

# Devils Lake Park Board

## MINUTES

### Regular Board Meeting

May 23, 2024

Present at this Regular Board Meeting were Commissioners Kale Stromme, Peter Jerome, Mark Beighley, Lisa Uhlenkamp and President Jamie Beck. Also present was Golf Course Superintendent Andy Hokanson, Dockside Manager Christy Remmick, Clubhouse Manager Rob McIvor, Parks & Facilities Manager Brent Schmitz, Finance Manager Heather Brandvold and Superintendent Dennis Nybo. Guests present: Jordan Herman, Rob Johnson and several Pickleball Club Members.

Comm Beck called the regular meeting to order at 12:00 pm on May 23rd at Dockside Entertainment Center.

#### I. Minutes

Comm Stromme made a motion to approve the minutes from April 18th as presented, seconded by Comm Beighley. All aye, motion carried.

#### II. Visitors

Jordan Herman, Bravera Insurance. Jordan told the Board he was present on behalf of Tony Prozinski who was out of town and unable to attend the meeting. Jordan told the Board that they were interested in providing a proposal to handle the Park District NDIRF Insurance. Discussion was held. The Board will consider putting the insurance coverage out for proposals in the future. Comm Jerome made a motion to table, seconded by Comm Beighley. All aye, motion carried.

Rob Johnson-Adult Softball Leagues-Rob told the Board that he wanted to come to the meeting to inform the Board that there is a group of individuals looking into to starting an adult softball association that would possibly take over the adult softball leagues in the future. Discussion was held.

Pickleball Club Members-Lynn Grinsteiner told the Board that they were present to see what the plan was for correcting the pickleball courts in Dockside. Christy told the Board that they met with Construction Engineers and JLG today to discuss the plan this morning. Christy told them that JLG will put together a proposal for the Park Board to look at and approve. Christy told the pickleball club members the plan is to shift the courts and get rid of the badminton lines and just stripe them for pickleball. The pickleball members also expressed concerns with the lighting being a little weak and the sound echoing. They suggested adding some sound panels in the future.

#### III. Staff Reports

Rob McIvor: Rob told the Board that it's been really busy at the course. Rob told the Board that the leagues have started. Rob told the Board that the cart barn and lockers have waiting lists. Rob also mentioned that we have been having a lot of members booking tee times and not showing up. Heather told Rob that her and Christy got a household feature set up so we can block someone who no shows from being able to book tee times online, but we still need to test it to make sure it works properly. Discussion was held. Christy also mentioned that we are looking at limiting tee time bookings to two per day per individual.

Andy Hokanson: Andy told the Board that he has been busy and hasn't had much time to look into planning a cart shed addition but also has concerns on where to put one. Discussion was held. Andy told the Board that he has plenty of younger help but still feels like we need to consider adding another person that can help him and maybe be shared with Brent and also to help with maintenance items at the Dockside. Andy also mentioned that Reslocks is working on the tee markers.

Brent Schmitz: Brent told the Board that the building at Roosevelt is almost complete. Brent told them they were hydroseeding today and they need to add the drinking fountain to the outside of the building and to strip and paint the doors. Brent told the Board that they set the foul pole at the Baseball Field on Tuesday and they

will look at a storage building for the Baseball Field later this summer when things slow down a bit. Brent told the Board that the fishing pier is in at Lakewood. Brent also mentioned that Red River Refrigeration is looking at going away from working on ice arenas and Forrest has decided to go on his own so we will be using him for the compressor work from now on.

Christy Remmick: Christy told the Board that we are one week in with Dockside being open. It's been pretty busy with schools being there and it was super busy last weekend. Christy told the Board that we have 15 staff members hired. Christy mentioned having to make some changes to software as things were not working as expected. Heather mentioned that we have a safety issue with the sliding exterior doors near the playground. Heather told the Board that toddlers are trying to run out the doors and if a parent is not paying attention they could get out. Christy told the Board that she has a call into the glass shop to look at different options. Comm Beck commended Christy and the great job she has done getting Dockside up and running.

Dennis Nybo: Dennis provided a written report and also told the Board that we were approved for a grant through Lake Region Community Fund but doesn't know the amount yet.

#### 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. Heather also wanted to commend Christy on the great job she has done with Dockside and that we were lucky to have her. Heather told the Board that she will look into accounting software options once things slow down a bit.

