

Devils Lake Park Board

MINUTES

Regular Board Meeting

February 22, 2024

Present at this Regular Board Meeting were Commissioners Kale Stromme, Peter Jerome, Lisa Uhlenkamp and Jamie Beck. Also present was Superintendent Dennis Nybo, Office Manager Heather Brandvold, Golf Course Superintendent Andy Hokanson, Dockside Manager Christy Remmick and Parks & Facilities Manager Brent Schmitz. Absent was Comm Mark Beighley and Clubhouse Manager Rob McIvor. Visitors present-Jason Wiberg, DLHS; Brandon Padilla & Curt Teigen-Lake Region Rodeo Association; KJ Greywater & Merlyn Greene-Pow Wow.

Comm Beck called the regular meeting to order at 12:02 pm on February 22, 2024 at the Burdick Arena.

I. Minutes

Comm Uhlenkamp made a motion to approve the minutes from January 18th & February 5th as presented, seconded by Comm Jerome. All aye, motion carried.

II. Visitors

KJ Greywater-Pow Wow

KJ Greywater was present to ask for permission to have a Pow-Wow in the Burdick Arena on May 4th & 5th. Discussion was held. The Board agreed to allow them to use the facility for the Pow Wow. Dennis will put together a contract agreement for approval for the March meeting.

Brandon Padilla-Rodeo Association

Brandon Padilla was present to request the use of the Burdick Arena for the Rodeo September 6th-8th, 2024. Comm Beck and Comm Stromme both expressed concerns over the concrete floor being scraped while the dirt was being put in and taken out. Brandon assured the Board that he would make sure they didn't use the tooth bucket. Further discussion was held. The Board agreed to allow them to use the Burdick for the Rodeo. Dennis will put together a contract for approval.

III. Staff Reports

Andy Hokanson: Andy told the Board that there is not a lot going on right now. Comm Beck asked if he had any planned projects for this summer. Andy told him that he had nothing financially planned for this year. Brent, Christy and Dennis all provided written reports to the Board. Brent did mention that we will need to address the ventilation at the Bill Jerome.

IV. Bills

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

V. Treasurer's Report

Heather provided a written report to the Board. Comm Stromme made a motion to approve Heather's request to make it mandatory for all payroll employees to use direct deposit for checks, seconded by Comm Jerome. All aye, motion carried.

VI. Old Business

A. HS Golf

Jason Wiberg was present to inform the Board that he is pushing to get High School Golf back and wants to make sure that we will allow them the use of the course. Jason told the Board that the boy's program would be in the spring and the girl's program would be in the fall. Discussion was held. Comm Stromme made a motion

to allow the High School the use of the facility and golf clubs at no charge for the High School golf season, seconded by Comm Jerome. All aye, motion carried. Comm Beck stated that he would like Rob to do a class on course etiquette for all participants of the golf program.

B. Dockside Updates

1. Employee Staffing

Christy told the Board that Heather updated the employee classification grade to include the Dockside staff. Discussion was held. Comm Uhlenkamp made a motion to approve the updated Employee Classification Grade and Pay Scale, seconded by Comm Stromme. All aye, motion carried.

2. Sound System Quotes

Christy told the Board that we received 2 quotes for a sound system for Dockside. The quote from ABI was for \$39,102.90 and the quote from Dakota Sound was for \$31,950. Discussion was held. Comm Stromme made a motion to approve the quote from Dakota Sound for \$31,950 with the add on of Option 2 for Digital Music Express for \$149 for equipment and the monthly rate of \$65/month, seconded by Comm Uhlenkamp. Roll call vote, all aye, motion carried.

3. Vestibule Ceiling and Heater Change Order

Christy told the Board that the vestibule ceiling and heaters was not included in the original plans and we felt that this is something that needs to be done so the change order amount for that is \$12,568. Discussion was held. Comm Stromme made a motion to approve change order CP11 for the vestibule ceiling and heating for \$12,568, seconded by Comm Jerome. Roll call vote, all aye, motion carried.

4. Senior Lounge Furniture

Christy told the Board that she got a quote from St. Michael's furniture for the senior lounge furniture. The quote was for \$8,546. Discussion was held. Comm Stromme made a motion to approve the quote from St. Michael's Furniture for \$8,546 for the senior lounge furniture, seconded by Comm Jerome. Roll call vote, all aye, motion carried.

5. Concession Equipment

Christy told the Board that she has gotten prices from JB Vending and Sysco for concessions and cleaning equipment. Discussion was held.

6. Bench Purchase Request

Christy told the Board that she would like to purchase 10 benches for the bench dedication program. Christy told the Board that 5 of the benches have already been spoken for. Comm Stromme made a motion to approve the quote from Grondahl Recreation Inc for \$8,769 for 10 benches, seconded by Comm Jerome. Roll call vote, all aye, motion carried.

7. Lake Region Corporation Discount Rate

Christy told the Board that Lake Region Corporation would like to purchase 50 annual memberships for their clients but were wondering if they could get a discounted rate. Discussion was held. Comm Stromme made a motion to approve a discounted annual rate of \$125/membership for Lake Region Corporation, seconded by Comm Uhlenkamp. All aye, motion carried.

8. Sponsorship Naming

Christy told the Board that she got another potential funding partner for \$250,000 but they would like to have naming rights for the bowling lanes. Discussion was held. Comm Stromme made a motion to approve the naming rights of the bowling lanes for a funding partner for \$250,000, seconded by Comm Jerome. All aye, motion carried.

9. Irrevocable Letter of Credit

Dennis told the Board that we received one from Western State Bank, Bremer Bank and 1st United Bank. Comm Stromme told the Board that Western and Bremer both came in with a 1% fee and 1st United came in at .07%. Discussion was held. Comm Jerome made a motion to approve the Letter of Credit from 1st United Bank, seconded by Comm Uhlenkamp. Roll call vote, all aye, motion carried.

C. Personnel Policy Update

Heather told the Board that she updated the personnel policy to reflect the increase in the employee share of the retirement plan from 1.26% to 2.26%. Comm Jerome made a motion to approve the change to the personnel policy, seconded by Comm Uhlenkamp. All aye, motion carried.

VII. New Business

None

VIII. Commissioner Portfolios

Comm Uhlenkamp: Comm Uhlenkamp told the Board that she is planning to run for the City Commission spot so she will not be re-running for her seat on the Park Board.

Comm Jerome: No report.

Comm Stromme: Comm Stromme mentioned that some of the lights are out on the scoreboard at the Bill Jerome. Brent told him that Nevco is sending some number replacement panels.

Comm Beck: No report.

The next regular board meeting was set for March 21st at Noon.

Comm Uhlenkamp made a motion to adjourn, seconded by Comm Jerome. Comm Beck adjourned the meeting at 1:02 pm.

Commissioner

Recording Clerk