

Boone County Conservation Board regular meeting  
Tuesday, December 17, 2024  
Boone County Courthouse, 4<sup>th</sup> floor conference room

Members present: Randy Johnson, Jennifer Schieltz, Gary Nystrom, Pat Hagan

Members absent: Marilyn Jordan

Employees present: Chris Call, Cooper Sanor, Zach Stevens, Kyle Neuendorf

Acting Chair Hagan officially called the meeting to order at 6:07 pm.

Nystrom made a motion to approve the agenda, seconded by Johnson. Motion passed.

Naturalist Kyle Neuendorf presented his quarterly update, covering the period of September through November 2024. He reviewed the school programs, public programs, and outreach events he conducted this quarter. He served over 900 school kids this fall. This was also a very busy quarter of volunteers who helped with seed collecting and invasive species removal. He would like to try to start a Friends of Grants Woods board to help us make more use of this park and possibly implement things like a nature center, playscape, watch tower, or art sculpture garden in the future.

Johnson motioned to approve the minutes of the previous meeting, seconded by Nystrom. Passed.

Zach Stevens presented the monthly bills totaling \$14,193.30. Bills this month included a charge from AED United, but that will be refunded by the grant check we received for new AEDs. New chainsaw blades and PPE were purchased and staff were able to take down three hazardous trees in the campground. There is still more tree work to do this winter. Schieltz made a motion to approve the monthly bills, seconded by Johnson. Passed.

Old Business:

Approval of WRAC grant agreement: a final agreement has been received for the water recreation grant from the Iowa DNR for the new dock at Don Williams. Our staff will do the install. It needs to be completed by December 31, 2026 and must always remain a public dock, per the agreement. The DNR will come inspect it once installed and then release the funds to reimburse us. Johnson made a motion to approve and sign the agreement, Nystrom seconded. Motion passed. Thank you again to Tim McGlynn, county safety coordinator, for his work to get us this grant, as well as the one for AEDs noted above.

New signage project update: we received a grant from the Boone County Community Foundation earlier this year to purchase new signage for our parks. We were supposed to report back to them by the end of November. With the departure of our former executive director, current staff was not aware of this project and the deadline. Ranger Sanor reached out to the foundation to explain the situation and they have now graciously granted us an extension. The quote for 10 new large entryway signs for all of our parks is \$12,010.50. The grant will cover \$5,000 of this. The other \$7,000 will come out of our capital improvement line item. Nystrom moved to move forward with ordering these signs. Seconded by Johnson. Passed.

We also need to replace a lot of our traffic and rules signs around the county. Staff hope to place a future order for these additional signs.

Don Williams new clubhouse update: Member Nystrom made contact with 10Fold architecture, the firm we previously used for clubhouse design, but had some issues with. Nystrom and Hagan met with them to discuss what happened in the past and see if there was a way to move forward. 10Fold agreed to make two designs of Morton-style buildings at no cost to us, one for a 1500 square feet option and one for 1000 square feet. Rough cost (not including septic system) was \$638,000 for the 1500 square foot building and \$503,000 for the 1000 square foot option. Johnson made a motion, seconded by Hagan to continue talking to 10Fold and find out what their fee would be to produce the biddable blueprints and put this project out for bid.

New Business:

Don Williams golf course management discussion: member Hagan noted that we know it is taking too much time from our current staff to both manage the golf course and do law enforcement. We would like to have someone dedicated to overseeing maintenance of the golf course and the seasonal staff in the summer. The board has discussed creating a ~15 hours a week seasonal position from April 1 to October 15 or so to do this. Hagan motioned, seconded by Johnson to move forward with this and talk to HR.

Staff re-iterated a need and desire for another full-time staff member as well. This has been a challenge getting budget approval from the supervisors in the past for another full-time position. They noted that we have nine parks that need natural resource management and not enough time amongst our current staff to get to it all.

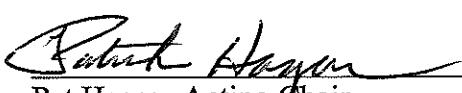
Campground online reservation system: staff will be having a zoom meeting with the ICCS admin this Friday to explore this. We already use the MyCountyParks website for our cabin reservations, so this would be to expand it to camping reservation as well.

2025 user fees discussion: the board discussed if we need to adjust user fees for golf, camping, and cabins for the 2025 season. Some modest increases were proposed to keep up with increasing costs. We noted a need to know how much we will pay our cart rental supplier next year before setting final golf rates.

Other Board Discussion: Member Nystrom noted that the board of supervisors has 3 applicants for the open board spot. They will make a decision tomorrow. This person will join the board in January.

Election of officers: Gary Nystrom Chair, Pat Hagan Vice Chair, Jennifer Schieltz Secretary  
The board agreed to move the January meeting up one week to January 14.

Johnson moved to adjourn, Hagan seconded. Meeting adjourned at 8:35 pm.

  
Pat Hagan, Acting Chair

  
Jennifer Schieltz, Secretary

#### Action Items

- Gary and Pat, follow up with 10Fold
- Gary and Pat, talk to HR about new temporary golf manager position
- Cooper proceed with purchasing new signage
- Staff get info on online reservation system for camping
- Staff: contact Miller & Sons to inquire about cart rental rates for 2025 and what the cost would be for additional carts for June-Aug
- Zach contact Leonard Goode foundation to inquire if they would be willing to fund insulation and HVAC for Ronald Goode shelter, which would allow this building to be used year round