

Colfax Park and Recreation Auxiliary Board

December 14, 2016 Meeting Minutes

I. Attendees & Guests

Doug Garrett	Greg Rhames	Don Edwards
Shannon Harding	Kathy Dickerson	Pete Parvi
Dave Mast	Kim Seebeck	Pat Utz
Terry Edwards	Dennis Farland	Kyle Ament
Linda Darrock	Darla Edwards	Mary Dell Flattery
Joe Otto	Caitlin Otto	Lynn Evans
Rebecca Evans	Brad Magg	

II. Topics for Discussion

Agenda Approval – Motion by Linda Darrock to approve agenda. 2nd by Shannon Harding. Motion approved.

Guests – Joe Otto was introduced by Board President Doug Garrett. Mr. Otto addressed the board and other guests, explaining that a few weeks ago he emailed Brad Magg about an old bridge near Reasnor called the Red Bridge. It's on the historic register; it is 212 feet long and 30 feet high. It's in bad shape and it needs to go (in the sense it is no longer useful in its current location), so he thought it would be wonderful to have the bridge moved to Quarry Springs Park for use as a foot bridge from downtown Colfax into QSP. Mr. Otto explained that such a move is very expensive, obviously, but there's plan to see if we can't get it done. A handout prepared by Doug was provided, addressing the various steps to acquire and relocate the Red Bridge from Reasnor to Colfax. It additionally identified potential grants that could cover the associated costs. Mr. Otto advised the board that earlier today he met with Jasper County Engineer Russ Stutt regarding the bridge as it's owned by the county. Stutt advised that there is no current plan for the bridge; the county is simply waiting for it to fall into the river. Because it's on the historic register, the county cannot take other action. Mr. Otto noted that the floods of '08 and '10 washed away the bridge's access points. Stutt advised Otto that he believes the county would be willing to give and/or sell the bridge to QSP for a nominal sum. Mr. Otto also learned that the county is willing to use their bridge inspection contracting firm to prepare a bridge inspection report at county expense. That means that we'll have paperwork with numbers about costs to get the bridge off of its piers and onto nearby ground – it would not include any costs to actually move the bridge to Colfax/QSP. Mr. Otto further advised that he hopes to have future conversations with the county about any assistance they are willing to

provide to make this happen. Because once the Red Bridge falls into the river; the county can demo it and dismantle it. This means then that we should act as expediently as possible to ensure the bridge is moved onto nearby land even if a move to Colfax/QSP could not happen for some period of time. Discussion was had about a bridge in Jones County that was saved by bringing in the Air National Guard and a Chinook helicopter to move the bridge in three sections. Mr. Otto offered to look into that possibility for this project and to get more details. Further discussion ensued regarding other similar projects (e.g., Winterset). Mr. Otto advised the board that support already exists for this project and that last Saturday a group of interested folks went out to look at the bridge in Reasnor. Mr. Otto and Doug cautioned the board that this is a long term project – and it may never happen – but there’s promise. So, in summary, the first necessary cost numbers provided by way of a bridge inspection report will be paid for by Jasper County, and the county appears willing to sell the bridge for a nominal fee and/or give it to us. Once Mr. Otto receives the report from Stutt, he’ll advise the board. Then the board will want to obtain a cost estimate for what would be needed at our Colfax/QSP location were the bridge to be placed here. All those numbers are needed to help with and apply for grants, etc. Hence, Mr. Otto asks the board to move in a direction to obtain cost estimates for the Red Bridge were it to be placed in Colfax/QSP. Lastly, Mr. Otto noted that Preservation Iowa is an alliance of preservation groups in the state and that he had recently nominated the Red Bridge for an award. Such an award may help us obtain grant-based awards. Doug asked if Mr. Otto would be willing to speak to the historical society about this project as well. After discussion, Doug advised that he will seek to have such a presentation placed on the historical society’s January agenda. Doug further advised the board that we’ll want to place this issue on the City Council’s agenda to address the potential for an easement at least for the target area: near the city’s burn pile behind the Monroe Building. The board will touch base with George and Kathy Dickerson as they are the owners of the Monroe Building and surrounding land. Doug clarified then that we have to (1) have the City Council consider/talk about the idea; and (2) have this board take a vote on whether to pursue the idea, and as a part of that, because Mr. Otto is taking the laboring oar and meeting with folks to research the issue and learn more, to reimburse Mr. Otto for his mileage. Kim Seebeck moved to pursue the potential relocation of the bridge to Colfax/QSP and to reimburse Mr. Otto for his related mileage expenses. Don Edwards seconded. Motion approved. Kim noted too that Jeff Davidson with Hometown Pride was going to check with the University of Iowa’s Engineering Department about needed engineering services, potentially provided pro bono. Doug and Mr. Otto will be sitting down to further discuss a plan or course of action. Mr. Otto confirmed for Kathy Dickerson, in response to her inquiry, that any engineering survey would include a structural survey addressing the viability and soundness of the bridge itself, in addition to costs associated with moving it off of its piers. Finally, Doug thanked Mr. Otto for calling the Red Bridge to our attention.

