

**Williston Park Board - Regular Meeting**  
**February 24<sup>th</sup> 2025**  
**Williston Area Recreation Center-5:30pm**  
**Jordy Larvick Board Room**



- I. Additions or Deletions to the Agenda
- II. Approval of Minutes
  - a. Regular Board meeting 1/21
- 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. Anseth Property Land donation
  - b. CDARS / Capital Funds accounts: Add signers
  - c. IT Infrastructure Upgrade RFQ: Bid review/selection
  - d. WPRD 1% Sales & Use Tax Renewal
- VIII. Correspondence
  - a. Citizens to be heard.
  - b. Written
- IX. Adjourn

Next Park Board Meeting **Tuesday, March 18<sup>th</sup>, 2024 @ 5:30pm** in the **Jordy Larvick Board Room at the Williston Area Recreation Center (822 18<sup>th</sup> 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.**

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**You can also dial in using your phone.**

United States: +1 (224) 501-3412

**Access Code:** 755-643-557

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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 [joeb@wprd.us](mailto:joeb@wprd.us) by the Thursday before each meeting.

Joe Barsh, Executive Director  
Park District Commissioners – Kelly Heller (President), John Liffbrig (Vice-President), Logan Jangula,  
Shawn Roness, Derrick Linghor

*Mission Statement: "Superior Parks, Facilities, and Programs for all to enjoy an active life"*

Draft Jan 21, 2025

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION  
WAS HELD AT 5:30 P.M. Jan 21<sup>st</sup>, 2025, AT THE WARC.**

PRESENT: Liffrig, Jangula, Heller, Roness, Linghor

ABSENT:

OTHERS: Barsh, Ludlum, E. O'rear, Casey, Jess, Mike, Lexi, Patrick, Jim, Miranda, Amanda, Kate, Matt

Heller called meeting to order.

Additions and Deletions to the Agenda- WARC operation agreement between WPRD and the college.

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

MOTION CARRIED.

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

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

**FINANCIAL REPORT – December Financials**

- Revenue/Expense
  - Revenue- \$999,832.98
  - Expense- \$748,136.46
- Sales Tax
  - 1% Sales Tax: \$980,115.69
  - .5% Operations: \$490,057.84
  - Current average monthly sales tax: \$1,021,570.68
  - 2025 budget monthly sales tax projection \$875,000
- Cash fund Balance at the end of December
  - \$3,926,632.07
- CD's: ASB
  - General Reserve CD
    - \$485,103.56
    - 4.26%
  - WPR CD:
    - \$106,291.80
    - 4.2%

- Total Funds available to WPRD

Month	Auto Fill	Available to WPRD
January	\$	3,414,736.01
February	\$	3,707,568.24
March	\$	3,895,861.78
April	\$	4,026,277.55
May	\$	4,052,787.29
June	\$	3,817,922.91
July	\$	3,490,891.27
August	\$	3,891,235.46
September	\$	4,010,848.67
October	\$	4,222,424.95
November	\$	4,549,125.24
December	\$	4,640,000.91

#### EXECUTIVE DIRECTORS/STAFF REPORT

##### Admin:

Working towards future planning and preparation for funding renewal. We are pushing capital projects in and outside of the ARC to communicate the needs of the district to the public. Meetings are set up with staff to see what we need in the next 5-10 years, we are also meeting with JE Dunn and JLG who built the ARC- to identify 10+ year maintenance items. Ideas like a coffee stand, changing the front desk and concession space in the teen lounge to better equip the building to handle our operations would benefit WPRD. Working with Interstate and the county for a new ice facility. Currently we have an outstanding RFP to upgrade our IT switches. Bids will be reviewed, and a firm will be selected at the next park board meeting.

##### Grants:

Still waiting to hear about the grant for SLP – State SRF. Garrison grant was awarded and scheduled for the 2025 project.

##### HR:

Our Timeclock app went live for a full payroll. We have been working through glitches and getting the settings right for our daily operations. It exported live into the payroll system. Closing out 2024. We are fully staffed. The new Rec coordinator is now here.

##### Marketing & PR:

Last month we did a realignment on social media, and it worked, we gained users. We signed with Bakken Living and will have a half page ad and half page article, we will do a fitness ad and article this spring. All the TV advertisements have taken a new look. National Play Outside day is a new event trying to get people to the parks. We will be attending. Career fair and the Community easter egg hunt.

Draft Jan 21, 2025

#### Child Sitting:

Dec was a little slower due to the holidays. They had a Christmas party, and the kids got a goody bag. A sheriff also came and talked to the kids one day. There was a \$3 day pass special during Christmas Break.

#### Childcare Programs Campus Club and Kids Camp:

The annual staff Christmas Party was held in Jan. They lost some staff members and need 3 part-time workers for Campus Club. Working on staff for campus club and kids camp this summer.

#### Parks:

Winter maintenance is keeping paths and parking lots clear. Working on the outdoor rinks, which is burdensome due to them all being weather dependent. We are trying to prioritize which rinks to put most energy into. We need to invest in the infrastructure of our outdoor rink's and will start to prioritize locations for this as potential capital projects.

#### Athletic Fields:

All fields are winterized. We just approved new bathroom partitions and paint at the Raymond center.

#### Golf Course:

The golf course is winterized. Ongoing communication with Norby Golf regarding potential expansion. Right now, we are identifying if we need to supplement the water to irrigate the course. We are looking at doing a golf tournament this summer that will be led by the WPRD Foundation. We want to get the foundation better known into the community and inform the community of future plans with the course. We purchased a beverage cart and a utility cart for the golf course.

#### Facility Operations and Raymond Center:

We are at our busiest time. Tetons started baseball and softball. The turf is completely booked. Dealing with user groups wanting more space and time. The Raymond center is also completely full. We are trying to not tell people no, but we do not want there to be conflict between user groups and the space that they are renting. The guest services team is growing. Trying to improve the reservations system. Working on trouble shooting exterior wall issues with the Raymond center along with other updates that are needed sooner rather than later. We have had to research current facilities to see where we are at and how much we need to upgrade for the ice in Raymond center. We are identifying every project that we can do less than \$10,000 to start working on upgrades. We also need new siding and a new roof. Trying to decide how we handle fundraisers and making procedures to work with non-profits. We are halfway through the ice season. Tetons only had 3 games at home. We had 13 open skates. We are looking into pricing on new rental roller skates due to high demand. There were two skate events in Dec. Chaos volleyball and the soccer club are using the courts upstairs. Ballen in the Basin went well. There will be a cornhole tournament in Jan.

#### Maintenance:

Draft Jan 21, 2025

The floor robots are here and have been working. They needed some adjustments and now they are operation on schedule. The engine for the HVAC system failed and now we must get a new set up. We have a temporary loaner for now until we get the new one.

#### Aquatics:

The hot tub is drained and refilled every two weeks to keep the levels in regulation. Lessons for Dec went well, we also continued to expand lessons for instructors and all the kids were off the waitlist for Dec, Jan. There are about 70-80 participants on the waitlist for private lessons. Intro to swimming will start in March. Aquacise is avg 10-15 participants in class. Swim with Santa was in Dec with great numbers. Aquatics did elf on the shelf during Dec also and gave our candy to all kids that found the elf. Seal Lions had a meet and the next one is in early Feb. HS swim girls is over and the boys just started. Diving boards will be available when staff is present. Swim fit started Jan 7<sup>th</sup> and is going well, there are adult and youth classes. There is a lifeguard training in Jan as well. Recently added a skills day and staff can come in and work on things they struggle with. We are offering public cpr monthly. There will be a water volleyball league that is also new.

#### Special Events:

Archies Holiday light contest happened, and the winner got 6-month membership. We had mini golf and 95 people showed up because of the great numbers we may start doing birthday parties. National play outside was canceled due to weather.

#### Memberships:

Skate with Santa

#### Recreation:

Youth programs are pickleball, tennis, learn to skate, learn to curl, winter sports sampler, boys 3-6 basketball cheer and soccer. Adult programs are flag football, men's basketball, winter adult volleyball. Travel sports programs are baseball, chaos volleyball, WBBC basketball and Boom fastpitch. The wonder bowling is the adaptive program. We got checks from the American Legion for travel sports.

#### Fitness:

Group Fitness had 576 participants compared to 1,184 in a total of 96 classes compared to 172. These numbers were down due to the holidays. Boot camp ran for the first time in over a year with 22 participants and will run again in Jan/Feb called Love To Boot Camp. Women and Weights had 11, and all programs started in Jan. Personal training we had 85 sessions compared to 125 from last month. Onsite senior classes we provided 10 classes compared to 14 with 101 participants compared to 205 last month. On Dec 3<sup>rd</sup> we had Joe Barsh attend the Lunch and Learn to discuss the new and exciting things happening at WPRD. The GO 2025 challenge will start in Jan and has 165 participants. This challenge will end with the Challenge Feast where finishers can come have dinner and get their shirts and see who will win the raffle prize. We are partnering with ND Health and Human services Gateway to Health, and we are having a Community Wellness Fair March 29<sup>th</sup>, and the focus will be the 7 pillars of health and wellness, we are working on acquiring vendors at this time.

Draft Jan 21, 2025

## OLD BUSINESS

Williston Water World:

On going and slow for the winter months.

## NEW BUSINESS

CDARS accounts/Capitol Funds Discussion:

Communicating with ASB and other banks to learn how to best appropriate WPRD funds for operations and Capital gains. Currently, WPRD General fund is a high interest account, earning 2.45% interest a month up to a cap of \$4mm.

