

Colfax Park and Recreation Auxiliary Board

May 9, 2018 Meeting Minutes

I. Attendees & Guests

Doug Garrett	Kim Seebeck	Kathy Dickerson
Shannon Harding	Greg Rhames	Pete Parvi
Mary Dell Flattery	Don Edwards	Dennis Farland
Kent Deal	Patrick Utz	Kyle Ament
Terry Edwards	Jeff Davidson	Dave Mast

II. Topics for Discussion

Agenda Approval – Doug Garrett invited a motion to approve the agenda. So moved by Shannon Harding; 2nd by Kim Seebeck. Motion approved.

Guests – None.

Financials –

Account Balances as of 5/9/18:

- Savings:
 - Balance: \$81,101.86
- Checking:
 - Balance: \$5,413.30
 - Expenses
 - Park Improvements (trees, paint, misc.): \$1,972.43
 - Insurance Premiums: \$ 943.99
 - Concert Costs: \$ 300.00
 - Utilities (inc. phone & sanitation): \$ 189.30
 - Licensing (gaming): \$ 150.00
 - Fuel, Postage & Office Supplies: \$ 83.79
 - Misc. Repairs: \$ 54.60
 - Incomes
 - Rental (Beck's): \$1,875.00

- Archery – League: \$ 471.00
- Camping: \$ 50.00
- Interest: \$ 17.70
- Cash Accounts:
 - Petty Cash - Archery: \$250.00

Shannon moved to approve the financials; 2nd by Dennis Farland. Motion approved.

Doug addressed the Board regarding a monetary gift to the Methodist church for the continued use of its facilities for meetings. Kent Deal moved to make a monetary donation of \$250 by the Colfax PAB to the First United Methodist Church; 2nd by Greg Rhames. Motion approved.

Approval of Minutes from April 11th Meeting – Kim moved for approval; 2nd by Pete Parvi. Motion approved.

Committee Reports

- **Promotions Committee** –Doug Garrett reported the Disc Golf tournament is scheduled for July 7th. The Softball tournament remains scheduled for the same weekend as the Rock the Quarry/Relax in Colfax weekend. That is a two-day tournament; there is a \$150 fee to enter. Doug has been in contact with Mid-American concerning free banners for the events: the Kid’s Fishing Derby, disc golf and softball tournaments, and the concert. A Facebook Event for the Kid’s Fishing Derby has been created as well. Sponsor banners will be ordered at a later date. Sponsorships were discussed – a “Dear Friends” letter drafted previously will be updated and can be used by Board Members to solicit sponsorships for the concert. Shannon shared a rough proof/draft of the RTQ poster with the Board. Once finalized, the posters and tickets will be printed. She’ll arrange for pick up from Riggs Printing in Newton once all materials are ready. Concert vendor requirements were also discussed. Next, the Board was reminded that each member will be expected to sell tickets to the concert as has been required in the past. Doug reported that he hasn’t yet met with KCOB regarding the radio and online advertisements but hopes to get with them next week. He noted that five rooms have been reserved at the Colfax Microtel. Mary Dell Flattery noted condiments and chips are needed for the Kid’s Fishing Derby – those will have to be purchased. Patrick Utz has the hot dogs previously donated by R.D. Streeter, and indicated R.D. will also donate the hot dog buns for the event. Discussion ensued regarding the need for cookies or sweets; a donation will be sought from Casey’s or Hy-Vee. Doug indicated that he will check on the prizes. Kyle Ament and a few others will be needed to act as judges and measure the fish caught. Terry Edwards indicated he could not yet commit (he may be moved to a 3rd shift at his new job). Next, it was

reported the photograph fundraiser mattes are cut and ready; Dennis arranged that through a friend. That same friend runs PAWS and would like to have a display table at the concert regarding the pet shelter. Lastly, Greg noted that the Central Iowa Kayak Anglers have a fishing derby at the park coming up – they’re handling all that and we don’t need to do anything other than open the park early. It’s a catch and release tournament scheduled for May 19th starting at 5:30 a.m. Greg will open the gate at 5 a.m. that morning.

