

# Devils Lake Park Board

## MINUTES

### Regular Board Meeting

July 23, 2024

Present at this Regular Board Meeting were Commissioners Kale Stromme, Mark Beighley, Kelli Heilman and President Jamie Beck. Also present was Golf Course Superintendent Andy Hokanson, Dockside Manager Christy Remmick, Finance Manager Heather Brandvold, Parks & Facilities Manager Brent Schmitz, Superintendent Dennis Nybo and Terry Wallace. Absent was Clubhouse Manager Rob Mclvor & Commissioner Peter Jerome.

Comm Beck called the regular meeting to order at 12:01 pm on July 23, 2024 at Dockside Entertainment Center.

I. Minutes

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

II. Visitors-Heather told the Board that Paul Goulding had told Shane he was coming to the next meeting to discuss the Elk's Band Shelter and how FTLT has taken up most of the area with their stage but he is not here. Comm Stromme suggested getting a couple representatives from FTLT, Elks Band and two commissioners and Dennis together to work out the issues.

III. Staff Reports

Brent Schmitz: Brent told the Board that they are finally caught up on mowing. They are going to start painting the locker rooms at the Burdick to get ready for the hockey season. Brent told the Board that summer ice went well except for all the humidity and we should look at a dehumidification system again. Brent told the Board that they are also tearing out the walkway on the north side of the rink at the Bill and replacing that wood, as well as, replacing plywood and rubber in the players benches. Brent told the Board that they are going to try to use some of the glass from the Burdick outdoor rink to replace some of the glass at the Bill. Brent told the Board that they are doing dirt work in both Roosevelt and Ruger to fill in some of the low spots. They are also painting the doors on the new Roosevelt pavilion. Brent is going to get bids for a water supply to the outdoor rink in Lakewood as we can't use the hydrant to flood the rink anymore. Comm Heilman told Brent that she had some questions from the public. Comm Heilman was wondering if there is a plan to fix the cracks in the Ruger Bike Path. Brent told her that they are unable to do that, in the past, we have worked with the city to get that done. Comm Heilman also mentioned that in the new Roosevelt Building people are having issues with blown breakers when plugging in more than one roster or coffee pot. Brent told Comm Heilman that we are unable to do anything with the wiring now that the walls are all closed in and 1 roster takes a 20-amp fuse. Comm Heilman also asked if we spray for bugs around the pool as she noticed bugs crawling in the locker rooms. Brent said he will find out what chemical they can use in that area. Comm Stromme also was asked if we were going to put a mirror in the women's bathroom at the Roosevelt building. Brent will look into it.

Andy Hokanson: Andy told the Board that the course has been busy. He mentioned that they will be doing aeration the week of August 5<sup>th</sup>.

Dennis Nybo: Dennis provided a written report. Dennis told the Board that Lake Region Painting will be painting on the yellow safety stripe around the playground. Dennis also told the Board that we received a grant through DLAF for 4 pickleball nets and a camera system at the Pool/Ruger Park.

Christy Remmick: Christy provided a written update. Heather also updated on Christy's behalf as she was up at the front desk helping patrons. Heather told the Board that we have been having lots of issues with power supply in the simulator bays and also, we had a power supply go out on Lanes 3 and 4 of the bowling and they are still down until we get the new power supply. Heather also mentioned that every time the air conditioner kicks on in the office there is a power surge noise right before the unit starts.

IV. Bills

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

V. Treasurer's Report

Heather provided a written report to the Board. Heather also told the Board that they have positive pay all set up at Bremer Bank and she is able to mark items as fraud right away before the bank releases the funds. Heather also told the Board that she finally got ahold of someone regarding the 23 Audit and they will be doing that in November.

VI. Old Business

A. Dockside Update

1. Dockside Exterior Doors

Christy told the Board that she got 2 quotes from the Glass Shop for replacing the front sliding door. Christy told the Board that Saturday the door quit working for an hour and half and they had to leave the doors open. The Glass Shop is unable to do anything more to fix the current doors. Discussion was held. The Board instructed Christy to get a quote for pull doors with a handicap buttons. Comm Stromme made a motion to table the doors, seconded by Comm Heilman. All aye, motion carried.