Announcements – Kathy Dickerson updated the board regarding the health of her grandson. The board offered its prayers and support to the family. Doug circulated around a thank you card recently received from Beck’s Hybrid in recognition of the board’s earlier gift for their grand opening. Doug learned from Todd Clock with Martin Marietta that the company will no longer be donating land in the future, making it very likely that we’re the last group to have received the gift of former quarry land by Martin Marietta. Next, a discussion was had after Doug advised the board that Bob Rhone asked whether we want to receive used Christmas trees for use at QSP. Terry Edwards advised that he believes the Christmas trees would benefit the fish populations. Kyle Ament concurred, presuming the trees were absolutely clean of any decoration (tinsel, etc.), and noted that cedar trees last three times as long as pine trees when used to benefit fish populations. Doug asks the board whether we put an announcement in the paper about it should we agree to accept the trees, and where we would want them dropped off at the park. Discussion ensued; Doug will talk to Bob Rhone about it further. Finally, Doug provided the board with copies of a three-page letter he received from former mayor Reed about his dissatisfaction with the name selected for the park. Reed says he’s going to write a letter to the editor and start a petition to change the park’s name. His letter to the board asks for a response. Doug indicated he’d begun to draft a response but awaits the board’s input. Pat Utz moved to not respond to Reed’s letter at this time and to await any action by Reed; if a letter to the editor is published, a response would be offered at that time. Greg Rhames seconded. Motion approved.

Approval of Financials – 11/10/16 through 12/14/16

- Savings:
 - Balance: \$122,739.76
- Checking:
 - Incomes:
 - Archery Range Donations: \$1,350.00
 - Interest: \$31.25
 - Expenses:
 - Bills & Utilities (also cell phone & sanitation): \$404.25
 - Advertisement Expenses (web & archery): \$268.81
 - Event Expenses (pop up tent): \$152.54
 - Insurance: \$870.00
 - Masterdesign: \$7,849.90
 - Balance: \$4,292.03

Motion to approve financials by Shannon. 2nd by Greg. Motion approved.

Meeting Minutes – Greg moved to approve the November 9, 2016, meeting minutes. 2nd by Kim. Motion approved.

Committee Reports

- **Promotions Committee** – Pat reported that Connor Jones does not wish to continue to participate on the promotions committee - he's moved to Des Moines and no longer has the time. The committee thanks him for his efforts. Pat reported that the survey results regarding interest in an archery range generated 53 responses thus far; the survey remains open and available for participation. Helpful information was provided and received and Pat recited some of the specific questions asked on the survey. Greg added that the survey was telling and provided good information, particular regarding the range of prices we'd anticipate charging. Greg noted there is a lot of interest out there; the survey results solidified our assumptions. Pat reported other updates to the QSP website include waiver forms for adults and children for volunteering and activities. Doug advised that all board members will need to sign a waiver form and that one will be required on an annual basis. Pat noted those forms are available in PDF and Word format in the site's "Documents" section. He further reported a new archery page is being stubbed out and Pat will be meeting with Greg about that in the near future. The next big thing for the committee is the concerts to be held in 2017. Dennis Farland has been working with Jason Niceswanger with Main Street because they've indicated that they'll be bringing back "Music in the Park" next year. Dave Mast and Brad Magg both reported that there's no approval of that yet because there's been no fundraising and the events are costly. Without fundraising efforts and resulting monies, those concerts may not happen, or may not happen as often. Also, there may be opportunities to for the board to partner with Main Street to make concerts happen. In any event, Pat noted, we're good for putting on two concerts in 2017 – so Dennis will be working on that. One will offer rock music, and the other country music. Dennis has a good lead on a country band and he's looking into that. Suggestions and ideas should be sent to Pat. Dennis added that he's contacted several bands about potential for booking including: 8-Track Band, a Beatles reenactment group, and Abbey Normal. There also still exists the possibility of another event involving classical music in coordination with wine tasting. Pat advised that the board needs to continue to look for ways to promote events. On that note, Pat noted that his wife recently won a drone and he asks for the board's permission to use the drone, with his GoPro, at the park. The board is behind the idea. Someone asked whether we're doing the Kid's Fishing Derby again? Discussion ensued. Maybe the first weekend in June which coincides with free fishing weekend/no license required. Finally, Pat noted the need for more people on his committee because Danae Edwards can hardly get to