- **Operations/Planning Committee** – Doug noted that the Board needs to address the issue of rocks or any organic materials, or anything other than fish, leaving the park. Terry and Doug were out at the park today changing out the trail cameras. They noticed a woman carrying a bucket out of the park that she’d loaded with firewood. We need rules and regulations that DNR uses or something similar. Doug inquired of Kyle whether he could help with that so that the park can adopt rules and regulations that can be enforced concerning those types of materials. Next, Doug noted that he still hasn’t heard from the guy with the big wood chipper who offered to let us borrow it, therefore, a workday has not yet been scheduled. In the meantime, Pete, Doug and Bill Riddle have been out making piles of wood along the dike trail to be sent through the chipper. Next, Doug reported that he has been using his own push-style mower at the park in those areas where the ride on mower can’t reach. He notes that it is probably time for park to pick one up because there will always be a use for one. He further noted the need for a mowing schedule using the 60-inch deck ride on mower or the John Deere tractor with mower attachment. The Boy Scouts will be out this weekend to help plant trees. Doug will pick up the stakes and corrugated plastic, and some more rope, needed for the project. We’d budgeted \$2,000 overall and we’re at \$1,875 before purchasing stakes and tubing so we may go just over the planned budget. Don Edwards recommends contacting Bob Rhone because we got tubing from him last year at no cost. Discussion ensued. Next, Doug reported that he has asked the police chief to bring the speed monitoring trailer out to the park, to be placed along the entrance road, in an effort to get park goers to drive the 15 miles per hour posted speed limit. Doug would like to obtain the Board’s approval for a basic push mower at about \$160 and a few other items (gas/diesel cans [8.88/9.99], oil, cheap white paint for posts [10.78 gallon]) for a total of about \$225. Shannon so moved; 2nd by Pete. Motion approved. Lastly, Doug noted he had been approached by the Colfax Fire Department – they want to see a mandatory requirement of life jackets use in QSP.

- **Steering Committee** – Kim reported that after receiving word from 3 of the developers to whom the package had been sent that they were not interested for one reason or another, she never heard from remaining 9 developers. Further, no one

showed up for a tour of the park and there were no submittals on or before May 4. Although disappointing, Kim plans to contact those remaining 9 developers and inquire as to their thoughts about the project. Jeff Davidson advised that it is likely we may not be far enough along from a developer perspective for interest in the project, particularly where infrastructure remains an issue. Developer interest may be a little premature as a result, but he cautioned it's just a matter of time. Kim plans to contact the 12 developers in a year or so to let them know what's going on at the park, and to keep them updated regarding our progress.

Annual Officer Elections

President – Shannon nominates Kim; 2nd by Kent. Further, Kent moved to cease nominations. Vote taken; approved. Kim Seebeck is now President.

Vice President – Shannon nominated Doug; 2nd by Greg. Pat moved to cease nominations. Vote taken; approved. Doug Garrett is now Vice President.

Treasurer – Pat nominated Kathy; 2nd by Shannon. Doug moved to cease nominations. Vote taken; approved. Kathy Dickerson remains Treasurer.

Secretary – Kim nominated Shannon; 2nd by Pat. Mary Dell moved to cease nominations. Vote taken; approved. Shannon Harding remains Secretary.

Old Business

2018 Concert/Relax in Colfax Promotion/Ad Campaigns – Doug advised again that he will contact KCOB. It was noted that large donors will be named in the KCOB ad campaign. Thus far, those donors include Beck's, Jeff Bucklin and the City of Colfax.

Update Iowa Tourism Grant Brochures/Due by June 30th – Doug reported the grant brochures are due May 30 and we may need to get an extension. Pat is working on ours; the need for an extension may be on the part of the City. Pat advised that we do have permission from Tom Steele to use his picture on the front of the brochure. He noted a thanks to all who assisted with the new brochure. Pat also noted that this brochure will provide info on other parks in Colfax, and credit will be given for photographs where the photographer is known. Notably too, this brochure parallels the City's expected brochure that references Colfax-Mingo schools – Nancy Earles is working on it. Ultimately, 4,000 brochures will be printed.

Watercraft Rental Shelter/Eagle Scout Projects – Doug reported that we still need to dig two holes for the 6x6 posts that will be used to erect the shelter structure. Bob Rhone will work on that, but his crew has been tied up on other City related projects so that's been the delay. Eventually we'll need volunteers to help Greg build the watercraft rental shelter. We're

also waiting on concrete for the camping registration kiosk. Doug reported he will be doing camping registration from the park office for now. Eventually, once the registration kiosk is ready to go, the person who locks up the park will need to check the camping registration funds depository so money doesn't stay in there too long. Details will be worked out later.

