

Colfax Park and Recreation Auxiliary Board

January 11, 2017 Meeting Minutes

I. Attendees & Guests

Doug Garrett	Greg Rhames	Shannon Harding
Pat Utz	Kathy Dickerson	Pete Parvi
Dave Mast	Kim Seebeck	Kyle Ament
Linda Darrock	Dennis Farland	Kent Deal
Linda Boddiker	Joe Otto	Matt Scotton
Tim Bergan		

II. Topics for Discussion

Agenda Approval – Doug Garrett modified the agenda by adding a topic concerning the Iowa Park & Recreation Association. Motion to approve the modified agenda by Linda Darrock. 2nd by Greg Rhames. Motion approved.

Guests – Joe Otto provided an update regarding the Red Bridge (see below). Doug introduced Matt Scotton with Kinetic Edge Physical Therapy & his running friend or partner Tim Bergan. Matt and Tim have been running the trails at Quarry Springs Park (QSP). Matt indicated he lives in Newton and has been following the park's progress in the Newton Daily News. He has been involved in the Colfax community through prior employment and at Colfax-Mingo HS. Kinetic Edge Physical Therapy likes to promote other healthy organizations and to share its profits with like-minded organizations. As a result, Kinetic Edge Physical Therapy and Matt Scotton are making a donation to QSP in the sum of \$1,000. The money will be used to maintain trails and keep the park accessible for runners, walkers and hikers.

Announcements – Doug noted that Kirk Russell had quadruple bypass recently and he sent Kirk a card and flowers on behalf of the Board. Further, Doug reported that a few of the picnic tables purchased with a previous grant were moved to other City parks today, but one was not placed at Women's Park because it lacks ADA access. One was placed at Conway Park, one at Lewis Park, and one will eventually be placed in Mineral Springs Park. ADA parking will be created on Front Street and a sidewalk or path will run to the new Veteran's Memorial and a nearby slab will hold the table. Finally, parked in front of the church this evening is a white City owned Ford Ranger P/U. That is now QSP's to use and it will be kept in the Block Building.

Approval of Financials – 12/15/16 through 1/11/17

- Savings:
 - Interest: \$31.28
 - Balance: \$110,771.04
- Checking:
 - Incomes:
 - Archery Range Donations: \$1,750.00
 - Capital Improvement Campaign Donations: \$2,000.00
 - Other Donations: \$235.00
 - Interest: \$1.09
 - Expenses:
 - Bills & Utilities (also cell phone & sanitation): \$400.83
 - Park Improvements – Archery Range: \$2,912.50
 - Gift Expense: \$59.81
 - Square Credit Card Reader: \$49.00
 - Master design/Confluence: \$11,933.30
 - Balance: \$4,969.68

Kathy Dickerson noted that we've received \$4,000 in donations this month: some general and some archery. But Kathy still had to move \$12,000 from savings to checking, primarily to cover the Confluence payment. Further, Kathy reported that she talked to Nancy with the City about the how-to's of covering the archery range income and payment of the City employee who will staff the range, and QSP's use of a Square Reader versus other payment mediums. Kim Seebeck moves that we use the Square Reader to accept payments at the park; Linda D. seconded. Motion approved. Doug reported the insurance cost for the archery range is \$166.65. Lastly, it was noted that Doug will have the park's checkbook for the next three weeks while Kathy is unavailable.

Motion to approve financials by Shannon Harding. 2nd by Kent Deal. Motion approved.

Approval of Minutes from Prior Meeting – Greg moved to approve the December 12, 2016, meeting minutes. 2nd by Pat Utz. Motion approved.

Committee Reports

- **Promotions Committee** – Initially, Doug noted we've lost Danae Edwards; she's resigned from the board due largely to geography and competing commitments. Hence, Pat is now almost a one person committee. Please let Pat know if you're interested in participating on the promotions committee. Its next meeting will be held Wednesday,