We recommend opening a capital funds account with the same structure as the current general fund and begin implementing revenue transfers with the interest revenue from CD's.

Funds would be appropriated within the Capital Funds account for specific projects. WPRD would reserve the right to change these percentages as deemed necessary for operations.

25% Rainy Day, 20% Capital Purchases, 20% Facilities, 20% Parks, 15% Athletic Fields/ Golf Course.

We believe a floor of \$2.5mm should be established within the General fund, \$500K from current excess in the General fund should be transferred into the Capital Funds account and any excess remaining should be invested into CD's. For the highest interest rate, ASB is offering a 4-month special CD. We recommend using all excess funds available to purchase 4, 4-month Special CD's with revolving maturity dates. This would mean 1 CD would mature every month, giving WPRD access to excess funds while also generating the highest interest possible. Each month, WPRD would have the right to negotiate the interest rate at the relative maturity date of each CD.

MOTION by Roness, SECONDED by Jangula, to approve the opening of a capital funds checking account at ASB and to initiate a deposit of \$500,000 from WPRD General fund, and to approve the purchase of 4 CDs over the next four months. ROLL CALL AYE: Liffrig, Jangula, Heller, Linghor, Roness NAY: None. ABSENT: None.

Park District and WSC Agreement:

This is standard Joint use facility agreement with WSC. We changed it from a 3-year to a 1-year agreement so that we could monitor enrollment at WSC. Over the last 4-5 years, the enrollment has been in decline and unstable and that is why it will be a 1-year. New facilities and programs at WSC give us optimism that enrollment will regain consistency, and we can eventually return this agreement to at least a two-year operating window.

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

02/04/25  
12:05:18

WILLISTON PARKS & RECREATION DISTRICT  
Cash Report by Fund/Account  
For the Accounting Period: 1/25

Page: 1 of 1  
Report ID: L160

Funds 20- 20

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
20 Baseball Fund						
113200 Payroll Checking Account	2,637.38	0.00	0.00	0.00	0.00	2,637.38
113500 BB Checking	119,336.10	45,665.60	0.00	0.00	3,890.52	161,111.18
Total Fund	121,973.48	45,665.60			3,890.52	163,748.56
Totals	121,973.48	45,665.60	0.00	0.00	3,890.52	163,748.56

\*\*\* Transfers In and Transfers Out columns should match, with the following exceptions:

- 1) Cancelled electronic checks increase the Transfers In column. Disbursed column will be overstated by the same amount and will not balance to the Redeemed Checks List.
- 2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column by the total amount of these checks.

02/03/25  
13:47:56

WILLISTON PARKS & RECREATION DISTRICT  
Check Register for Baseball Checking  
For the Accounting Period: 1/25

Page: 1 of 1  
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
12166	S	425 VERIZON	80.02	01/07/25	_____	CL 2139	80.02
12167	S	8 ALL SEASON SPORT ABOUT INC	112.00	01/10/25	_____	CL 2035	112.00
12168	S	299 NEMONT	177.50	01/17/25	_____	CL 2148	177.50
12169	S	411 TRIPLE PLAY ACADEMY	750.00	01/17/25	_____	CL 2200	750.00
12170	S	884 BABE RUTH LEAGUE INC	645.00	01/31/25	_____	CL 2274	645.00
12171	S	205 K & K INSURANCE	2126.00	01/31/25	_____	CL 2275	2126.00
Total for Claim Checks			3890.52				
Count for Claim Checks				6			

\* denotes missing check number(s)

# of Checks: 6                      Total: 3890.52



02/04/25  
12:04:42

WILLISTON PARKS & RECREATION DISTRICT  
Cash Report by Fund/Account  
For the Accounting Period: 1/25

Page: 1 of 1  
Report ID: L160

Funds 10- 10

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
10 General Fund						
113100 11000 WPRD Checking	3,928,101.99	2,068,711.04	655.46	309,460.15	1,194,440.33	4,493,568.01
113200 Payroll Checking Account	-1,457.93	309,468.70	0.00	37.25	313,414.84	-5,441.32
113500 BB Checking	-11.99	0.00	0.00	0.00	0.00	-11.99
Total Fund	3,926,632.07	2,378,179.74	655.46	309,497.40	1,507,855.17	4,488,114.70
Totals	3,926,632.07	2,378,179.74	655.46	309,497.40	1,507,855.17	4,488,114.70

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- 2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column by the total amount of these checks.

02/03/25  
13:47:11

WILLISTON PARKS & RECREATION DISTRICT  
Check Register for WPRD Checking  
For the Accounting Period: 1/25

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Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
-99757	E	252 MDU	9794.11	01/07/25	1/25	CL 2169	9794.11
-99756	E	248 MARCO TECHNOLOGIES LLC	340.78	01/14/25	1/25	CL 2130	340.78
-99755	E	874 LEASE CONSULTANTS CORPORATION	6845.37	01/14/25	1/25	CL 2197	6845.37
-99754	E	118 EIDE BAILLY LLP	34965.00	01/15/25	1/25	CL 2202	34965.00
-99753	E	296 NDPERS	46904.64	01/16/25	1/25	CL 2126	46904.64
-99752	E	272 MONEY MOVERS	11.00	01/16/25	1/25	CL 2144	11.00
-99751	E	874 LEASE CONSULTANTS CORPORATION	6845.37	01/28/25	1/25	CL 2203	6845.37
-99750	E	283 MWEC	1449.28	01/21/25	1/25	CL 2147	1449.28
-99749	E	444 WILLISTON BOYS BASEBALL	25000.00	01/22/25	1/25	CL 2222	25000.00
-99748	E	69 CAPITAL ONE	1582.08	01/22/25	1/25	CL 2239	1582.08
-99747	E	15 ASB	30.00	01/23/25	1/25	CL 2245	30.00
-99746	E	883 FAST PARTITIONS	4239.38	01/23/25	1/25	CL 2244	4239.38
-99745	E	335 PRO IT LLC	5470.00	01/27/25	1/25	CL 2134	5470.00
-99744	E	294 ND TAX COMMISSIONER	168.71	01/28/25	1/25	CL 2257	168.71
-99743	E	456 WPR GENERAL REVENUE ACCT	27000.00	01/28/25	1/25	CL 2258	27000.00
-99742	E	254 MERCHANT SERVICES	1909.22	01/28/25	1/25	CL 2143	1909.22
-99741	E	426 VERMONT SYSTEMS, INC	4599.48	01/28/25	1/25	CL 2262	4599.48
-99740	E	15 ASB	15.00	01/28/25	1/25	CL 2263	15.00
-99739	E	15 ASB	15.00	01/28/25	1/25	CL 2264	15.00
-99738	E	15 ASB	15.00	01/28/25	1/25	CL 2265	15.00
-99737	E	15 ASB	15.00	01/28/25	1/25	CL 2266	15.00
-99736	E	15 ASB	15.00	01/28/25	1/25	CL 2267	15.00
-99735	E	15 ASB	15.00	01/28/25	1/25	CL 2268	15.00
-99734	E	15 ASB	15.00	01/28/25	1/25	CL 2269	15.00



02/03/25  
13:47:11

WILLISTON PARKS & RECREATION DISTRICT  
Check Register for WPRD Checking  
For the Accounting Period: 1/25

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Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
84288	S	525 ELKINS, ABIGAIL	351.13	01/07/25			
84289	S	186 INTERSTATE BILLING SERVICE INC	3094.62	01/07/25		CL 2152	351.13
84290	S	999998 JAMIE ERDMAN	108.60	01/07/25		CL 1998	3094.62
84291	S	521 MCIVOR, KIARA	378.13	01/07/25		CL 2162	108.60
84292	S	268 MODERN MACHINE WORKS, INC	844.00	01/07/25		CL 2121	378.13
84293	C S	567 MOLINE, ALEXIS	0.00	01/07/25		CL 1962	844.00
84294	* S	523 PETERSON, TARA	378.13	01/07/25		CL 2166	
84295	S	517 PETERSON, ZAC	330.00	01/07/25		CL 2122	378.13
84296	S	487 PRAIRIE SUPPLY INC	269.14	01/07/25		CL 2160	330.00
84297	S	336 PRO SAFE SERVICES	125.00	01/07/25		CL 1676	269.14
84298	S	524 TURCOTTE, JACEE	378.13	01/07/25		CL 2165	125.00
84299	S	425 VERIZON	1654.51	01/07/25		CL 2120	378.13
84300	S	442 WILLISTON BASIN SCHOOL DISTRICT #7	1502.00	01/07/25		CL 2138	1654.51
84301	S	866 CAPITAL VOLLEYBALL CLUB	1280.00	01/08/25		CL 2164	1502.00
84302	S	146 GABUTAN, JUDE	76.00	01/10/25		CL 2170	1280.00
84303	S	158 HARRIS, CARTER	56.00	01/10/25		CL 2172	76.00
84304	S	864 KVERNUM, MATT	38.00	01/10/25		CL 2173	56.00
84305	S	234 LINDQUIST, SAMANTHA	30.00	01/10/25		CL 2174	38.00
84306	S	629 POWELL, TREVOR	56.00	01/10/25		CL 2175	30.00
84307	S	788 SPONABLE, TIMOTHY	30.00	01/10/25		CL 2176	56.00
84308	S	423 VEGA, FRANCISCO	76.00	01/10/25		CL 2177	30.00
84309	S	8 ALL SEASON SPORT ABOUT INC	8352.00	01/10/25		CL 2178	76.00
84310	S	54 BORDER STEEL	653.77	01/10/25		CL 2034	8352.00
84311	S	79 COCA-COLA OF WILLISTON	1756.20	01/10/25		CL 2182	653.77
						CL 2167	1756.20

