

Colfax Park and Recreation Auxiliary Board

April 12, 2017 Meeting Minutes

I. Attendees & Guests

Doug Garrett	Kim Seebeck	Shannon Harding
Pat Utz	Dave Mast	Pete Parvi
Linda Darrock	Kyle Ament	Terry Edwards
Don Edwards	Kathy Dickerson	Mary Dell Flattery
Dennis Farland	Kent Deal	Karen Russell
Jeff Davidson	Terry Rector	Larry Lint
Rebecca Evans		

II. Topics for Discussion

Agenda Approval –Motion to approve the agenda by Linda Darrock. 2nd by Pete Parvi. Motion approved.

Guests – Terry Rector and Larry Lint. Larry is employed at the Quarry Springs Park (QSP) archery range and at Bass Pro. He is from Newton, is a Vietnam Veteran and a former police officer. He has worked with the Jasper County Conservation Board for decades.

Approval of Financials – 3/8/17 through 4/12/17

- Savings:
 - Interest: \$25.69
 - Balance: \$100,850.78
- Checking:
 - Incomes:
 - Archery Range Sales: \$120.00
 - Interest: \$1.77
 - Expenses:
 - Bills & Utilities (also cell phone & sanitation): \$298.48
 - Insurance: \$1,796.00
 - Fuel: \$9.09
 - Park Improvements – windows for block building: \$3,328.00
 - Archery Expenses: \$53.50
 - Event Expenses – Photo Contest: \$151.06
 - Master design/Confluence: \$71.00

- Balance: \$13,462.94
- Cash Accounts:
 - Petty Cash - Archery: \$150.00

Motion to approve financials by Kent Deal; 2nd by Don Edwards. Motion approved.

Approval of Minutes from Prior Meeting – Shannon Harding advised the Board of minor modifications made. Motion to approve modified March 8th minutes by Kathy Dickerson; 2nd by Karen Russell. Motion approved.

Committee Reports

- **Design Steering Committee** – Kim Seebeck reported that Confluence is just about done invoicing. Next step is possibly to have a brainstorming session with Jedco regarding a Request for Proposal (RFP) and Chaz Allen to see what type of response we get for development of the northwest corner of QSP as reflected on the master plan. Discussion ensued regarding changes to the master plan re the dog park, shelters, and parking at the west end.
- **Operations/Planning Committee** – Don advised there will be a workday on Saturday to clean up the inside (eastside) of block building, as well as to clean up the dike trail. He'd like to start working on extending the road to the top of the hill for future activities – adding posts. Don noted however we often lack the necessary equipment to complete these tasks. High School cleanup day is the 26th of April, from 9 am to about 12:30 pm, weather permitting. The large metal piping is being pulled out and folks with torches are going to come out and cut it up; that and other metal will go into a bin. Don also noted that Doug Garrett has information pertaining to the rock at Manatts so he'll let Doug tell the board about that. Doug indicated that he contacted Steve at Manatts and spoke with him yesterday. Steve indicated there is still some rock left – he's not sure how much – probably still 200 tons at least. He'll get back to Doug in two weeks and in the meantime Doug will try and arrange for the necessary equipment to load and move the rock from Manatts to QSP. A discussion then occurred regarding the need for volunteer waivers from the HS kids. Operations will be checking with Chief of Police Summy about a siren for the park. It would help get park users out in case of storms. Doug then also reported that the School Foundation is open to our allowing the road behind Kum n' Go to be a one-way road that would exit through their property and onto 117. It would allow easier fishing and dike trail access, as well as access to the future dog park. Discussion then turned to park benches and a possible park entrance sign from Mingo Products. Shannon shared photographs of a park bench designed to look like a rock slab, the cost for such a bench, and ball park figures for a large entrance

sign. It was noted during the Board's discussion of this issue that continuity should be considered between shelter style and park bench style.

