

# Colfax Park and Recreation Auxiliary Board

## September 14, 2016 Meeting Minutes

### I. Attendees & Guests

Doug Garrett	Greg Rhames	Don Edwards
Shannon Harding	Kyle Ament	Pete Parvi
Dave Mast	Karen Russell	Kim Seebeck
Linda Darrock	Pat Utz	Terry Edwards
Kathy Dickerson	Jeff Davidson	Dennis Farland
Pat Utz	Darla Edwards	

### II. Topics for Discussion

**Agenda Approval** – Motion by Shannon Harding to approve agenda. 2<sup>nd</sup> by Kyle Ament. Motion approved.

**Announcements** – Doug Garrett noted that closing time at the park is now sundown; it is reflected on the signage. Be aware of this change for purposes of closing-the-park duties. Additionally, Doug noted he had been contacted by persons interested in scuba diving at the park and that “that will be in the works.”

#### **Approval of Financials – 8/11/16 through 9/14/16**

- Savings:
  - Balance: \$120,638.11
- Checking:
  - Incomes:
    - Camping: \$205.00
    - Apparel: \$93.00
    - YoHo Tool Grant Reimbursement: \$193.35
    - Concert Donations & Ticket Sales: \$505.00
  - Expenses:
    - Grand Opening event: \$195.64
    - Park cell phone/newspaper ad: \$381.55
    - Office Supplies (business cards/magnets/brochures): \$317.96
    - Equipment Purchase – Scag mower: \$9,700.00
    - Equipment Purchase – picnic tables: \$5,227.20

- Sanitation: \$45.00
- Stamps: \$47.00
- Gift to Beck's re its opening: \$37.10
- Gas/Gas cans: \$65.05
- Balance: \$8,997.71

Motion to approve financials by Kim Seebeck. 2<sup>nd</sup> by Pat Utz. Motion approved.

**Meeting Minutes** – Motion to approve minutes of August 10, 2016 meeting by Don Edwards. 2<sup>nd</sup> by Greg Rhames. Motion approved.

### **Committee Reports**

- **Rock the Quarry Concert Committee** – Kim began by noting for the larger Board that a few of us are doing most of the work. A lot of hours are being expended as the fundraising concert is taking a lot of time and effort. Significantly, this event will be difficult to pull off if more of us don't get involved. This is a big commitment for a concentrated point of time. Regarding Rock the Quarry (RTQ) ticket sales – Linda Darrock reported about 150 adult tickets have been sold thus far. As of today's date, \$1,400 in sponsorships have been received. It was noted that we must be prepared to report attendance numbers to Juan Hernandez so that he can order the alcohol and be prepared to feed the attendees – so push ticket sales. We need all hands on deck for the evening of the concert. Please sign up to volunteer if you haven't done it already. Doug noted the park will be closed early, so the earlier the better for volunteers to help when the gates reopen at 6pm. Doug notes too that we need additional volunteers because four board members won't be available. We do have a few high school kids interested. Dennis Farland indicated that, as a first time event, it's progressing really well – he thinks these bands will draw folks. Finally, Kim noted Mike Mendenhall did a great job on the article for RTQ that appeared in the paper recently.
- **Promotions Committee** – Pat reported they've been helping out the RTQ committee. A number of promotional possibilities were simply cost prohibitive. For example, Terry Edwards checked with Datebook and it would have cost @\$800 even at non-profit rates to advertise. Pat notes that RTQ has been advertised in the elementary school weekly and at the HS. Pat has worked with Don Mills of Mills Printing to get banners up around town. We've run into a few issues with the DOT rules and regulations, but we'll be placing a banner on the grassy portion of the NW corner of the Munroe Building. There are two sandwich boards out as well. Promotions will also be helping out with comp tickets and updating the website with more specific information about LUX and Desperado, the RTQ bands. Our landing page also has a nice big banner

to go to RTQ event page, and they're keeping the sponsor information updated. Promotions has also been working on getting business cards – the card reads “Board Member” versus individual names – they're glossy and more durable. (The cards were distributed to board members.) He also indicated the car magnets that have been delivered with the park's logo can be used by anyone with the responsibility of closing the park – the car magnets are stuck to side of the file cabinets in the park office. Pat also indicated Doug's been on him to make a better brochure. That has now been completed and the brochures were also ordered through VistaPrint for it was the most affordable option. Pat offered special thanks to Greg and Shannon for designing the brochure and providing photographs. We have 500 color brochures available.