#### VI. Old Business

##### A. Dockside Update

###### 1. Flooring proposals

Christy told the Board that we received proposals from Thompson's to put in carpet in the areas where we have exposed concrete. The proposal for the admin area was \$13,732 and the outside perimeter area around the track was \$6,909. Christy told the Board that she felt that the admin area needed to be done but felt we could wait on the outside perimeter for now. Discussion was held. Comm Stromme made a motion to approve the proposal from Thompson's for finishing the admin area for \$13,732, seconded by Comm Jerome. Christy mentioned that if we give them 3 annual memberships, we could deduct \$675 off the cost. Comm Stromme amended his motion to deduct \$675 for the 3 annual memberships, seconded by Comm Jerome. Roll call vote, all aye, motion carried.

###### 2. Pickleball Courts

Christy told the Board the plan is to shift the courts to the west, get rid of badminton lines and to put in new pickleball colors. This will be at no cost to the Park Board since it was not designed correctly. JLG will be getting us a new design plan to approve. Comm Stromme made a motion to table until we get the new design plan, seconded by Comm Beighley. All aye, motion carried.

###### 3. First United Letter of Credit-Signature Approval

Comm Stromme told the Board that we need to give authorization to Comm Beck to sign the First United Letter of Credit. Discussion was held. Comm Stromme made a motion to authorize President Jamie Beck to sign the First United Bank Letter of Credit, seconded by Comm Uhlenkamp. All aye, motion carried.

###### 4. Bond Resolution

Discussion was held. Comm Stromme made a motion to approve the Bond Resolution of \$2,000,000 with Nodak Electric, seconded by Comm Uhlenkamp. Roll call vote, all aye, motion carried. Further discussion was held.

###### 5. Dockside Holiday Closing

Christy told the Board that we need to decide what Holiday's Dockside will be closed. It was decided that Dockside would be closed on Thanksgiving, Christmas, Easter and 4<sup>th</sup> of July.

##### B. New Business

###### A. Fort Totten Little Theatre Request

Dennis told the Board that he met with Gavin Brown and FTLT would like to build a deck on the west side of the sidewalk by the new activity building to be used for seating for the performances. Dennis said it would be either 12 X 20 or 12 X 26 with a ramp. Discussion was held. Comm Stromme made a motion to allow FTLT to build a deck viewing area as long as Dennis and Brent approve of the design plan, seconded by Comm Uhlenkamp. All aye, motion carried.

B. Recreation Office-Burdick Arena

Dennis told the Board the he was approached by the High School and College hockey coaches asking if the old office at the Burdick could be used as a shooting/workout room. Discussion was held regarding keeping it as a meeting/birthday party room. Comm Stromme made a motion to keep the old office at the Burdick as a meeting room, seconded by Comm Uhlenkamp. All aye, motion carried.

C. Dockside Manager Six-Month Review – Dennis told the Board that it was time for Christy’s six-month review.

Dennis said she has done a great job and recommends she receives the 5% increase as set forth upon completion of a successful 6-month probationary period. Comm Uhlenkamp made a motion to approve the 5% increase for Christy to start in June, seconded by Comm Beighley. Roll call vote, all aye, motion carried. Heather told the Board that she forgot to mention that they had to have Ecolab out today to spray for ants again. The Ecolab guy mentioned that Leever’s has had issues with ants on the outside of the building in the past. Heather asked who should be paying that bill, the Park Board or Leever’s. Heather was told that we would be responsible for anything that is addressed on our side of the building.

C. Commissioner Portfolios

Comm Beck: Comm Beck asked if Christy’s issues with the design flaws were discussed during the meeting today with Construction Engineers and JLG. He was told they were. Comm Beck also mentioned that NDTC was looking at having their Christmas party at Dockside and was wondering if we would be able to extend the hours for the party to 11pm or midnight. Dennis told him that they had talked about extending hours for private parties. Comm Beck asked if they were allowed to bring in outside catering and if they would be allowed to hire a bar. Dennis felt that this would be allowable as long as the Bar had the proper insurance required.

Comm Uhlenkamp: No Report.

Comm Beighley: Comm Beighley told Andy the golf course looks really good.

Comm Stromme: Comm Stromme mentioned that the staff has been really busy and had a lot going on and they are doing a great job. Comm Stromme told the Board that he was approached by Dale Robbins and the movie theatre about advertising for the Dockside prior to the showing of movies. A 15 second ad would be \$50 per month and a 30 second ad would be \$100 per month. Comm Stromme felt that this is something we should consider doing.

Comm Jerome: Comm Jerome mentioned that he would like to see a splash pad added to the Budget for next year.

Comm Beck also mentioned that he would like to see us have a mural of some sort painted on the big open wall by the pickleball courts and playground area.

The next regular board meeting was set for June 20 at noon at Dockside

Comm Uhlenkamp made a motion to adjourn, seconded by Comm Beighley. Comm Beck adjourned the meeting at 1:22 pm.

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Commissioner

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Recording Clerk