

# Devils Lake Park Board

## MINUTES

### Regular Board Meeting

August 14, 2024

Present at this Regular Board Meeting were Commissioners Kale Stromme, Mark Beighley, Kelli Heilman, Peter Jerome 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 Visitor-Doug Broden-Park Board Attorney. Absent was Clubhouse Manager Rob McIvor.

Comm Beck called the regular meeting to order at 12:00 pm on August 14, 2024 at Dockside Entertainment Center.

I. Minutes

Comm Jerome made a motion to approve the minutes from July 23rd as presented, seconded by Comm Heilman. All aye, motion carried.

II. Visitors-Moved to the last item of the meeting

III. Staff Reports

Brent Schmitz: Brent gave an update on the Arena projects at the Bill and Burdick. Summer staff is done soon. Brent told the Board that he is getting prices for the shed at the BBF. It will be roughly between \$10K-\$12K.

Christy Remmick: Christy told the Board that the business advertising information went out. Christy is working on some special events and a after school program for kids on days when there is no ESP. Christy mentioned that we had someone fall and put a hole in the wall by the pickleball courts. Comm Heilman mentioned looking at adding more padding around that court.

Andy Hokanson: Andy told the Board that the aeration went well and the greens look really good. Summer help is leaving for school and Andy is looking for someone 18 or older to work. Andy mentioned that we need to look at raising some of the prices on beer and alcohol in the clubhouse after looking at the financials.

Dennis Nybo: Dennis provided a written report. Dennis told the Board that he got the contract back from Doug for the College Ice and he will be taking that out to the college. The Land and Water Conservation Board will be coming to look over the Roosevelt Building on the 29<sup>th</sup> and we will get the final payment for the rest of the grant. Dennis told the Board that he will be attending the County Commission meeting next Tuesday to discuss pickleball.

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.

VI. Old Business

A. Dockside Update

1. Dockside Exterior Doors

Christy told the Board that she got quote from Thompson's Glass & Paint to replace the front sliding doors with pull doors with handicapped buttons. To do both doors it's \$36,500 and to do just the outside door it's \$19,250. Christy told the Board that she was waiting for a price from the Glass Shop as well but hasn't received it yet. Discussion was held about the quote only being good for 15 days. Comm Jerome asked if we could do an email vote. Doug told him they could but you would have to publish the notice of the meeting

and do an email group and anybody from the public that was interested in being present would need to be included in the email group.

## 2. Promotional & Special Events

Christy told the Board that she was asking the Boards approval to be able to run specials and do promotional events. Discussion was held. The Board told Christy to work with Dennis and if he agrees then it's fine.

## 3. Corporate Parties

### 1. Setup-Tables & Chairs

Christy told the Board that for corporate parties some of them have requested seating for 150 people so she was thinking about putting tables and chairs on the sport court. Discussion was held regarding doing some testing on extra pieces we have to make sure it doesn't ruin the flooring if it gets spilled on.

### 2. Bar Set-up during private events

Christy told the Board that we had a request from a group looking to set up a bar during their private event. Discussion was held regarding charging a higher rate to companies that want to hire a bar to serve during their events. Discussion was also held regarding the bars having the proper insurance. Christy will put together a proposed rate plan for the next meeting.

## 4. Construction Engineers-Change Order Approvals

Comm Stromme told the Board that we have some change orders that need to be approved from Construction Engineers. OCO10 will include CTG 14-Added Fire Wall-\$6,387; CP 16-Additional Electrical Items-\$40,744; CP 17-Vestibule Heater-Option 2-\$1,354 for a total of \$44,456. Discussion was held. Comm Stromme made a motion to approve OCO10 which includes CTG 14, CP-16 & CP-17 pending receiving the BABBA Certificate; seconded by Comm Jerome. Roll call vote, all aye, motion carried.

## VII. New Business

### A. Proposed Activities Fees

Dennis went through the proposed fees. Discussion was held. Comm Heilman felt that the Lap Pass for the pool needs to increase more so it was raised to \$50. Comm Beck thought the Ruger and Roosevelt rental rates should be increased to \$150 for the day plus a \$25 deposit. Comm Beck also felt that we should be doing the scheduling for the summer ice to avoid any conflicts like we had this year. Comm Stromme made a motion to approve the proposed activities fees with the changes discussed, seconded by Comm Beighley. All aye, motion carried.

### B. Budget Hearing Date

Heather told the Board that the budget hearing date needs to be set. The Budget Hearing and Park Board Meeting will be held on September 17<sup>th</sup> at Noon at Dockside.

### C. Authorization to put the big bus out for bids

Dennis told the Board that we only use the big bus maybe once a year and you have to have a bus license to drive it so we are looking at selling it and maybe in the future replacing it with another small bus. Comm Stromme made a motion to put the big bus out for bids, seconded by Comm Jerome. All aye, motion carried.

## VIII. Commissioner Portfolios

Comm Stromme: No Report

Comm Jerome: Next summer we need to look at getting more sand fillers at the Golf Course.

Comm Heilman: No Report

Comm Beighley: Thanked Andy for the great work he has done at the course. It has looked excellent all summer.

Comm Beck: The Porta Potty on the bike path still needs to be moved away from the bench. Comm Beck also mentioned that he heard that they might be paving 14<sup>th</sup> street next summer and we should see if we could get a discount if we tie the parking lot at the dog park in with that project.

## II. Visitors-Doug Broden

Doug was present to go through policies, procedures and conflict of interest laws for Park District Commissioners. Doug provided the commission with open meeting and open record pamphlets.

Comm Beighley made a motion to adjourn, seconded by Comm Jerome. Comm Beck adjourned the meeting at 1:21 pm.

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Commissioner

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Recording Clerk