2. Dockside Exterior Paint

Comm Stromme told the Board that he still feels that the teal stripes should be added as that was what was agreed upon between the committee and Jamie Leever. Christy told Comm Stromme that she only mentioned skipping the teal stripes if that would get us a discount on the painting so we could use those funds for more important items like the door. Discussion was held. Christy will talk to Brady about the paint.

3. AED Machine & Training

Christy told the Board that she got a quote for an AED machine as she feels that is something we need at Dockside. Discussion was held. Comm Stromme made a motion to spend up to \$1,700 to purchase an AED Machine for Dockside and to apply for a few grants to see if we can get help paying for it, seconded by Comm Heilman. Roll call vote, all aye, motion carried.

4. Newman Sign Advertising

Christy told the Board that she met with Newman signs about advertising and provided the Board with some pricing. Discussion was held. Comm Stromme made a motion to pass on the Newman Sign Advertising at this time, seconded by Comm Beighley. All aye, motion carried.

B. Burdick Exterior Paint Quote

Dennis told the Board that he got the quote that the Board asked him to get. Dennis told the Board that Lake Region Painting can paint the upper part red, lower part white and all the window frames and doors for \$26,007.36. Comm Stromme made a motion to approve the quote from Lake Region Painting for \$26,007.36, seconded by Comm Heilman. Roll call vote, all aye, motion carried.

VII. New Business

A. 1<sup>st</sup> Reading of the 2025 Budget

Heather told the Board that this Budget was hard to do as we have only been open for 2 months at Dockside so we don't know what to expect so we did the best we could with the information we had. Heather, Dennis and Terry went through a couple of things that we put into the Budget for next year. Heather told the Board that we did budget in for another full-time swing person to go between places but we would want to get them hired before the end of the year due to the new NDPERS regulations. Heather told the Board that they are projecting a million-dollar loss for 2024. Heather told the Board that they just found out about a few more change orders

coming for Dockside so she felt we might want to increase the project for Dockside building improvements by \$50,000 for the 24 projected. Discussion was held. Comm Stromme made a motion to approve the 1<sup>st</sup> reading of the 2025 Budget with the 50K increase to Dockside building improvements, seconded by Comm Beighley. Roll call vote, all aye, motion carried.

B. Election of Officers

1. President

Comm Stromme made a motion to nominate Comm Beck as President, seconded by Comm Beighley. Hearing no other nominations President Beck called for question, all aye, motion carried.

2. Vice-President

Comm Beighley made a motion to nomination Comm Stromme for Vice-President, seconded by Comm Heilman. Hearing no other nominations President Beck called for question, all aye, motion carried.

C. Commissioner Portfolio Assignments

Comm Stromme made a motion to leave everything the same and just change Comm Uhlenkamp to Comm Heilman on the Operations Portfolio, seconded by Comm Beighley. All aye, motion carried.

D. Approval to Update Bank Signature Cards

Heather told the Board that we need to update the signature cards for Western State Bank, First United Bank, First Community Credit Union and the Bremer AP account to remove Lisa Uhlenkamp and add Kelli Heilman. Comm Beighley made a motion to update the bank signature cards at Western State Bank, First United Bank, First Community Credit Union and Bremer to remove Lisa Uhlenkamp and add Kelli Heilman, seconded by Comm Stromme. All aye, motion carried. Heather also told the Board that she would like to add Christy to the Bremer Bank petty checking account. Comm Stromme made a motion to add Christy Remmick to the Bremer Bank petty checking account, seconded by Comm Beighley. All aye, motion carried.

VIII. Commissioner Portfolios

Comm Stromme: Comm Stromme asked Andy if we were fixing the tee signs and granite signs at the Course. Andy told him that will be done next Spring. Comm Stromme also wants to get a committee together to look at green fees and other fees at the course. He feels like we should have a weekend green fee rate. Dennis also mentioned looking at all the Park District fees.

Comm Beighley: No Report

Comm Heilman: No Report

Comm Beck: Comm Beck told Dennis he would like to have Doug Broden come to our meeting in either August or September to go over Commissioner responsibilities. Comm Beck would also like invite Neil Donnelly from DVL Insurance to the October meeting to go over insurance coverage.

The next regular board meeting was set for August 14th at noon at Dockside.

Comm Stromme made a motion to adjourn, seconded by Comm Beighley. Comm Beck adjourned the meeting at 1:13 pm.

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Commissioner

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Recording Clerk