02/03/25  
13:47:11

WILLISTON PARKS & RECREATION DISTRICT  
Check Register for WPRD Checking  
For the Accounting Period: 1/25

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Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
84312	S	90 CRAIGS SALES-SERVICE-RENTAL	119.09	01/10/25			
84313	S	179 HORIZON RESOURCES	399.84	01/10/25		CL 2181	119.09
84314	S	186 INTERSTATE BILLING SERVICE INC	82.26	01/10/25		CL 1956	399.84
84315	S	231 LES MILLS UNITED STATES TRADING	822.00	01/10/25		CL 2180	82.26
84316	S	265 MISSION AWARDS	2070.00	01/10/25		CL 2128	822.00
84317	S	871 MOORE, DAVE	2050.85	01/10/25		CL 2185	2070.00
84318	S	865 REACH MEDIA NETWORK	9060.00	01/10/25		CL 2171	2050.85
84319	S	551 SUCHY, SOPHIA	378.13	01/10/25		CL 2168	9060.00
84320	S	404 TODAYS MACHINE LLC	200.00	01/10/25		CL 2186	378.13
84321	S	810 BACHMEIER, TOM	417.28	01/14/25		CL 2183	200.00
84322	S	60 BRIGHTLY SOFTWARE, INC	3560.26	01/14/25		CL 2193	417.28
84323	S	522 BURNETT, ALEA	52.00	01/14/25		CL 2187	3560.26
84324	S	93 DACOTAH PAPER CO	322.23	01/14/25		CL 2199	52.00
84325	S	873 ERICKSON, AARON	1065.46	01/14/25		CL 2188	322.23
84326	S	198 JESS LYNNER & ANDREA ERDMAN	2000.00	01/14/25		CL 2194	1065.46
84327	S	215 KS STATEBANK	9660.80	01/14/25		CL 2191	2000.00
84328	S	521 MCIVOR, KIARA	161.15	01/14/25		CL 2127	9660.80
84329	S	871 MOORE, DAVE	400.00	01/14/25		CL 2192	161.15
84330	S	277 MR SHINE LLC	3125.00	01/14/25		CL 2195	400.00
84331	S	872 PLAYSIGHT INTERACTIVE USA INC	23200.00	01/14/25		CL 2129	3125.00
84332	S	551 SUCHY, SOPHIA	132.32	01/14/25		CL 2190	23200.00
84333	S	149 GRAINGER	1557.76	01/17/25		CL 2198	132.32
84334	S	876 HENDRICKSON, LACEY	106.48	01/17/25		CL 2207	1557.76
84335	S	299 NEMONT	2001.70	01/17/25		CL 2210	106.48
						CL 2131	2001.70

WILLISTON PARKS & RECREATION DISTRICT  
Check Register for WPRD Checking  
For the Accounting Period: 1/25

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
84336	S	552 STARGUARDELITE	400.00	01/17/25			
84337	S	410 TRIANGLE ELECTRIC	195.00	01/17/25		CL 2212	400.00
84338	S	19 ASTRO-CHEM LAB, INC	330.00	01/21/25		CL 2206	195.00
84339	S	21 AVI SYSTEMS, INC.	47.50	01/21/25		CL 2214	330.00
84340	S	77 CITY OF WILLISTON	4331.26	01/21/25		CL 2218	47.50
84341	S	80 COLE PAPERS	102.04	01/21/25		CL 2137	4331.26
84342	S	93 DACOTAH PAPER CO	428.12	01/21/25		CL 2211	102.04
84343	S	167 HEISE, SARAH	165.00	01/21/25		CL 2217	428.12
84344	S	746 INNOVA INTEGRATED SOLUTIONS, INC	2525.00	01/21/25		CL 2216	165.00
84345	S	211 KOTANA COMMUNICATIONS	2254.80	01/21/25		CL 2220	2525.00
84346	S	253 MENARDS	1226.81	01/21/25		CL 2215	2254.80
84347	S	530 PRAIRIE TURF EQUIPMENT	20850.00	01/21/25		CL 2117	1226.81
84348	S	339 QUALITY SERVICE WITH COFFEE	282.00	01/21/25		CL 2208	20850.00
84349	S	41 BERTELSEN, AALIYAH	162.00	01/24/25		CL 2219	282.00
84350	S	812 BOWEN, ADAIZA	60.00	01/24/25		CL 2235	162.00
84351	S	547 COLLINGS, MADISON	66.00	01/24/25		CL 2236	60.00
84352	S	882 ELLINGSON, ASHLEY	80.00	01/24/25		CL 2225	66.00
84353	S	144 FUCHS, BRIANNA	66.00	01/24/25		CL 2241	80.00
84354	S	158 HARRIS, CARTER	144.00	01/24/25		CL 2226	66.00
84355	S	877 JOHNSON, BRANDON	28.00	01/24/25		CL 2230	144.00
84356	S	495 JOHNSON, IAN	56.00	01/24/25		CL 2227	28.00
84357	S	234 LINDQUIST, SAMANTHA	192.00	01/24/25		CL 2233	56.00
84358	S	819 LUCAS, HARRISON	56.00	01/24/25		CL 2231	192.00
84359	S	276 MOSS, THOMAS	38.00	01/24/25		CL 2232	56.00
						CL 2234	38.00

02/03/25  
13:47:11

WILLISTON PARKS & RECREATION DISTRICT  
Check Register for WPRD Checking  
For the Accounting Period: 1/25

Page: 6 of 7  
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
84360	S	326 PEREZ, ABBY	60.00	01/24/25	_____	CL 2238	60.00
84361	S	344 RALPH, MECAYLA	45.00	01/24/25	_____	CL 2229	45.00
84362	S	881 SMITH, AUSTIN	38.00	01/24/25	_____	CL 2240	38.00
84363	S	850 SWEET, ASHTON	56.00	01/24/25	_____	CL 2228	56.00
84364	S	811 TOLMAN, LYNDSEY	52.50	01/24/25	_____	CL 2237	52.50
84365	S	48 BLACK MOUNTIAN SOFTWARE	21849.00	01/24/25	_____	CL 2201	21849.00
84366	S	149 GRAINGER	507.22	01/24/25	_____	CL 2247	507.22
84367	S	199 JOHNSON CONTROLS	6555.25	01/24/25	_____	CL 2249	6555.25
84368	S	257 MIDCONTINENT COMMUNICATIONS	450.71	01/24/25	_____	CL 2145	450.71
84369	S	295 NDGA	175.00	01/24/25	_____	CL 2246	175.00
84370	S	999999 NOE, RYAN	64.50	01/24/25	_____	CL 2242	64.50
84371	S	341 R & R SPECIALTIES OF WI	465.80	01/24/25	_____	CL 2248	465.80
84372	S	382 STEINS, INC	214.56	01/24/25	_____	CL 2250	214.56
84373	S	410 TRIANGLE ELECTRIC	660.00	01/24/25	_____	CL 2251	660.00
84374	S	456 WPR GENERAL REVENUE ACCT	369750.19	01/24/25	_____	CL 2132	369750.19
84404	S	10 ALLGUARD SECURITY LLC	72.00	01/28/25	_____	CL 2140	72.00
84405	S	16 ASB/VISA	15990.55	01/28/25	_____	CL 2259	15990.55
84406	S	63 BSN SPORTS, LLC	1215.80	01/28/25	_____	CL 2196	1215.80
84407	S	93 DACOTAH PAPER CO	274.70	01/28/25	_____	CL 2255	53.07
						CL 2256	221.63
84408	S	101 DAKOTA SUPPLY GROUP	1991.14	01/28/25	_____	CL 2078	1991.14
84409	S	123 EMRYS LOCKSMITHING	36.96	01/28/25	_____	CL 2253	36.96
84410	S	245 MANGER INSURANCE	30.00	01/28/25	_____	CL 2254	30.00
84411	S	277 MR SHINE LLC	3125.00	01/28/25	_____	CL 2133	3125.00

02/03/25  
13:47:11

WILLISTON PARKS & RECREATION DISTRICT  
Check Register for WPRD Checking  
For the Accounting Period: 1/25

Page: 7 of 7  
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
84412	S	765 TIMECLOCK PLUS, LLC	843.75	01/28/25	_____		
84413	S	16 ASB/VISA	2549.50	01/31/25	_____	CL 2146	843.75
84414	S	211 KOTANA COMMUNICATIONS	375.80	01/31/25	_____	CL 2305	2549.50
84415	S	474 STRIKE ZONE	735.00	01/31/25	_____	CL 2307	375.80
						CL 2304	735.00
		Total for Claim Checks	1194056.53				
		Count for Claim Checks					146

\* denotes missing check number(s)

# of Checks: 146                      Total: 1194056.53



**Williston Parks & Recreation District**  
**Park Board Executive Director/Staff Reports**

**January 2025**

**ADMINISTRATION PORTFOLIO**

**Grant Funded Projects**

- Garrison
  - Frisbee Golf Course/Bathrooms SLP
  - Awarded: \$27,000
  - Project scheduled for spring 2025

**Davidson Park Tennis Court Resurfacing**

- Slagle Services has begun replacing the fencing at the park.
- Completed fencing around three east courts.
- Project paused until late spring to avoid conflicts with Fall Tennis.
- West fencing will be installed around three west courts after the Spring Tennis Season
- Spectator Seating: McCody Concrete will donate the concrete; WPRD will oversee the installation.