- **Finance Committee/Capital Campaign Kickoff** – Doug reported that when the City underwent its recent audit, Treasurer Kathy Dickerson gave them all our books and those were audited also. It saved us money. He noted too that many grants require audits to be included with review. Thus, if the auditor/CPA is going to see our books anyway, we'll see if they can do a big audit for our use with grants. The audit completed did reveal a need for segregating duties. And we did receive a proverbial slap on the wrist because we didn't get or ask for a receipt for the docks we picked up last year from the state park – that's because it was a cash purchase. Doug claimed it was his error. In any event, the Board needs to be careful and ensure it gets receipts, even for cash transactions.

- **Promotions Committee** – Pat Utz reported the photography contest resulted in a total of 15 photographs submitted for month of March. The judges have selected their winners: Ron Maggard came in 1st and Sheree Alexander came in 2nd. That information will be announced next week. The contest is generating pictures for us to use on the website and will continue for the next few months. Pat indicated Mary Dell Flattery has some great ideas for next year - using those photographs to create calendars and other items as a way to promote the park and raise funds. Special thanks goes to Jeff Sontag for helping us out; soon some of the photos will be framed and displayed around town for sale. Also, Pat thanks the photography contest judges: Dave Mast, Jeff Davidson, Mary Dell Flattery and Amanda Utz. Next, Pat noted the Kids Fishing Derby is still on for June 3 and some donations are coming in. We already have a lot of prizes that were donated by RD Streeter. HyVee has donated desserts and water, and Altoona Walmart is donating a Walmart gift card for other prize purchases. Pat noted that we'll need volunteers so the Board was asked to put June 3rd on its calendars. We will need volunteers to act as judges, help with participant registration, prepare and serve lunch, etc. The biggest thing on the Promotions Committee agenda however is the June 10 concert. A subcommittee met last week and we have posters ready to display and tickets ready to be sold by the Board. Members were warned last month this was coming – so all members will receive an envelope tonight containing the concert tickets you're expected to sell – it is hoped you can sell 10 adult tickets at a minimum. The park raises the most money by way of ticket sales and sponsorships. Discussion ensued regarding food and snacks to be offered. It was noted that alcohol sales will go through Kim Billings of the Thirsty Turtle for the June concert. She's talking about offering beer and mixed drinks popular when Ragbrai went through. We're also looking into getting a gambling license in order to hold a 50/50 raffle. Our goal is to

raise \$7,500 – last year we raised \$4,500. Lastly, Shannon Harding will be overseeing poster distribution – posters were provided to various board members and volunteers for distribution to various Jasper County communities.

Grants – Trees Please grant is a \$1,000 grant with a \$1,000 match. We need folks to help place and plant those trees along the main entry road at the crest of the hill. Doug asks that someone take on species and vendor selection – Linda D. volunteered to head that up, and Kim will assist her. Next, the Trees Forever Living Roadways grant is still elusive – it is a \$20,000 grant with a \$5,000 match that was supposed to be awarded in August 2015. It was never awarded and it's still out there as a possibility. Prairie Meadows Community Betterment grant update – the final report is due May 1. Discussion ensued regarding the possibility that the remaining portion of that grant award be used as described at Mineral Springs Park. Kim so moved; Shannon seconded. Paint Iowa Beautiful Grant – we received 8 gallons for use on the inside of the block building- we'll obviously need more. The paint will come from Diamond Vogel in Newton. They're going to stop at the park and advise re what type of paint would be best for inside of that building. Notably too, the outside painting should be done soon as well and water has been reconnected to the block building. Next, trail grants are those that help pay for trail development, equipment to work on trails, shelters, and parking. Doug is going to get with Kyle Ament and Jeff Davidson at some point and identify which trail grants to apply for. They're not 100% grants so we'll have to be careful and not overextend ourselves with regard to committing matching funds. Same with campground infrastructure. Kyle advised the Board regarding a water access grant (75% grant/25% match) – Don, Greg Rhames and Kyle met about a week ago to talk about some of this. They determined it would be best to hold off on electric trolling motor access for this year and plan to explain to the park's users the concerns. Kyle explained that using the boat ramp the way it is won't work for larger boats and their trailers – a lot of users already enjoy the limited access. So it was recommended we hold off another year and evaluate further. Kyle indicated there is a grant available through the DNR that's funded by marine fuel sales tax. If awarded, we could put in a boat ramp with that money – it would take care of concerns about a usable concrete ramp to launch boats. It would also serve us well, as Greg pointed out previously, for emergency use. Kyle is going to work with an engineer from DNR and get started on that grant application, and will also obtain estimates for the cost of adding a handicap pier just north of the boat ramp. This would allow us to tell the public that we're pursuing a hard ramp that will allow the use of electric motors. Discussion occurred regarding the need to have public statement prepared explaining the park's current stance and future plans. Finally, Kyle advised there is a couple thousand dollars left in REAP grant funds that need to be used by July 1. One idea is to potentially dredge to deepen/widen the space between the public lake and the east lake. However, that may not be feasible though so it's being looked into. If that won't work, Kyle stated we'll buy some fencing material for later use around the park. Thereafter ensued a lengthy discussion regarding access for boats

