

Approved 10.21.25

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION
WAS HELD AT 5:30 P.M. SEPT 11TH 2025 AT THE WARC.**

PRESENT: Liffriq, Jangula by phone, Linghor, Roness

ABSENT: Heller,

OTHERS: Barsh, Ludlum, E. O’rear, Casey, Jess, Mike, Patrick, Miranda, Kate, Jim, Amanda, Mat,
Special guest speakers.

Liffriq called meeting to order.

Additions and Deletions to the Agenda- Added into New business a credit line increase request.

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

MOTION CARRIED.

MOTION by Roness, SECONDED by Linghor, we approve Park District bills ROLL CALL AYE: Liffriq, Jangula, Roness, Linghor NAY: None. ABSENT: Heller

MOTION by Linghor , SECONDED by Roness, we approve Park Dist. Financial statement ROLL CALL AYE: Liffriq, Jangula, Linghor, Roness NAY: None. ABSENT: Heller

FINANCIAL REPORT – August 2025 Financials

- Revenue/Expense
 - Revenue- \$1,044,207.37
 - Expense- \$1,086,796.21
- Sales Tax
 - 1% Sales Tax: \$1,191,060.97
 - .5% Operations: \$595,530.48
 - Current average monthly sales tax: \$1,005,972.29
 - 2025 budget monthly sales tax projection: \$895,833.34
 - Total projected sales tax receipts
 - \$10,750,000.00
- Cash fund Balance at the end of August
- \$1,005,224.99 capital funds

		August Interest	Total
Deposit Amount		\$ 938.25	\$ 1,005,224.99
Parks	20%	\$ 187.65	\$ 201,045.00
Athletic Fields/Golf Course	15%	\$ 140.74	\$ 150,783.75
Facilities	20%	\$ 187.65	\$ 201,045.00
Rainy Day	25%	\$ 234.56	\$ 251,306.25
Capital Purchase	20%	\$ 187.65	\$ 201,045.00

- CD's: ASB

CD#	CD Name	Balance as of 8/8/25	Maturity Date
113506	WPRD #1	\$ 345,257.67	9/24/2025
113688	WPRD #2	\$ 345,099.08	10/27/2025
113910	WPRD #3	\$ 345,336.96	11/27/2025
114223	WPRD #4	\$ 340,500.00	12/25/2025

Available to WPRD	
Month	Auto Fill
January	\$ 4,828,614.70
February	\$ 5,103,147.78
March	\$ 5,089,043.41
April	\$ 5,140,454.85
May	\$ 4,994,712.89
June	\$ 4,865,048.06
July	\$ 4,617,882.95

Anticipated incoming revenue:

- Water world FFE reimbursement from WCB- \$230k+
- Water world Year 1 operating expenses we are still processing year 1 operating expenses.
 - We will review all expenses and work with the WCB to determine a year 1 operating expense amount.
- Bond related reimbursement eligible expenses.
 - Any expense paid by WPRD general within 60 days of new indenture, which are associated with bond related projects, are eligible for reimbursement from bond proceeds. So far this only pertains to the gold course expansion project est 50K
- New bond indenture kick backs
 - With the new restructuring of WPRD bonding buckets that were filled on behalf of WPRD to serve as restricted reserve funds on the past indenture will be released back to WPRD.
 - Per colliers' funds will be created back to WPRD general prior to the year end of 2025.
 - Current projection \$250k

EXECUTIVE DIRECTORS/STAFF REPORT

- Still planning to release an RFP for the SLP overlook project for 2026. Outstanding grants Rober E Herman trust grant, they asked us to apply and gave us some specifics and re applied for the miracle league field. We will have to work with the grant and the community is already ADA accessible in the location that we chose. We are working

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through the bond adventure; we started the consultation for the strategic planning we have our first meeting with the planner and all department heads.

