

# DES MOINES WATER WORKS PARK FOUNDATION

## Board of Directors Meeting

Friday, May 11, 2018 – 12:00 - 1:30

### Draft Minutes



**BOD members in attendance:** Jason Stone, Kate Byus, Gunnar Olson, Chad Rasmussen, Matt Van Loon, Dylan Huey, Ryan Hanser, Amy Jennings, Ryan Flynn, Zac Voss, Randy Reichardt, Dave Carlson.  
By Phone: Jed Gammell, Hannah Inman.

**Staff/Guests:** Dan Klopfer – DMWW, Sam Carrell (by phone) and Scott Crawford, RDG.

#### I. Call to Order/Welcome/Affirm Agenda/Approve previous minutes

- Byus called the meeting to order at 12:02 pm. A motion was made to approve the previous meetings minutes.

**Motion: Hanser      Second: Rasmussen      APPROVED**

#### II. New Business

##### • Change Order

- Rasmussen discussed the need to approve the proposed change order to maintain the current construction schedule. He further noted that we have received information from a potential manager of the amphitheater that certain design features could negatively impact its usability. The issues were discussed at length by the Board. The Board decided that this matter should be further explored, but separately from the decision of whether to approve the currently proposed change order. Klopfer confirmed that doing so would not negatively impact the bidding and contracting process.
- Rasmussen introduced Crawford (RDG), who went through each proposed change order and addressed questions from the Board regarding the same.
- The Board also discussed potential cost savings generated from the removal of the upper, decorative roof of the restroom; however, action was deferred on this matter pending further investigation.
- A motion was made to approve the proposed change order.

**Motion: Olson      Second: Carlson      APPROVED**

##### • Release of \$1,000,000

- With the approval of the change order, a motion was made to release the first \$1,000,000 deposit to fund construction of improvements in accordance with the terms of the 28E agreement between DWWPF and DMWW.

**Motion: Voss      Second: Olson      APPROVED**

- **Project Yoke**
  - Hanser discussed Project Yoke. It was considered a success.

### **III. Committee Reports**

- Finance. Flynn noted that current assets are at \$7,300,000. Noted that a cash-flow analysis should be developed to ensure that pledge payments are received in a manner that allows the timely satisfaction of construction payments.
- Development. Byus noted that they are working with the Des Moines Community Foundation regarding the collection of pledges and expressed some concern regarding the status of such efforts. Flynn noted that we should reconcile our pledge information with that held by the Des Moines Community Foundation.
- Implementation. No report.
- Marketing. Hanser discussed the development of a communication plan regarding groundbreaking and construction progress.
- Users. No report.
- Governance. Jennings working on contract with Carrell.
- Wild Designation. Voss discussed the need for developing content for signage. Carrell to circulate content as soon as possible for review and revision.
- DMWW. Klopfer noted his upcoming retirement and the transition of his duties to another DMWW employee.

### **IV. Old Business**

- No action taken

### **V. Adjourn**

- The meeting was adjourned at 1:30 pm

Next BOD meeting: June 11 – 12:00pm – DMWW