**Colfax Park and Recreation Auxiliary Board**

**February 24, 2016 Meeting Minutes**

# Attendees

|  |  |  |
| --- | --- | --- |
| Doug Garrett | Greg Rhames | Darla Edwards |
| Dave Hostetter (guest speaker) | Dave Mast |  |
| Kyle Amendt | Bill Edgar |  |
| Pete Parvi | Kim Seebeck |  |
| Connor Jones | Linda Darrock |  |
| Don Edwards | Patrick Utz |  |
| Shannon Harding | Kathy Dickerson |  |

# Topics for Discussion

**Agenda Approval –** Motion made by Connor Jones to approve agenda. 2nd by Linda Darrock. Motion approved.

**Guests Speaker –** Dave Hostetter. Presented the board with idea that would provide fundraising opportunity. He is interested in putting on a 5k run for the sesquicentennial on June 18th. Would involve cross-country, off road surfaces at the park. Mr. Hostetter believes 100-150 people could participate in the event. Discussion had regarding the existing trail lengths: inside island trail @ 2 miles; dyke trail @ 3.5 miles. Portion of money raised from entry fees would go to the park. Mr. Hostetter was encouraged to visit the park this weekend to check out potential routes for the run.

Don Edwards moved to approve the use of the park for a 5k run. 2nd by Kim Seebeck.

**Approval of Financials – from Dave Mast ending February 1, 2016**

* Savings:
	+ Interest Income: $45.95
	+ Balance: $180,399.65
* Checking:
	+ Incomes:
		- Interest Income: $0.44
		- Confluence meal: $60
		- Beck’s Rental: $800
	+ Expenses:
		- Stayner Agency (ins block bldg to 4/1): $317
		- Don Edwards: $301.72
	+ Balance: $4,648.92

**Approval of Financials – from Kathy Dickerson for February 2 through 24, 2016**

* Savings:
	+ Interest Income: $0.00
	+ Beginning balance: $180,399.65
	+ Transfer to Checking: $20,000.00
	+ Ending balance: $160,399.65
* Checking:
	+ Beginning balance: $4,648.92
	+ Incomes:
		- Transfer from Savings: $20,000.00
	+ Expenses:
		- Confluence: $16,657.97
		- Mid-American Energy: $39.84
		- C-M Schools (postage): $157.50
		- Darla Edwards (router bit, paper): $128.88
	+ Balance: $7,669.73

Motion to approve financials made by Connor Jones. 2nd by Linda Darrock. Motion approved.

**January Meeting Minutes:** Approval of Minutes from January 13th, 2016 meeting. Motion by Don Edwards. 2nd by Pat Utz. Motion approved.

**Committee Reports**

**● Nominating Committee –** Don Edwards nominates Greg Rhames and Shannon Harding for positions on the board. 2nd by Kim Seebeck. Motion approved.

* **Operations / Planning –** Don indicated that Make a Difference Day is Wednesday, April 27th. He received a call from a teacher indicating school kids were available to perform volunteer work at the park, barring rain on that date. With regard to signage, he had spoken with Performance Sign in Newton about the 4’x8’ signs, but will be contacting others. Don reported we have templates and a router to make our own signs for other signage needs; the wood to be used was donated. Jeff Sontag is willing to make those signs with reimbursement for costs only. Members and others should advise Don regarding their ideas for the additional signage needed, i.e., directional, parking, trails. Further, Don indicated that on Sunday, February 28th the committee will be out at the park in the island area doing an assessment in an effort to determine how to move the telephone poles and large plastic tubing. There is a need to rent large bobcats with tracks, and there may be a lead on a non-cost option. Pulling those items up will need to be done in the next couple works, in part to create a parking area. Don borrowed two metal detectors from a woman in town for use in identifying buried metal objects that present hazards to park users. Greg Rhames reported one of the detectors worked quite well when tested. Doug Garrett reported a new detector could be purchased for $215; Greg Rhames will order one as money to be spent for that purpose has been approved by the board. The committee is looking at getting electrical and plumbing to the weigh station, and it was noted that the well needs to be checked (water cannot be used for drinking). Next, Don noted a trail assessment needs to be done, particularly in light of the potential 5k, because there has been some collapse along the dyke at the eastern end; it may be severe. The possibility exists that foliage will need to be planted in the area to stop further erosion. Additional discussion ensued regarding measurements, grant writing to repair the erosion, and planting seed or grasses. Greg Rhames reported there are about 25 truckloads of smaller river rock in the park that could be used for gravel roadways; Don believes aggregate is necessary to better pack the area. The parking lot will be south of the weigh station; the pipeline would be taking the area east of there so it will not impact the selected parking area.
* **Promotions -** Connor and Patrick gave updates on the committee’s activities and social media promoting the website. There was discussion about establishing an email account for the organization. The Facebook page is approaching 500 likes; it is 43 short, but it is hoped we’ll reach the 500 mark by the spring or summer. Further discussion was had regarding the formal name of the park and creating a logo thereafter. In previous name-the-park contest, “Spring City Park” was number 1; “James Norman Hall Park” was number 2. It was agreed the issue of formally adopting a name for the park would be a subject on the agenda of the March 16th meeting.
* **Steering Committee –** Kim advised there is a Confluence meetings on March 2nd wherein two detailed versions of their plans for the park will be presented. Also present will be a gentleman from Pros Consulting out of Kansas City, who will help us understand the desirability of those plans and put forth revenue stream ideas. All persons are encouraged to attend.
* **Finance –** Dave Mast advised the committee regarding the possible taxes to be assessed by the county assessor in light of the expected use of the park land. Ultimately, the land was reevaluated in light of the fact the current buildings and acreage sizes differ than they have in the past. And given the expected uses, even with potential income from the pipeline, because there are no permanent buildings being built, the use should be treated as Manatts’s use has been with portable structures on land, and hence, would not be taxed.
* **Park Opening Committee – Don/Kim –** Kim reported the last meeting resulted in a proposed budget to cover expenses expected prior to May 1st opening. Kim further reported the Rules and Regulations for the park have been submitted to the City for approval. Dave Mast added to the rules with specific language that would cover other issues: no drone use without permission, no cleaning of fish in park, no horseback riding. The changes are being made to comport with City’s existing ordinances. Kim indicated the four red 4’x8’ signs will need to be re-worked in light of the foregoing and seeks Promotions’ help. A QVC for the park map can be developed for use by a park user’s smartphone. Kim moved the board to approve the budget. 2nd by Linda Darrock. Motion approved.