- HR- Currently looking for a rec coordinator at this time Sam that was in the position, decided to move on.
- CAPRA- Working on more extensive reporting. There are only 2% of parks and rec organizations in the country that are CAPRA accredited. Kazuma is the lead and is working with the mentor monthly to help us through the process. This is a national process. The submittal deadline is Jan 15, 2026.
- Working on yearend grants, and budgeting, RQs and approvals for committees for future projects.
- Recreation- In July there was over 600 kids in youth programs and Aug had over 1000 youth in their programs. The 2026 Keybird schedule has been completed. Prepping for travel, volleyball and basketball. Adaptive track program will be starting. Adult volleyball has started, and it is at the middle school due to spacing.
- Facilities- The building is much busier now that school has started. Working on finalizing schedules for fall, winter and spring. There is more need for space for the soccer community. The Raymond center will have some changes coming soon, and members that have events there are getting notified. Guest services is discussing where we need more people as we expand. They created a lead position at the ARC for the guest services, working through how this will work moving forward with new facilities. Membership pricing for 2026 for the ARC and Water World has been finalized and will be posted soon.

OLD BUSINESS: None

NEW BUSINESS:

- WPRD 2026 Preliminary budget forecast: Our budget is a projection due to the nature of the sales tax. We will have one more round of meetings with department heads before the budget is finalized. The budget is projected by going over what was spent throughout the year in all departments and programs and then projecting what will be needed next year. Some things like insurance premiums and lifeguards wages will go up with the new facility. We factor in a 3% general increase based on cost of living. MOTION by Roness, SECONDED by Linghor, to approve the WPRD 2026 preliminary budget forecast. ROLL CALL AYE: Liffbrig, Jangula, Linghor, Roness NAY: None. ABSENT: Heller
- Series 2025 bonds- Considerations of the parameter's resolution- Colliers Securities presented slides to walk through the next steps to go to market with WPRD bond refunds. MOTION by Linghor, SECONDED by Roness, to approve Collier Securities to authorize the issuance of \$71,625,000 WPRD senior sales tax revenue and refunding bonds, series 2025 A, and \$5,425,000 WPRD subordinate sales tax revenue and refunding bonds series 2025B ROLL CALL AYE: Liffbrig, Jangula, Linghor, Roness NAY: None. ABSENT: Heller

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- ND Century Code: 48-01.0-20: CMAR approval- Ice/turf facility- To move forward with the construction manager and committee. MOTION by Roness, SECONDED by Linghor, to approve the committee of Joe Barsh agency rep director, Kelly Heller agency rep Park board president, Derrick Linghor WPRD park board member, Heidi Brenna registered architect, Katie Butz registered engineer, and Jason Ekblad registered contractor for the CMAR construction method in compliance with the **ND Century Code: 48-01.0-20:** CMAR approval- Ice/turf facility ROLL CALL AYE: Liffrig, Jangula, Linghor, Roness NAY: None. ABSENT: Heller
- WPRD- Williams County JPA- Ice/Turf facility- MOTION by Linghor, SECONDED by Roness, to approve the JPA between WPRD and Williams County for the ice turf facility. ROLL CALL AYE: Liffrig, Jangula, Linghor, Roness NAY: None. ABSENT: Heller
- ND Century Code: 48-01.2-20 CMAR approval: - To move forward with the construction manager and committee. MOTION by Linghor, SECONDED by Roness, to approve the interview committee of Joe Barsh agency rep WPRD director, Kelly Heller agency rep park board president, John Liffrig agency rep park board vice president, Zach Nelson agency rep golf course superintendent, Kevin Norby registered architect project consultant, David Juma city engineer, Mark Schneider Williston Development services director. **ND Century Code: 48-01.2-20:** CMAR approval: Golf course expansion ROLL CALL AYE: Liffrig, Jangula, Linghor, Roness NAY: None. ABSENT: Heller
- Line of credit increase of \$40,000: The foundation and trust account would request a card for \$5,000. Travel sports have asked for one card for baseball and another for WPRD for holding hotel rooms, baseball would ask for \$15,000 and WPRD would ask for an additional \$20,000 to increase operational efficiency. MOTION by Roness, SECONDED by Linghor, to approve the \$40,000 credit increase for the above listed accounts. ROLL CALL AYE: Liffrig, Jangula, Linghor, Roness NAY: None. ABSENT: Heller

No correspondence or citizens were present to be heard.

MOTION by Linghor, SECONDED by Roness to adjourn meeting MOTION CARRIED.

ATTEST: Rhonda Ludlum, Fitness and Wellness Manager