

# Colfax Park and Recreation Auxiliary Board

## July 13, 2016 Meeting Minutes

### I. Attendees & Guests

Doug Garrett	Greg Rhames	Don Edwards
Shannon Harding	Kyle Amendt	Pete Parvi
Danae Edwards	Karen Russell	Kim Seebeck
Dave Mast	Pat Utz	Linda Darrock
Connor Jones	Terry Edwards	Darla Edwards
Linda Boddicker	Bill Coville	Scott Miller
Jeff Bransfield	Chris Shires	

### II. Topics for Discussion

**Agenda Approval** – Motion made by Don Edwards to approve agenda. 2<sup>nd</sup> by Kim Seebeck. Motion approved.

**Guests** – Jeff Bransfield with Pros Consulting & Chris Shires with Confluence attended and presented to the board. Jeff provided an update: The final park concept has been approved. The next steps are financial and business related. Discussion regarding the costs involved for development and maintenance of the park, and the public and private roles for development. He has completed a first draft of the operational pro forma: To operate the park as a whole (as if it were completed today as conceptualized) it would cost about \$650,000 a year to operate and would generate about \$400,000 in revenue. Jeff indicated ways to pursue private development should be discussed and considered, including subdividing & selling portions of the park or leasing portions of the park. Chris noted that retail areas may be a way to bridge the financial gap noted above.

#### **Approval of Financials – 6/2/16 through 7/13/16**

- Savings:
  - Balance: \$140,602.28
- Checking:
  - Incomes:
    - Rental Income: \$800.00
    - Camping Income: \$300.00
    - Donation Income: \$80.00
    - Other Income: \$100.00

- Expenses:
  - Park Improvements: \$14,006.92
  - Utilities: \$127.41
  - Confluence: \$3,220.40
- Balance: \$7,342.06

Motion to approve financials by Shannon Harding. 2<sup>nd</sup> by Linda Darrock. Motion approved.

**Meeting Minutes** - Approval of Minutes from June 8, 2016 meeting. Motion by Connor Jones. 2<sup>nd</sup> by Greg Rhames. Motion approved.

### **Committee Reports**

- **Park Opening Committee** – Kim asks for folks who have not yet done so to sign up for weekend camping registration and weeklong closing-the-park duties. In particular, there is a need for volunteers to register those wishing to camp on Friday and Saturday afternoons from 4 to 7 p.m. Lastly, Kim is happy to disband the park opening committee and return it to the operations committee.
- **Operations/Planning Committee** – Don provided “Quarry Springs Projects” and “Rental on the Pole Barn” handouts. He needs volunteers to take control of the various projects listed by adding their name. Pat Utz about adding to the website that would allow potential volunteers *other than board members* to access the various sign-up sheets. Pole barn rental rates were discussed for the 40’ x120’ space that Becks currently occupies. Next, Don noted that Tyson Edwards contacted him concerning the operation of a bait & tackle in the park; discussion ensued. Finally, Don reported that the cost for completing tuck pointing on the block building would be \$14,986. Shannon moves to table any vote because we don’t know yet if a portion of building will be rented for the next year and believes we should wait until the next meeting to make this assessment given the cost involved. Also, Dave Mast noted the tax liabilities associated. Kent Deal seconded the motion. Additional discussion occurred. Motion approved.
- **Steering Committee** – Kim reported that the next steps are to develop strategy and/or talk with a developer. She’s thinking Chas Allen should be a good resource in this regard. Kim noted that Dave would be needed for the next meeting, in order to plan said strategy.
- **Promotions Committee** – Pat noted two big events: grand opening in 10 days and before that is Monday’s Jasper County Parade. We’ll be handing out bobbers at the latter and we have a float in the parade promoting the grand opening. Danae has use of a flatbed trailer that will have two kayaks on it. Who else has them? Kim offered a

