



BOARD MEETING

May 11, 2011 - 5:30 p.m.

Polk County Administration Bldg
111 Court Avenue, Room 120
Des Moines, Iowa

AGENDA

The information identified on this agenda may be obtained in accessible formats by qualified persons with a disability. To receive information or to request an accommodation to participate in a meeting, hearing, service, program or activity conducted by this office, contact the Polk County Conservation Board Office, 11407 NW Jester Park Drive, Granger, 515-323-5300.

1) Opening Items

- a) Roll Call
- b) Action on the Minutes of the Previous Meeting(s)

2) Consent Agenda Items

Note: These are routine items and will be enacted by one roll call vote without separate discussion unless a Board Member, PCCB employee or member of the public requests an item be removed to be considered separately. Please notify a PCCB Member to have an item removed.

- a) **Action on Bill List:** approve the PCCB/Enterprise Fund April 2011 expenditures.
- b) **2010/11 Urban Bow Hunt Annual Report:** approve the 2010-11 Urban Deer Bow Hunt Annual Report.
- c) **Seasonal Employees:** approve the presented list of individuals for seasonal employment with Polk County Conservation.
- d) **Notice of Public Hearings:**
 - 1) **Chichaqua Bottoms Greenbelt, Central Iowa Retrievers Club:** approve directing staff to publish notice pursuant to Iowa Code 331.305, that a Public Hearing will be held on June 8, 2011, at the Polk County Conservation Board meeting to discuss lifting a prohibition against unleashed dogs during the nesting season at two areas at Chichaqua Bottoms Greenbelt where year-around dog training will be allowed.
 - 2) **Beaver Creek Greenbelt, Change to Area Use Rules:** approve directing staff to publish notice pursuant to Iowa Code 331.305, that a Public Hearing will be held on June 8, 2011, at the Polk County Conservation Board meeting to discuss changing the rule at the Beaver Creek Greenbelt area that closes the area during nesting season to allowing summertime use of the area due to the fact the heron rookery is no longer active.
 - 3) **Easter Lake Park, Sewer Easement:** approve directing staff to publish notice pursuant to Iowa Code 331.305, that a Public Hearing will be held on June 8, 2011, at the Polk County Conservation Board meeting for the purpose of determining that property at Easter Lake Park that is being requested for a sewer easement by the Wastewater Reclamation Authority is no longer necessary for park purposes or will not interfere with park purposes and forwarding the same on to the Board of Supervisors for the conveyance of easement on the property.
 - 4) **Jester Park Equestrian Center, Trail Renovation Project:** approve directing staff to publish notice pursuant to Iowa Code 331.305.



BOARD MEETING

- e) **Employee Manual Revisions:** approve the revisions to the Cellular Telephone Policy and approve the Uniform Guidelines for Park Advocacy Unit Employees Policy and direct staff to include both policies in the PCCB Employee's Manual.
- f) **Chichaqua Bottoms Greenbelt, Donation:** approve accepting the donation of \$300,000 from the Ted Ferris Estate to put towards the purchase of the former Shaw property located adjacent to the PCCB's Chichaqua Bottoms Greenbelt based on the conditions listed above with the understanding that the property will be restored to wildlife habitat as soon as possible and that the period of time the property may be cropped following closing shall not exceed six crop years.
- g) **Four Mile Creek Greenbelt, Land Donation:** approves accepting the gift of the 5.96 acres of land located in the floodplain of 4 Mile Creek and adjacent to the Gay Lea Wilson Trail from the Iowa Natural Heritage Foundation and approves the PCCB Chair signing documents related to the donation of this land.

- 3) **Purchase: Tracked Brush Mower**
- 4) **Thomas Mitchell Park, Sediment Removal Dredging – Award Contract**
- 5) **28E Agreement, Mid Iowa Retrievers Club**
- 6) **Jester Park Golf Course Presentation**
- 7) **Director's Evaluation**

PUBLIC COMMENTS

STAFF REPORTS

FINANCIAL REPORTS

DISCUSSION & REMARKS

ADJOURNMENT

1) **Opening Items**

a) **Roll Call**

b) **Action on the Minutes of the Previous Meeting(s)**

The Polk County Conservation Board met in regular session on April 13, 2011. Minutes for the meeting are attached.

2) **Consent Agenda Items**

a) **Action on the Bill List**

April 2011 expenditures have been e-mailed to the Board for review.

STAFF RECOMMENDATION: That the Board approve the PCCB/Enterprise Fund April 2011 expenditures.

b) **2010/11 Urban Deer Bow Hunt Annual Report**

The 2010-2011 Urban Deer Bow Hunt concluded its 13th season on January 30, 2011. Attached is the Annual Report that was approved at the Deer Task Force meeting on Monday, April 18. The report details hunt statistics for the 2010-2011 season.

Harvest numbers from 11 participating organizations totaled 555 antler-less and 35 Incentive bucks from this past season. This compares to 605 antler-less and 32 Incentive bucks from last season.

Harvest numbers in Polk County Conservation areas are down from last season's numbers. Hunters harvested 77 antler-less and 10 bucks from our nine areas, compared to 132 antler-less and 5 bucks from last year. The Buck Incentive Program continues to interest bow hunters.

The aerial survey indicates that deer numbers are approaching the 30 deer/sq. mile goal in many of the surveyed areas. This positively reflects on the program's success and mission to maintain deer populations in Polk County at ecologically-acceptable levels.

STAFF RECOMMENDATION: That the Board approve the 2010-11 Urban Deer Bow Hunt Annual Report.

c) **Seasonal Employees**

The following is a list of individuals hired for seasonal employment with Polk County Conservation. According to the PCCB's Bylaws their employment is to have Board approval.

