

Devils Lake Park Board

MINUTES

Regular Board Meeting

April 21st, 2026

Present at this Regular Board Meeting were Commissioners Kelli Heilman, Mark Beighley, Kale Stromme and Jamie Beck. Also present was Superintendents Dennis Nybo and Steven Geigle, Office Manager Sarah Coenen, Dockside Manager Jeff Brusven, Golf Course Superintendent Andy Hokanson, Recreation and Concession Manager Josh Widmer, Parks & Facilities Manager Brent Schmitz, and Clubhouse Manager Rob McIvor. Jason Wiberg, Jason Pierce, Mayor Jim Moe, Brett Johnston, Bob Homan and Danny Mertens were also present. Not present was Commissioner Jerome.

President Beck called the regular meeting to order at 12:00 pm on April 21st, 2026 at Dockside Entertainment.

I. Minutes

Comm Beighley made a motion to approve the minutes from March 26th Regular Meeting and April 2nd Special Meeting, seconded by Comm Heilman. All aye, motion carried.

II. Visitors

Jason Pierce- Jason presented a military monument he would like to have placed at Roosevelt Park. It would be fully funded by North Dakota Freedom Foundation who is raising funds by donations, raffle, spaghetti feed, selling benches, selling bricks with etching for walkway as well as looking for grants. Jason said the monument would cost around \$100,000 so would be looking to get it placed in about 2 years. Comm Stromme made a motion to approve the placement of the monument in Roosevelt Park, seconded by Comm Heilman. All aye-motion carries.

DLYA- DLYA presented a donation of acceleration equipment to the Park Board, they will donate the equipment but want the Park Board to run it. The Park Board will have to hire and train staff and will lease a space at ND School for the Deaf for a year with hopes of moving equipment into the Dockside Entertainment building at that time. Comm Stromme made a motion to approve accepting the donation and running the program seconded by Comm Beighley. All aye-motion carries.

III. Staff Reports

Andy Hokanson: Andy reported that the Golf Course will be opening Monday April 27th for the season and that covers are coming off Wednesday April 21st with help of teams. He also reports that damage from the winter is minimal and will try to get the irrigation going within the next couple of weeks.

Brent Schmitz: Brent reported that bids were received and he had some good quotes, asked the boards approval to go with TJB Construction. Comm Stromme made a motion to approve, seconded by Comm Heilman. Roll call- all aye. Motion carries.

Josh Widmer: Josh reported that volleyball has wrapped up for season. Youth soccer is up and running with 149 total participants with \$280 in late fees. Activities are built in RecTrac and ready for registration day May 6th.

Jeff Brusven: Jeff provided a written report and requested the ability to give larger raises of \$1-\$2 annually if staff have earned a larger raise over the approved \$.50 annually. The board requested that a pay evaluation be completed to justify the raise and said that it would have to be made available to all departments and not just Dockside employees.

Rob McIvor: Rob reported that the Clubhouse is ready to go for the season, food is ordered and the fryer is up and running. Memberships are still coming in.

Dennis Nybo: Dennis provided his written report. Dennis reported that the Garrison Diversion Grant is on hold at this time, if applied for the Grant the work can be started. Dennis also reported that the Bantam B Silver State Tournament will be held in Devils Lake March 12-14 2027.

Steven Geigle: Does not have anything to add at this time.

IV. Bills

Comm Beighley made a motion to approve the bills, seconded by Comm Heilman. Roll call vote, all aye, motion carries.

V. Treasurer's Report

Sarah provided a written report. Sarah reported that the audit is completed and will be finalized as soon as the person who needs to sign off on it is back in the office.

VI. Old Business

Asst Superintendent position- After interviews for the Superintendent position it was mentioned that Jeff could be offered a position as Dockside Manager/Asst Superintendent, the position was offered to Jeff at today's meeting and he accepted depending on final information that will be discussed and provided at the special meeting being held on April 30th, 2026. Comm Beighley made a motion to approve the promotion of Jeff, seconded by Comm Heilman. All aye- motion carries.

VII. New Business

A. Audit- Audit is not finalized as of the start of the meeting.

B. Authorization to add Steven Geigle to Petty Cash acct and remove Dennis Nybo.

Get new debit cards for Sarah Coenen and Steven Geigle for the Petty Cash acct.

Add Josh Widmer as a signer on the Petty Cash acct.

Comm Stromme made a motion to approve the authorizations as listed above, seconded by Comm Heilman.

All aye-motion carries.

C. Authorization for the Lake Regions Community Fund Grant for adult changing tables at Lakewood Park Restrooms which was part of the Wheelchairs for Walleyes Project. Comm Beighley made a motion to approve the grant, seconded by Comm Heilman. All aye, motion carries.

D. Authorization for Devils Lake Area Foundation Grant for scholarships, outdoor basketball nets and baseball equipment. Comm Heilman made a motion to approve the grant, seconded by Comm Beighley. All aye-motion carries.

E. Burdick Arena sound upgrade with lights for effect. The different clubs that utilize the Burdick Arena would like permission to upgrade the sound system and lights with no proposed costs to the Devils Lake Park Board. Work would begin late July, early August after summer ice is removed. Comm Stromme made a motion to approve the upgrade, seconded by Comm Heilman. All aye-motion carries.

F. Strategic Planning meeting- is tabled until the new commissioners are elected in July.

G. Golf Course Golf Genius Proposal- Rob proposed getting software that will help with league and tournament scoring, annual cost will be \$3775. To cover costs other parks have added \$5 per person for league/tournament or there is also an option of screen advertising to cover costs. Can be used on phones or on cart screens. Comm Stromme made a motion to approve Golf Genius, seconded by Comm Heilman.

Motion amended to look into whether we will have to pay cost twice with the software that will come on the golf cart screens, Comm Stromme made a motion to approve the amended motion, seconded by Comm Heilman. Roll call- aye Comm Beighley, Comm Stromme and Comm Heilman, nay Pres Beck.

H. DLYA- see notes under visitors.

VIII. Commissioner Portfolios

Comm Stromme- Brought up no shows at the golf course and how we can try to improve those by way of other park boards, it is in place on our end where no shows will get locked out of online tee times and will have to call the clubhouse.

Pres Beck- Brought up Dennis's retirement requests that were submitted to the board for approval. Comm Stromme made a motion to approve a \$55 consulting fee starting May 11th, seconded by Comm Beighley. Roll call- all aye. Motion carries.

Special meeting to discuss golf cart bids and Jeffs promotion to Asst Superintendent/Dockside manager is set to take place on April 30th 2026 at noon.

Regular meeting is set to take place on May 19th, 2026 at noon.

Comm Beighley made a motion to adjourn, seconded by Comm Heilman. President Beck adjourned the meeting at 1:30 pm.

Commissioner

Recording Clerk