**Colfax Park and Recreation Auxiliary Board**

**April 13, 2016 Meeting Minutes**

# Attendees & Guests

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| --- | --- | --- |
| Doug Garrett | Greg Rhames | Don Edwards |
| Shannon Harding | Kyle Amendt | Pete Parvi |
| Danae Edwards | Karen Russell | Kim Seebeck |
| Dave Mast | Kathy Dickerson | Linda Darrock |
| Pat Utz | Darla Edwards | Becky Carter |
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# Topics for Discussion

**Agenda Approval –** Motion made by Don Edwards to approve agenda. 2nd by Greg Rhames. Motion approved.

**Announcements –** Doug reported that as of last weekend our volunteer hours total over 7,000 since the first meeting back in April 2015. Doug further reported the presence of a second osprey nest – unfortunately on a light pole near the park entrance. Tom Wilson and Denny Lester were out there today and plan to install another post on other side of the road. A new base was brought to the park and the pole and base will be placed on top of the nearby berm because osprey want to go to highest point. We’ll try it and see what happens. Doug inquires whether everyone is okay with putting another pole on that berm – near the red sign at front entrance? Shannon moves to allow for the installation of a second pole and the base across the road on the berm to encourage the osprey to move their next to the safer option; Danae seconded. Motion approved.

**Approval of Financials – 3/17/16 through 4/12/16**

* Savings:
  + Interest Income: $40.88
  + Balance: $160,482.71
* Checking:
  + Incomes:
    - Rental Income: $1,600.00
    - Ag Lease: $8,875.00
  + Expenses:
    - Confluence: $6,161.45
    - Liability Insurance: $1,545.00
    - Misc. Expenses (tools/improvements): $2,038.94
    - Postage: $58.28
    - MidAmerican Energy: $44.70
  + Balance: $4,376.69

Discussion had with regard to materials donated by Manatts and the need of rental of equipment needed to move the materials to the park and how to process payment for same. Additional discussion regarding tax exempt forms for purchases on behalf of the park – Don maintains forms from Manatts, Lowe’s and Menards.

Motion to approve financials made by Don Edwards. 2nd by Pat Utz. Motion approved.

**Meeting Minutes:** Approval of Minutes from March 16, 2016 meeting. Motion by Greg Rhames. 2nd by Don Edwards. Motion approved.

**Committee Reports**

**● Operations/Planning Committee –** Don provided a handout: projects completed are highlighted in yellow. To the projects in works portion he has added shoreline and osprey. Regarding future projects – some time we’ll have to talk about RV camping if we’re going to do that (water/sewer/electrical). Greg reported that he talked to Manatts and they’re going to give us 200 tons of asphalt or rock for free. So we have arrange to pick it up and Bob Rhone and Greg are working on that. Mark Grimm offered his dump truck. City size trucks would require about 30-35 loads to move that amount of material. Don indicated the projects in the works list should get shorter and we’ll need to decide what to add as they’re completed. There is a rough idea list for the bathrooms in weigh station. Doug wants electrical costs for RV camping. Pete moves to get quote/cost estimates for electrical set up 12-16 RV campsites on island, water and a dump tank. Further discussion ensues regarding RV campsites in accordance with Confluence plan and how reservations and payments would be made. In the end, Pete’s motion to obtain estimates for the addition of RV campsites is approved. Don reported that Jeff Sontag is doing wooden signs for the park, but he’s falling behind. Don now has the signs and two routers…he needs help. Greg offered his help. Danae and Linda offered as well. Discussion ensued regarding the dog waste receptacles and their placement.

● **Park Opening Committee –** Kim reported we are on task to soft open May 1. Promotions doing some things for us and they can address those things specifically. Regarding the 4’x8’ signs – Kim is working back and forth with Performance Sign. It is possible the signs may not be ready by May 1, but it’ll be close. Kim indicated the park opening committee may need to meet again, to make sure we’re all on task, noting the dog waste receptacles need to be installed. Kim will try to set another meeting after work some time for an hour.

● **Steering Committee –** Kim reported this committee is in pause phase. Doug and she met with Karen and another individual last night. Doug and Kim are going to attend the Historical Society meeting to open dialogue about land nearby; that may give the historical society more parking and get us better access. Kim is still working through Schlosser Trust issues also. It was noted the bus barn was not approached because we figure we have enough parking for now. Our access point is front gate for now, but we may have to address it later if folks try using other access points. We can presently put 300 cars on the island. Kim noted that once the issues with the historical society and Schlosser Trust are worked out, it’ll be time to take the park opening public. Discussion was had about the Confluence design and reference to Schlosser land therein. Kim will ask Jim to revamp the Confluence option we’ll be using for public viewing so that the Schlosser land is not reference, noting that area was the revenue generating portion according to Confluence.

● **Promotions Committee –** Danae reported the promotions committee is working with Kim to get signs ready for the soft opening of May 1. Pat is working on brochure to hang in the sign. The old red signs will be swapped out with Enjoys/Avoids signs. Danae acknowledged that we now have an official park name but the committee is working with someone on a logo to compliment the name. The logo will not be ready for May 1 and we don’t want to rush it. Those ideas will be brought to the board when ready. Karen Russell inquired about the name issue – can we in fact use it on the signs? It was noted there is a “Quarry Park” in Marion, IN, and Quarry Springs is not trademarked it appears. It was further noted that a new domain is needed in light of the new park name. Doug reported that he told City Council about the name – but that the board wouldn’t bring it to them until we have a logo. “Quarry Springs” should be fine on the signs and we can add the logo later. Kim would like to talk about a hard open – what that looks like and when that might be, and make a 6-month schedule. We need a calendar and a plan. Kim says Promotions may want to consider what a hard open would look like – how do we make a big splash?