<u>Hire date</u>	<u>Name</u>	<u>Position</u>	<u>Area</u>	<u>Hourly rate</u>
May 2011	John Swanson	Conservation Laborer 1	All	\$10.41
May 2011	Kirk Mensen	Conservation Laborer 1	All	\$10.41
May 2011	Walter Kelly Verdant	Conservation Laborer 1	EL/FDM	\$10.41
May 2011	Jon Brand	Conservation Laborer 1	YB/TM	\$10.41
April 2011	Tanner W. Grill	Stable Laborer 1	JPEC	\$ 9.25
April 2011	Blake R. Barrett	Stable Laborer 1	JPEC	\$ 9.25

STAFF RECOMMENDATION: That the Board approve the presented list of individuals for seasonal employment with Polk County Conservation.

d) Notice of Public Hearings

Staff has identified four instances where a public hearing will be necessary to conduct Board business.

1) Chichaqua Bottoms Greenbelt, Central Iowa Retrievers Club

The first of these involves an agreement being negotiated with the Central Iowa Retrievers Club to develop two areas at Chichaqua where year-around dog training will be allowed. Those areas currently have a prohibition against unleashed dogs during the nesting season. Board action is required to lift that prohibition for the selected areas.

STAFF RECOMMENDATION: That the Board approve directing staff to publish notice pursuant to Iowa Code 331.305, that a Public Hearing will be held on June 8, 2011, at the Polk County Conservation Board meeting to discuss lifting a prohibition against unleashed dogs during the nesting season at two areas at Chichaqua Bottoms Greenbelt where year-around dog training will be allowed.

2) Beaver Creek Greenbelt, Change to Area Use Rules

The second rule change is for the Beaver Creek Greenbelt. When the land was purchased, there was a great blue heron rookery at the site. Park rules were established that closed the area during nesting season. A violent storm destroyed the rookery several years ago and the birds abandoned the site. Posted rules require us to keep the gates locked and exclude visitors during the nesting season. Because the rookery is no longer active, staff would like to rewrite the rules to allow summertime use of the area. Staff will write the requested rule change to allow closure if, in the future, the rookery is reestablished.

STAFF RECOMMENDATION: That the Board approve directing staff to publish notice pursuant to Iowa Code 331.305, that a Public Hearing will be held on June 8, 2011, at the Polk County Conservation Board meeting to discuss changing the rule at the Beaver Creek Greenbelt area that closes the area during nesting season to allowing summertime use of the area due to the fact the heron rookery is no longer active.

3) Easter Lake Park, Sewer Easement

The third item is a request for a sewer easement. The Wastewater Reclamation Authority (WRA) has requested an additional easement that parallels an existing easement and sewer line at the north end of Easter Lake near the dam. The requested easement should have no additional impacts to park operations.

STAFF RECOMMENDATION: That the Board approve directing staff to publish notice pursuant to Iowa Code 331.305, that a Public Hearing will be held on June 8, 2011, at the Polk County Conservation Board meeting for the purpose of determining that property at Easter Lake Park that is being requested for a sewer easement by the Wastewater Reclamation Authority is no longer necessary for park purposes or will not interfere with park purposes and forwarding the same on to the Board of Supervisors for the conveyance of easement on the property;

4) Jester Park Equestrian Center, Trail Renovation Project

The fourth and last item relates to the seeking of bids and awarding of contract for work related to the Jester Park equestrian trail renovation project.

STAFF RECOMMENDATION: That the Board approve directing staff to publish notice pursuant to Iowa Code 331.305.

e) Employee Manual Revisions

A committee consisting of myself, Melissa Ritter and Mark Hurm has reviewed the PCCB's Cellular Telephone Policy. Although it appears significant changes have been made to the policy, most of the changes "clean up" the existing policy so information is more clearly stated. The language related to use

of a cell phone and texting on a cell phone while operating vehicle/equipment while on county business has been added to the policy. A copy of the revised policy is attached. Changes are identified in red colored text or strike through.

The park advocacy unit (pau) is made up of the PCCB's law enforcement personnel. When the PCCB's Employee Clothing Policy was replaced with a Wearing Apparel Guidelines Policy, information in the Employee Clothing Policy that related to pau uniforms did not fit within the scope of the Wearing Apparel Guidelines Policy so it was not included. Therefore, a policy was created that related specifically to law enforcement uniforms. That policy is the Uniform Guidelines For Park Advocacy Unit Employees and is attached for your review.

STAFF RECOMMENDATION: That the Board approve the revisions to the Cellular Telephone Policy and approve the Uniform Guidelines for Park Advocacy Unit Employees Policy and direct staff to include both policies in the PCCB Employee's Manual.

f) Chichaqua Bottoms Greenbelt, Donation

The Ted Ferris Estate has offered to support the purchase of the property known as the Former Shaw Property adjacent to the Chichaqua Bottoms Greenbelt (CBG).

This property was purchased by the Iowa Natural Heritage Foundation (INHF) and is being held for the PCCB until such time as the purchase can be financed.

Staff has been working to secure funding from a variety of sources. The estate has offered a donation of \$300,000 to help complete the purchase.

The Will requires certain conditions for use of the money.

Those conditions are as follows:

- 1) That the land must be open to public hunting.
- 2) The property purchased shall be known as the Ted Ferris Tract.
- 3) The property must be restored to wildlife habitat.

These requirements are reasonable and consistent with the management of CBG.

It appears that the final financing of the repurchase will require that the farmland rental income of the property will be required to completely fund the project for a period of five years and/or other funding sources.