**Outstanding Grant Applications**

- ND Special Road Fund: Spring Lake Park overlook road work

**Williston Water World Update**

- Project is ongoing.

**Human Resources**

- Staffing Status
  - WPRD currently has 35 full-time positions available based on regular operations.
    - Total positions filled: 35

## **HR Current Projects**

- Implementation of New HR Software
  - Humanities
  - Time Clock

## **CAPRA**

- We have restarted the CAPRA process.
  - Due to changes made to the review process (the self-report is now due in January), we have again extended our accreditation process
  - We are working towards a 2026 submission at this time.

## **Foundation**

- No updates.
- The next meeting is scheduled for February 19<sup>th</sup>, 2025

## **Marketing & Public Relations Portfolio**

### **Marketing**

Social Media: All platforms are gaining followers, and overall traffic continues to rise at a faster rate. We will continue to adjust our advertising strategies on social media to find the most effective method.

- Facebook
  - WPRD: 12,738 followers (4.6 out of 5.0 review score based on 185 reviews)
  - ARC Fitness: 1,129 followers
  - Williston Wonders: 777 followers
  - WPRD Child Sitting Clubhouse: 541 followers
  - WPRD WMGC: 338 followers
  - WPRD Aquatics: 348 followers
- Instagram: 1,972 followers

- LinkedIn: 142 followers
- ARC Google Reviews: 4.5 out of 5.0 (702 reviews)

### **Website:**

- Statistics (January 1 – January 31, 2025): 96,752 webpage views
- Newsletters: Four newsletters sent with a 54% read rate (3,935 views out of 7,238 sent)

### **Advertising:**

- Working to bring a lot more interactions and personal touches to our Facebook page to get our following back to following us. We will do this by doing more lives and find more 'fun days' to recognize. For example, National Cookie Day, National Gift Card Day, etc.
- Brochure: Summer/Fall 2025 will take on a totally new look and is projected to be completed by March 30. This will be our last semi-annual brochure and in October our annual brochure will debut. Additionally, advertising will now be available for businesses.
- Williston Herald: We are continually working with the Williston Herald to highlight various programs throughout WPRD.
- Bakken Living: Spring Edition content recently submitted and will highlight ARC Group Fitness. Our annual contact now includes a ½ page advertisement and an article making it a full page.
- Ballpark Fence: Working with Kazuma and Tyler to get signs made and hung by the end of April.

### **Public Relations**

- National Play Outside Day: All events are set for 2025 and can be found on the website. As the weather warms, we will work to make these larger and get people to the parks for a fun day with us.

- We continue to attend various programs to photograph and engage with the public.
- WPRD will be a part of these upcoming community events:
  - March 19, Williston High School Career Fair
  - March 27, Job Service North Dakota Spring Job Fair
  - April 16, Community Easter Egg Hunt at the Library
  - April 25, Kids Day Out at the Fairgrounds

### **Childcare Programs Portfolio**

#### **Campus Club**

Campus Club After School Program is looking for three more qualified staff members to join our team! With cold and flu season in full swing, staffing has been challenging at times with employees out sick. The goal would be to have five employees at most sites, and to also enroll some students off the waitlist, but staffing has made that quite difficult to do. However, there were a few students who left the program in January, so we were able to move some off the waitlists at Rickard, Hagan, Wilkinson, McVay, Garden Valley, and Missouri Ridge. A total of 13 new students are now enrolled in Campus Club!

We are currently planning a spring field trip to the ARC for each school! Once all seven dates are scheduled, we will begin working on the bussing aspect. Each school will come on a different day. After having a snack, the students will ride the bus from their school to the ARC. On their field trip day, the parent or guardian will pick up their student(s) at the ARC. The students will be able to enjoy the water park as well as play throughout the ARC on their field trip day!

This month Campus Club will be having a special guest come to each site! Two instructors from the fitness department will be making their way to each school to teach a high/low fitness dance class! This is something new we are bringing to the after-school program and hope to do again in the future! Thank you to Rhonda and the fitness staff for making this happen, I know the students and staff always look forward to having special guests!

## **Child Sitting Portfolio**

The new year was busy in the Clubhouse, we had 44 new kids come into child sitting. The calendar was packed with activities for the kids with sensory days, winter themed crafts, and a fun scavenger hunt for everyone to enjoy. Our January party was "Off to the Races" where kids got to race each other on the floor racetrack, take toy cars on a long drive through the classroom, make themed crafts, and take home their very own race car!

Our January special was a 6-month passport for \$275 instead of \$340 with siblings half off. This is the first time our 6-month passport has been the special since bringing it back and it was a hit! We had one birthday party in the clubhouse in January with more booked for February. The visit counts in the clubhouse were up this year compared to January of 2024, but lower than 2023. We are continuing to be more active on social media, as well and trying new things in the clubhouse to keep kids and parents interested and excited to come back.

Child Sitting Visits for the Past Three Years:

January 2023: 1,368

January 2024: 1,233

January 2025: 1,296

## **Parks Portfolio**

- Maintaining outdoor rinks – Cold weather is helping
- Maintaining snow removal
  - Have to constantly address drifts
- Finished removing lights & ornaments at Spring Lake Park & Harmon.
- Assisting aquatics with pool maintenance
  - Replaced two air compressors in the filter room
  - Replaced VFD for lessons pool

- Added storage shelving in Racquetball courts at RFCC for rec department
  - This will be a great help! Great use of space.
- Updated bathrooms at RFCC
  - New paint, partitions, mirrors & hand dryers

### **Athletic Facilities Operations**

- Ballfields/Outdoor Courts: All outdoor fields are now completed for the year.
- Zac Peterson will focus on RFCC maintenance this winter and will also assist with ARC maintenance as needed.
  - Projects:
    - Light maintenance
    - Painting
    - Continued ice maintenance
  - Routine maintenance and facility touchups at ARC

### **Golf Course Operations**

- Golf course is winterized.
- We have done preliminary talks about having a golf tournament this year for the WPRD Foundation at the course.
- Ongoing discussions with Norby Golf architects on Masterplan for the Municipal course
  - Grading Plan for Municipal Course Masterplan should be completed soon.
    - We will visit with Kevin the next steps of the process
  - Working with water & soil consultants to know what type of infrastructure would be needed to maintain grass.

## **Facilities Portfolio**

- User Groups:
  - WHS soccer teams have been using the facility more and have scheduled pre-season turf time.
- Track season official start date is February 24th.
- 7 track meets scheduled at the ARC in the next two months.
- Have discussed starting ice two weeks earlier in October 2026 and possibly leaving the ice on two weeks into March to give community more open skate times.
- Reservations:
  - Receiving many calls for after prom parties, graduation events, and end of school year visits from surrounding schools.
- Multiple calls for fundraisers. I will be working on a procedure for handling all fundraising event calls and should have that ready by next month's board meeting.

## **ARC**

- A facility schedule and membership/visit report are attached to the end of the Park Board packet.
- Turf maintenance will now be the responsibility of Patrick and Jerry, and Tyler will help when needed. With the age of our turf and how much it is used during the months of January to May, bi-weekly maintenance will be necessary.
- We have identified a group to take the Mamava station from the ARC. We should have this moved out within the next two months.

## **Facility Maintenance Portfolio**

- Maintenance
  - Ongoing light maintenance in basketball courts, and Hallways
  - Parks crew replaced bearings on 3 motors for RTU2
  - Increased snow removal during evening hours

- Robots have officially cleaned over 1 million square feet in the ARC.
- Working on plans to improve curb appeal outside. Redoing the plants along sidewalks and repairing broken curbs. (Still in planning stages)
- Safety Committee
  - 2025 Safety Programs:
    - Safety management program
    - Slips, trips, and falls prevention
    - Safety committee program
    - Drugfree workplace program
  - We had a near miss / incident with chemical mixing mistake. No injuries to report. Meeting with Fire Chief to update evacuation plan and options.
  - January Topic: “Active Shooter” – Run, Hide, Fight.

### **RFCC Portfolio**

- RFCC Operations
  - Operations have been smooth through the middle of February; the ice season will be coming to an end soon.
    - Arena
      - 11 open skates
      - 3 Teton games
      - 11 club hockey games
      - OKA skating every Tuesday, Thursday, and Sunday
      - Private church group reservation every other Sunday



- The ice is booked from 4:00-10:00pm Monday-Thursday for high school and club practices.
- Fridays consist of high school practices, private ice rentals, or club hockey games
- Courts
  - Chaos volleyball and Williston United Soccer continue to use their reserved court times.
    - Chaos: Mondays, Tuesdays, Thursdays, and Sundays
    - Soccer: Wednesdays
  - A private company party was held upstairs on January 11<sup>th</sup>
  - Robotics competition on January 17<sup>th</sup> and 18<sup>th</sup>
  - A cornhole fundraiser/party was held on January 25<sup>th</sup>
  - Vendor show on January 31<sup>st</sup>
- Coming Up
  - Date night weekend will be held at the Raymond Center on the 21<sup>st</sup> and 22<sup>nd</sup> of February
  - The ice will be coming off on March 3<sup>rd</sup>, the show season in the arena will then begin
  - The first show in the arena will be a vendor show on March 8<sup>th</sup>

## Aquatics Portfolio

- Aquatics Operations
  - Lessons: The lessons from January 6th to 16th went well. Lower numbers than usual
    - 42 kids participated in lessons.
    - Private Lessons: These continue to be popular, and while there is still a waitlist, it has significantly decreased thanks to Lexi for working on cleaning up the system.
      - Over 87 participants remain on the waitlist.
    - Angelfish Program: This program will restart in March after concluding on October 23rd.
  - Aquacise classes have seen significant growth this month, averaging 10-15 participants per class.
    - An additional 10:15-11:15 AM Tuesday class has been added, averaging 8 participants.
  - River Walking:
    - Scheduled for 9-11 AM on Saturdays, with an added lap swim during this time.
  - Special Events: We returned to back-to-school hours starting August 19th.
    - Boy scouts rented 50m for swim badge work
  - Sealions:
    - The short course swimming session began on September 3rd.
    - The team's first meet is scheduled for November 22nd and 23rd.