**Precision Pipeline Lease Update** – Doug reported there will be no future rental income from the Precision Pipeline folks. They’ve moved on and now it’s a moot point.

**Schlosser Trust Decision -** Brian Kern/Schlosser board considered the request for donation of the Schlosser Trust land to the park. It was a “no.” We do not know the particulars because we were not in attendance at that meeting. Kim had hoped to ask Wayne if it would be okay to show Confluence plan as is, and whether or not he would reconsider in the future.

**REAP Grant Update –** Kyle reported that Keith has been working on it since Monday. He has a day or two left. Kyle indicated we’re doing good budget wise. He met with a landscaping group for the seeding budget – ballpark estimate given but Kyle has to give him particular measurements. SoilTech would go in to condition soil, put down seed, fertilizer, starter and mulch cover. Originally Kyle was interested in hydroseeding but it would’ve blown our budget just doing area by the road. He said 2 acres can be done for about $3,500.00 with SoilTech. It’s fescue, not prairie grass, with deeper root system. We can let it grow or we can mow to 2 inches. It was noted we can add prairie grass later. Kyle will put together the impact area measurements for a more certain estimate. Discussion was had regarding keeping folks off the area once it is seeded. Another thing in the budget is fencing; there’s $18,000.00 allocated. (The overall grant was $53,000.00.) Fencing – cable barrier systems. A phone estimate for post system, cable optional, is one option. Green treated colored post or a black post. Given two sizes: 5” or 8” post, pounded down 2 to 3 feet. About $14,000.00. We need to deter cars from going down there, but we can do cables too. Further discussion had regarding where to put the fencing and its effect on pedestrian pathway traffic.

Other grant updates: (1) Yoho Tool grant - $200 worth. Don and Greg are going to select the tools. Greg says mostly shovels, pitchforks, some rakes. Basic stuff. If they go over it’s reimbursable. Main Streets tools can be used by the park also, and discussion regarding their tools and access occurred. (2) Jasper Community Foundation Grant has been submitted for electronic equipment for the office. (3) Prairie Meadows Grant for park benches is in the works, but Doug is not sure when it’ll be announced.

**Park Opening/Camping Fees Approval –** Doug reported that insurance for camping is based on the amount of income camping would generate. Depending on what we do, we have to look at income. Up to $6,500 in camping income adds an additional cost of $113 per year. Then it goes up from there. RV camping might change the dynamics of that. Specifics discussed about how much income might be generated as Greg pointed out we’ve only got primitive camping at this point. Darla noted that income could be generated during Speedway weekend in June because the camping space is expected to be more limited than in the past. Doug invited a motion based on the camping discussion. Greg moves to allow free primitive camping to volunteers and board members and friends, before the park opening. Kim seconds. Motion approved. Self-contained RVs are welcome and Kybo will be available. With regard to the cost for primitive campsites, Kim moves that we do not charge for primitive camping and that we place a donation box. Karen seconds. Discussion concerned folks who stay along periods at the campsites, but a 14- day limit will be imposed, requiring movement to another site. Signage and other issues were discussed. Eventually Kim’s motion was approved, noting we can revisit the issue at a later date if money can be collected and made. Fire rings will be installed without cost to the primitive campsites and discussion turned to picnic tables. Dave says if picnic tables come via the Prairie Meadows Grant, then picnic tables currently at other parks can be moved and used at our park. Greg noted the Costco picnic table option, intended for a picnic area, not the primitive campsites. Discussion ensued regarding securing the tables, another option available at Lowe’s and used goods made available at govdeals.com. Shannon moved for the purchase of four Costco picnic tables to give visitors somewhere to sit when visiting the park [in just over two weeks!]; Linda seconded. Motion approved. Kybos already budgeted – Dave asked if we’re already going with same company as City. We need to do trash pickup – get bid from Anderson’s and Skunk River? Doug will call and get quotes on trash pickup by either Anderson’s or Skunk River and voting will be done electronically via email.

**Fundraising Projects: Fishing Tournament & Cross Country Run** – Doug stated that obviously losing out on the Precision Pipeline rental income is disappointing. We’ve talked about a fishing tournament and the x-country run. We need people to take these things on and give us new ideas. He noted we’ve talked about sponsoring swap meets – where we take the fees and let folks use the land. We need more fundraising and income generating ideas.

**Repairs to Overhead Doors –** We’ll be getting more bids on repairing the overhead doors. The one we’ve got thus far is about $5,000.00. The doors are in terrible shape and need to be replaced. We’ll compare once we get other quotes. Greg believes the estimate is a reasonable one, but it won’t hurt to get a second and recommended another possible vendor. An electronic vote will commence once we have two or more quotes.

**Rental Space/Fees for West Half of Block Building -** Some folks have approached Don about renting the west half of that building. Would we want to rent the west half, and if so, where do we want to be on that? Don believes the interested party needs to be out of his existing space by June. Maybe $150 a month, price per bay? Potentially $450/mo. Firewood may need to be moved if bay is rented as it’s currently stored there. Folks are interested in renting to store boats/campers. We’d keep 3 and rent 3. Greg moves to find what the going rental rate is before moving forward. Kim seconded. Mtn. approved.

**Volunteer Committee Chairperson** – Doug asking for someone to act as the volunteer chair to handle recruitment, scheduling and maintaining relationships with volunteers at the park. It does not have to be a board person but that person should be the chair. No takers or volunteers. Doug says we’ll move forward as is.

**Sale of 5 Salvaged Transformers** – We have one bid from a company valuing the transformers at $65 each. Tom Wilson will check with MidAmerican folks to see what the value is. No motion for selling the transformers will be made at this time.

**Adjournment –** Don Edwards made a motion to adjourn. 2nd by Greg Rhames. Motion approved.