meetings, so volunteers are needed. Promotions Committee meetings are held the third Wednesday of the month at the QSP office. Interested persons need not be board members.

- **Design Steering Committee** – Kim reported that the City Council did adopt our Master Plan at its November meeting. We're still waiting on reaction from or a meeting with the developer that Confluence has approached for us, to get feedback. Confluence is about done with their fee agreement related duties, the pro forma, etc. She notes that additional design services would result in additional costs. Doug indicated that he will be stopping by Confluence tomorrow; he'll follow up with them.
- **Operations/Planning Committee** – Don recently provided George Dickerson with the measurements concerning the running of a water line between the Foundation Building/Kum & Go, all the way to the road and then up to the block building at QSP. George will then provide Don with the costs for the materials needed to run that water line (George will be donating the labor for its installation), and Don will share that at the next meeting. Don will also check with George about hydrants and getting water to the dog park area should we proceed with those plans. Don indicated that Tom Wilson spoke with Darla Edwards today and advised her that the board needs to identify an electrician that it's going to use for installing another transformer at the park; Mid-American wants to talk to an electrician, rather than a representative of the board. Doug will follow up. Don recommended that we go with George Dickerson as the electrician to deal with Tom Wilson regarding the transformer. In that regard, Don then moved to use Dickerson Mechanical as our electrician of record for the transformer project. Linda seconded. Kathy Dickerson abstained. Motion approved. Discussion then ensued regarding whether there was a cost to QSP for the transformer itself, or whether it would be installed without cost because the anticipated load would substantiate it from Mid-American's perspective. Don had nothing further to add other than noting a need to follow up on the free gravel offer by Manatts. Lastly, Doug noted we'll be scheduling much needed work days in the future.
- **Nomination Committee/Suggestions for Additional Members** – Don advised that he'd recently spoken with Mike Talsma, a local resident and businessman, about his interest in becoming a member of the Colfax Park Auxiliary Board. Hence, Don proffered Mr. Talsma's nomination. Kim seconded the nomination, but noted she'd like to see Mr. Talsma attend the meeting that involved his nomination. Pat also indicated that he'd like the opportunity to meet Mr. Talsma beforehand. Kim wants to ensure we're diligent about appointing board members who are active members, willing to attend meetings, volunteer, and participate. Dave noted that a person should come

informed as a potential candidate to the board. Kim explained that we now have a new board member information packet – it's a welcome letter that explains the committees and expected attendance, and provides the by-laws and our vision and mission statements. Those packets were recently sent to Dennis and Terry, our most recent board member additions. Ultimately, it was agreed that Kim would modify the welcome packet into a potential board member information packet, and that she will send those materials to Mr. Talsma inviting him to attend the next board meeting. Hence, the vote following Don's nomination of Mr. Talsma will be tabled until he is able to attend.