- High School:
  - First home meet occurred on September 14th.
  - Upcoming events include meets on October 15th and 26th.
  - The WDA event held on November 8th and 9th attracted 3,500 pool visitors on Saturday.
- A transition to short course in the 50meter pool happened on July 27th.
- The diving boards remain available when staff is present on Saturdays from 1:00 PM to 3:00 PM.
- SwimFit:
  - This session January 7<sup>th</sup>- March 1st
  - Adult class offerings are at 6 AM on Tuesdays and Thursdays, and at 9 AM on Saturdays, with drop-in rates available. 21 enrolled between the 3day and 2 day
  - Youth SwimFit will also begin with a two-day class running on Tuesdays and Thursdays from 6:30 PM to 7:15 PM. 4 taking the class
- Lifeguard Training:
  - We completed 2 trainings in January
  - We have been conducting drills to enhance guards' skills in monitoring the entire pool and keep their abilities sharp.
  - Monthly in-services are scheduled to ensure all staff stays current. Adding 2 drill days a month to help with those that may not make in-services
- Public CPR Training:
  - January Class had 2
    - Filling spots with employees needing recertified.

- A subsequent course will occur on February 15th.
- Pool Maintenance:
  - Hot tub maintenance has been conducted on the following dates:
    - January 6<sup>th</sup>
    - January 20<sup>th</sup>
    - February 3<sup>rd</sup>
    - February 17

## **Recreation Portfolio – Winter Programming 2025**

### ***Adaptive Programs***

#### Wonders Bowling

Dates: January 6-February 24

Fee: \$5.00

Current Registration Numbers: 25

2024 Registration: 10

2023 Registration: N/A

#### Special Note:

Wonders Bowling is an all-time hit for our group! We have the biggest turnout during Wonders Bowling. We also have the WHS FBLA students help every Monday as volunteers.

## ***In-house Programs***

### Youth Soccer

Dates: 3-4 YO: Jan 27th -Feb 24th / 5-12YO Jan 26 – Mar 6

Fee: \$27.00 & \$37.00

Current Registration Numbers: 454

2024 Registration: 483

2023 Registration: 312

#### Special Note:

Youth Soccer has moved to January instead of March like in the past. This change was made to allow more turf space for spring sports needing turf space for their season. With this change, we saw a decrease in enrollment as the WUFC could not participate as they are still in season.

### Youth Cheer

Dates: January 14 – February 20

Fee: \$44.00

Current Registration Numbers: 46

2024 Registration: 68

2023 Registration: 44

#### Special Note:

Youth Cheer is an outstanding program for young girls! This program is coached by Laurie Christen, Bridgette Utley, and Ashley Ellingson. They teach the girls cheers during practice, and they perform at the Youth Boys Rec Basketball games.

### Youth Pickleball

Dates: January 6 – February 24

Fee: \$30.00

Current Registration Numbers: 41

2024 Registration: 42

2023 Registration: N/A

Special Note:

This first ever Youth Pickleball program has been well received, with rapid growth in demand and a waitlist during all the seasons thus far. Expert coaching from the Williston Pickleball Club is enhancing the experience.

### Youth Tennis

Dates: January 4 – February 8

Fee: \$27.00 / \$34.00

Current Registration Numbers: 46

2024 Registration: 54

2023 Registration: 30

Special Note:

The Youth Tennis program remains strong under the leadership of the Williston High School Tennis Coach, Tami Hunter and the help of her high school students. The coaches are working on development and skills of the game of tennis to prepare for games.

### Learn To Skate

Dates: January 4 – February 8

Fee: \$44.50

Current Registration Numbers: 142

2024 Registration: 79

2023 Registration: 76

Special Note:

Learn To Skate is a thriving program as we have fantastic coaches this session. With the number of coaches, we were able to get the maximum number of skaters on the ice this winter.

### Learn To Curl

Dates: January 2 – January 30

Fee: \$26.00

Current Registration Numbers: 10

2024 Registration: 16

2023 Registration: 27

Special Note:

Youth Learn to Curl is coordinated by WPRD but ran through the Williston Basin Curling Club.

### Winter Sports Sampler

Dates: January 4 – January 25

Fee: \$29.00

2024 Registration Numbers: 28

2023 Registration: 52 (Both Sessions)

2022 Registration: 49

Special Note:

Sports Sampler was a success. The kids enjoyed each sport and were enthusiastic to be there.

### Boys 3-6th Basketball

Dates: January 7 – February 27

Fee: \$39.50

2024 Registration Numbers: 112

2023 Registration: 118

2022 Registration: 128

Special Note:

It's hard to believe it is now the 6th week of the boys' basketball program. They have played 3 games so far and will have a fourth this week. They now have a mixed schedule with games and practices so they can continue to improve in a not as fast-paced setting that comes with head-to-head games. In 2 weeks, the final game will be played on the 27th and it will be positioning based seeding for the "championship" (ie. 1v2 3v4 5v6 based on their records).



## ***Adult Programs***

### Men's Basketball

Dates: November 11 – Feb 10

Fee: \$1007

Current Registration Numbers: 8

2023 Registration Numbers: 9

2022 Registration Numbers: 9

Special Note or Highlight: The season is wrapping up. I have had to crack down on the roster rules. I think in the upcoming season I will be stricter right away. I want to make sure it does not lose its legitimacy as a league.

### Winter Adult Volleyball

Dates: December 2 – Feb 12

Fee: \$196.00 / \$260.75

Current Registration Numbers: 24

2024 Registration: 21

2023 Registration: 32

Special Note: Winter AVB has added a couple of teams, and we were close to adding a team of all free agents. The league itself runs fine because the teams all know how it runs. Making sure nets and courts are set up properly and on time is still an ongoing issue. This is not a major problem, but it is my main complaint.

## *Travel Sport Programs*

- Baseball: Youth baseball registration will be opening this week. Keybird schedule is completely done. We are sitting at 44 games. 7/8 teams confirmed for the Tru Wealth. Williston will host the 100th Anniversary of Legion Baseball AA State Tournament in 2025. Excited for summer!
- WBBC Basketball: Travel teams are in full swing traveling for tournament.
- Boom Fastpitch: Tryouts happened Jan 16/18
- Chaos Volleyball:

### Chaos Volleyball/Winter Season

Dates: Nov 24-February

Fee: \$175.00

Current Registration Numbers: 74

2024 Registration: 70

2023 Registration: 67

Special Note: This is our first year introducing the winter season for Chaos Volleyball. Normally this program only ran from Jan-May. We now offer Nov-Feb and March-May. Our first tournament will be Jan 11-12 in Bismarck. We will be hosting a tournament in Williston Jan 18-19 and March 29-30. Spring season will begin March 2<sup>nd</sup>.

## Upcoming February Recreation Programs:

- Adult Spring Volleyball

### Special Events

January 24 Kid's Night Out was successful.

National Play Outside Day was held at the Keel Boat this month. The weather was super cold and there wasn't enough snow for our planned snow sculptures, but we still had several kids show up for smore's cocoa and indoor crafting fun.

February's Nerf Wars event was a huge success. Parties were booked Wednesday through Sunday. Toddler Black Light had a great turn out both days and Family Open Nerf on Saturday was super busy!

Puzzle Palooza had just 7 teams this month.

### Upcoming:

At the time of this report, Date Night Weekend is upcoming February 21-22. Enrollment looks great and we hope to report on a great event!

March National Play Outside Day is supposed to be at Harmon Park. We plan for chalk art but may have been a little optimistic about the weather and snow conditions.

March 14-15 will bring our first ever exclusive Black Light Mini Golf event. We hope to hold private parties as well as a time for the community to walk in and putt putt.

March 17 and 18 will be the return of roller skating! We'll kick it off with a Shamrock SK8 on the 17<sup>th</sup>!

## **Fitness & Wellness Portfolio**

### *Group Fitness*

#### February Group Fitness:

- Number of participants: 1213 (compared to 576 from last month).
  - We offered 158 classes (compared to 96 last month), with an average of 8 participants per class, slightly down from 6 last month.

#### Fitness Program Updates:

- **Boot Camp:** This is a full body training program for your everyday mobility and longevity that combines all your favorite workout styles, geared for all fitness levels.
  - The Jan round started with 13 participants.
- **Workshops for Women:** Prenatal, Postpartum, and Menopause workshops are available to support women's fitness.
  - Details on the next workshop will be announced soon.
- **Women & Weights:** Learn how to correctly perform key lifts, programming, and strategies to build confidence and strength.
  - The Jan round started and is full with 8 women.
- **Women's Workout Wisdom:** Designed to empower women by addressing everyday concerns like hormonal fluctuations and stress.
  - New dates are set for March 31- April 16, running Mondays and Wednesdays.
- **Pink Gloves Boxing:** This is a fitness program that delivers an amazing workout and an emotionally rewarding experience to small communities of powerful women.