January 18th at 6:30 p.m. in the park office. Pat concurred – new “blood” is needed on the promotions committee. Next, Pat noted that we’ve surpassed 1,000 likes on Facebook. He’ll be awarding a hat and t-shirt to the individual that was the 1,000th liker. Pat reported that a lot of the likes come from our posts and from shares of those posts. He indicated the committee will continue to play with drone photos in 2017. They’re also looking to update the tri-fold park brochures to include archery, and are looking for a donor who would be willing to donate the needed money in exchange for having their logo/company info on the brochure. Doug noted that there is an Iowa Tourism grant that speaks to marketing that might be helpful. Pat indicated the committee wants to order 1,000 brochures at a cost of about \$300. Greg reminded the committee that we’ve got a \$500 in kind donation from Riggs Printing and perhaps those funds could be used. Discussion ensued; Riggs’ in kind donation will likely be reserved for other future uses. Pat reported he has been taking pictures down at the archery range and a specific archery page is ready to go for our website. Greg would like to ensure some of the pictures are reflective of the range once complete. Pat indicated the promotions committee will be doing two concerts this year – they’ve been talking to Justin from Colfax Main Street and he had lofty goals of monthly concerts but it doesn’t look like there will be money for it, absent sponsorships. As a result, it is expected the Board will pick dates for the concerts and move forward: one in spring/early summer and another in the fall. Likely the first weekend in June and then September, trying to avoid Mineral Springs Days and the state fair. Dennis Farland has bands in mind. The committee does need direction about how much they should spend on the cost of hiring bands. Discussion ensued. Greg requested that the promotions committee provide the proposed band names & cost information via email. Next, Pat noted the Kids’ Fishing Derby is the other project for this committee. Doug reported that Casey’s may be willing to sponsor that event. Finally, Pat stated that the committee will be working with Dave Hostetter on another 5k run to be held at the park.

- **Design Steering Committee** – Kim reported that the booklet based on the detail behind the master plan is almost complete. It includes the master plan, detail on each section, examples, cost estimates, etc. Kim asked Pat about placing it on the website in the restricted documents section so board members can access it once received. Kim indicated we’re close to wrapping up our contract with and fees to Confluence. She noted that one thing the steering committee is struggling with was to identify a developer to provide feedback about the proposed development in that NW corner of the park. The developer Confluence approached was not responsive. Jeff Davidson will be working with Kim on this issue going forward. Kris Bianchi – who lives north of town – recently approached Kim and indicated that she had talked to her manager at Brownell’s about the park and the proposed shooting range. Discussion ensued and it

was determined that Doug will put together a package to send to Brownell's for its consideration once given the go ahead from Ms. Bianchi. The master design concept had an indoor shooting range at the east end of the park and/or in the Schlosser Trust land. Lastly, Kim reported that Wayne Schlosser was receptive to an easement through his land for the Red Bridge if that project were to go forward.

- **Operations/Planning Committee** – Don Edwards is out ill this evening. Doug reported that there is nothing new to report regarding the running of a water line out to the park and that other relevant subjects will be discussed in detail later. Doug did note that George Dickerson has been in contact with the engineer from Mid-American and will keep him apprised in that regard. Also, George has not yet had time to get back to the Board regarding the numbers for materials costs associated with the water line, but he will get them to Don.

- **Nomination Committee** – Don out ill; no report.

Update of Archery Range – Greg reported that it looks like 21st of this month is the best date for the range's opening; the 16th was aggressive and although we're really close, we need the extra time. Greg noted the range will provide eight lanes of shooting. It will have 20 and 30 yard standard range lengths and we can move up those distances for training purposes and children, to 10 feet. The heaters have been installed and work best in weather above 20 degrees. Greg built the last of the target stands today. The Isaac Walton League in Newton donated \$500 (like other \$500 sponsors that entitles them to a 2' x 4' banner) and Greg went out to the League this evening and took a photo with their representative. That will appear in the Jasper County Tribune shortly. Greg noted continued interest in the range – folks are stopping by and sticking their heads in and asking when it'll be open. There's also team interest and league interest. Doug drew the Board's attention to the Range Supervisor duties worksheet provided and a discussion ensued about the position and needed City approval. There will be a brief time frame within which we'll need to staff the range, with Board volunteers, until the City employee starts working in mid-February. Specifically, January 21st through February 14th. Doug asked the Board members and volunteers to please sign up for a time slot so that we can have the range staffed until the City employee takes over. Finally, this Saturday, January 14th from 12pm to 2pm, folks can be invited come out and take a sneak peek at the range. And Doug encouraged the Board to come out for the official opening on January 21st.

Block Building Future Use/Remodeling Budget – Doug indicated he intends to apply for a paint grant through Keep Iowa Beautiful to get the block building painted. Jeff Davidson will work with us on that also.