The restoration of the land to wildlife habitat will necessarily be delayed until the debt is repaid. That may be less than the five year period depending upon rental rates.

- Loren Lown
Natural Resources Specialist

STAFF RECOMMENDATION: That the Board approve accepting the donation of \$300,000 from the Ted Ferris Estate to put towards the purchase of the former Shaw property located adjacent to the PCCB's Chichaqua Bottoms Greenbelt based on the conditions listed above with the understanding that the property will be restored to wildlife habitat as soon as possible and that the period of time the property may be cropped following closing shall not exceed six crop years.

g) Four Mile Creek Greenbelt, Land Donation

Polk County owns several parcels of land within the City of Pleasant Hill. Most were acquired during the construction of the Gay Lea Wilson/4 Mile Trail. All of those holdings are along 4 Mile or Little 4 Mile Creeks.

Several years ago staff initiated discussions with the Jones Family concerning a parcel of land lying in the floodplain of 4 Mile Creek and adjacent to the trail. It is also immediately north of and adjacent to another parcel of County owned land. The Jones's had owned the land for years and Vernon Jones had no willingness to sell the land. Vernon died two years ago and his widow, Colleen, called staff to discuss the possible donating the land to the PCCB.

Staff worked with Ms. Jones and the Iowa Natural Heritage Foundation (INHF) to secure the land in a way that offered tax benefits to the estate and would eventually gift the land to the PCCB.

The land has been transferred to the INHF, and the INHF is ready to transfer the land to Polk County.

Staff is exploring the possibility of a 4 Mile Creek Greenbelt with the cities of Pleasant Hill and Des Moines. The increasing amount of publicly owned land due to flooding and the establishment of the 4 Mile Creek Trail network may enable the communities and agencies to create a floodplain greenbelt. This property would be an excellent addition to that potential greenbelt.

- Loren Lown
Natural Resources Specialist

STAFF RECOMMENDATION: That the Board approves accepting the gift of the 5.96 acres of land located in the floodplain of 4 Mile Creek and adjacent to the Gay Lea Wilson Trail from the Iowa Natural Heritage Foundation and approves the PCCB Chair signing documents related to the donation of this land.

3) Purchase: Tracked Brush Mower

Staff has been researching a smaller brush mower to help control invasive species in sensitive areas, on steep hillsides, and areas currently inaccessible with equipment.

Bids for a tracked brush mower were due by 2:00 p.m., Friday, May 6, 2011. Staff will review the bids received and bring a recommendation to the Board at the meeting.

4) Thomas Mitchell Park, Sediment Removal Dredging, Award Contract

The final portion of the WIRB Grant consists of building a structure to hold the material dredged from the pond and to complete the actual dredging. The WIRB grant contains \$272,660 to complete the aforementioned work. Polk County Conservation Board's 25% cost share of the grant has been earmarked and is available for use to complete the project. Staff anticipates the work will begin in late summer of this fiscal year.

Staff sent out Invitations to Bid to 12 local contractors and had 4 contractors tour the site. Bids were received from 5 contractors. A bid summary is shown below.

Vendor	Bid
Reilly Construction	\$ 387,578.00
RW Excavating	\$ 349,495.30
McAninch Corporation	\$ 285,778.34
Huber Grading	\$ 544,041.50
Elder Corporation	\$ 253,333.00

- Mark A. Dungan
Natural Resources Manager

STAFF RECOMMENDATION: That the Board approves hiring Elder Corporation to complete building a structure to hold the material dredged from the Thomas Mitchell Park pond and to complete the actual

dredging at a cost not to exceed \$253,333.00 and authorizes the PCCB Chair to sign a contract with the successful bidder.

5) 28E Agreement, Mid Iowa Retrievers Club

Staff has been working with the Mid Iowa Retrievers Club (MIRC) for many years at Chichaqua Bottoms Greenbelt. Recently the need for additional training and trialing areas has become apparent. Larger events have resulted in crowding and congestion around the office area.

The MIRC had suggested a location toward the interior of the park. However, after working with staff, two areas have been located toward the outside of Chichaqua that would not interfere with potential restoration goals.

The MIRC have offered to bear the cost of developing these areas under the supervision of staff. Developments could include water features, berms and mounds, low use access roads, parking areas, etc.

The draft 28E Agreement presented tonight is very close to the final language. Any significant changes would be returned to the Board for consideration. This Agreement provides for a 20 year period during which the MIRC would bear the cost of development, maintains full public access, requires any group to acquire a special use permit (including MIRC), and preserves PCCB oversight of all activities and improvements.

- Loren Lown
Natural Resources Specialist

STAFF RECOMMENDATION: That the Board approve authorizing the PCCB Chair to sign the 28E Agreement between the PCCB and the Mid-Iowa Retrievers Club to develop two areas at Chichaqua Bottoms Greenbelt for dog training and trialing purposes; and, if any significant changes are made to the Agreement, the revised Agreement will be brought back to the Board for approval.

6) Jester Park Golf Course Presentation

A presentation on the Jester Park Golf Course will be given at the meeting.

7) Director's Evaluation

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in regular session on Wednesday, March, 2011. The meeting was called to order at 5:31 p.m.

#1a – Roll Call

Board Present: Levis, Hadden, Cataldo, McEnany
Board Absent: Smith

#1b – Oath of Office

Vice Chair Levis administered the oath of office to Jim Cataldo, new member to Polk County Conservation Board.

#1c – Action on the Minutes of the Previous Meeting(s)

IT WAS MOVED BY MCENANY THAT THE POLK COUNTY CONSERVATION BOARD SHALL APPROVE THE MARCH 9, 2011 AND MARCH 30, 2011 MEETING MINUTES AS WRITTEN.

