

## Colfax Park and Recreation Auxiliary Board

### July 12, 2017 Meeting Minutes

#### I. Attendees & Guests

Doug Garrett	Kim Seebeck	Shannon Harding
Greg Rhames	Don Edwards	Pete Parvi
Karen Russell	Kathy Dickerson	Mary Dell Flattery
Brad Hagarty	Terry Edwards	Dave Mast
Kyle Ament	Brad Magg	Linda Bodikker
Jeff Davidson	Joe Otto	

#### II. Topics for Discussion

**Agenda Approval** – Motion to approve agenda by Karen Russell; 2<sup>nd</sup> by Don Edwards. Motion approved.

**Guests** – Joe Otto shared updates regarding the Red Bridge. A few hours ago Mr. Otto heard back from Calvin & Burns (“C & B”) surveying/engineering – the main truss is too big to move by air, but the pony truss can be moved. It weighs 22,000 lbs. The National Guard will be preparing a packet to start that move. Re Jasper County – assistant engineer Pam Olsen has been communicating with C & B and the need to meet with them regarding Plan B: moving the main truss with a truck. Mr. Otto will be talking to Billy Bell. He called Champion Crane to set up a site visit to get another estimate; \$50-60,000 was the estimated cost by C & B, but he wants a second opinion from a crane rental company. They’ll do the estimate free of charge. Re Non-Profit Organization status – Caitlin Otto is drawing up paperwork which he hopes will be approved within a month. In sum, Mr. Otto will continue to be cooperative with the Board of Supervisors. His main goal will be raising money for the Red Bridge and his strategy will begin with getting private donations. If anyone knows individuals wishing to make a large contribution to benefit the City of Colfax, let Mr. Otto know. He’ll look for grants thereafter. In the next month or two, he’ll mobilize a fundraising wing. Re the Jasper County Parade – Mr. Otto thanks the Board for its support. He’s been working with Greg Rhames and Shannon Harding and Doug Garrett. Greg built a bridge for the float; it’s been painted a bright red. The banners will be ready Friday or Monday morning at the latest. Volunteers will walk with the float, others will be on the float. Currently there are 12 individuals. Mr. Otto asked if anyone is interested in walking or riding on the float on Monday. Kim Seebeck volunteered, as did Pete Parvi, Linda Bodikker, and Mary Dell Flattery. One last note, a representative of the National Guard/Camp Dodge came out for a tour of Quarry Springs Park. He mentioned there might be

other things that the Guard could do for QSP. He emailed Mr. Otto, indicating the Guard could do the beach at QSP. It'll be a 2 to 3 year process, and free to the park. Discussion ensued thereafter about planning for beach.

### **Approval of Financials – 6/14/17 through 7/12/17**

- Savings:
  - Interest: \$22.91
  - Balance: \$90,924.26
- Checking:
  - Incomes:
    - Donations: \$1,500.00
    - Concert Sales: \$1,590.00
    - Camping Fees: \$225.00
    - Community Betterment Grant: \$4607.00
    - Interest: \$1.02
  - Expenses:
    - Event Expenses: \$408.32
    - Promotional Costs: \$233.00
    - Park Improvements: \$3,840.96
    - Sanitation: \$390.00
    - Utilities: \$143.09
    - Postage: \$9.80
  - Balance: \$9,980.47
- Cash Accounts:
  - Petty Cash - Archery: \$150.00

Motion to approve financials by Greg; 2<sup>nd</sup> by Kim. Motion approved.

Doug Garrett noted that we need to be mindful that the majority of purchases must be approved by the Board, through email vote, etc., or run through committee heads.

Additionally, be sure receipts for reimbursement get turned in a timely manner. We've missed some available rebates at Menard's as a result of those delays. Remember too: we do have the ability to purchase through the City and benefit from its tax status.

Shannon moves for the creation of a sub-savings account to be maintained for the sole purpose of depositing donations designated toward the purchase of a permanent park entrance sign; 2<sup>nd</sup> by Pete. Motion approved.

**Approval of Minutes from Prior Meeting** – Motion to approve minutes of June 14, 2017 by Karen Russell; 2<sup>nd</sup> by Greg. Motion approved.

