Devils Lake Park Board

MINUTES

Regular Board Meeting

July 18, 2023

Present at this Regular Board Meeting were Commissioners Kale Stromme, Lisa Uhlenkamp and Jamie Beck. Also present was Superintendent Josh Janzen, Office Manager Heather Brandvold, Parks & Facilities Manager Brent Schmitz, Golf Course Superintendent Andy Hokanson, Clubhouse Manager Rob McIvor and Terry Wallace. Guests Present: Waun Vetter & Danny Mertens

Comm Beck called the meeting to order at 12:04 pm on July 18, 2023 at the Creel Bay Clubhouse.

1. Minutes

Comm Stromme made a motion to approve the minutes from June 20th as presented, seconded by Comm Uhlenkamp. All aye, motion carried.

1. Visitors-Waun Vetter, Lakewood Lot

Waun was present to ask the Board about Lot 8 adjacent to his property in Lakewood. Waun told the Board that he has been mowing the lot for years and the park staff has been mowing his lot for years. Waun told the Board that he wants to build a larger garage and would like to either swap lot 5 for lot 8 or purchase lot 8. Discussion was held. Comm Beck told Josh to check with our attorney to see if we can swap lots.

1. Staff Reports

Rob McIvor: Rob told the Board that it has been a busy and productive couple of months. Rob told the Board that we are up $16,000 at the end of the June as compared to last year at the same time and that expenses have also declined compared to last year. Rob told the Board that tournaments have been busy but he is going to look into the Thursday tournaments and there are less teams playing in the Thursday tournaments. Rob told the Board that the membership income has increased due to the fact that we increased the fees. Rob told the Board that we need to look at getting new patio furniture next year and adding a walk-in cooler in the next couple of years to increase storage space in the back room.

Andy Hokanson: Andy told the Board that looking back at numbers from 2018 until now we have increase profits by $100,000. Andy told the Board that we need to consider that when looking at the budget and wages for next year. Andy also told the Board that he would like to have a second-hand guy for out there. Andy told the Board that he is planning to aerate the greens the first week in August. Andy told the Board that he is working with Toro to purchase the new greens mower in next years budget. Andy told the Board that they are working on the cart path areas and the putting green. Comm Beck mentioned that getting tee times is tough. Rob told the Board that if people call and its full, they are trying to get people on the back 9 so at least they can do 9 holes. Comm Beck mentioned that Comm Beighley stated that the play is slow on the course at times and we may need to look at having a ranger on the weekends. Rob told him that that he has been out on a few Saturdays and told groups that if someone catches up to them to let them through. Comm Beck asked about a couple of carts that need to be repaired and when we are due to upgrade carts. Andy told him there were a couple of carts where the frames were bent so he will need to get them into Knutson’s to be repaired. Andy told him that we are not due to replace carts for another few years. Andy also mentioned that we need to look at updating the Porta Potties on the course in the next couple of years. Discussion was held.

Brent Schmitz: Brent gave the Board an update on the Baseball Field project. Brent told the Board that they have been busy trimming trees in Lakewood for the past few weeks and they should finish up this week and if they get time, they are going to try to remove some of the old equipment at Lakewood. Brent told the Board that the pool has been running well since we replaced a couple of the valves at the beginning of the season. Brent also told the Board that they will be starting on the Roosevelt Building in the next couple of weeks.

Josh Janzen-Josh told the Board the new website is up and running. Josh told the Board that Jay Kleven from AES2 did the inspection at the pool and he received the report this morning. The few main items to be addressed are the plunge pool pump, the main drain in the big pool needs to be replaced and the valves and electrical in the mechanical room need to be updated. Josh will email out the report to the Commissioners. Josh gave the Board some quotes from Lakeside Lock and Key for electronic locks. Josh said due to the cost we look at possibly upgrading one facility at a time. Josh told the Board that Terry helped him get the renovation grant submitted for updating the grandstand seating at the Baseball Field. Josh told the Board that he has been reaching out to businesses regarding sponsorship of a new Zamboni. Discussion was held. Josh will continue to reach out so when can get funding locked in so we can get the Zamboni ordered. Josh told the Board that fish camp is in a couple of weeks and we are full. Josh told the Board that he and Comm Stromme attended the City Commission meeting last night to give an update on Dockside Entertainment Center. Josh told the Board that they knocked down the spoil site at the Fish Pond and have scraped the top soil for the parking lot.