Update of Archery Range – Greg reported that to date we've raised \$2,650 via sponsorships for the archery range. Also, he has picked up 33 of the 75 8-foot-long pieces of rubber belting from Martin Marietta – it was a donation that will be used as the backstop for the arrows. As a result of the donated rubber belting sections, we no longer need carpet for that same purpose. Greg asked Dave to thank the individuals who had indicated a willingness to donate carpet. Greg further reported \$780 has been spent on the purchase of eight 24"x24" targets; Bulldog Targets then upgraded our order – at no cost – to the 24"x36" size. When the shipment arrived however, it contained three (not eight) 36" x 36" (not 24"x36") targets. Bulldog Targets then assured us that the ordered & upgraded eight 24" x 36" targets would be headed our way soon, and that we could keep the 36" x 36" targets sent in error – valued at \$760. Greg noted that all lumber used to build target stands was donated by Trinity Structural Towers, as were eight high-bay lights for use in the pole barn to improve the existing lighting. Additionally, Riggs Printing offered an in kind donation for future printing needs related to the archery range, and Sign Pro has done the same. More specifically, with Sign Pro, we can have banners created to recognize the highest sponsorship level, up to a \$500 limit; after the \$500 is exhausted, any additional banners for those sponsors would cost us \$40 each. Greg reported that, deducting funds used to date, we have \$1,870 remaining in archery donations. Greg and Don have both priced materials to enclose the east end of the pole building and to shore up the remainder of the building with a 2' high barrier to stop the wind. Greg recommends a tongue & groove 4' x 8' sheet insulating material (sample shown to board) at a cost of about \$770. (Don's research indicated that to sheetrock and insulate the entire building (walls only, not ceiling) would cost about \$4,000.) Greg indicated that another \$400 in hardware and lumber (different than that donated by Trinity) would also be required to complete the project. That would leave a balance of about \$700 from the archery specific donations to date. Thus, Greg moved to purchase the closed cell foam board (4' x 8') needed, the \$400 for hardware and additional lumber, of a total cost of about \$1,170. (Doug noted we're expecting more donations as well.) Kim seconded. Motion approved. Greg noted too that we haven't tapped into potential archery range membership revenue yet – that will further the range's ability to be self-sustaining and income generating. Discussion re possible leagues and paying the city seasonal employee wage, and hours of operation, was had. It was noted too that we will want to purchase some heaters to

use in the east end where the archers will be using the range, and where the staff person and any observers would be located. Doug reported that the indoor archery range was approved at Monday night's City Council meeting. Regarding the outdoor ranges, more discussion will need to be had to ensure other park users are safe and not at risk, but those are discussions for another day. Pat noted that Doug had asked him to look into how the park could accept debit or credit card payments for archery range use. He recommends a company called Square. It assesses a 2.75 percent transaction fee and also involves a one-time hardware purchase of about \$29. Pat noted that a bank account will be needed for specific purpose so we'll need to discuss that further. Discussion then ensued regarding how to earmark specific income funds, etc. Doug noted that Greg will be working on a job description for the seasonal employee that will work at the archery range; Bob Rhone will be the employee's supervisor. Doug also reminded Greg that he wants him to call Bill Webster.

Block Building Future Use/Remodeling Budget – Greg reported that he'll be looking for used wheeled scaffolding to finish up the pressure washing inside the block building this spring. In the meantime, if anyone wants to put in their two cents about what we do with the east building ceiling, he's all ears. He does want to leave the boom in place. Greg noted that once the walls are cleaned and prepped, it would cost at least \$1,000 in materials to paint the inside of the building. Doug reported that there is a Keep Iowa Beautiful paint-specific grant that he will be looking in to – it provides up to 30 gallons of paint to recipients. Discussion ensued regarding paint and ceiling finishes. Doug noted we may want to consider a mural on side of building by the high school kids. In the near future, Greg indicated we'll need to talk about bathrooms on the west end – that's a significant cost, but a necessary item. Greg emphasized his immediate mission however is to get the building's interior cleaned and painted white.

RV Campground Development/Planning Budget – Don noted the need to get a group together to talk about RV campsites, etc. But Kim reminded the board that we will want to get the necessary infrastructure in place before we get too far with planning an RV campground, the bathrooms in particular. And she noted that Mike Caudle – the gentleman who expressed an interest in starting up a cable park at QSP – may have a lead on c-train refurbished compartments that could be used as a possible bath/shower facility. Someone will contact Mr. Caudle to see if we can get contact information in order to get some basic costs associated with that type of refurbished container.

