

Devils Lake Park Board

MINUTES

Special Board Meeting

January 6, 2025

Present at this Special Board Meeting were Commissioners Peter Jerome, Kelli Heilman and President Beck. Also present were Dennis Nybo & Heather Brandvold. Absent was Commissioners Kale Stromme & Mark Beighley

Comm Beck called the Meeting to order at 12:00 pm on Monday, January 6, 2025 at Dockside.

I. 2024 Final Bills

Comm Jerome made a motion to approve the 2024 final bills as presented, seconded by Comm Heilman. Roll call vote, all aye, motion carried.

II. 2024 Budget Amendments

Heather went through the Budget Amendments. Discussion was held. Comm Heilman made a motion to approve the budget amendments as presented, seconded by Comm Jerome. Roll call vote, all aye, motion carried.

Burdick Arena YTD Actual \$93,946.85 YTD Budget \$85,500.00 Variance \$8,146.85
Other Park YTD Actual \$129.83 YTD Budget \$0 Variance \$129.83
Parks & Facilities YTD Actual \$345,833.21 YTD Budget \$299,000.00 Variance \$46,833.21
Junior Chefs YTD Actual \$4,257.00 YTD Budget \$3,300.00 Variance \$957.00
Youth Baseball YTD Actual \$19,867.47 YTD Budget \$16,700.00 Variance \$3,167.47
After School Activities YTD Actual \$19,773.50 YTD Budget \$17,000.00 Variance \$2,773.50
Adult Volleyball YTD Actual \$5,450.84 YTD Budget \$4,000.00 Variance \$1,450.84
Hockey YTD Actual \$31,731.39 YTD Budget \$31,300.00 Variance \$431.39
Other Programs YTD Actual \$9,399.75 YTD Budget \$8,125.00 Variance \$1,274.75
Rec Admin YTD Actual \$35,708.50 YTD Budget \$30,000.00 Variance \$5,708.50
Payroll YTD Actual \$58,606.21 YTD Budget \$57,000.00 \$1,606.21
Special Assessments YTD Actual \$3,158.68 YTD Budget \$2,134.00 Variance \$1,024.68
Capital Projects YTD Actual \$375,487.57 YTD Budget \$166,000.00 Variance \$209,487.57
Sales Tax Fund/FEC YTD Actual \$3,025,721.76 YTD Budget \$1,602,000.00 Variance \$1,423,721.76
Equipment Replacement \$138,969.401 YTD Budget \$60,000.00 Variance \$78,969.40

III. Special Funds Transfer Approval

Heather told the Board that in past years Terry has wanted to zero out the negative special fund balances to the general fund. Heather told the Board that after visiting with the auditor's office it was suggested if we wanted to do that, we should do it as a transfer instead so it shows up on the income statement. Heather told the Board that currently we have 3 negative special funds (Equipment Replacement (\$137,146.26); Capital Projects (\$70,078.66) and Sales Tax Fund (\$159,888.89). Heather told the Board that she didn't think we should do anything with the Equipment Replacement fund as we should be getting in the advertising money for the Zamboni this year so it should be close to balancing out by the end of the year. Discussion was held. Comm Jerome made a motion to do a transfer from General Admin to the Capital Projects Fund and Sales Tax Fund to zero out the negative fund balances, seconded by Comm Heilman. Roll call vote; all aye, motion carried.

IV. Nodak Loan Account Approval

Comm Beck told the Board that we need to authorize Nodak Electric to deposit the \$2,000,000 in one of our accounts for the Rural Development Loan. Heather told the Board that after speaking with Scott Thompson we felt its best that the money be deposited into the Savings Account at First United Bank. Comm Jerome made a motion to authorize Nodak Electric to deposit the \$2,000,000 loan funds in the savings account at First United Bank, seconded by Comm Heilman. All aye, motion carried.

Comm Jerome made a motion to give Heather and Comm Beck authorization to transfer the \$2,000,000 Nodak Electric Loan to First United Bank to pay off the construction loan, seconded by Comm Heilman. Roll call vote, all aye, motion carried.

V. DL Area Foundation Grant Approval

Dennis told the Board that we applied for a grant through Devils Lake Area Foundation for bases for Ruger Park. Dennis told the Board that we need to formally approve the grant application instead just what he put in his monthly report. Comm Jerome made a motion to approve the grant application through Devils Lake Area Foundation, seconded by Comm Heilman. All aye, motion carried.

VI. 2025 Golf Course Fees

Dennis told the Board that they had the foundation Meeting and they reviewed the fees. The foundation agreed with the course fees and but wanted to wait to approve the food & beverage prices until closer to opening. Comm Jerome made a motion to approve the 2025 Golf Course rates excluding the food and beverage prices, seconded by Comm Heilman. All aye, motion carried.

VII. Roosevelt Building Contracting Fee

Jamie told the Board that after receiving Brent's note about the extra money that he thought he would be getting for overseeing the Roosevelt Building project he visited with Terry. Terry told Comm Beck that he and Brent had discussed it but never had a contract or talked about a price. Terry suggested \$500-\$1,000. Discussion was held. Comm Jerome made a motion to pay Brent \$575 on a 1099 for overseeing the Roosevelt Building Project, seconded by Comm Heilman. Roll call vote, all aye, motion carried.

Comm Jerome made a motion to adjourn, seconded by Comm Heilman. President Beck adjourned the meeting 12:28 pm on Monday, January 5, 2025.

Commissioner

Recording Secretary