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**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION  
WAS HELD AT 5:30 PM Feb 24<sup>th</sup>, 2025 AT THE WARC.**

PRESENT: Liffbrig, Jangula, Heller, Roness

ABSENT: Linghor

OTHERS: Barsh, Ludlum, Jerry, E. O’rear, Jess, Mike, Lexi, Patrick, Laurie, Jeremy, Matt, Shaleena, Zack,

Heller called meeting to order.

Additions and Deletions to the Agenda- We are adding into new business boys’ baseball. It will be new business A.

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

MOTION CARRIED.

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

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

**FINANCIAL REPORT – January Financials**

- Revenue/Expense
  - Revenue- \$1,816,326.56
  - Expense- \$1,184,715.02
- Sales Tax
  - 1% Sales Tax: \$1,220,965.86
  - .5% Operations: \$610,482.93
  - Current average monthly sales tax: \$1,220,965.386
  - 2025 budget monthly sales tax projection \$895,000
- Cash fund Balance at the end of January
  - \$3,523,514.57
- ASB 4-Month CD Special- WPRD Investment plan
  - CD #1: Purchased 1.24.25
    - \$340,500.00
      - 4.25% with an APY of 4.31%
  - CD #2: Plan to purchase 2.24.25 or as close to that date as possible.
    - \$0.00
      - 0.0%
  - CD #3: Plan to purchase 3.24.25 or as close to that date as possible.
    - \$0.00
      - 0.0%

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- General Reserve CDAR: Cashed out for reinvestment
  - \$506,155.05
- Total Funds available to WPRD
  - Jan \$4,992,363.26

#### EXECUTIVE DIRECTORS/STAFF REPORT

Admin: Working closely with the city and county for the ice facility project. In conversation on the airport hangar being deeded over to WPRD from the City. We are gearing up to work on long term projects.

Grants: Waiting to hear for a few grants including for SLP infrastructure road grant. The Davidson Park project has picked back up and should finish this year. All courts were resurfaced, and the fencing will be finished. Next is concrete pads, seating and signage. We have gotten over \$100,000 in grants for this project and matching with private donors.

Parks: The frisbee golf project at SLP will start this spring. There will also be new bathrooms added to SLP. The parks staff are getting ready for any issues that may result in the ice/snow melt. Still touching up at the Raymond center, the bathrooms and lighting was updated.

Golf Course: Working on the grading plan for the course, then we will meet with the city to go over the housing development.

Facility Operations: Track season started and there will be 7 meets over the season at the ARC. The Northwest meet will be moved from Minot to the ARC. There is a week left on the ice, we have discussed adding the ice two weeks earlier and taking it off two weeks later next year if that is possible. We would extend the ice so that members can have private parties and free skate. JLG and JEDunn were here and did a walkthrough to check on the building structure. They will get back to us with any projects that need to be addressed. We have rescheduled a meeting to go over what they find, and future projects including the structure of the Raymond center.

Guest Services: With water world opening they are working on how to expand guest services and part time staff roles.

Memberships: Our membership numbers are up 40% for members.

#### OLD BUSINESS

Williston Water World: This in ongoing. Hoping to open in July. We are having weekly Waterworld meeting with Aquatics to make sure that we are ready. There will be soft openings in June to train staff.

#### NEW BUSINESS

- Boys Baseball EIN: The bank has a different EIN number for baseball than what we have. At some point WPRD absorbed boys baseball. We need to board to approve that the boys baseball has been absorbed into WPRD and that their EIN no longer exists. MOTION by Linghor, SECONDED by Jangula, to approve the recognition of the Williston

Boys Baseball program as a subsidiary of WPRD. ROLL CALL AYE: Liffrig, Jangula, Heller, Roness NAY: None. ABSENT: Linghor

- CDARS/Capitol funds account: Add signers MOTION by Jangula, SECONDED by Roness, to approve adding new signers on the CDARS/Capitol funds account as presented in the spreadsheet prepared by WPRD Finance Director, Jess Lynner. ROLL CALL AYE: Liffrig, Jangula, Heller, Roness NAY: None. ABSENT: Linghor
- Anseth property land donation: Lloyd and Kelly Anseth's are donating land unrestricted to WPRD. The intent & purpose is to build a park. The land is located across the street from the ARC. This will be 9.75 acres. We want to inform the board of this ongoing donation and the required steps to procure the land. WPRD will contract an appraisal then work with legal to prepare a correlating deed.
- IT infrastructure upgrade RFQ: Bid review selection: We had bids to upgrade our switches for the ARC, golf course, Raymond center and Aafedt Stadium. Only one bid was submitted via Pro IT, WPRD's current IT servicer. MOTION by Roness, SECONDED by Liffrig, to accept Pro IT's bid to upgrade WPRD IT infrastructure. ROLL CALL AYE: Liffrig, Jangula, Heller, Roness NAY: None. ABSENT: Linghor
- WPRD 1% Sales & Use Tax Renewal: Seeking board approval to submit the proposed ballot language to the CITY and seek approval via City Commission for use of the City Charter, to schedule a special election to address WPRD funding.
  - The proposed ballot language reads as follows:
    - The City of Williston shall amend its home rule chapter to indefinitely extend and reenact the existing one percent (1%) sales and use tax for the Williston Parks and Recreation District on an indefinite basis. The funds from the one percent sales tax will be used by the Williston Parks and Recreation District for Park District Operations and for the repayment of bonds issued by the Williston Parks and Recreation District for park district facilities, improvements, lands, structures, equipment, and rights of way. If the proposed one percent (1%) sales and use tax amendment is approved, the Park District will continue to eliminate any or all property tax assessments for as long as the sales tax remains in effect.
      - A **"YES"** Vote means you approve the city measure as summarized above.
      - A **"NO"** Vote means you reject the city measure as summarized above.
  - The election date is TBD at this time, with the goal of partnering with the WBSD#7 school board vote.
  - MOTION by Liffrig, SECONDED by Jangula, to approve the ballot language and authorize Joe to present the language to City Commission for use the city charter to organize a special election to address WPRD funding with the goal of a public vote on June 10, 2025. ROLL CALL AYE: Liffrig, Jangula, Heller, Roness NAY: None. ABSENT: Linghor

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No correspondence or citizens were present to be heard.

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

ATTEST: Rhonda Ludlum, Fitness and Wellness Manager