- The Jan round started with 9 women in the AM class and 13 in the PM class.
- Meal Prep and Nutrition Knowledge Course: This one-month course helps participants understand nutritional basics while preparing 2-3 meals to take home each week.
  - The last session ran from January 7th to January 28<sup>th</sup> and has 5 participants.
  - The next session will run in October 2025.
- Les Mills Strength Development: This is the first of a brand-new series of innovative workouts. It is a series of 45-minute progressive workouts, designed to build strength in science-backed phases.
  - The Jan round started with 6 participants.

#### Youth Fitness Program Updates:

Youth Boot Camp: This will focus on movement, games, fitness and fitness related activities. Each session promotes fitness and wellness education, social interaction and improved self-esteem.

- The Jan round ran for four weeks and had 12 participants.
    - The round finished with a parfait party and the next round will start after spring break in March.
- Lifting and Power Performance for Tweens & Teens:
  - Dates TBD: we currently do not have a trainer for this program.
- Advanced Lifting and Power Performance for Tweens & Teens:
  - Dates TBD: we currently do not have a trainer for this program.
- Youth Pink Gloves Boxing: This is a fitness program that delivers an amazing workout and an emotionally rewarding experience to small communities of powerful girls and women.

- The Jan round started with 11 young girls signed up. This program will finish with a parfait party and the next round will start in March.
- Tyke Time: Tyke Time teaches your tot important skills, such as balance and coordination in a fun and playful environment.
  - The Jan session ran with 4 Fridays we had an average of 35 toddlers show up for each session.
- Youth Outdoor Cycle: Planned to return in summer 2025.
- Eckert Group Home:
  - Dates for the next session are TBD.

#### Fitness Center/Equipment:

- The fitness equipment is mostly in good working order. Technicians will be out soon to address a few machines with issues.
  - The tech will work on a couple of cardio machines that are still under warranty.
  - Adjustments to the resistance on an upright bike and repairs to a treadmill arm out of alignment will be handled.
- We have ordered new cable machine attachments.
- We have ordered new full cable rig stations for in the weight room they will be delivered in Mid-March. We are in the process of trying to sale our system that we have now.

### Personal Training – August Numbers:

- Total Sessions Completed:
  - 109 (compared to 82 last month).
- Initial Assessments:
  - 5 (compared to 4 from last month)
- Total Sales: \$1,662.00 (compared to \$1,936.00 last month).
- Total Sessions Purchased: 37 (compared to 60 last month).
- New inquiries 9 up from 2 last month.

### Onsite Senior Fitness Classes at the Senior Center:

- We provided 14 classes (compared to 10 last month), with 214 participants this month (compared to 101 last month).

### Senior Fitness & Wellness Updates

- We would like to extend a huge thank you to all the speakers who volunteered their time to engage with our seniors. We have reached out to various businesses in town to discuss topics of interest with our senior community, bringing in different speakers each month.
- Lunch and Learn Events:
  - On January 14<sup>th</sup>, CHI spoke at the Senior Lunch and Learn about Diabetes Education. It was attended by 18 individuals.
    - Upcoming Lunch and Learn Topics
      - February 20<sup>th</sup>: Ashley Oyloe and Emily Ramage Geltel with Williston Community Builders
      - March 19<sup>th</sup>: City of Williston Community Library

## Challenges

- The GO 2025 Fitness Challenge, scheduled for January 6th to March 6th. This initiative aims to motivate community members to focus on fitness and wellness.
  - There are 153 participants at this time.
  - 112 participants are on track to finish on time.
  - We will end this challenge with a Finisher Feast on March 6<sup>th</sup>. All finishers will receive a t-shirt and be put into a raffle to win 1-3 grand prizes.

## Fitness Special Events & Challenges Update

- Super Saturday- Jan 11 this will be a Les Mills class Mash up with all 5 certified trainers teaching all of the Les Mills classes that we offer.
  - Due to bad weather, we only had 14 participants but it was a great event and we will plan another one later this year.
- ARC Fitness Community Health Fair will be March 29<sup>th</sup>. We are partnering with ND Health and Human Services Gateway To Health for this event.
  - We are working on getting vendors for this event.



**FINANCE PORTFOLIO**

**January 2025 Financials**

- **Revenue/Expenses**
  - January Revenue: **\$1,816,326.56**
  - January Expense: **\$1,184,715.02**
- **Sales Tax**
  - 1% Sales Tax: **\$1,220,965.86**
  - .5% Operations: **\$610,482.93**
  - **Current Average monthly sales tax: \$1,220,965.86**
  - **2025 Budget monthly projection: \$895,000**
- **Cash Fund Balance at the end of January:**
  - **\$3,523,514.57**
- **CD's: ASB**
  - **General Revenue CDAR: Cashed out for reinvestment**
    - **\$506,155.05**

**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%**

Available to WPRD	
Month	Auto Fill
January	\$ 4,992,363.26

**Williston Parks & Recreation District**  
**Park Board Executive Director/Staff Reports**

**February 2025**

**Memberships Portfolio**

**Membership Totals for January 2025**

	Auto draft	1 month	6 months	12 months	Punch Pass	Total
Children	65	59	54	58	256	492
Adult	302	342	174	185	1,835	2,838
Senior	23	60	54	105	101	343
Veteran	30	16	7	23	-	76
Family	389	100	209	233	-	931
Corporate	106	0	53	91	-	250
WSC Staff	19	2	4	7	-	32

- ASH Fitness: 55
- Corporate Business Memberships: 14
- Silver Sneakers: 279
- OnePass/Renew Active: 101
- WSC Students: 211
- District 7 Staff: 119
  - District 7 Families: 84
- Scholarships:
  - Adult: 21, child: 15

**Daily Visits for January 2025**

- Daily Adults: 1,947
- Daily Children: 2,641
- Daily Seniors: 121
- Member Visits: 14,072
- WSC Staff Members: 208
- Health Incentives (ASH, Silver Sneakers, OnePass/Renew Active): 1,678

- WSC Student Members: 1,645
- District 7 Members and Family: 960
- Scholarships: 68
- Teams/Organized Visits: 797

### Month-to-Month Membership Statistics

	January 2025	December 2024
Children	492	491
Adult	2,838	2,888
Senior	343	314
Veteran	76	81
Family	931	940
Corporate	250	255
WSC Staff	32	40
Health Incentives	435	410
WSC Students	211	419
District 7	203	183
Scholarships	36	33
Total Memberships	5,847	6,066

	January 2025	December 2024
Adult Day Passes	1947	1,476
Child Day Passes	2641	2,215
Senior Day Passes	121	120
Member Visits	14072	10,999
WSC Staff Visits	208	146
Health Incentive Visits	1678	1,122
WSC Students Visits	1645	1,395
District 7 Visits	960	699
Scholarship Visits	68	57
Team/Org Visits	797	636
Total ARC Visits	24,137	18,865

2025

FEBRUARY

SUNDAY

CALENDAR YEAR

CALENDAR MONTH

FIRST DAY OF WEEK

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

26	27	28	29	30	31	01
<p>RFCC: Chaos Volleyball Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Chaos Volleyball Keel: ARC: Mtg: Opportunity Board Courts: Turf Sanitizing Parks:</p>	<p>RFCC: Chaos Volleyball Keel: ARC: Mtg: Opportunity Foundation x 2, Sea Lions Board Courts: Parks:</p>	<p>RFCC: Williston United Keel: ARC: Mtg: Opportunity Foundation x 2 Courts: Parks:</p>	<p>RFCC: Nerf Wars, Chaos Volleyball Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Nerf Wars Keel: ARC: Mtg: Courts: Parks: Pool: <b>Mardi Gras Swim Mee</b></p>	<p>RFCC: <b>Prairie Rose Events</b> Keel: Zac Peterson ARC: Mtg: Private Bible Study Courts: <b>Ultimate Frisbee</b> Parks:</p>
<p>RFCC: Nerf Wars Keel: ARC: Mtg: Courts: Parks: Pool: <b>Mardi Gras Swim Mee</b></p>	<p>RFCC: Chaos Volleyball Keel: ARC: Mtg: Courts: Parks: Pool: <b>Sea Lions Swimathon</b></p>	<p>RFCC: Chaos Volleyball, Eckert Youth Keel: ARC: Mtg: <b>Puzzlepalooza</b> Courts: Parks:</p>	<p>RFCC: Williston United Keel: ARC: Mtg: Missouri Ridge PTO Courts: Parks:</p>	<p>RFCC: Chaos Volleyball Keel: ARC: <b>Williston Wolves (teen lounge)</b> Mtg: WBSD7 Admin Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Keel: ARC: Mtg: <b>Cub Scouts Carnival</b> Courts: Parks: Pool: <b>Cub Scouts Carnival</b></p>
<p>RFCC: Chaos Volleyball Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Chaos Volleyball Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Chaos Volleyball, Eckert Youth Keel: ARC: Mtg: <b>Park Board</b> Courts: Parks:</p>	<p>RFCC: Williston United Keel: ARC: Mtg: Sit and Stitch (Senior Rm) Courts: Parks: Pool: Lewis &amp; Clark 1st grade</p>	<p>RFCC: Chaos Volleyball Keel: ARC: Mtg: Lunch &amp; Learn Courts: Parks:</p>	<p>RFCC: Date Night Weekend Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Date Night Weekend Keel: ARC: Mtg: <b>Cub Scouts Carnival</b> Courts: Parks: Pool: <b>Cub Scouts Carnival</b></p>
<p>RFCC: Date Night Weekend Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Chaos Volleyball Keel: ARC: Mtg: Courts: Parks:</p>	<p>RFCC: Chaos Volleyball, Eckert Youth Keel: ARC: Mtg: WERC x 1 Courts: Parks:</p>	<p>RFCC: Williston United Keel: ARC: Mtg: WERC x 1 Courts: Parks:</p>	<p>RFCC: Chaos Volleyball Keel: ARC: Mtg: WHS Swim Pasta Feed Courts: Parks:</p>	<p>RFCC: Carpet to Bakken Keel: ARC: Kids Night Out, Sea Lions end of year Bash Mtg: Kids Night Out Courts: Parks:</p>	<p>RFCC: <b>Prairie Rose Events</b> Keel: Zac Peterson ARC: Mtg: Private Bible Study Courts: <b>Ultimate Frisbee</b> Parks:</p>

