

Colfax Park and Recreation Auxiliary Board

August 9, 2017 Meeting Minutes

I. Attendees & Guests

Doug Garrett	Kim Seebeck	Shannon Harding
Greg Rhames	Don Edwards	Pete Parvi
Karen Russell	Mary Dell Flattery	Dave Mast
Kent Deal	Dennis Farland	Pat Utz
Jeff Davidson	Brad Magg	Linda Bodikker
Kevin Hartgers	Matt Oswald	Coby Oswald

II. Topics for Discussion

Agenda Approval – Motion to approve agenda by Kent Deal; 2nd by Don Edwards. Motion approved.

Guests – Matt and Coby Oswald, father and son. They've been spending time out at Quarry Springs Park (QSP) riding their bikes so they thought they'd come and see if they could help out.

Financials – Treasurer Kathy Dickerson was unable to make the meeting. The financials are tabled until the next board meeting.

Approval of Minutes from Prior Meeting – Secretary Shannon Harding provided the minutes from the last meeting via email earlier today. In order to give everyone a reasonable opportunity to review the minutes, approval of the July 12, 2017, meeting minutes is tabled until the next meeting.

Committee Reports

- **Promotions Committee/Concert Update** – Pat Utz reported that the committee has sent out thank-you notes for the fishing derby and June concert sponsors. It has also continued to help promote the QSP 5k run during Mineral Springs Days by way of posts on Facebook and the website. Dave Hostetter has indicated few pre-run signups, but it is typical that the majority of participants show up and register on the day of the run. There were 70 or so participants last year. Pat indicated that the photography contests continue on a monthly basis. He notes that Ron Maggard wins nearly every contest, and as a result, at the last committee meeting a three-win rule was discussed and will be implemented. Mr. Maggard is welcome to continue to submit his photographs, but they will not be eligible for a prize. Next, Pat reported that Mary Dell

Flattery has stepped in to help out following Linda Darrock's resignation with regard to the sales/fundraising of the black and white prints. It remains the committee's goal to get them into some local businesses for sale at a price of \$75 to promote the park and raise awareness. The money received, after costs are deducted, will be used at the park. Lastly, the September concert is coming up soon and all Board members will be asked to help sell tickets to the event and volunteer if possible.

- **Operations/Planning Committee** – Initially, Doug Garrett advised Steve from Manatts called last Thursday and we're "back on" for getting the 300-ton gravel rock donation. We'll be utilizing Russell Dozing at some point, but no definitive date for picking up the donation has been set. Doug would also like to get some folks out behind Kum n' Go to talk about the road layout and parking as soon as possible. A meeting was scheduled accordingly. Discussion then ensued regarding access and whether the gate near the Foundation will be open year round. Doug reported at this point in time the school district and Foundation will only allow exit through that area when school is not in session, i.e., during summer break.

Don reported the painting inside the eastern half of the block building is nearly done. Doug, Greg Rhames and he decided to keep the industrial look near the ceiling; therefore, the top three courses of the block wall will be painted brown to match. There are lot of places that have loose concrete – so eventually we'll need some tuck pointing and repainting. Other than the top near the ceiling, painting around the shelves and trim also remains to be completed. Don indicated that he has set up his own scaffolding out there for use by those volunteering. Once the east side of the building is done, the committee will get prepared to do the west side. Next, Don was able to chip out and clean up the areas around the windows on the inside of the block building. He will not attempt to do the outside until he has someone to help in case of a fall. The material to frame-in the windows was delivered and is ready to go. After the old windows come out, we'll set up a time for installing the new ones. Generally, Don indicated, the outside of the block building needs to be cleaned and spruced up. The Seebeck family has donated some weed spray. Greg Rhames reported that he and Don need to make an appointment to go look at the chain link fencing material that may be available for donation to the park. Don reported that he and Doug have been watering the new trees for the most part, twice a day, and the Fire Department has been helping too. Don indicated that he needs a helper in the morning to fill the plastic buckets (24) – it takes about 40 to 45 minutes. Kim Seebeck indicated that she was not sure watering twice a day was necessary anymore, and that once a day should be sufficient. Discussion ensued. Next, Greg asked when the Board is planning to put the posts in along the road the top of the hill heading east from the block building. Doug noted that

if the National Guard is going to come in and do the beach – a 2 to 3 year project – do we want to do it now or should that project wait. We do need to do fencing (posts & cable) behind Kum 'n Go. Finally, a workday was scheduled for this Saturday at 10 a.m. to continue the painting project.

- **Finance Committee/Set Amount in Reserve in Bank Account** – Kathy Dickerson is absent, but Doug indicated the committee believes a figure should be determined as the minimum reserve kept on deposit. The fact that some of these grants we have been applying for, or wish to apply for, have matching fund requirements is a serious consideration. Doug indicated that once he has had a chance to meet with Kathy about the issue, he'll advise the Board. But he cautioned that if the park were awarded some of the grants recently applied for, "we're going to be out a fair amount" of money. Further discussion ensued. Doug reminded the Board about the importance of seeking sponsors for the September concert fundraiser.
- **Nominations Committee** – Kent Deal nominated Kevin Hartgers for a position on the Board. Kevin introduced himself and the Board recognized the time and labor he has already donated to the park. Don moved; 2nd by Shannon. Motion approved.

Old Business - Grant Updates

Paint Iowa Beautiful – The park will be receiving 8 gallons of paint from Diamond Vogel in Newton. We'll use this for the brown trim near the ceiling in the block building.