## **Committee Reports**

- **Nominations Committee** – Don nominates Mary Dell Flattery to become a board member. She's an active volunteer and would like to participate further. 2<sup>nd</sup> by Shannon. Motion approved. Kim will send info welcome packet. Mary Dell spoke about the Colfax LaFemme Women's Club, indicating Doug recently made a presentation at the group's meeting, sharing information about the park. Doug reported after the presentation the park received a \$450 donation.
- **Operations/Planning Committee** – Don reported that 20 trees were planted two weeks ago. They're still partially green; they're a bit stressed but are being watered daily. The Colfax Fire Department is going to try to water the trees twice a week. Next, Phil Webb offered to paint the interior of the block building at no cost. He'll be doing so next week. One option is to leave it industrial looking by not painting the roof or trusses, or the shadow board. Another option would be to paint all of it. Discussion ensued and the industrial look will remain. Don reported that once the painting is done, Mike Talsma will be helping to install the new windows. Materials will cost about \$1,000 to frame in the windows on the east side of the building. Don moves for approval of expending those funds. 2<sup>nd</sup> by Terry Edwards. Motion approved. Next, at the back of the building there is a 70' x 15' slab. Discussion was had about putting a chain link fence around it to house the firewood, thereby opening up the west side of the building. The material cost is \$819.66 for a 6' chain link fence with a 10' gate. Adding a roof would bump that quote up to a total of \$3,670.75. Greg interjected that the guy that donated the electrical panels to the park may be willing to donate chain link because he has rolls of it sitting around. Greg will follow up with that. Don believes we need to send Denny Lester a thank you for digging all the holes needed and for setting another osprey pole & nesting base in the park. Don reported the cable has been finished on the fencing added to east/west side of archery building. Next, he indicated that Isaac and Malachi Jenkins are going after their Eagle Scout badges and involving the park in those efforts. One scout will be making a shelter kiosk for information and self-registration for camping; the other will be making various signs. They can't start immediately however because they're at camp. Greg suggested three kiosks be built because we could use the other two at the boat docks/ramps for information and the receipt of cash donations. Board members agreed. Don further stated that the boys are supposed to do all the work themselves, noting they have access to a C & C machine they can run, etc. Finally, the 200 tons of rock at Manatts is still available, but we need

to figure out exactly where it needs to go. A \$3,000 bid/estimate has been provided for loading/hauling/spreading the gravel from Keith Russell. Greg moved to spend the money; 2nd by Kim. Karen R. abstained. Motion approved. Further discussion ensued.

- **Promotions Committee** – Pat Utz is on vacation. Doug reiterated the committee's support for the Red Bridge this year during the county fair parade, rather than preparing a separate park float. As a result of that support, the committee underwrote the cost of the “Save the Red Bridge” t-shirts that will be worn. Kim briefly advised regarding the finances following the June concert. After expenses, the net profit to the park was \$3,477. Next, board discussion was had regarding specific issues relative to the contract provided by the sound company, in particular, unacceptable legal language that prevents us from entering into or signing the contract for the September 16<sup>th</sup> concert. The vendor will be asked to remove the offending clause; if he does so, the contract can be signed. If he refuses, the issue will need to be revisited as soon as possible.

## Grant Updates

**Water Access Grant** – Kyle Ament advised the Board that it can apply for this grant through the Iowa Department of Natural Resources.

**Trees Forever Living Roadways/Trees Please/Trees for Kids** – With regard to the first and third grant referenced, the trees and seedlings have been planted. As to the second, we're still waiting to hear something.

**Prairie Meadows Community Betterment** – Doug reported the design of the banners to be placed on the poles leading into town is currently underway.

**Paint Iowa Beautiful** – The eight gallons awarded will be used after the painting to be completed by Phil Webb.

**Iowa Trails Grant/Application Review** – We're ultimately seeking a trail loop connection. Those efforts will be broken down into three phases. The first phase involves applying gravel from the dike, back along Kum n' Go and creating a nearby parking area. Discussion ensued. The Board was reminded that while this is a \$100,000 grant, it involves a \$25,000 matching funds requirement. Greg offered Kudos to Jeff Davidson regarding his preparation of the Trails Grant.

**Developer Visit** – Doug reported that two former City of Newton employees – Brian Friedman and Natalie Ulmstead - are starting up a development firm. They came out to the park, got a

tour and asked questions. It was a fact finding opportunity for them, and no commitments have been made. They may approach the Board in the future about development possibilities.

**2018 Concert** – Doug reported that Dennis Farland recently learned that the cost of hiring The Nanas for a concert next year would run about \$5-6,000, exclusive of any other musical act(s). As a result, it was agreed the Board probably needs to keep it to smaller or less well-known bands or acts for now.

**2018 Fourth of July Celebration** – Doug was approached by R.D. Streeter about the potential for the park putting on fireworks. He questioned whether there is money to cover the associated costs and the fact that Newton has a big festival and parade marking the holiday. Nevertheless, a barge on the lake shooting off fireworks would be nice. Doug also recently ran into a member of the American Legion who asked whether they could work with the park on putting up American flags along the entrance road. Discussion ensued about the size of flags intended.

**Insurance Issues** – Dave Mast reported that he and Nancy Earles recently spoke with the city's attorney about the 28E agreement. If this Board wants to become part of the City's Park and Recreation Board then the liability and insurance issues recently experienced by the park and the board would not be a problem any longer. As long as there's a 28E agreement, however, insurance would remain a significant cost and would continue to be separate from the City.

**Adjournment** – Kim moved to adjourn. 2<sup>nd</sup> by Karen. Motion approved.