- **Steering Committee/Design Discussion** – Kim provided an update regarding the master plan conversations with Confluence re pro forma. Confluence is now working on the capital component and it looks as if we'll probably prefer to sell versus lease for retail development. She'll be talking to Jeff Bransford further about setting up a meeting with a developer; it looks as though that might be a little trickier than Confluence originally thought. They do want us to review the pro forma so we can be strategic about what we select to start with development-project wise. Wednesday, October 19th 6:30 or 7 pm is a possible date for that special meeting. (Week after next month's board meeting.) Lastly, Confluence will provide a final document in the form of a booklet with the master plan and some costs – we could have that by November. Jeff Davidson indicated that we then take the final document to the City Council and ask it to adopt the plan and show its commitment thereto, so then we can take the same information and present it to any potential developer. Kim noted also that we won't be held to costs reflected in that document because they're estimates but it's a start. Also, that final document would allow for and assist with private fundraising and grant development.

- **Operations/Planning Committee** – Greg reported they had a meeting last week, in part concerning the preparation for the concert. The pole barn now has 30 & 50 amp service. That should be sufficient for RTQ if we're rained out. Sufficient power is not yet available in the block building but it will be in the future. Greg moved for approval of the expenditure of up to 7 hours maximum, at \$100 per hour, to lay gravel for a boat ramp on the North lake. Kim seconded the motion; Karen Russell abstained. Motion approved. Discussion was had regarding ongoing REAP grant – additional seeding will occur in the next couple weeks or months - covering 9 acres in total. Don noted the needed to complete a project to build/repair skirts on a portion of the pole building – cost for materials need are estimated to be about \$400 maximum, potentially less. Greg made a motion to get the project completed. Kim seconded. Motion approved. It was

noted that we've now established a walking trail around East lake – we've cleared it and will keep it maintained. Doug was going to talk to Kum n Go and the Foundation to create a dog park on the west end but he does not yet have an update to share. Regarding the available wood chips – those will be placed on the dike trail. Pete Parvi suggested an additional usage for the wood chips: in the campgrounds, where parking exists for the campers. Pat suggested some be used around the base of the park signs and to add some perennials. Next, getting water and sewer out to park was brought up – but it was noted that a meeting between the Board, George Dickerson, Bob Rhone and others - a specialized meeting to be sure all persons affected are involved – is necessary to address these issues. Moving on, Doug addressed getting people that utilize the west end of the park a place to park – to put a small gravel parking lot on the north side of the road into the Beck's area that they lease from us. Small area that can fit 10-15 vehicles. He reported that Beck's is good with it. They'd move everything down 20-30 feet so we can create a parking lot. However, there was also Beck's question about a long term plan regarding Beck's use of that area – Doug indicated the verbal agreement was 3 years and that the written agreement is year-to-year. Beck's wants to know if we would trench that area so some of the water can run off, avoiding large puddles of standing water. Doug will touch base with Keith Russell and get a cost estimate for doing that work. As Kathy Dickerson has pointed out however, we're quickly chipping away at our funds. Also – a future project may be to talk to the school district about opening up the gate on their property to our property. We could put gravel there and a parking lot. Next, Don indicated that Randy Roster will come in after the concert to start repair work on the block building. Don called for a work session on Saturday to get ready for the concert. He'll be checking with Countryside RV re the loan of an RV trailer for the RTQ bands to change in, etc. Also, Don indicated the committee also talked about possibly closing the park for part of the winter – it is something to think about so we can get word out to the public if we do so. Karen then asked if Tom Wilson is going to do the transformer update as has been previously discussed. The response was that Mr. Wilson will need to be at the previously mentioned special meeting. Is there a date in mind, Doug asked? Greg wants to get past September 24th (concert date). What about Wednesday, October 5th? 5:30 pm at the park. Karen advised that Keith won't be available on that date. Greg will call Bob. Greg will also touch base with Keith beforehand since he won't be available. Finally, Pete Parvi asked how weatherproof the office is going to be in its current state, specifically, the windows and weather-stripping. It was suggested that be assessed on Saturday's work day.