1. Bills

Comm Uhlenkamp made a motion to approve the bills as presented, seconded by Comm Stromme. Roll call vote, all aye, motion carried.

1. Treasurer’s Report

Heather told the Board that the 2022 Audit has started and that all information requested has been sent to them.

1. Old Business
2. Bill Jerome Arena Update

Josh told the Board he met with Jamie Leevers, Comm Stromme, Andy Burckhard and Chance Sotvik to go over the renovation plans. Jamie will be meeting again with Andy and Chance they are hoping to start the renovations mid-August. Josh asked Brent if we could use some of the plexi from the outdoor rink for the Bill Jerome. Brent told him that the plexi at the Bill is better than the stuff from the outdoor rink. Josh mentioned looking at getting some new plexi for in there.

1. FEC Update

Josh told the Board that they had the kick off meeting last Wednesday for the project. Josh said that Brady from construction engineers got Kale, Lisa and himself set up so they could see updates as they are happening. They are also going to putting up signage at Dockside for the public to see. Comm Beck suggested putting the QR code on the website so the public can view plans and updates. Comm Stromme also mentioned that we are planning a ground breaking in the near future. Terry mentioned that we need to get the playground equipment figured out since that was not included in the scope of the project. Discussion was held.

1. Baseball Field Project

Josh gave the Board an update on the field progress. Comm Beck mentioned that Comm Beighley got a message from a concerned citizen that the field is not level. Brent told Comm Beck that there is a gradual slope from the infield to outfield fence but that is how the field was designed. Discussion was held.

1. Clubhouse Gaming

Danny Mertens from DLYA told the Board that he has been trying to catch up with Jamie Leevers with the Blue Line Club to get the details worked out but has not been able to do so but he was hoping the Board would make a decision. Comm Beck stated that other charitable gaming organization are concerned that if we allow them in at the Clubhouse house DLYA would try to take over other sites. Discussion was held. Comm Stromme suggested maybe looking at this for next golf season since we are half way through this season. Further discussion was held. Josh asked if he should facilitate a meeting with the DLYA and the Blue Line Club. Comm Uhlenkamp made a motion to get 2 commissioners, Josh and a representative from DLYA and Blue Line Club together for a meeting to discuss this so a decision can be made, seconded by Comm Stromme. All aye, motion carried. Comm Beighley and Comm Uhlenkamp will sit in on this meeting.

1. New Business
2. 1st Reading of the 2024 Budget

Comm Uhlenkamp made a motion to approve the first reading of the 2024 Budget, seconded by Comm Stromme. Terry told the Board that he and Heather and Josh sat down and put together the proposed budget. Terry told the Board that this was a very tough budget to do. Terry told the Board that the FEC budget was pretty much a guess and numbers were taken from the projections set by North Central Planning. Terry also went through some of the other areas of the budget. Roll call vote, all aye, motion carried.

1. Commissioner Portfolios

Comm Stromme: Comm Stromme told the Board that they are tearing down Western State Bank to build a new bank and Brett has offered to donate the digital sign to the Park Board. Comm Stromme asked if this is something we would want to put out a Dockside. The Board agreed to accept the digital sign. Comm Stromme also mentioned that the pickleball group would like to see us paint courts on the Burdick Outdoor Rink. Comm Stromme told Josh that we should apply for the Destination Development Grant. There is an opportunity to receive a large amount of funding.

Comm Uhlenkamp: No Report.

Comm Beck: Comm Beck asked about updating the Tee Marker and Hole Marker signs. Josh said we are currently doing that but Reslock’s is waiting on materials. Discussion was held regarding selling advertising on the granite hole markers for next years golf season. Josh and Rob will come up with a price for a 5-year contract and reach out to the business that are still in business to see if they still want to advertise on the granite markers and then reach out to other businesses for any unsold markers. Comm Beck asked Josh if he got quotes for additional security cameras. Josh said he had not but will do that.

The next regular board meeting was set for August 17th at the Burdick at 12:00pm.

Comm Uhlenkamp made a motion to adjourn, seconded by Comm Stromme. Comm Beck adjourned the meeting at 1:20 pm.

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Commissioner Recording Clerk