**Precision Pipeline Lease** – Doug Garrett reported Precision’s legal department has reviewed the lease agreement and is fine with it. The agreement calls for $4k per month in rent paid to the park. It is still hoped the pipeline would use their heavy equipment to our benefit. The Utility Board’s vote on the pipeline has been pushed back to the second week of March.

**Fishing Meeting –** Kyle provided a summary of the public fishing meeting held earlier this month. Approximately 30 people attended. He believes it went well. Attendees were heard and educational information was provided to them. Discussion was had regarding the consequences of stricter regulations than those provided by state regulation, and the option to modify the bass limit. Kyle noted that this summer he will run nets to see what fish species are present in the lakes. It was noted that additional information should be learned about the walleye fishery. Some further discussion was had regarding the fishing meeting.

**Prairie Meadows Grant Update –** Doug reported a $6,000 grant application has been submitted for 13 picnic tables.

**Jasper Community Foundation Grant –** Doug advised the board will be applying for a $5,000 grant to obtain electronic equipment. Pat Utz made some suggestions concerning the board’s needs in those areas, and that information will be included in the application. In order to apply for the grant, a resolution is needed from the board. Pat read the resolution aloud for the board’s consideration. Thereafter, Pat moved for adoption of the resolution to allow for preparation of the grant application. 2nd by Don Edwards. Motion approved.

**Park Opening & Staffing Requirements –** Volunteer staffing needs were noted. A discussion was had regarding whether or not all board members would be provided keys to the locks on the park’s gates. Currently, Doug, Kent, Don, Connor and Kyle have keys; Becks also has a key, as does Dickerson Mechanical. Kim suggests the creation of a key log. Doug advised he would bring keys to the next meeting and board members could obtain a key by signing for it. Linda Darrock noted the need for opening and closing the park gate at sunrise and sunset after May 1st opening. A discussion ensued about how to ensure park users have exited the park by closing time; Doug suggested an air horn could be purchased to blow at closing time to warn park users of the park’s closing in response to Darla Edwards’s concern about users remaining in the park beyond closing time and issues related to having to approach those individuals. Kim noted that she would not be comfortable approaching a park user and asking them to leave were she tasked with closing the park.

**Fundraising –** Doug noted that we’re going to be spending money from here on out getting the park ready for opening. We need serious ideas regarding fundraising opportunities and he asks the board to brainstorm regarding fundraising ideas. Connor noted the 5k run is fast approaching, and believes once that run occurs, it would set the foundation for another run or two this summer. Kim suggested we ought to work on a fishing tournament, and Doug suggested a fish dinner fundraiser. This will be a subject at the March meeting.

**Inquiry by attendee –** Pete Parvi inquired into the possibility of joining the park auxiliary board as a board member. Doug directed Pete to speak with Don Edwards.

**Adjournment –** Connor Jones makes motion to adjourn. 2nd by Greg Rhames. Motion approved.