Red Bridge Update – Doug advised the Board that he'd recently received an email from Joe Otto. The necessary paperwork has since been filed with Iowa DNR/Iowa Army Corp and the Iowa National Register. We'll hear back mid to late fall. Russ Stutt, the Jasper County engineer, is reportedly getting a bid on stabilizing the structure in place until money is raised for Phases I and II of the project. Jeff Davidson further reported that a University of Iowa civil engineering student group will design the facilities needed for the Red Bridge project – new piers, the trail leading to the bridge, etc. They will get it all designed and have it ready to go – all those participating are senior students that a month later will be working at engineering firms. It's a culminating class whose anticipated work has a monetary value to the park and project of about \$20-30k. Kim noted that we'll need a concept drawing for fundraising and grants; that'll be this fall, per Jeff.

Grant Applications Report:

Paint Iowa Beautiful/Interior Block Building Completion – To comply with the grant requirements, we must submit a report that the project has been complete. But we cannot complete the project until the windows on the west side of the building must be replaced first. So we need volunteers who know how to frame in windows because despite the City indicating its workers may be able to assist over the winter, such assistance could not be offered. We've got the windows and materials – we need the bodies to install them. We can buy pizza and soda as an incentive to volunteers. Tony Edwards is standing by to do the interior painting on that side of the building. Doug asks the Board to please put the word out and see if we can get this window and paint project done. Doug would love to have it done by June 2nd for the Kid's Fishing Derby, June 30th (RTQ concert) at the latest. Lastly, Doug noted we can use the archery/pole building for storage of things in west end of the block building while the window and painting projects are performed.

Trees Please/Trees Planting location determination – Trees have been delivered. The scouts are coming to plant trees on Saturday even though it's supposed to rain. Denny Lester is coming by QSP tomorrow at 4 p.m. to dig the needed holes – they're currently marked with flags.

Prairie Meadows Community Betterment/Post & Cable Fence – No word yet.

Jasper County Foundation/30 Picnic Tables – No word yet.

Pump and Test Water on Large Well Head at QSP – The water still hasn't been tested; there is nothing new to report at this time.

City of Colfax Park Board (Executive Committee Meeting) – The Executive Committee will meet at 4p.m. on May 17th at City Hall with Nancy Earles and Dave Mast. It is only the first conversation; the Board will be updated as necessary in the near future.

Donations of Freezers from Jasper County Historical Society & Marilyn Rhone – When Joe Otto posted on Facebook that the Jasper County Historical Society had a chest freezer it wished to get rid of at no cost, Greg and Shannon went and picked it up. As you know, we'd already purchased an upright freezer via Facebook Marketplace. Further, Marilyn Rhone is donating another small freezer. Doug notes we may want to move the refrigerator from the park office to the block building also. The various freezers won't be plugged in at all times – just the week before events and during events; they'll be great for storing the large quantities of ice needed.

Report on 5th Grade Outing April 19 & 20 – Kyle performed a demonstration with fishing nets, and although the kids didn't catch any fish, everyone clearly enjoyed themselves. Pete and Dennis helped with the event, and Mary Dell took some pictures that were used in the newspaper article that followed the event. The teachers did a great job. Parents & kids raved; in particular, the parents appreciated not having to do a long bus ride and an overnight.

Cub Scout Silent Auction During RTQ - About 20 items will be displayed for purchase as a fundraiser; the Cub Scouts only need a small space. The same can be said of PAWS. We'll help both organizations by providing a venue at our concert event.

Baxter School Visit May 16th - Doug reported that Baxter Schools called. About 200 kids will visit the park next week. 100 in the morning; 100 in the afternoon. They will use the tables and chairs on site, but they don't really need us to do anything. They've arranged for the county conservation folks to come out, and the sand pile seems to be a big draw. We'll not be charging them a fee of any sort.

Other/Miscellaneous - Greg reported to the Board that he's meeting a lot of people while running/offering kayak rentals. He's learned that most park goers don't know about dike trail, the other trails, the fishing derby or concerts. Additionally, most folks don't know how the park is funded or how things get done – meaning without tax dollars and on the basis of volunteer labor. He uses his interactions with park goers to educate them about the park and events. He noted too that the young kid that works for Juan as a cook at Mi Cocina recently came and kayaked at the park. And as he left, he donated \$20 to park.

Adjournment – Kim invited a motion to adjourn. Doug so moved; 2nd by Greg. Motion approved.