VOTE YEA: LEVIS, CATALDO, HADDEN, MCENANY

#2 – Consent Agenda Item

IT WAS MOVED BY HADDEN THAT THE POLK COUNTY CONSERVATION BOARD SHALL APPROVE THE FOLLOWING CONSENT AGENDA ITEMS:

- A) PCCB/ENTERPRISE FUND MARCH 2011 EXPENDITURES;**
- B) AUTHORIZING PCCB DIRECTOR TO SIGN MEMORANDUM OF UNDERSTANDING FOR MOWING SERVICES AND APPROVE THE PAYMENTS RECEIVED FOR MOWING SERVICES BEING USED TO SUPPLEMENT THE NATURAL RESOURCES BUDGET WITH ADDITIONAL SEASONAL STAFF AND SUPPLIES;**
- C) RATIFYING APPROVAL TO SUBMIT A LAND AND WATER CONSERVATION (LAWCON) GRANT FOR THE JESTER PARK ACCESSIBLE OUTDOOR PROJECT IN THE AMOUNT OF \$123,000 WITH LAWCON FUNDING \$61,500 (50%) AND THE PCCB PROVIDING A CASH MATCH OF \$25,000 AND AN IN-KIND MATCH OF \$36,500 (TOTAL \$61,500 OR 50%) AND APPROVE THE PCCB CHAIR SIGNING THE GRANT RESOLUTION;**
- D) COOPERATIVE AGREEMENT WITH THE IOWA DEPARTMENT OF NATURAL RESOURCES FOR FISH HABITAT STAMP FUNDS FOR THE CONSTRUCTION OF A WETLAND/SEDIMENT BASIN, A WET DREDGE AND ADD THREE**

- GRADE STABILIZATION STRUCTURES TO TWO DAM POND AT JESTER PARK WITH A COST SHARE SPLIT OF \$25,125 (90%) FOR THE IOWA DEPARTMENT OF NATURAL RESOURCE'S PORTION AND THE PCCB'S MATCH BEING AT LEAST \$2,792 (10%);**
- E) LEASING OF TRAIL HORSES FOR THE 2011 JESTER PARK EQUESTRIAN CENTER SEASON FROM NOLAN HORSES AT A COST NOT TO EXCEED \$12,750;**
 - F) PROPOSED REVISION TO THE OVERTIME/COMPENSATORY TIME SECTION OF THE PCCB'S EMPLOYEE MANUAL AS PRESENTED;**
 - G) IN ACCORDANCE WITH THE PROVISIONS SPECIFIED IN ARTICLE VII, BYLAWS OF THE POLK COUNTY CONSERVATION BOARD, THAT CHRIS CLINGAN BE APPROVED FOR THE POSITION OF ASSISTANT PARK RANGER AT PAY GRADE 14, ENTRY STEP, \$42,568.00;**
 - H) PROFESSIONAL SERVICES AGREEMENT WITH SNYDER & ASSOCIATES, SUBJECT TO APPROVAL BY FEMA OF THE EXPENSE REIMBURSEMENT FOR THIS PROJECT, FOR CONSULTING SERVICES FOR THE CHICHAQUA VALLEY TRAIL REPAIRS FOR THE AMOUNT NOT TO EXCEED \$92,930 (\$56,434 FOR ENGINEERING SERVICES AND \$36,496 FOR CONSTRUCTION SERVICES) AND AUTHORIZE THE PCCB CHAIR TO SIGN THE AGREEMENT;**
 - I) PRESENTED LIST OF INDIVIDUALS FOR SEASONAL EMPLOYMENT WITH POLK COUNTY CONSERVATION BOARD;**
 - J) THE RESOLUTION AND MEMORANDUM OF UNDERSTANDING THAT HOPES TO BE THE BEGINNING TO THE PROCESS OF DEVELOPING AN AGREEMENT THAT WILL SET STANDARDS FOR MAINTAINING THE HIGH TRESTLE TRAIL (HTT) AND TO THE POSSIBLE ESTABLISHMENT OF A "TRAIL AUTHORITY" TO OVERSEE THE FUTURE MAINTENANCE OF THE ENTIRE HTT; AND THE BOARD FURTHER APPROVES THE PCCB CHAIR SIGNING THE RESOLUTION;**
 - K) ACCEPTING THE GIFT OF 4.7 ACRES OF LAND FROM THE DESCO GROUP, LEGAL DESCRIPTION: SW ¼ SE ¼ LYG WLY OF CL OF DITCH LESS RD SUBJ 1.731A DITCH EAS SEC 12-80-22, AS AN ADDITION TO CHICHAQUA BOTTOMS GREENBELT.**

VOTE YEA: MCENAY, HADDEN, CATALDO, LEVIS

#3 – Yellow Banks Park, Land Use Lease Agreement

IT WAS MOVED BY HADDEN THAT THE POLK COUNTY CONSERVATION BOARD APPROVE THE LAND USE LEASE AGREEMENT WITH FOUR MILE LITTLE LEAGUE FOR AN AGREEMENT PERIOD OF JANUARY 1, 2011 – DECEMBER 31, 2015; DIRECT STAFF WORK WITH FOUR MILE LITTLE LEAGUE TO BECOME INCORPORATED; AND APPROVE RENTING THE SHELTER AT YELLOW BANKS PARK BALL DIAMONDS TO THE PUBLIC AFTER JULY 15 OF EACH SEASON AT A COST OF \$50/DAY FOLLOWING SAME FACILITY RENTAL CONTRACT AS USED FOR OTHER PCCB PARK SHELTERS.