Capital Campaign Kickoff To Raise \$50,000 For Park Equipment – Doug reported we've achieved donations totaling twenty percent of our \$50,000 goal, including very recent donations from Jeff Davidson and Mid-American Energy.

Watercraft Rentals & Bait 2017 (Concessionaire or Internal?) – Kim, Terry and Don will be taking this on. Kim noted that she's done some research on concessionaire agreements and

RFPs and that as a small group we need to get together to share information. Terry noted he's got a lot of feedback to share as well following conversations with a watercraft concessionaire in Ames. Kim suggests a meeting between Christmas and New Year's with this smaller group. Linda noted that she would like to be involved with this group and the one concerning RV camping.

Creation of Dog Park – Doug reported Shannon and he met with a representative of Kum & Go corporate, as well as Jim with Confluence, about the possibility of a dog park between Kum & Go and the Foundation. There's interest in the idea from Kum & Go and they want to see some numbers from us – how much to build – and a plan regarding its design. Notably, they don't want any entrance to the dog park to be located near the diesel area. Given recent measurements taken in the area (120' x 380') of just over an acre, Doug has provided those numbers to Mike Russell who does fencing in town. Mike will be putting together a quote for 56" high fencing materials for an area that size. We'll then share those numbers with Kum & Go and see if they'll donate the necessary monies or partner with us.

REAP Grant Update – Kyle Ament indicated we may want to leave the remaining REAP grant money in a slush fund for now, although the City wants us to use the funds by June. Those remaining funds could be used for additional seeding or grading. Another idea is to use that \$3-4,000 remainder (after an approved request for change of scope authored and submitted by Kyle) to offset or cover the cost of the materials needed for getting water out to the park. We have a few months to figure that out. Doug noted we'll be getting a Trees Please grant, so perhaps we want to add to that? Discussion ensued, and specifically included boat ramps. Kyle noted we might be able to seek marine tax funds for the boat ramps.

Trolling Motor Use/Boat Ramp Fees – Doug noted that permission has been given by the City's insurer for the use of electric trolling motors at the park. We've had feedback that folks would like that option, but note too that kayakers and canoers may not be in favor. Are we going to allow them - do we want to vote to allow? Gas motors cannot be used; electric only. Discussion ensued. Kyle is concerned about the state of our ramps and the fact some trailers will be heavier for boats equipped with trolling motors, and our ramps (as they exist now) will deteriorate quickly. And he noted we can't restrict boats by length given that some kayaks are 16 feet in length. He wants a concrete ramp. That or we barrier off our ramps and folks would be forced to carry their load all the way down to the water. Barricades would force a hand launch. They might need to drag it 20 yards or so, per Kyle. Today, as is, the ramps serve as a launch for kayaks and canoes. Greg recommends we shelve this issue (allowing the use of trolling motors) until we have the necessary ramps in place. Kyle says if we know where ramps are to be located, perhaps the DNR can become involved and assist. Doug noted that he doesn't want any launch within the campground areas. He suggests we put it out to the

community that we want to move to electric trolling motors but our infrastructure doesn't currently support it so we'll need to address that first. Maybe we allow hand launch after barrier install. Doug says maybe we want to have a fisherman's meeting – to provide information, seek their assistance with policing, and to seek much needed donations. (Pete brought up a related battery issue [that electric trolling motor batteries must be enclosed to avoid contamination to the lakes] and that will be addressed later as well.)

Cross Country Ski Trail Grooming – Doug reported that Jasper County Conservation has loaned us their trail groomer, for the foreseeable future, if we want to create cross country ski trails at the park. But we do need someone with a snowmobile in order to pull it.

Fish Stocking – Doug asks where we're at with Ben Dodds on this issue. Kyle replied that we're controlling and limiting the harvest with our own park rules, like no ice fishing. He continues to lobby a DNR marine biologist, and hopes to give him a tour of QSP and to discuss the potential for a trout fishery. Kyle doesn't believe we need to stock presently unless we want to pay for walleyes. But DNR doesn't support stocking for a park this size. Discussion ensued re types of fish that could be stocked, etc. Kyle noted that he is always lobbying DNR guys for things that will benefit this park.

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