

ISLAND GROVE REGIONAL PARK ADVISORY BOARD MEETING MINUTES – February 2, 2023

1. ROLL CALL

The Island Grove Advisory Board met on Thursday, February 2, at 4:01 p.m. in the Pawnee Buttes Room at Island Grove Regional Park and via Zoom. Board members present, Tim Magnuson, Lori Saine, James Herman, Bill Hall, and Justin Watada. Ad Hoc member present was Heather Anderson- Visit Greeley/Chamber of Commerce and Judy Rayburn- Greeley Kennel Club. Board members absent: Tommy Butler and Dennie Kutcher. Staff present, Thomas Welch - Island Grove Facility Manager, Debra Warner - Facility Service Supervisor, JD Pickett- Facility Service Supervisor and John Dargle - CPRD Director. Public present: None

2. APPROVAL OF MINUTES

Tim Magnuson made a motion to approve the previous minutes and Bill Hall seconded. All in Favor. Minutes from the previous meeting in December were approved as presented.

3. PUBLIC INPUT

None

4. AD HOC REPORTS

Greeley Kennel Club- Mrs. Rayburn announced the Greeley Kennel Club was currently working on their premium for the 2023 show which is usually about 70 pages, and working on meeting AKC deadlines.

The Colorado Farm Show- Mr. Magnuson thanked Island Grove staff members for helping make the 2023 Colorado Farm Show a success. Mr. Magnuson shared the Co. Farm Show was able to give \$25,000 in scholarships to local seniors in the community.

Greeley Stampede- Mr. Watada announced the Greeley Stampede will be announcing their concert line-up on February 20th. Tickets would be available shortly after online first. Mr. Watada noted that construction was slowly moving on construction on the office but is hopeful that it will be finished by their event.

Greeley Chamber- Ms. Anderson told board members the Reimagine Destination Program is putting together a 5-day workshop and going over data collected on travel and tourism. Ms. Anderson mentioned moving forward they plan to break the groups down into more specific categories to go through data and analyze it. Ms. Anderson announced the Greeley Chamber is hiring for a Marketing and Convention Sales manager. Mr. Anderson also mentioned Visit Greeley is completing a new 36-page 2-year guide that will be coming out soon.

Weld County Extension- Absent

5. STAFF REPORTS

Tom Welch- Mr. Welch noted the Island Grove assessment should be presented to board members at our next meeting in April.

Mr. Welch mentioned the RV construction near the Livestock Barn will not be completed until the end of March due to weather. Mr. Welch added a few current projects happening in the park. Some of the items included the 4H building will install a new Air Conditioning system to

replace the swamp coolers and a 5-foot sidewalk is being installed around the Exhibition Building.

Mr. Welch announced Island Grove's newest employee replacement for Facilities Service Supervisor for grounds- JD Pickett. Mr. Welch welcomed JD and mentioned staff was in the process of replacing n additional Park Technician II position and should have that person hired by the beginning of February.

Mr. Welch commented that the Blues Jam has announced their 2023 show line-up and there was a small discussion about the details of the event.

6. OLD BUSINESS

Cancellation Policy- Small discussion regarding the current cancellation policy and the new policy presented. Tim Magnuson made a motion to approve the new cancellation policy as written, Bill Hall seconded the motion. All in favor. The policy will change to:

OLD: If Lessee/Tenant cancels before a scheduled event and the rental fee is more significant than \$600, the money paid will be forfeited according to the following:

<u>Canceling Time Frame</u>	<u>Amount Forfeited by Lessee</u>
At least 90 days prior to the event	\$100
15 to 89 days prior to event	\$200
0 to 14 days prior to event	No Refund

In the event that a disturbance occurs, and the Police Department is called, the event will be closed, and everyone will be evacuated. This is a rule, no matter what time it is, and all rental fees are forfeited.

NEW: If Lessee/Tenant cancels before a scheduled event, the following cancellation policy is as follows:

For the Bunkhouse, Buckle Club, Pavilion's/Grass areas/Grounds, and Conference Rooms

<u>Canceling Time Frame:</u>	<u>Amount Forfeited by Lessee:</u>
60 days prior to event	No Refund
60-90 days prior to event	\$250
Over 90 days	\$200

For Event Center, Exhibition Hall, 4H Building, Livestock, and Arena

<u>Canceling Time Frame:</u>	<u>Amount Forfeited by Lessee</u>
90 days prior to event	No Refund
91-120 Days prior to the event	\$750
Over 120 days	\$550

Rebooking Fee- \$50.00 prior to 90 days until the event date. Under 90 days- will result in cancellation. Up to the discretion of the park manager and scheduling coordinator.

If a disturbance occurs and the Police Department is called, the event will be closed, and everyone will be evacuated. This is a rule, no matter what time it is, and all rental fees are forfeited.

Island Grove Assessment Update – tabled until next meeting when a full presentation can be made to board members from Finance.

7. NEW BUSINESS

Board Elections- Justin Watada nominated James Herman for Chair, Bill Hall Seconded the motion. All in favor- James Herman is the 2023 Chair of the Island Grove Advisory Board.

Tim Magnuson nominated Bill Hall for Vice Chair. Justin Watada seconded the nomination. All in favor. Bill Hall will take the seat of the 2023 Vice Chair.

New Member Introduction- Weld County Commissioner Lori Saine introduced herself to the board members. Ms. Saine was appointed by commissioners to serve on Island Groves Advisory Board replacing Perry Buck.

8. UPCOMING AGENDAS –

Island Grove Assessment Review
New Board Member Introduction

9. NEXT MEETING – Scheduled for Thursday, April 6, 4 p.m.- Buckle Club.

10. ADJOURNMENT

The meeting adjourned at 4:45 p.m.

Respectfully submitted:

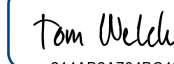
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James Herman - Chair

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Tom Welch - Island Grove Manager