VOTE YEA: HADDEN, CATALDO, LEVIS, MCENANY

#4 – FEMA Projects

IT WAS MOVED BY MCENANY THAT THE POLK COUNTY CONSERVATION BOARD APPROVE STAFF COMPLETING THE FEMA WORK AS DESCRIBED IN EACH PROJECT WORKSHEET AS FOLLOWS:

Project Worksheet	Category	Projects	Total Cost
PCC-03-C	Permanent repair work, roads & bridges	2	\$ 4,600.00
PCC-04-D	Permanent repair work, water control facilities	8	\$ 22,405.05
PCC-03-E	Permanent repair work, public buildings	26	\$ 14,399.59
PCC-06-G	Permanent repair work, parks and recreation facilities	26	\$ 69,652.49
PCC-08-G	Permanent repair work, parks and recreation facilities	34	\$ 52,158.28

VOTE YEA: CATALDO, MCENANY, HADDEN, LEVIS

5 – Jester Park Golf Course, Management Agreement

IT WAS MOVED BY CATALDO THAT THE POLK COUNTY CONSERVATION BOARD APPROVE THE PCCB CHAIR SIGNING THE ASSIGNMENT OF GOLF COURSE MANAGEMENT AGREEMENT APPROVING THE CHANGE IN H.G. GOLF PROPERTIES OWNERSHIP AND INVESTORS AS REQUIRED PER JESTER PARK GOLF COURSE MANAGEMENT AGREEMENT WITH H.G. GOLF PROPERTIES.

VOTE YEA: LEVIS, MCENANY, HADDEN, CATALDO

PUBLIC COMMENTS

STAFF REPORTS

FINANCIAL REPORTS

DISCUSSIONS & REMARKS

- Parker reminded the Board of upcoming dates related to Grand Opening of High Trestle Trail: April 27 and April 30
- Dr. Crompton Event held on May 4 or May 6
- Discussion took place on the Director's Evaluation process
- Conservation's 3rd Qtr. Workplan was distributed

ADJOURNMENT

The meeting was adjourned at 6:28 p.m.

Prepared by: Cindy Lentz

Polk County Controlled Bow-Hunt 2010-2011 Deer Report



Executive Summary
Post Season Reports
Aerial Survey Results
Bow-Hunt Administrators
Advisory Organizations

Compiled by the
Polk County Deer Task Force

The Polk County Deer Task Force believes that the White-tailed deer is a valuable part of our natural heritage. We support the perpetuation of the deer population in Polk County at ecologically acceptable levels.

-1997 Position Statement of the Polk County Deer Task Force

Executive Summary

Based on the following results, it is recommended that the Polk County Controlled Bow-Hunt should be continued for the 2011-2012 season throughout the Polk County Deer Management Zone. It is also recommended to continue expanding efforts in all areas including:

- Urbandale
- Brown's Woods and Walnut Woods
- Clive
- Easter Lake to Cownie Park
- Pleasant Hill
- private property throughout the zone
- Johnston - Beaver Creek corridor



Post Season Reports

Licenses Sold

-The Polk County Deer Management Zone is divided into two zones. 1200 licenses were available for zone 48 which includes all of the cities, Polk County Conservation areas and U.S. Army Corps of Engineers areas. 400 licenses were available in zone 61 which is comprised of mostly rural areas not included in zone 48. Hunters purchased 803 antler-less licenses in zone 48 and 65 antler-less licenses in zone 61 for use in the Polk County Deer Management Zone.



Hunting Season

-This year the IDNR allowed participating entities to use September 11, 2010 through January 30, 2011, for the Polk County Deer Management Zone bow-hunting season. Agencies could choose to use these dates for their season, or tailor their hunt to suit individual needs (as long as the dates were within the allowable season above). The proposed hunt dates for the 2011 -2012 season will be September 10, 2011 through January 29, 2012.

Deer Harvest

-Agencies reported that 486 antler-less deer had been harvested during the '10-'11 bow-hunt, which is a decrease from 547 in the 2009-2010 season.

-There was a total of 555 antler-less deer harvested in the Polk County Deer Management Zone (including antler-less deer harvested in Camp Dodge with shotgun/muzzle).

35 incentive bucks were harvested during the '10-'11 bow-hunt

A total of *635 deer were harvested during the '10-'11 season.

* Count includes Camp Dodge (shotgun and muzzle any sex-tags)

Proficiency Testing

-Polk County Information Technology Department developed a web based program to allow testing vendors to check the status of and update hunter proficiency testing results. Vendors administered 334 proficiency tests to 323 hunters.