RV Campground Development/Planning Budget – Doug provided a brief update: the committee will be putting some numbers together with George Dickerson as it relates to a budget for the RV campground. Doug cautioned this won't happen quickly – and it may not be done this year. He also noted that grant applications will be submitted in an effort to gain funds for use in developing an RV campground.

Capital Campaign Kickoff to Raise \$50,000 for Park Equipment – Doug reported the capital campaign donations now total \$11,500, after a very recent anonymous donation of three \$500 checks.

Watercraft Rentals & Bait 2017 – Kim reported the committee is in limbo because they'd researched insurance costs associated with the park itself operating watercraft rentals and learned it would cost \$2,800 to insure the operation from May through October. Initially, the committee thought an investment of \$10,000 + sponsorships could start it off and become profitable. But the insurance quote may require the committee to re-think it. Is it easier to push to a concessionaire versus run it ourselves?? But we may only see an 8, 10 or 12% profit if using a concessionaire. The committee will continue to research the issue. Doug indicated that he has some prices from Crowdaddy and that he's talked to Dave at Sportsman's Warehouse about the cost of kayaks, canoes. More information in this regard will be reported next month.

Kum & Go Dog Park Update – Doug reported that he had previously asked Mike Russell in town for a quote for the fencing materials needed, but he never received a response. Thus, Doug will look into what company provided the fencing used at the dog park in Newton and will seek to get a quote from them.

Red Bridge Update – Joe Otto attended and provided the following update. The National Guard is considering possibly moving the bridge to Colfax. They did a move via helicopter of a bridge about 10 years ago. They'll be submitting a package to move the bridge within their own organization; if approved, it would not cost us a dime. This particular program pertains to the move only; it does not include building any new supports or bridge structures. Further, the National Guard will be sending someone out to assess the bridge: can it be moved safely, does it have a place to go, etc. The National Guard contact indicated to Joe that this project presents a "really rare opportunity" for Iowa because this type of move doesn't happen here often. Joe cautioned that a problem may exist where the main span of the Red Bridge is 120 feet long and he's been previously advised that anything over 100 feet may not be moved via helicopter. Joe informed the Jasper County engineer of this and they'll take it into consideration for their own forthcoming report. In sum then, we're in a holding pattern with the National Guard and County as far as surveys go. Joe himself is leaving for Oklahoma on Monday and will be gone for about four months. He recommends that in the interim, the Board figures out where it wants the bridge to be located here in Colfax and to clear any possible legal obstructions.

Because if the National Guard says it's a go, it can happen in as little as 9 months so we'll want to be ready. So the Board should have official permission from City, clearing the path on the City's side so to speak. Doug reported on other possible grant options concerning engineering reports and a discussion ensued. Finally, Joe noted that a friend of his who is a graphic artist donated her design for saving the Red Bridge. If this project were to go forward, the Board could use her design for fundraising, awareness, etc. The Board asked that Joe thank his friend for her in-kind graphics art donation.

Ramp Fees vs. Donation Box – Doug reported that if the park were to charge ramp fees, in reading through grants and regulations, the park would no longer be entitled to DNR money. Discussion ensued. Greg believes a donation box is the way to go. Kyle Ament agrees.

Fish Habitat Structure (Trees & Pallets) – Doug indicated there are now five pallet frames with the donated Christmas trees attached out on the ice that Bob Rhone's crew put together. Today they were pushed out onto the ice about 30' from shore – they'll be fish habitat – and a map will be created so that fisherman will be aware of their locations.

Office Heat & Water Off – Doug reported the heat and water have been turned off completely inside the park's office. In an effort to save money they will be left off during the winter season, but both can be turned back on if/when needed.

Iowa Park & Recreation Association – Doug advised there is an Iowa Park & Recreation Association located in Grinnell, Iowa. Since we're a non-profit, the cost of membership is about \$60 and he inquired as to the Board's interest. Asked what benefit there was to such a membership, Doug reported the association provides training, promotes area parks themselves, offers educational programs, a monthly newsletter, and provides scholarships and awards. He believes it could probably help with developing an intern program at the park. Shannon moved that the Board spend \$60 to obtain a membership in the Iowa Park & Recreation Association; Linda D. seconded. Motion approved.

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