

Devils Lake Park Board

MINUTES

Regular Board Meeting

March 21, 2024

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

Comm Beck called the regular meeting to order at 12:01 pm on March 21, 2024 at the Burdick Arena.

I. Minutes

Comm Stromme made a motion to approve the minutes from February 22nd as presented, seconded by Comm Beighley. All aye, motion carried.

II. Visitors-None

III. Staff Reports

Brent Schmitz: Brent provided a written report and also mentioned that the cooling tower at the Bill Jerome froze up so the compressor went down, the sump pump at the Burdick got unplugged so they are working to get that cleaned up.

Andy Hokanson: Andy told the Board that he did a walk around the course and things look pretty good and they are hoping to open the course by Mid-April. Andy told the Board that they are pretty good for summer staff. Andy told the Board that they are going to do some landscaping on hole 14 approach to help with drainage. Andy told the Board that he is going to get a quote to have an architect evaluate the course to get options for bathrooms and drainage.

Rob McIvor: Rob has been working on general cleaning of the clubhouse, organizing and setting up the leagues for this summer. Discussion was held regarding outdoor patio furniture. Rob will get proposals for the next meeting.

Christy: Christy provided a written report and went through the plan for moving into dockside, staff hiring and training and doing some soft openings. Discussion was held.

IV. Bills

Comm Jerome 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 we need to withdraw some money from the bank to have start-up money for Dockside. Discussion was held. Comm Stromme made a motion to allow Heather to withdraw up to \$2,500 for start-up money for dockside, seconded by Comm Beighley. Roll call vote, all aye, motion carried.

VI. Old Business

A. Dockside Updates

1. Donor Wall Names/Sponsorships

Christy told the Board that she needs approval on the who exactly they want to be listed on the donor wall. Discussion was held. Comm Stromme made a motion to approve the list for the donor recognition wall, seconded by Comm Beighley. All aye, motion carried.

2. Interior Signage

Christy went through the proposed interior signage for the entrance and the playground. The approximate cost is about \$2,485 but that does not include the signage for hours of operation, office hours and the decal for the office window. Christy also told the Board that this does not include the donor wall that would be separate. Discussion was held. Comm Stromme made a motion to allow Christy to spend up to \$4,000 on interior signage, seconded by Comm Beighley. Roll call vote, all aye, motion carried.

3. Change Order for Concessions

Christy told the Board that she received the change order options for the concessions stand due to the health code requirements for a three-part sink, hand washing sink and floor drain. Discussion was held regarding the fact that the engineers and construction company should have known that we needed this stuff when having concessions and how upsetting it was that it wasn't in the original plans. Comm Jerome made a motion to approve change order CP12B for \$19,653, seconded by Comm Beighley. Roll call vote, all aye, motion carried.

4. Floor Scrubber

Christy told the Board that we need to have a floor scrubber for cleaning the floors at Dockside. Christy said she spoke with a representative from Tennett who is the authorized floor scrubber dealer for the flooring company. Christy said the floor scrubber he is recommending is \$16,227.39. Discussion was held. Comm Stromme made a motion to approve up to \$17,000 for a floor scrubber for Dockside, seconded by Comm Beighley. Roll call vote, all aye, motion carried.

5. Maintenance Staffing Plan

Christy told the Board that we need to think about maintenance staff for the Dockside. Christy told the Board that she was not going to be able to fix things if they break. Christy told the Board that her and Brent discussed hiring a person that would be a shared maintenance person. Discussion was held. This will be discussed more as we things get closer to opening.

6. Storage Trailer

Christy told the Board that the inflatables have been a giant pain as there is no place to store them. They are big, heavy and hard to move around. Christy told the Board that we may need to look at a storage trailer to store and transport them to different locations. Discussion was held. Christy will get quotes for a storage trailer for the next meeting.

VII. New Business

A. Additional Cameras for concessions

Heather told the Board that we feel that we need a couple more cameras added in the concessions stand. Heather told the Board that the cost to add two additional cameras was \$980.20. Comm Stromme made a motion to approve the quote from NDTC for 2 additional cameras for the concessions stand, seconded by Comm Jerome. Roll call vote, Comm Jerome: aye, Comm Stromme: aye, Comm Beighley: aye; Comm Beck: abstain, motion carried.

B. City of Devils Lake/LR State College Tree Inventory approval

Heather told the Board that we need a motion to allow the City and College do a tree inventory on our property. Comm Jerome made a motion to allow the City of Devils Lake and Lake Region State College Student Interns to do a tree inventory on Park District Property, seconded by Comm Beighley. All aye, motion carried.

C. Roundhouse Pickleball Courts

Heather told the Board that we had a request from Bruce Dick to paint pickleball lines on the basketball court at Roundhouse. Discussion was held. Brent and the Board thought it would be a better idea to put a few courts on the Burdick Outdoor Rink. Discussion was held about getting quotes to paint pickleball lines at the Burdick Outdoor Rink. Comm Stromme made a motion to table until the next meeting, seconded by Comm Beighley, all aye, motion carried.

VIII. Commissioner Portfolios

Comm Jerome: No report.

Comm Stromme: No report.

Comm Beighley: No report.

Comm Beck: No report.

The next regular board meeting was set for April 18th at noon at Dockside

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

Commissioner

Recording Clerk