Devils Lake Park Board

MINUTES

Regular Board Meeting

September 19, 2023

Present at this Regular Board Meeting were Commissioners Kale Stromme, Lisa Uhlenkamp, Peter Jerome and Jamie Beck. Also present was Interim Superintendent of Parks & Recreation Terry Wallace, Incoming Superintendent Dennis Nybo, Office Manager Heather Brandvold, Golf Course Superintendent Andy Hokanson and Parks & Facilities Manager Brent Schmitz. Absent was Commissioner Mark Beighley and Clubhouse Manager Rob McIvor. Visitors Present: Jason Wiberg, DLHS & Pat Burckhard-Joined the meeting towards the end of the meeting.

Comm Beck called the Public Hearing regarding the 2024 Budget to order at 12:02 pm. It was noted that there were no comments from anyone present and no visitors present regarding the 2024 Budget. Comm Stromme made a motion to end the budget hearing, seconded by Comm Jerome. Comm Beck adjourned the public hearing at 12:03pm.

Comm Beck called the regular meeting to order at 12:03 pm on September 19, 2023 at the Burdick Arena.

1. Minutes

Comm Stromme made a motion to approve the minutes from August 17th, September 6th & 11th as presented, seconded by Comm Uhlenkamp. All aye, motion carried.

1. Visitors

Pat Burckhard-Pat came in at the end of the meeting. Pat suggested the Board reach out to Chuck Sanderson who ran the youth center at the Memorial Building for years. Pat thought that he would be a wealth of knowledge and a good source of information for the family entertainment center.

1. Staff Reports

Brent: Brent told the Board they are moving along on the Roosevelt Building. Brent told the Board that they started the compressors today and will start putting water down tomorrow. Brent told the Board that he has concerns about the Rodeo, the floor got more scratches in it after they were told that they cannot use that tooth bucket and they did anyway. Brent told the Board that the building was left dirtier than normal and feels that we should not be responsible for the cleaning of the parking lot and that we should hire someone to clean the building and charge the rodeo club for it. Brent told the Board that the BBF is looking pretty good and they still have a few things to do over there. Discussion was held. Brent also told the Board the Ruger concession stand building started on fire on Saturday and an insurance claim has been filed and contractors have been contacted to get proposals for repairs.

Andy: Andy told the Board that they are on the final month of the season and they have the last tournament this coming weekend. Andy asked about getting a snowblower for the bobcat. Terry told the Board that we had put $40,000 in next year’s budget for a mower and a snowblower and the mower we are buying is $34,000 so that only leaves $6,000. Andy told the Board that the snowblower attachment is between $7,000-$8,500. Discussion was held. No action was taken.

Terry: Terry gave an update on programs that have started. Terry told the Board that they are finishing up the insulating of the Bill Jerome and then they will start painting after that. Comm Stromme told the Board that Dave Duckworth is going to put in some new lights as well. Terry told the Board that the fishing pond parking lot is done. Terry told the Board that we will be hosting the Bantam B Silver hockey tournament the seconded weekend in March. Terry told the Board that he ordered the Zamboni and is still trying to find one more sponsor. Terry told the Board that he and Dennis will start working on the job description for the Dockside Manager but want to know if it should also listed Asst Superintendent. Discussion was held. The Board felt the Job Description title should be Director of Communications & Operations.

Terry also gave a quick update for Rob. The clubhouse gross profits compared to last year at this time are up about $15,000. Terry told the Board that that the revenue for the course itself was $427,000 last year at this time and it is $503,000 this year at the same time, but this does not include any expenses.

1. Bills

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

1. Treasurer’s Report

Heather told the Board that they are still conducting the audit but she has not heard much lately. Comm Beck stated that they called and asked him a few questions and he told the Board that he asked about the cost of the auditor and she told him it should be around $12,000.

1. Old Business
2. Final Reading of the 2024 Budget

Discussion was held. Comm Jerome made a motion to approve the final reading of the 2024 budget, seconded by Comm Uhlenkamp. Roll call vote, all aye, motion carried.

1. Cell Phone Plan

Heather told the Board that we approved $50/month for Matt, Rob, Andy and Shane but Dennis will also need a reimbursement for his phone since we are no longer going to have the contract once the current one is up. Discussion was held. Comm Stromme made a motion give Dennis $75/month to be paid quarterly for a cell phone reimbursement, seconded by Jerome. Roll call, all aye, motion carried.

1. PPP Loan Repayment

Heather told the Board that Al from SBA stated in an email that we would need to repay Western State Bank back and they can return funds to SBA using the payment correction process in the forgiveness platform. Comm Stromme stated that his understanding is the bank was told by SBA that it didn’t need to be repaid. Comm Stromme made a motion to table, seconded by Comm Uhlenkamp. All aye, motion carried.

1. New Business
2. Dockside Playground Equipment

Terry told the Board that we need to purchase the playground equipment for Dockside Entertainment. Terry told the Board that according the century code if it is considered construction in progress, it does not need to be bid out unless it is over $200,000 but if it is considered equipment it would need to be bid out if it is over $50,000. Discussion was held. The Board decided that since it is tied in with the construction of Dockside that it would be considered construction in progress since we are not installing it ourselves and it is all part of one project. Comm Stromme made a motion to approve the playground construction for Dockside Entertainment from Grondahl Recreation for $141,835, seconded by Comm Uhlenkamp. Roll call vote, all aye, motion carried.

1. Commissioner Portfolios

Comm Uhlenkamp: No report

Comm Jerome: No Report

Comm Stromme: Comm Stromme stated that he feels we need to put in some stipulations as far as the rodeo goes and they should be charged for a cleaning service to come in and clean up the arena so our staff doesn’t have to clean it up. Comm Stromme gave the Board a rendering of the different versions of the outside of dockside entertainment. They are looking at 6D and 6B as options. Discussion was held. Comm Stromme told the Board that since the USDA loan was approved, we will need to get letter of credit proposals from the financial institutions before the loan is finalized once the project is completed. Comm Stromme told the Board that he would like to form a committee to look at making the Bill Jerome a sort of museum for older memorabilia. Discussion was held.

Comm Beck: Comm Beck told the Board that he has been visiting with the High School and College about adding an Esports area to Dockside Entertainment. Comm Beck stated that he also visited with JLG and they thought it would be between $25,000-$50,000 to covert a space in the facility for an Esports room. Comm Beck also mentioned that NDTC would be willing to help out as well. Further discussion was held. It will be discussed with JLG tomorrow at the site meeting.

Jason Wiberg expressed concerns to the Board regarding the Rodeo being in the Burdick but all the property around the building the rodeo uses belongs to the school, which is tobacco/alcohol free. Jason stated they had to pick up beer cans and had to have people removed from buses and several other issues. Discussion was held.

The next Board meeting was set for October 17th.

Comm Jerome made a motion to adjourn, seconded by Comm Uhlenkamp. Comm Beck adjourned the meeting at 1:00 pm.

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Commissioner Recording Clerk