with electric trolling motors this year, versus next year. Many opinions were offered, pro and con. Ultimately, Dennis Farland moved to allow hand carry access for vessels with electric trolling motors, this season, after a barrier is installed or erected at the existing ramp to minimize damage. 2nd by Kent Deal. VOTE: 9 ayes/1 opposed/2 abstain. Motion approved. Doug and others will work for a May 1st deadline to allow for said access.

Block Building Future Use/Remodeling Budget – see information above. A portion of the block building will ultimately be available for events and rental.

Fifth Grade Outing – Doug has provided a schedule via handout regarding the Colfax-Mingo fifth grade multi-day outing at QSP this month. The park will host a s'mores cookout following a donation of the ingredients by Shugar's. Kum n' Go will be donating pizza for lunch on Friday. Juan Hernandez will also be preparing a dinner on the evening of the 27th; it will cost \$2 a person to eat Mexican cuisine and the Board is invited. We hope that other schools may want to come to our park in the future for their fifth grade outing.

Kum & Go Dog Park Update – Doug reported this is still in the works. He and Don met with the School Foundation board recently. That board did allow an easement for a water pipe and the City is working on that further. The foundation board's concern about our use of that property for a dog park is its liability (it's about an acre of unused land). They will be/are considering selling the acre to the park for a \$1 – that would relieve them of any liability and it would be the easiest thing for everyone involved. If that indeed happens, then we'd go to Kum n' Go regarding financial sponsorship. The total cost involved are in the neighborhood of \$15-20,000.

Red Bridge Update – Doug advised that for updates on the Red Bridge folks should consult the Facebook page created for that purpose – it's always up to date.

Purchase of 6-person ATV – Quotes have been provided via handouts. One quote is from Van Wall and another from USS Polaris in Toledo, IA. Discussion ensued regarding the purchase and reasons behind the need for this piece of equipment. Shannon moved to approve the purchase of a 2017 Ranger 570 6-Passenger Crew Cab UTV not to exceed the lowest cost quote of \$12,669.00. Before any second however, further discussion ensued regarding the power of the model referenced in quote and financing alternatives – leasing it, purchase with financing? Additional discussion was had regarding the benefits that may be associated with purchasing from Van Wall. Van Wall has one in stock; the other dealer would need to order and we would receive in about 2 weeks. Discussion was then had about a light accessory. Shannon then took her motion off the table because it appeared folks were not ready to vote.

Tiny House – Doug and Mayor Mast indicated that on September 22, 23, 24, tiny houses from or similar to the HGTV show will be displayed at the Jasper County Fairgrounds here in Colfax.

The show's presenters may be interested in utilizing our park also as they're expecting a lot of overflow because event attendance may exceed 20,000.

Adjournment – Kent moved to adjourn. 2nd by Dennis. Motion approved.