Iowa Trails Grant/Application Submitted – Kent reported that the Iowa Trails Grant application has been submitted and a notification of receipt has been received. A recommendation for awarding the grant is due to that committee on 9/12/17. Kent noted a number of recipients on a receipt email chain, so it is likely there is a lot of competition for this grant. Our application sought a total grant of \$117,000, with a match requirement of 25 percent. The funds are awarded over time. QSP would pay the initial 25 percent (approx. \$27,000), then the park would be reimbursed on the remaining 75 percent. Notably, reimbursement typically occurs within 2 to 3 months. The application just submitted is referred to as Phase 1 and does not include funds for a restroom; restroom monies would be included in Phase 2 when and if it comes to that.

NEW BUSINESS

DNR Water Access Grant – Kent reported that Kyle Ament has been heading this up. It has a higher priority than the federal trails grant. This DNR Water Access Grant could result in monies for the concrete boat ramps, professionally formed and installed. At a cost of approximately \$65,000, the grant would provide \$48,750 and the park's share or match would

be 25%, or \$16,250. Doug noted that between the two grants – the Iowa Trails Grant and the DNR Water Access Grant – the Board’s matching responsibilities total nearly \$50,000. Doug asked the Board to be thinking about what amount of money needs to be kept in reserve, i.e., money that cannot be “dipped into.”

Renaming of Main Entrance Road – Doug was recently made aware that the park’s entrance road is not recognized in the County’s emergency communications system. North Park Road was designated by a previous City Council action. But at this point we need a name for the main entrance road that will appear on Google Maps, etc. Previous discussions have been had on this topic, including naming the road after historically recognized Colfax residents versus those person who may wish to make a donation in exchange for naming rights. Doug’s suggestion is to name it after the Van Dusseldorp family – Van Dusseldorp Road – and indicated that another name that should be recognized within the park is Martin Marietta. Kent asked how soon the issue had to be decided. Extensive discussion ensued. Pat moved to document that in the future the Board would like to honor both the Van Dusseldorp family and Martin Marietta, but will be leaving the address as is, or North Park Road, for now. 2nd by Dennis Farland. Motion approved. Doug then asked if anyone would like to volunteer to form a committee or group tasked with forming a strategy for approaching the Van Dusseldorp family. In the end, it was decided that Kim, Karen Russell, Doug and Shannon would work together.

Watercraft Rental - Doug reported that he received an email today from a family that is interested in doing watercraft rental and Greg had previously indicated he is interested as well. Doug advised it would involve a contract agreement with the City and may require the issuance of a Request for Proposal (RFP) with minimum requirements regarding number of boats, hours, insurance requirements, etc. A Board representative would have to sit down with Mayor Dave Mast, Nancy Earles and the City’s attorney. Greg acknowledged his interest in providing this service and advised the Board about his efforts. He’s been in contact with a high-end kayak company and is considering the purchase of 6 single kayaks, tandem kayaks, some fishing kayaks, and at least 2 canoes. His concept involves renting near the dock area of the public lake and storing the boats in the block building on a trailer he would provide. Sales would be based similar to the Fin n’ Feather concessionaire agreement in that 4% would go to the park. Greg’s company would carry the initial cost of the equipment, insurance (\$2m aggregate/\$1m), business license, and fees. He has formulated the LLC and is ready to start. Rentals would occur every weekend, and at least one evening during the week. He believes he would have to leave or resign from the Board to do it, but he would remain available to volunteer for projects at the park. Greg’s concept would not require anything from the park or the Board, financially speaking. He’d be investing about \$10,000 to start the business. Dave explained that small towns have more leeway when contracting with entities within the community. Dave believes the City’s main concern would be the insurance requirements. More particularly, that both the

park and the City would be named insureds under the contracting party's insurance policy. Brad Magg agrees and indicated he would be happy to see something like this out at QSP. In conclusion, it was agreed that the issue would be put on the agenda for the City Council meeting to be held next Monday night at 7 pm; Greg will present his concept at that time.

Beach Development - Doug reported the National Guard is very interested in doing the beach; Doug will get in touch with the Major. It would be used as a training exercise by the National Guard and would be about two years in the making, including design and engineering, etc. Discussion ensued. Doug will get more particulars and report back at a later time.

Concert Ticket Distribution – Doug indicated that all Board members could find a marked envelope with the concert tickets they were expected to help sell. It is extremely important to sell the tickets to fundraise via the concert. Each envelope contains 15 adult tickets and 3 kids' tickets. The tickets will also be on sale in Newton at Hy-Vee, and here in Colfax at the Hair Gallery, City Hall and Mi Cocina. Doug will be in charge of managing the ticket sales. There are also posters here tonight; if a Board member knows a great place to display the concert poster, the member is encouraged to take a few posters home this evening. Kim reminded the Board about the importance of keeping track and returning accurate tickets and money counts, and instructions were further clarified in that regard. If a Board member is not going to be at the concert on the 16th, turn the tickets and any money into Doug *prior to the concert*. On the evening of the concert, if a Board member is volunteering, bring the tickets and any money with you and give it to Doug. Please keep track of your number series: the number of tickets sold (the actual #s printed on the tickets) should be noted, as well as the number of tickets remaining or unsold (#s)

Adjournment – Kim moved to adjourn. 2nd by Greg. Motion approved.