kayak and Dave offered his paddle boat. Kids can sit on the float. If you're walking in the parade, wear your shirt (to be handed out this evening). Bass Pro Shop donated 100 bobbers, Greg & Shannon donated 200, and Danae, Don & Darla Edwards donated another 600. Pat created a little flyer that will be appended to the bobbers that advertises the fishing derby. Karen asked about whether parents were coming with the kids for fishing derby? Yes, because a waiver must be signed. The schedule is 8:30-9 a.m. for derby registration. From 9 to 11 a.m. is the derby itself, for ages 0 to 18, with a prize for the longest fish. From 11 to 11:30 a.m. prizes will be awarded. Lunch until about 12:30. Lunch will be a free will donation; serving hot dogs, chips & water and cookies & brownies (baked by Shannon & Kim). R.D. advised he's got the buns taken care of (he donated the hot dogs as well). Speakers for the grand opening will be Neil Grant for Martin Marietta will be here. Evan Van Dusseldorf should be approached about speaking. Congressman Dave Loebsack will attend. Chaz Allen will speak. Dave Mast will speak. Board members will be introduced. The Russell boys will be acknowledged. Pat Slorbaum from DNR (the osprey guru) will also speak. The speakers and ceremony will occur about 12:30 p.m. in the east half of block building (luncheon will be next door). It was noted that all chairs were donated by the Dickersons and are being cleaned for use at the grand opening. Tomorrow night Bill Riddle is coming with a flatbed truck to move things around – we could use some extra muscle. The docks will be used as risers during the ceremony. We'll want to plug in some fans out there. Dennis has offered his technological prowess for the speaker and microphone systems. Kybos? Additional kybos will be ordered for the event. Kevin Harger will let someone know if the two bathrooms in the park office are up and running. Danae asked for volunteers: (1) to act as greeters at the park entrance – Connor Jones volunteered; (2) registration from 8:30 to 9 to check kids in, get waivers signed, explain rules and then get them back - Linda B. & Linda D.; (3) for derby - Kyle, Kent & Terry will measure & record; and (4) to BBQ hotdogs and serve the lunch - Greg & Shannon, Karen & Keith, and Pat. Dennis noted that he's spoken with Walmart & Hy-Vee about donations for water and other things; Hy-Vee will be donating water. He'll also talk to the Iowa Speedway about possible donations as well. Linda B. might be able to get Kum n Go to donate clamshells for holding hot dogs, plus chips or cookies. Pat noted that there are a number of sponsors for the grand opening. The sponsors will be featured on our Facebook page & website (with link to the sponsor's page/site) and thank you letters with TIN number for tax purposes will be sent. Rules can be posted on the Events page. After lunch and speakers, there's a nature hike so the trails need to be mowed. And, is anyone around or available to clean some of the chairs that were donated?? Pete and his wife have started the cleaning process. Greg will mow the trails this weekend. Kim will also help this weekend. Doug says we need to knock weeds down on the shoreline.

Sandbank area is good. Green reflective vests will be available for those measuring fish during the derby. Lastly, it was noted that Promotions is going to have a meeting next Wednesday – 6 pm at the park office – and you're encouraged to attend that final meeting before the grand opening.

- **Nominations Committee** – Kent Deal nominated Terry Edwards to be member of the park auxiliary board. Don seconded. Motion approved.

**REAP Grant Update** – Kyle reported the new fence is going up now. And we're finishing more shoreline, and moving dirt piles over some of the sandy areas. Eventually those areas will get professionally seeded. It'll be done this fall. Don recommended a few areas that could use some soil. Kyle reminded attendees that grass seed is available in the block building. As of now, we're in a holding pattern regarding any future REAP grants. The due date for the next grant application is 8/15/16. We have to think about it – do we have a specific project in mind? Is it too early to talk about shelters? Kyle welcomes any ideas. Kim suggested the possibility of grant monies to fund bathrooms.

**Prairie Meadows Grant & Jasper County Foundation Grant** – Doug reported that we received the Prairie Meadows Grant and there will be a related luncheon that he, mayor Dave Mast and & Jeff Davidson will attend. He is rather disappointed to report that we did not get the Jasper County Foundation Grant; he does not know why the grant wasn't approved.

**Rental Space & Fees for half of block building** – This item was tabled until more information is available.

**Temporary RV Campground** – Not going happen this year but we need to be prepared to discuss for next year. Are we going to invest for next year or not? If so, how much? We are already allowing self-contained RVs in the parking area now. Shannon indicated she had recently been approached by park users about allowing pop up or tent trailers in the primitive campsite area? The board believes a pop up or tent trailer is too heavy and has concerns about access to that area. The primitive camping area will remain limited to tents only. It was not designed for any trailers; trailers may use the parking area on the south side near the fire rings.

**Dock Installation Planning** – Doug reported six pieces of dock were obtained from Big Creek State Park for a nominal fee. They'll be many more available in the fall. They are just the wooden frame. Do we want what we have now to get installed? Greg noted that we don't have any plastic barrels yet to float them. It was agreed the dock materials would be stored for now.

