

Devils Lake Park Board

MINUTES

Regular Board Meeting

December 17, 2024

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

Comm Beck called the regular meeting to order at 12:02 pm on December 17, 2024 at Dockside Entertainment.

I. Minutes

Comm Beighley made a motion to approve the minutes from November 19th as presented, seconded by Comm Jerome. All aye, motion carried.

II. Visitors-None

III. Staff Reports

Andy Hokanson: Andy told the Board that they have been busy cleaning and servicing machinery.

Brent Schmitz: Provided a written report. Brent also added that he probably won't know anything on a dehumidification system until January.

Christy Remmick: Christy told the Board that Dockside has been busy and November was the best month so far. Have lots of parties and field trips booked. Comm Beck asked how things were going with the simulators?

Christy told him that we are still having issues with Bay #2 projector going out but the rest of them seem to be working better.

Dennis Nybo: Dennis provided a written report. Dennis told the Board that they will be here to do the pickleball courts the week of January 20th. Dennis told the Board that he got prices for installing fans at the Bill Jerome arena but right now their engineers are looking into it to seeing if they would even work in the extreme cold.

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. Heather told the Board that things are going well with the Audit. Heather also told the Board that we renewed the CD at the Credit Union but for 7 months instead of 6 months and got a interest rate of 4.26% instead of .75%.

VI. Old Business

A. Dockside BABBA Certificate

Dennis told the Board that we received notice that we were approved for the BABBA Certificate and we are waiting for paper work to be completed so it can be signed.

B. Accounting Software

Heather told the Board that her and Dennis finally decided to go with Gworks due to the ease of use and a lower annual cost. Comm Stromme made a motion to use Gworks for the new accounting software, seconded by Comm Beighley. Roll call vote, all aye, motion carried.

VII. New Business

A. Golf Course Financial Reports

Dennis gave the Board copies of the income brought in for the past three years at the Golf Course and the number of passes sold, green fees and rentals for the past three years. Discussion was held. The Board asked to see an expense comparison for the past three years as well. Dennis will work on that.

A. 2025 Golf Course Proposed Fees

Dennis gave the Board a copy of the proposed fees for 2025. Dennis told the Board that he is setting up a meeting to go over the proposed fees with the Foundation Board. Comm Beck asked about having a higher weekend rate. Discussion was held and the Board agreed there should be higher weekend rate. Dennis will add it to the proposed fees. Comm Stromme made a motion to table this until after the Foundation Board meets, seconded by Comm Beighley. All aye, motion carried.

B. Johnson Control Bills

Dennis told the Board that we have been having issues with the alarm system since September and Johnson Controls has been here several times. They replaced a bad panel in the front vestibule but we have still had issues, well they traced it back to the outside wall in the Leever's area where the roof is leaking on to the control box. Dennis said we have received a couple of bills for this issue. Johnson Control said the parts are covered under warranty but not the labor or mileage. Comm Beck suggested we visit with Leever's to see if they will split the cost of the bills since the issue is coming from their area of building.

C. Fraud Risk Assessment

Heather told the Board that Dennis and Commissioner Beck completed the Fraud Risk Assessment for 2024 and it needs to be approved by the Board. Comm Stromme made a motion to approve the fraud risk assessment for 2024, seconded by Comm Heilman. All aye, motion carried.

D. Holiday Hours

Dennis told the Board that Dockside will be open until 2pm, the rinks and office will be open until 3pm on December 24th and all will be closed on December 25th. The Dockside and the rinks will be open regular hours December 31st and January 1st. The Office will be open regular hours December 31st and closed January 1st.

E. 2025 Proposed Salaries & Benefits

Dennis told the Board that he and Comm Beck met and recommendations have been sent to the Board. Comm Stromme made a motion to approve the salaries recommendations as presented, seconded by Comm Beighley. Dennis also told the Board that due to the high rate increase for health insurance they are recommending the Park Board cover up to \$1700/month for a Single Plan or Single with dependents; or 70% or 75% for a single plus dependent or Family plan. Comm Stromme made a motion to approve to approve the recommendation presented and with the 75% rate, seconded by Comm Beighley. Roll call vote, all aye, motion carried. Dennis also told the Board that they are recommending a Cost-of-Living Compensation of \$500 for full time staff and \$100 for Commissioners. Comm Stromme made a motion to approve the Cost-of-Living Compensation recommendation, seconded by Comm Heilman. Roll call vote, all aye, motion carried.

F. Superintendent Evaluation

Comm Beck told the Board that he will compile all the evaluations and provide a summary at the next meeting. Comm Stromme made a motion to approve the (5%) raise recommended by Comm Beck for Dennis, seconded by Comm Beighley. Roll call vote, all aye, motion carried.

B. Commissioner Portfolios

Comm Heilman: No report

Comm Stromme: No report

Comm Beighley: No Report

Comm Beck: No Report.

The year end meeting was set for January 6th at Noon and the next regular meeting was set for January 21st at Noon.

Comm Beighley made a motion to adjourn, seconded by Comm Stromme. Comm Beck adjourned the meeting at 12:50 pm.

Commissioner

Recording Clerk