Safety Record

No injuries were reported from neighbors or park visitors



Polk County Aerial Deer Surveys: 2011

by Bill Bunger
Iowa DNR

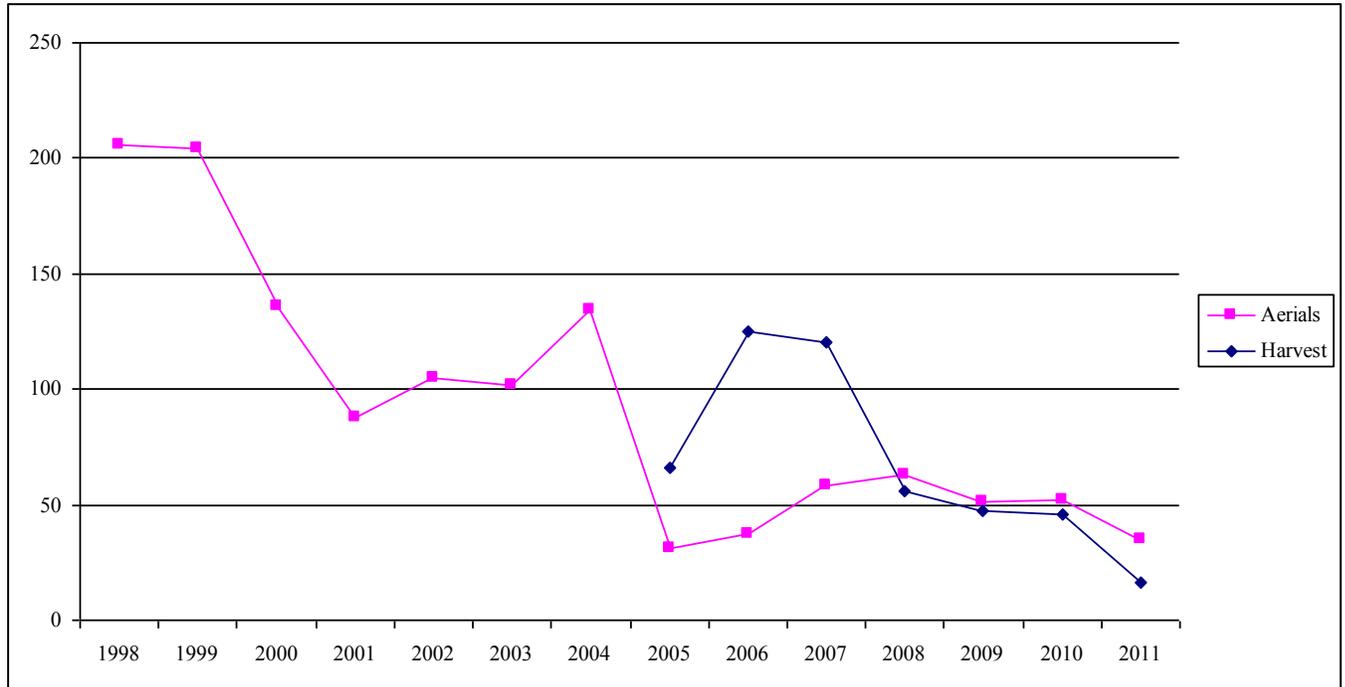
Helicopter surveys were flown on February 10th and 11th using a Robinson R44 helicopter. Observers were Tom Litchfield & Bill Bunger. Bill Bunger was the navigator and recorded data. On February 10th, all of the metro areas were flown. On the 11th, the rural areas around Saylorville Lake were flown. On the 10th, conditions were good with 6 inches of snow over the area. The sky was mostly clear, producing some shadows. Winds were moderate (14 mph) from the southwest. Temperatures were just above freezing. Overall, sighting conditions were only fair. On the 11th, the sky was overcast, winds were light (<8 mph) from the west. Sighting conditions were good.

The number of deer sighted for each area is reported in Table 1. Each area listed was divided up into discrete units and circled or flown systematically. Where necessary the helicopter was brought around to count areas more thoroughly. Some of the deer ran as the helicopter passed overhead but most animals preferred to remain bedded.

In the predominantly urban areas, which exclude the Saylorville Lake areas, the number of deer counted over all areas combined was down in most of the survey areas. It might be noted that deer were not found in large groups and tended to be scattered. It seems possible that some deer may not have been ‘clumped’ in survey areas to the same extent as some recent years. Nine of the seventeen survey areas fall near or below the 30 deer/sq. mile goal. This compares to 5 survey areas at or below the goal last year (2010).

The deer numbers in Water Works Park remain relatively stable (declining) as have harvest numbers over the last few years. This stability was probably established by high harvests seen in 2006/07. This continues to reflect the value of steady hunting pressure.

**Figure 1. The number of deer observed at Water Works Park (y-axis), from the helicopter survey, 1998 – present.
(2005-2007 harvest includes areas South of Grand).**



Trends seen in Survey Areas the last 5 years:

- Waterworks Park: Stable, no sharp yearly changes. Below 30 deer/sq. mile goal.
- South of Grand: Slight decline. At or below 30 deer goal.
- Browns & Walnut Woods: Slight downward trend but high numbers.
- Easter Lake & DSM river east: Stable and approaching goal.
- Yellow Banks Park: Slight downward trend approaching goal.
- 4 Mile, I-80 to DSM River: Numbers are stable and near goal.
- Pleasant Hill: Numbers may be stabilizing.
- 4 Mile, North of I-80: Relatively stable and approaching goal.
- Margo Frankel: Stable numbers and below goal.
- Rock Creek: Approaching goal objectives.
- Des Moines river, Saylorville dam to Riverview: Appear stable but still high.
- West DSM, South Woods: Relatively stable but high numbers.
- Walnut Creek, Raccoon River to I-80: Above goal.
- Walnut Creek, west of I-80: Slight downward trend but high.
- Living History Farms: Stable, numbers above goal.

Overall, it would appear that the entire deer management zone, (DMZ), is approaching stabilization of deer numbers. Most of the urban areas showed some decline this year. It may be that some of the reduction in numbers seen is partially a reflection of weather conditions this winter compared to the last two years. Some areas of relatively high numbers remain. As a more uniform implementation of hunting and consequent doe harvest occurs, continued decline should be expected. A targeted approach for hunter access could be considered in areas where numbers are highest.