**Watercraft Rentals & Bait** – Doug noted he sent a brochure via email showing the cost for renting kayaks and canoes at Big Creek State Park. There is money to be made in renting them. A limited investment may be wise in order to generate income for the park. People are clearly interested. Greg says it's an investment that should show a turnaround very quickly. Shannon moved to investigate the cost of a limited number of kayaks & canoes, a paddle boat, the insurance involved, life jackets and the number of hours for a person who would staff the rental counter or office; Linda D. seconded. Motion approved. The information will be provided via email.

Bait shop/tackle shop- as noted above, Don was contacted by Tyson Edwards about a bait & tackle shop. Don shared the email he received with the board. It was the consensus of the board that we're not yet ready to address this. When the time comes, it was suggested that we'll need to request bids to provide that service, et cetera.

**Future Equipment Purchases - Mower/Gator/Other?** It was noted that both Don & Greg have brought their own lawn mowers out and it's not fair to ask them to continue to use their own personal equipment on spaces we need to mow at the park. We need to discuss the purchase of a mower. Who wants to price that out? We can do a fundraiser to cover the cost. At least a 60" cut deck. P&P Engines? Govdeals.com? Terry Edwards and Don Edwards will look into it and will share the info at the next meeting. Both a mower and an off road vehicle that seats four will be investigated/estimated. Kim recommended a future equipment purchase in the form of a projector to be used for presentations about the park to community groups and others. Connor noted that we could use a projector for showing outside movies as well. Pat noted that the price point was about \$400 for a projector when that cost was obtained for use in the Jasper Community Foundation grant application. Greg moves for Pat to research those costs further, and to provide the resulting info via email, with an electronic vote to follow. Kim seconded. Motion approved.

**T-shirt & Hats for Sale to Public** – Board members: Take your t-shirt home tonight (QSP logo on front; "VOLUNTEER" on back). We've talked about shirts & hats to sell. A-Team by Prairie City has been contacted. No screen charges and the art charges are free. Prices are competitive. A handout re designs with front and back was passed around for viewing and feedback: QSP logo on front, back with locale information and/or map. Light blue/light grey colors. Preorders can be done on our website. There is a hat also – it's adjustable and it has the QSP logo on the front. We'll have 48 of each color t-shirt and 48 hats to sell at the grand opening. MaryDell Flattery has been approached about selling those in the park office. We will charge \$15 a t-shirt up to size 2X and \$18 for a larger size; \$15 charge for the hat. This first order will be of the top design depicted on the handout. If they sell, we'll order the bottom design (on handout). Our cost is @\$8 a t-shirt.

**Fundraiser Concert September 2016** – Dennis Farland believes a date in September will work, without Hawkeye or Cyclone football games, for a concern fundraiser. He's done some preliminary research regarding who may play and the costs involved. Dennis reported "LUX" is four member girl group, very talented, current top 40 stuff + write their own music. LUX would charge \$100. Newton based band "Desperado" is back together and performing 50/60/70s music; they would do three hour show after LUX for \$500. Sound guy believes @ 12 hours of labor (set up/mixing/tear down) would cost about \$300. The equipment need is covered or will be donated. Discussion ensued regarding electric available and the location of the concert event. So costs would begin about \$900, sans marketing. Dennis reported that the last Saturday of September is good one: 9/24/16. Further discussion re return on investment was had; we could charge at the gate. \$12 advance/\$15 at door. Adult beverages could be served – license would be needed: Mi Cocina, Georgios, Thirsty Turtle or Golf Course? Discussion re weather and what happens if it rains. As it stands, the music groups are holding the dates for us. Many folks thinks it's a great idea. Kim moves to work on a plan to develop a concert fundraiser for 9/24/16. Greg seconded. Motion approved.

**Other/Miscellaneous** – A question was raised about stocking of the lakes. Kyle says stocking won't produce big fish. We knew we'd suffer when we opened the park from angling pressure. Size is going to do down. White bass is typically not stocked. Investing in something that may flood in two years is risky too. We're still trying to get a handle on what the fishery is capable of. We can start doing our own stocking if we want – we can have that discussion in the future. Visitors asked about setting up an endowment. Kim noted that will be covered in the park phasing plan, et cetera. We haven't started a capital campaign yet. Kyle further noted that certain facilities are required to be present before DNR wants to invest. It all takes time.

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