

**DES MOINES WATER WORKS PARK FOUNDATION**  
**Board of Directors Meeting**  
**Friday, June 8, 2018 – 12:00 - 1:30**  
**Draft Minutes**



**BOD in Attendance:** Katie Gillette, Jon Koehn, Matt Van Loon, Ryan Hanser, Dave Carlson, Jeff Inman, Hannah Inman, Gunnar Olson, Amy Jennings, Jason Stone, Marc Wallace, Randy Reichardt. Via Phone: Zac Voss and Proctor Lureman.

**Staff & Guests:** Dan Klopfer and Ted Corrigan – DMWW, Sam Carrell – DMWWPF

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

- Vice President Hanser called the meeting to order at 12:03. Previous months minutes were reviewed and approved.

**Motion:** H. Inman **Second:** Olson **APPROVED**

**II. President's Report** – Hanser recognized that this would be Klopfer's last BOD meeting with us prior to his retirement. Hanser recognized the important role Klopfer has played in the project's development.

**III. New Business**

**I. Construction Process**

- Van Loon and Carrell reviewed the construction schedule for the project. Focus is on completing tree removal and grading immediately so most areas can get back into public use asap. Carrell explained the quick scheduling of the groundbreaking was due to the aggressive schedule put forth by Henkel.

**II. Template for Co-Sponsored Events in Park**

- Carrell facilitated a discussion regarding creating a template for co-sponsored events with other organizations to give the user committee guidance for formulating guidelines for evaluating partnerships. The BOD determined that:
  - i. The it may or may not include revenue sharing, but should fit our core mission surrounding clean water & quality of life and fit into our guiding principles of Conservation, Recreation and Education.
  - ii. It should be marketable activity
  - iii. It should be within one of the user groups, or park affinity groups
  - iv. We can consider providing investment, use of our brand/recognition and provide use of the park within the guidelines set forth in the 28E agreement.

**III. Programming RFP Update**

- Hanser gave an update from the revenue task force reviewing the proposals from our major event programming RFP. Hanser stated they were still working through it and trying to gain additional information. Corrigan serves on the task force representing DMWW and shared that one of the proposals

was what he expected, and one was a lot different. Several task force members shared their perspectives. Klopfer pointed out that if a proposal required a change in design of the amphitheater at this point it would not only be expensive, it would require a change in the 28E agreement. H Inman pointed out that just because one of the proposals suggested a change didn't necessitate that we make the change, but that the task force was doing its due diligence to determine the best course of action. The task force plans on having a recommendation on which group to move forward with prior to the July Board meeting.

## **II. Old Business**

- Memorial Tree Task Force – Gillette/Lureman
- The task force will be meeting in the next couple weeks to solidify the RFP for the artists with Creative Concepts and start the process for selecting artists to receive proposals from. Lureman stated we should anticipate another round of questions once the trees started to be removed for replacement and encouraged BOD members to drive through the area so they were familiar with the impact. Klopfer also shared that they had commissioned a bat study and that it was determined none of the trees being impacted housed any bats.

## **II. Goal Progress/Committees**

**i. Finance/Treasurers Report** – Carrell shared the April Financials and pointed out the usual expenditures and that Flynn and he were working on cash flow forecasts for the next two years to determine if there would be a need for any bridge financing against pledges. They were also working with the Community Foundation to update the billing procedures on pledges now that construction was beginning.

**ii. Development** – Reichardt reported that they were working on recruiting some additional people for development and expanding on the concept we had used previously. Work was also being accomplished on public funding support from the city, county and state as each declared their support following the other.

**iii. Implementation** – Van Loon stated we would be monitoring the progress against the schedule.

**iv. Marketing/Communication** – Hanser stated that they were working on strategy to sync all the communication strategies with the development and construction activities.

**v. User Groups** – Gammel stated the committee would utilize the feedback from the board to develop a template for evaluating future partnerships.

**vi. Governance** – Jennings stated she was working with Carrell to finalize contract and additional governance opportunities.

**vii. Wild Designation** – Hanser shared the progress being made on signage for the Wild as well as gave an update on the levee access project in Denman Woods. Steel has been ordered and Carrell and

Corrigan will visit each site to determine exact placement. Verbiage is going through the necessary approvals with DMWW and city.

**viii. DMWW Report** – Marc Wallace/Dave Carlson/Dan Klopfer  
Wallace shared some news on some possible changes in ownership of DMWW property in the north side of the park along the railroad tracks to address some safety issues in the adjoining neighborhood. Klopfer acknowledged that DMWW had received the first \$1M check from the foundation and that he had enjoyed being a part of the project. His last day will be June 29<sup>th</sup> and that he hoped each Board member would be able to attend his retirement party. Carrell and H. Inman shared their thoughts of Klopfer's significant contributions with Inman stating what a blessing and pleasure it was to have Klopfer on the implementation committee and that she asks better questions in her work because of Klopfer's influence.

### **III. Announcements**

**Ground Breaking** – Big Splash Ground Zero – Tuesday, June 12 – 4:30 pm

- Carrell encouraged everyone who was available to be at the groundbreaking at that we would be celebrating the many hands that it took to make this project a reality.
- H. Inman reported that she would be presenting at the Drake Soil Conference in September and encouraged others to attend.

### **IV. Adjourn**

Hanser called for the meeting to adjourn at 1:17 pm

**Motion:** Wallace **Second:** Gammell **APPROVED**

Next BOD meeting: Friday, July 13 – 12:00pm – DMWW