Bow-Hunt Administrators

- City of Des Moines: Mike Gaul 208-0310
- Administers public property bow-hunting; allows private property bow-hunting
- Des Moines Water Works: Scott Atzen 208-8702, Regina Olmstead 283-8769
- City of Johnston: Jim Sanders 727-7760
- Administers public property bow-hunting; allows private property bow-hunting
- Polk County Conservation: Brian Herrstrom 967-4889, c 249-1753
- US Army Corps of Engineers (Saylorville Lake): Tyler Hill 276-4656 ext. 6512
- City of Urbandale: Jeff Casey 331-6812
- Administers public property bow-hunting; allows private property bow-hunting
- Walnut Woods State Park (IDNR): Tim Gedler 285-4502
- City of West Des Moines: Sally Ortegies 222-3447
-Administers public property bow-hunting
- City of Clive: Kelly Canfield 223-5246
-Administers public property bow-hunting
- City of Pleasant Hill: Heath Ellis 208-5212
- Administers public property bow-hunting; allows private property bow-hunting

Advisory Organizations

- The following organizations serve in an advisory capacity to the Polk County Deer Task Force (in addition to the organizations listed above).
- Iowa Dept. of Natural Resources: Bill Bunger (515) 975-8318, Willie Suchy (515) 281-8660
- City of Ankeny, City of Des Moines Animal Control, City of Grimes, City of Polk City, Dallas County Conservation Board
- Archery Field and Sports, Des Moines Audubon, Des Moines Founders' Garden Club, Des Moines Izaak Walton League, Happy Apple Orchard and Sporting, IDNR Law Enforcement, Iowa Bow Hunters Assoc. (IBA), National Field Archery Association, Polk County Conservation Board, Polk County Board of Supervisors, Sierra Club and Westwood Neighborhood Association.

Table 1. Results from the helicopter deer surveys in Polk county, 1996 to present.

Urban Areas Surveyed	Area (Square Miles)	Deer Sighted																
		1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	
Water Works Park Area	3.91	100	159	206	204	136	88	105	102	134	130	37	58	63	51	46	35	
D.M, South of Grand	1.37			56	45	39	50	49	36	63	56	18	53	66	49	55	28	
DSM airport west-63rd*	1.78												150	164	188	103	76	
Browns & Walnut Woods	4.20	43	132	149	106	128	86	91	155	226	167	137	301	216	232	151	189	
Easter Lake & Moines River East	6.74	26	43	58	135	145	110	163	132	146	239	84	418	233	209	254	195	
Yellow Banks Park & Des Moines River	1.75	24	52	62	77	67	122	81	98	77	78	29	110	92	77	61	33	
Four Mile Creek:																		
I80 -Des Moines River	5.29	7	41	51	99	79	39	83	87	100	107	118	174	165	179	164	87	
<i>Pleasant Hill west*</i>	0.93											48	71	59	86	63	53	
<i>Pleasant Hill east</i>	2.27											25	31	150	162	128	90	
North of I-80	4.45	58	128	128	158	117	103	86	80	104	127	16	124	202	136	177	125	
Margo Frankel Woods	0.78	15	14	35	4	23	12	6	0	28	15	8	15	15	17	25	18	
Rock Creek	2.91	26	74	38	51	49	79	24	39	44	27	52	66	92	58	47	41	
Des Moines River:																		
Saylorville Dam-Riverview Park	2.61	83	115	83	150	124	122	162	209	296	184	153	278	238	143	155	150	
<i>North of I-80*</i>														175	122	124	111	
<i>South of I-80*</i>														63	21	31	39	
Jordan Creek/South Woods	0.22									63	56	38	10	25	35	30	33	
Walnut Creek:																		
Raccoon River to I-80	0.79	0	1	7	5	23	14	14	25	42	19	30	50	19	40	40	27	
<i>Clive Area; west of I-35*</i>	0.30													23	15	10	5	
Living History Farms	0.41				20	20	10	42	16	34	26	30	25	43	23	17	24	
West of I-80	1.38	59	229	285	261	270	225	146	203	336	177	227	340	172	147	186	170	
Beaver Creek (Johnston)	0.59													100	74	80	61	
Polk City Barrier Dam Refuge	3.11	41	92	117	133	125	89	113	135	230	135	89	198	150	166	268	142	
Total	45.79	482	1,080	1,275	1,448	1,345	1,149	1,165	1,317	1,923	1,543	1,091	2,401	2,205	1,986	1,987	1,524	
Rural Areas																		
Saylorville Reservoir																		
Camp Dodge	2.23	55	71	93	105	108	69	73	68	195	165	148	234	148	109	93	107	
Dam to MLB (west side)	1.92		61	62	24	38	34	61	50	109	46	67	98	114	86	136	84	
Dam to MLB (east side) a	2.55		41	72	94	83	85	86	50	137	94	55	66	127	91	90	105	
MLB to Hwy 17 (east side)	4.18		35	33	53	77	80	-	-		142	123	124	208	134	178	179	
Jester Park, MLB to Bridge to Hwy 17	4.82	88	158	161	95	95	132	127	108	189	82	110	133	221	165	187	201	
Total (excluding Barrier Dam Refuge)	16	143	366	421	371	401	400	347	276	630	529	503	655	818	585	684	676	
Chichaqua & Skunk River		96	85		197	109	-	-	187	133	106	181	210	-	154	-	103	

*These are sub-groups of larger survey areas broken out for the benefit of local entity. Not added into totals to avoid duplication.