2025

MARCH

SUNDAY

CALENDAR YEAR  
Sunday

CALENDAR MONTH  
Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

23	24	25	26	27	28	01
<p>02</p> <p>RFCC: Chaos Volleyball, Carpet to Bakken</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>03</p> <p>RFCC: ICE OFF, Chaos Volleyball, Carpet returned from Bakken</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg: Williston United Board</p> <p>Courts: Turf Sanitizing</p> <p>Parks:</p>	<p>04</p> <p>RFCC: Williston United on of season party</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg: Sea Lions Board</p> <p>Courts:</p> <p>Parks:</p>	<p>05</p> <p>RFCC:</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>06</p> <p>RFCC: Chaos Volleyball</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg: Go Challenge Finisher Feast x 3</p> <p>Courts:</p> <p>Parks:</p>	<p>07</p> <p>RFCC: Prairie Rose Events</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>08</p> <p>RFCC: Prairie Rose Events</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>
<p>09</p> <p>RFCC: Chaos Volleyball</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>10</p> <p>RFCC: Chaos Volleyball</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>11</p> <p>RFCC: Ryan Motors, Chaos Volleyball</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg: Puzzlepalooza</p> <p>Courts:</p> <p>Parks:</p>	<p>12</p> <p>RFCC: Ryan Motors</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>13</p> <p>RFCC: Ryan Motors, Chaos Volleyball</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>14</p> <p>RFCC: Ryan Motors</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>15</p> <p>RFCC: Ryan Motors</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>
<p>16</p> <p>RFCC: Chaos Volleyball</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>17</p> <p>RFCC: Chaos Volleyball, Roller Skating</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>18</p> <p>RFCC: Chaos Volleyball, Roller Skating</p> <p>Keel:</p> <p>ARC: Stanley Track</p> <p>Mtg: Scrimmage</p> <p>Courts: Stanley Track</p> <p>Parks:</p>	<p>19</p> <p>RFCC: Sport &amp; Rec</p> <p>Keel:</p> <p>ARC: Sit and Stitch (Senior Rm)</p> <p>Mtg:</p> <p>Courts:</p> <p>Pool: Lewis &amp; Clark kindergarten</p>	<p>20</p> <p>RFCC: Sport &amp; Rec, Chaos Volleyball</p> <p>Keel:</p> <p>ARC: Williston Wolves (teen lounge), WHS Track Meet</p> <p>Mtg: WHS Soccer NDSU Clinic</p> <p>Parks:</p>	<p>21</p> <p>RFCC: Sport &amp; Rec</p> <p>Keel:</p> <p>ARC: WHS Track Meet</p> <p>Mtg: WHS Soccer NDSU Clinic</p> <p>Parks:</p>	<p>22</p> <p>RFCC: Sport &amp; Rec</p> <p>Keel:</p> <p>ARC: Scobey Track Meet, Area School After Prom (tent), Williston Market</p> <p>Mtg: Meet</p> <p>Courts: Scobey Track</p> <p>Parks:</p>
<p>23</p> <p>RFCC: Sport &amp; Rec</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>24</p> <p>RFCC: Chaos Volleyball, Roller Skating, Headings Rodeo Carpet/Stairs pickup</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts: Baseball Tryouts Start</p> <p>Parks:</p>	<p>25</p> <p>RFCC: Chaos Volleyball, Roller Skating</p> <p>Keel:</p> <p>ARC: Stanley NW Meet</p> <p>Mtg:</p> <p>Courts: Stanley NW Meet</p> <p>Parks:</p>	<p>26</p> <p>RFCC:</p> <p>Keel:</p> <p>ARC: ND Safety Council</p> <p>Mtg: ND Safety Council</p> <p>Courts:</p> <p>Parks:</p>	<p>27</p> <p>RFCC: Chili Cook Off, Chaos Volleyball</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg: ND Safety Council</p> <p>Courts:</p> <p>Parks:</p>	<p>28</p> <p>RFCC: Chili Cook Off</p> <p>Keel:</p> <p>ARC: Frazer After Prom (tent)</p> <p>Mtg:</p> <p>Courts: Community Health Fair (tennis courts), Chaos Volleyball Tournament</p> <p>Parks:</p>	<p>29</p> <p>RFCC: Chili Cook Off</p> <p>Keel:</p> <p>ARC: Frazer After Prom (tent)</p> <p>Mtg:</p> <p>Courts: Community Health Fair (tennis courts), Chaos Volleyball Tournament</p> <p>Parks:</p>
<p>30</p> <p>RFCC: Chili Cook Off, Chaos Volleyball</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>31</p> <p>RFCC: Roller Skating</p> <p>Keel:</p> <p>ARC:</p> <p>Mtg:</p> <p>Courts:</p> <p>Parks:</p>	<p>01</p>	<p>02</p>	<p>03</p>	<p>04</p>	<p>05</p>





**\*\*Need a motion to add and remove the individuals listed to the corresponding accounts\*\***

Account Name	Account #	Currently On Account	Need Removed	Need Added	Should be on
<b>Williston Parks &amp; Recreation Capital Fund Account</b>	<b>New Account</b>	Joe Barsh	New Account		Joe Barsh
		Kelly Heller			Kelly Heller
		Kate Cote			Kate Cote
		Rhonda Ludlum			Rhonda Ludlum
<b>CDS Authorization (BB &amp; WPRD)</b>		Joe Barsh	No changes needed		Joe Barsh
		Jess Lynner			Jess Lynner

WPRD Park Board President

\_\_\_\_\_

Kelly Heller

# Williston Parks & Recreation District Network Update Proposal

1. Objective of this proposal
  - The objective for updating the network hardware is to bring the entire network up to current security standards and provide for future growth as well as provide the greatest performance and functionality. New firewalls and switches are needed to attain current security standards and provide the best overall result.
2. Scope of Work
  - Pro IT will provide the necessary hardware and licensing needed as well as configure, install and test the hardware for functionality. This hardware will replace the existing hardware in its entirety, matching the new hardware that has been recently updated throughout the district.
  - The recommended hardware is manufactured by Fortinet, the leading cyber security manufacturer. Fortinet provides the highest level of security, functionality and performance for the district's needs.
  - Our plan to minimize down time will be step-by-step removal and installation of the new hardware. The new hardware will be preconfigured in house prior to installation to make it as much of a plug and play installation as possible. This installation can be completed after hours to limit the amount of downtime during WPRD business hours.
  - Once the installation is complete, testing will begin to ensure that all proper connections are made, and all functionality remains. The testing can also be completed during after hours to avoid unnecessary downtime during business hours.
  - As the current provider for your IT services, we will continue to provide all necessary training and assistance needed for district staff to ensure all needs are met.
  - Maintenance and service is currently included in WPRD's managed services agreement.
  - All hardware includes a 3-year warranty from the manufacturer with the ability to extend the warranty.
3. Proposal provided by Pro IT, LLC
  - All company information is provided for on the proposal included with this form. The proposal identification number is: 2736-1
  - Please direct any questions to Ryan Park
    - [ryan@proitnd.com](mailto:ryan@proitnd.com)
    - 701-671-9895





**Prepared for Williston Parks & Rec  
District Wide Network Update - Replace old  
Chassis**

**Quote #2736-1**



**Prepared by Ryan Park  
on 2/9/2024**

# Terms of Service

## Services Agreement

This Agreement between Williston Parks & Rec, herein referred to as Client, and Pro IT, LLC., hereinafter referred to as Service Provider, is effective upon the date signed and be reviewed annually to address any necessary adjustments or modifications. Should adjustments or modifications be required that increase the monthly fees paid for the services rendered under this Agreement, these increases will not exceed 10% of the value of the existing monthly fees due under this Agreement. This Agreement may be terminated by the Client upon ninety (90) days written notice if the Service Provider: Fails to fulfill in any material respect its obligations under this Agreement and does not cure such failure within thirty (30) days of receipt of such written notice. Breaches any material term or condition of this Agreement and fails to remedy such breach within thirty (30) days of receipt of such written notice. Terminates or suspends its business operations, unless it is succeeded by a permitted assignee under this Agreement. This Agreement may be terminated by the Service Provider upon ninety (90) days written notice to the Client. If either party terminates this Agreement, Service Provider will assist Client in the orderly termination of services, including timely transfer of the services to another designated provider. Client agrees to pay Service Provider the actual costs of rendering such assistance.