- **Fishing Foundation Committee/Status Update** – Greg noted that Toad was supposed to get a hold of the Board this month, but we haven't heard anything. We do not know if any steps have been taken to establish a fishing foundation. Pat noted that

he spoke with Toad at Menard's recently and Toad said he'd been really busy lately. One can infer that perhaps not a lot of progress has been made on the part of the foundation.

**Rental of pole building** – Doug advised that we've had zero calls off of the ads placed for rental of the pole building. He asked, shall we continue to look for a renter or shall we go to Plan B for its use as a storage facility? Plan B would involve additional work for the board because using the pole building as a storage unit for boats, campers, etc., would require someone to maintain or oversee the storage itself, be available for renter access and more. Shannon expressed that Plan B would add to the significant responsibilities already shouldered by a few board members. She moved to continue the ad directed at a business that may wish to rent the pole building thus generating income for the park (at a cost of \$61.50 for about 3 weeks, and to add a free ad to Craigslist) and that this issue be addressed at the next board meeting because if we're going with Plan B there should be someone stepping forward to take that specific responsibility on. Greg seconded. Motion approved.

**Block Building Future Use** – Doug asks, do we want to make the effort to remodel it into a usable facility? Add bathrooms? Greg said yes but that we need numbers and more information. It was suggested that this too can be addressed at the special meeting. Doug indicated the power washing of the block building will continue – he has a high pressure sprayer and Greg will get some scaffolding. Kim noted that any future plan for the block building to be used as a rental facility needs to include a kitchen, or a counter & sink t minimum. And obviously, permanent bathroom facilities.

**RV Campground** – Doug noted there was some previous discussion about developing an RV campground. Greg suggests it's "up in the air" until the meeting on the 5<sup>th</sup> and that folks can still use the main parking lot to camp in RVs. Doug asks do we definitely want to move forward with it, or do we move on to other things? Greg further suggests we don't change anything now but we could promote the availability of RV camping. Pat will look into advertising for RV camping – dry and/or self-contained (no water or showers/no electricity available).

**Capital Campaign Kickoff to raise \$50,000 for park equipment** – Concert fundraiser (RTQ) is our kick off. We need to come up with some money quickly. After the concert, Doug indicated we'll be curtailing any committee spending until next year. He asked for any other ideas about what we can do to raise funds? Please be thinking about things. Dennis says he'd be willing to donate his time and to DJ a couple dances this winter if we can find a place to hold such an event. He suggested maybe a "co-op" with the Jasper County Fair Board. Dennis will check with some fair board members and see if they've got some dates available and what costs would be associated with use of that facility for QSP fundraising dances.

**Watercraft Rentals & Bait 2017 (Concessionaire or Internal?)** – Greg offered to look into concessionaires for watercraft rentals. Jeff Davidson noted that he has provided Kim with a concessionaire agreement (Iowa City) and she'll see if she can find it and send it to Greg. Fin & Feather is the concessionaire there. It was suggested Bass Pro could be a good partner because they're 12 miles down the road. Jeff also noted there might be a more local person or entity that's interested in such an opportunity. Terry Edwards noted they do that at Grey Lake and he'll touch base with Greg on the issue.

**North boat ramp work by Keith (up to \$700 expenditure)** – This item was discussed above (see Operations/Planning Committee report, *ante*).

**Creation of Dog Park** – A dog park is in the final park design – located between Kum N Go and the Foundation on our land. Obvious opportunity for Kum n Go to utilize and good for the City. Specifically, Doug ponders whether the Foundation (historical society) would be willing to work with us on it, then put numbers together, then go to Kum n Go to see if they'll underwrite it. It's not a money maker, but it's a draw to the park and it is ongoing publicity. A donation box can be placed out there. Greg suggests that Kum n Go be asked to pay for the needed fencing. Doug will pull the information together and bring it back to the board for a vote.

**Thinning of geese flock at QSP** – Greg pointed out the vote on this issue had already occurred. October 6 or October 8 were the dates proffered by Kyle at the last meeting. The first day will be more effective per Kyle. Further discussion ensued: Who? How to let folks know? Advertise it, first come/first serve assignment to certain location? Pat advised we can set up a form on line and use that for participants. Further discussion occurred. Kyle will take the lead on this.

**Adjournment** – Kim made a motion to adjourn. 2<sup>nd</sup> by Greg. Motion approved.