oall	on 👆	16 W	23
Saturday	RFCC: PWB1 State Tournament, JO Volleyball Tournament Keel: ARC: Mtg: Williston Market Courts: JO Volleyball Tournament, Seventh Day Group Tennis/Turf Parks:	09 RFCC: Sassy Lady Vendor Keel: ARC: Ourts: Parks:	16 RFCC: Sport & Rec Show Keel: ARC: Mtg: Private Party Courts: Parks:	2
Friday	RFCC: PWB1 State Tournament Keel: ARC: Mtg: Courts: Parks:	RFCC: Sassy Lady Vendor RFCC Keel: Keel: ARC: Hagen School ARC: Waterpark, Sea Lions Meet Mtg: CPR Courts: Parks:	15 RFCC: Sport & Rec Show Keel: ARC: Mtg: Courts: Parks:	22
Thursday	5.9	RFCC: Keel: Mtg: WBSD7 Admin, Community Health Fair Courts: Parks:	RFCC: Sport & Rec Show Keel: ARC: Homeschool Group Mtg: Sea Lions Breakfast 11U State Courts: Parks:	21
Wednesday	28	06 RECC: Keel: ARC: Mtg: DFS, Chord Energy Courts: Parks:	RFCC: Sport & Rec Show Keel: ARC: Mtg: ND Swim Board Courts: Parks:	20
Tuesday		05 Keel: ARC: Mtg: Courts: Parks:	RFCC: Sport & Rec Show Keel: ARC: Mtg: Puzzlepalooza Courts: Tioga Track Practice Parks:	19
Monday	26	Nids Kids	RFCC: Keel: ARC: Mtg: Courts:	18
Sunday	S Z	RFCC: ICE COMES OFF Tournament Keel: Keel: ARC: Marketplace For Kids Mtg: Marketplace For Kids Williston United Board Courts: Courts: Rids Parks: Parks: Parks: Rids Kids	10 RFCC: Sassy Lady Vendor Keel: ARC: Mtg: Courts:	17

Saturday	RFCC: API Chili Cook Off Keel: ARC: Grenora After Prom Mtg: Grenora After Prom Courts: Scobey Track Meet Parks:	RFCC: Boss Ladies Vendor RFCC: Boss Ladies Vendor Keel: ARC: Mtg: Courts: Parks: Parks:	90
Friday	RFCC: API Chili Cook Off Keel: ARC: Stanley Track Meet, Kids Night Out Mtg: Kids Night Out Courts: Parks:	29 Keel: ARC: Mtg: Courts: Parks:	
Thursday	RFCC: Keel: ARC: Homeschool Group Mtg: Courts: Tioga Track Practice, Babe Ruth Tryouts Parks:	28 RFCC: Life Church Easter Event Keel: ARC: WHS Track Meet Mtg: ARC 10th Partyx 3 Courts: WHS Track Meet Parks:	
Wednesday	l <b>ler Skating</b> WHS oftball al Ripken Tryouts	RFCC: WHS Baseball/Softball Keel: ARC: Mtg: DFS, Chord Energy, ARC 10th Party Courts: Parks:	
Tuesday	RFCC: Roller Skating Keel: Baseball/S ARC: Mtg: Park Board ARC: Courts: Cal Ripken Tryouts Parks: Courts: Cal Ripken Tryouts Parks: Parks:	26 Keel: ARC: WHS Track Meet Mtg: Courts: Tioga Track Practice, WHS Track Meet	
Monday	RFCC: WHS Baseball/Softball Keel: ARC: Stanley Track Meet Mtg: Private Party Courts: Cal Ripken Tryouts, Stanley Track Meet	25 RFCC: WHS Baseball/Softball Keel: ARC: Mtg: Courts: Parks:	
Sunday	RFCC: Sport & Rec Show Keel: ARC: Mtg: Courts: Parks:	24 Keel: ARC: Mtg: Courts: Parks:	31 RFCC: Keel: ARC: Mtg: ND Safety Council Courts: Parks:

## **Statements**

Original Date: 01/01/1997 Date Revised: 02/18/2013

**Purpose:**_The purpose of the Williston Parks and Recreation District (WPRD) Personnel Policy manual is to provide a resource for full and part-time employees as to the general and specific policies and procedures of the WPRD; as well as to promote the awareness of the policies and fair treatment of all those who are employed by the District. This handbook shall serve as a guide for employment practices and as a reference for employees to utilize during their tenure with the District.

This manual may be supplemented by memoranda covering such topics as telephone courtesy and usage, cell phone usage, fire and emergency evacuation plans and the like. These types of memoranda will be kept with the office manual.

**Mission Statement:** The Williston Parks & Recreation District is a member of the NDRPA and NRPA and supports the following mission statement:

"Superior Parks, Facilities, and Programs for all to enjoy an active life."

**Vision Statement:** Williston Parks & Recreation District envisions an inclusive, unique, and affordable park system, fostering a welcoming and connected community. Through dedication, adaptability, and transparency, we aim to be a progressive hub for diverse recreational experiences.



February 13, 2024

Garrison Diversion Conservancy District Board of Directors

Re: The Matching Recreation Grant Program

To whom it may concern,

On February 20th, 2024, at the regular Park Board meeting, the Williston Park Board of Commissioners approved the WPRD Spring Lake Park Frisbee Golf Course enhancement project to be referenced for the matching grant application. Frisbee Golf is a growing phenomenon in the state of North Dakota and access to supplemental grant funds would expedite the WPRD's ability to complete the project and enhance the experience of the park visitors.

Please feel free to reach out to myself or WPRD Park board president, Kelly Heller with any further needs in this regard, and/or questions.

Sincerely,

Joe Barsh

Kelly Heller

**Executive Director** 

President

WPRD

Park Board

Joeb@wprd.us

701-770-9767



February 13, 2024

Garrison Diversion Conservancy District Board of Directors

Re: The Matching Recreation Grant Program

To whom it may concern,

The Williston Parks & Recreation District and the Park Board are excited for continued support of the Williston Clay Target League program.

On February 20th, 2024, at the regular Park Board meeting, the Williston Park Board of Commissioners approved the WPRD as the sponsoring agency for The Williston Clay Target League's matching grant application. The WPRD is a proud supporter of the Clay Target program which has demonstrated continued growth and excellence since its inception in 2019.

Please feel free to reach out to myself or WPRD Park board president, Kelly Heller with any further needs in this regard, and/or questions.

Sincerely,

Joe Barsh

Kelly Heller

**Executive Director** 

President

WPRD

Park Board

Joeb@wprd.us

701-770-9767