## Fees and Payment Schedule

Services will be suspended if payment is not received within 5 days following date due. Refer to Appendix B for services covered by the monthly fee under the terms of this Agreement. It is understood that any and all Services requested by Client that fall outside of the terms of this Agreement will be considered Projects, and will be quoted and billed as separate, individual Services.

## Quotes

Quotes will only be valid for 7 days unless otherwise specified in the Quote. A Quote is merely an invitation to You to place an Order with Us and the acceptance of a Quote by You will not create a binding contract between You and Us. Quote is valid for 7 days only. Expiry dates on quotes are set to be able to inform Us when the quote is still active or to be discarded. Once discarded the quote will need to be requested again. Once a quote has been confirmed by Us, then the prices in the quote will be confirmed as the final agreed price. A quote is confirmed as 'final' as soon as both parties agree with the final price after any last changes requested by You. The price in the final quote may vary from the original request if there is any price or product changes requested by You. We reserve the right to alter product and prices in the quote, as long as the quote has not been confirmed with You. Quotes and estimates shall be deemed to correctly interpret the original specifications and are based on the cost at the time the quote or estimate is given. If You later require any changes to the quotes, and We agree to the changes, these changes will be charged at Our prevailing rate. Once the Quote has been confirmed and converted to an Order, the Order will be subjected to our normal Terms and Condition of Sale. The general minimum turnaround time for Quote request to be actioned is usually 24 hours. In the event that a quote is required urgently please let us know so that we can respond to it accordingly. When a special price or discount offer has been applied to this Quote, no other special promotion, discount or bonus offer will be applicable.





In the event that products in the Quote are subjected to any price and supply fluctuations that is outside of Our control We reserve the right to update the price and product in the Quote accordingly. If a product has undergone a price drop or a price increase, the Quote will then be adjusted accordingly. If there is a product that is no longer available, the product will then be replaced or substituted based on Your request and is subject to Your final approval. Price on non-stocked products are subjected to Price and stock fluctuations and can only be confirmed once the Quote is turned into an Order. While We endeavour to honour every price quoted, if there is a price increase that is beyond our control, We reserve the right to increase the price as necessary. Once a Quote has already passed the expired date, We may cancel the quote or estimate without having to notify or receive an approval from You. ETA information is based on an estimate given by our vendors and cannot be held as the actual promised date. Freight charges will be added to the Order unless otherwise stated. Any included delivery charges are estimates only. We do not keep inventory and as such only order items once we receive a completed order from a client. If You would like to return an item or cancel an order, a restocking fee may apply. We will need to get approval from the distributor that the stock is returnable before being able to issue a refund as not all products can be returned. Prices are based upon total Quote Purchase. Unless Specified, all items on quote are covered by manufacturer's warranty covering parts and labour for hardware only on a return to depot basis. Varying or withdrawing Quotes: We may vary or withdraw a Quote at any time in Our absolute discretion and without prior notice to You. We may do so for any reason We consider fit, including, e.g. where the Goods or Services become unavailable or the cost price of Goods or Services increases after the date of the Quote.

## Scope of Work

Replace Chassis Systems, Switches and Firewall at ARC.

- 1 - FG-120G
- 10 - 48 Port Switches
  - 6 - SFP's for Remote Closets
- 1 - FortiToken for 25 users

Replace Switch at Baseball Field & add wall rack and UPS

- 1 - 24 Port Switch
  - 1 - SFP from Raymond Center
- 1 - 1U Vertical Rack
- 1 - UPS (floor standing)

Replace Firewall, Switch & add a wall rack and battery back up at Golf Course

- 1 - FG-60F
- 1 - Rackmount kit
- 1 - 24 Port Switch
- 1 - 9U Rack
  - Mount with Plywood Backer Board



- 1 - UPS (floor standing in rack)



# Proposal Summary

Prepared by:

**Ryan Park**

Pro IT, LLC.

888-776-4828

<https://www.proitnerds.com>

Prepared for:

**Joe Barsh**

Williston Parks & Rec

PO BOX 1153

58802-1153

Quote information:

**Quote #2736-1**

Prepared on: 2/9/2024

Expires: 1/10/2025

## One-time costs

Description	Quantity	Unit Price	Tax	Price
Fortigate Firewall 120G - ARC Main Firewall	1	\$2,750.00	\$0.00	\$2,750.00
FORTIGATE-120 3 YEAR FORTICARE PREMIUM SUPPORT	1	\$1,800.00	\$0.00	\$1,800.00
FortiToken Mobile - 25 USER FortiTokenMobile (Electronic License) Software one-time password tokens for iOS, Android and Windows Phone mobile devices. Perpetual licenses for 25 users. Electronic license certificate.	1	\$2,050.00	\$0.00	\$2,050.00
Fortinet SFP Transceiver LC - TAA compliant - 1000Base SX	7	\$70.63	\$0.00	\$494.41
Labor - IT Configuration and testing & set-up	4	\$125.00	\$0.00	\$500.00
FORTIGATE SWITCH CONTROLLER 24 PORT - ARC Main - Layer 2/3 FortiGate switch controller - 24 ports - Max 1440W PoE output limit - Dual AC power supplies.	2	\$14,795.00	\$0.00	\$29,590.00
FortiCare Premium Support for 24 Port Switch Controller	2	\$5,000.00	\$0.00	\$10,000.00
Fortiswitch 48 Port Full POE Bundle w/ 3yr Warranty				
FortiSwitch 48 Port Full POE - ARC	10	\$2,850.00	\$0.00	\$28,500.00
Fortiswitch 3-year Warranty (FS-248E-FPOE)	10	\$935.70	\$0.00	\$9,357.00



Labor - IT Configuration and testing & initial set-up	10	\$125.00	\$0.00	\$1,250.00
Cable Management (2U)	8	\$72.99	\$0.00	\$583.92
<b>Fortiswitch 24 Port Full POE Bundle w/ 3yr Warranty</b>				
FS-124F-FPOE - Golf Course	1	\$1,595.00	\$0.00	\$1,595.00
FC-10-S124F-247-02-36 FortiSwitch 3 Year 24X7 FortiCare Essential Support	1	\$478.00	\$0.00	\$478.00
Labor - IT Configuration and testing & initial set-up	1	\$125.00	\$0.00	\$125.00
<b>Fortiswitch 24 Port Full POE Bundle w/ 3yr Warranty</b>				
FS-124F-FPOE - Ardean Aafedt Stadium	1	\$1,495.00	\$0.00	\$1,495.00
FC-10-S124F-247-02-36 FortiSwitch 3 Year 24X7 FortiCare Essential Support	1	\$480.00	\$0.00	\$480.00
1U Vertical Wall Mount Rack	1	\$69.99	\$0.00	\$69.99
1500VA Smart UPS with SmartConnect - 1500 VA/900 W - 120 V AC, 110 V AC, 127 V AC - 7.80 Minute Stand-by Time - 8 x NEMA 5-15R WITH SMARTCONNECT - 2 Year Warranty - floor standing	1	\$599.00	\$0.00	\$599.00
Labor - IT Configuration and testing & initial set-up	1	\$125.00	\$0.00	\$125.00
<b>FortiGate 70F w/ 3yr warranty</b>				
FortiGate Firewall 70F - Golf Course - Proven firewall appliance with intrusion prevention firewall protection support provides secure data transfer on your network - Can be placed on Desktop surface for standalone installation	1	\$695.00	\$0.00	\$695.00
Fortinet FortiCare Essential Support 70F	1	\$355.00	\$0.00	\$355.00
FortiGate 60F Rack Mounting Kit	1	\$189.00	\$0.00	\$189.00
Labor - IT Configuration and testing & initial set-up	1	\$125.00	\$0.00	\$125.00





9U Wall/Floor Mount Rack 19" Wall Mount Server Rack Cabinet 9U (24"w x24"d x20"h), Glass Door (1 PDU, 1 fan, 1 shelf, 4 feet, 2 brush cable entries)	1	\$375.00	\$0.00	\$375.00
1500VA Smart UPS with SmartConnect - 1500 VA/900 W - 120 V AC, 110 V AC, 127 V AC - 7.80 Minute Stand-by Time - 8 x NEMA 5-15R WITH SMARTCONNECT - 2 Year Warranty - floor standing	1	\$599.00	\$0.00	\$599.00
Low Voltage Labor	3	\$125.00	\$0.00	\$375.00
Truck Charge	1	\$250.00	\$0.00	\$250.00
Shipping	1	\$295.00	\$0.00	\$295.00

**Amount Ex Tax: \$95,100.32**

**Total Tax: \$0.00**

**Total: \$95,100.32**

Please see below notes relating to this proposal:

**Pro IT, LLC.**

**Williston Parks & Rec**

Signature:



Signature:

Name: Ryan Park

Name:

Email:



OFFICIAL BALLOT

VOTE ON SALES AND USE TAX

SPECIAL ELECTION, JUNE 16, 2025

*Subject to  
Change*

**PROPOSED REENACTMENT OF EXISTING SALES AND USE TAX**

Shall Ordinance No. 943 of the City of Williston relating to the one percent (1%) sales and use tax for the Williston Parks and Recreation District be amended to indefinitely extend and reenact the (1%) sales and use tax for the Williston Parks and Recreation District on an indefinite basis to 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?

YES

NO

\* Instruction to voters. By voting yes, you are agreeing to indefinitely extend the sales and use tax and its allocations to Park District Operations and to the repayment of bonds issued by the Williston Parks and Recreation District for park district facilities, improvements, lands, structures, equipment, and rights of way.

DRAFT