Urban Areas Surveyed	Area (Square Miles)	Deer per Square Mile																Change (2010 - 2011)	
		1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011		
Water Works Park Area	3.91	26	41	53	52	35	23	27	26	34	33	9	15	16	13	12	9	-25%	
D.M, South of Grand	1.37	0	0	41	33	28	36	36	26	46	41	13	39	48	36	40	20	-50%	
DSM airport west-63rd*	1.78												84	92	106	58	43	-26%	
Browns & Walnut Woods	4.20	10	31	35	25	30	20	22	37	54	40	33	72	51	55	36	45	25%	
Easter Lake & Moines River East	6.74	4	6	9	20	22	16	24	20	22	35	12	62	35	31	38	29	-24%	
Yellow Banks Park & Des Moines River	1.75	14	30	35	44	38	70	46	56	44	45	17	63	53	44	35	19	-46%	
Four Mile Creek:																			
I80 -Des Moines River	5.29	1	8	10	19	15	7	16	16	19	20	22	33	31	34	31	16	-48%	
<i>Pleasant Hill west*</i>	0.93												48	71	63	92	68	57	-16%
Pleasant Hill east	2.27												26	31	66	71	56	40	-29%
North of I-80	4.45	13	29	29	36	26	23	19	18	23	29	4	28	45	31	40	28	-30%	
Margo Frankel Woods	0.78	19	18	45	5	29	15	8	0	36	19	10	19	19	22	32	23	-28%	
Rock Creek	2.91	9	25	13	18	17	27	8	13	15	9	18	23	32	20	16	14	-13%	
Des Moines River:																			
Saylorville Dam-Riverview Park	2.61	32	44	32	57	48	47	62	80	113	70	59	107	91	55	59	57	-3%	
Jordan Creek/South Woods	0.22	0								286	255	173	45	114	159	136	150	10%	
Walnut Creek:																			
Raccoon River to I-80	0.79	0	1	9	6	29	18	18	32	53	24	38	63	24	51	51	34	-33%	
<i>Clive Area; west of I-35*</i>	0.30													77	50	33	17		
Living History Farms	0.41				49	49	24	102	39	83	63	73	61	105	56	41	59	44%	
West of I-80	1.38	43	166	207	189	196	163	106	147	243	128	164	246	125	107	135	123	-9%	
Beaver Creek (Johnston)	0.59													169	125	136	103	-24%	
Polk City Barrier Dam Refuge	3.11	13	30	38	43	40	29	36	43	74	43	29	64	48	53	86	46	-47%	
Total	45.79	11	24	28	32	29	25	25	29	42	34	24	52	48	43	43	33	-23%	
Rural Areas																			
Saylorville Reservoir																			
Camp Dodge	2.23	25	32	42	47	48	31	33	30	87	74	66	105	66	49	42		-14%	
Dam to MLB (west side)	1.92	-	32	32	13	20	18	32	26	57	24	35	51	59	45	71		58%	
Dam to MLB (east side) a	2.55	-	16	28	37	33	33	34	20	54	37	22	26	50	36	35		-3%	
MLB to Hwy 17 (east side)	4.18	-	8	8	13	18	19	-	-	-	34	29	30	50	32	43		34%	
Jester Park, MLB to Bridge to Hwy 17	4.82	18	33	33	20	20	27	26	22	39	17	23	28	46	34	39		15%	
Total (excluding Barrier Dam Refuge)	16	-	23	27	24	26	25	22	18	40	34	32	42	52	37	44		19%	

2010 - 2011 Deer Harvest

POLK-DALLAS URBAN ZONE 48

A. Polk County Conservation (PCC) Public Areas: Brian Herrstrom 967-4889					
		Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Jester Park	Incentive Buck (3 allotted)	2	0	2	22
Sycamore Trail (includes Area C in Johnston)	Incentive Buck (2 allotted)	2	0	1	7
Easter Lake	Incentive Buck (2 allotted)	1	0	1	9
Brown's Woods	Incentive Buck (3 allotted)	2		1	18
Thomas Mitchell Park	Incentive Buck (2 allotted)	1	0	0	1
Mally's Park	Incentive Buck (included with Thomas Mitchell)	0	0	0	2
Four Mile Greenbelt	Incentive Buck (included with Thomas Mitchell)	0	0	0	3
Yellow Banks Park	Incentive Buck (3 allotted)	2	0	2	7
Gay Lea Wilson East Trail	Incentive Buck (1 allotted)	0	0		1
Polk County Conservation (PCC)	Harvest Total	10	0	7	70

B. City of Clive Public Areas: Kelly Canfield 223-5246					
		Incentive Buck	Shed Antlered Buck	Button Buck	Doe
West of I-80		0	0	0	1
Greenbelt Park: East of NW 114th		0	0	0	0
	Incentive Buck (None allotted at this time)	0	0	0	0
	Sub-total	0	0	0	1
City of Clive Private Property					
	None at present date				0
	Sub-total	0	0	0	0
City of Clive	Harvest Total	0	0	0	1

C. **City of Des Moines Public Areas: Michael Gaul 208-0310**

	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Cases Lake: Hartford Ave	1		2	2
Crocker Woods: Prospect Rd. & Hickman Rd.	1		2	8
Ewing Park	2		1	9
Laurel Hill Woods			1	4
MacRae Park			1	1
Pioneer Park				1
Ashworth Park	1		1	11
Incentive Buck (8 allotted)				
Sub-total	5	0	8	36

City of Des Moines Private Property				
	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
SW / Airport Area (South of Waterworks Park, West of Fleur to limits)	3		2	21
SE / Easter Lake and Ewing Parks Area (SE 14th east, South of DM River to Limits)	2		6	41
South of Grand Area (West of Terrace Hill to 63rd, South of University to Waterworks)	2		2	14
MacRae Park Area				
Prospect / Beaverdale Park Area			2	3
East Area (East and Northeast area of city)		1		8
Incentive Buck (14 allotted)				
Sub-total	7	1	12	87
City of Des Moines	Harvest Total	12	1	20

D. **Des Moines Water Works: Scott Atzen 208-8702, Regina Olmstead 283-8769**

	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
2201 George Flagg Parkway, 50321 Incentive Buck (10 allotted)	4	0	0	15
Des Moines Water Works	Harvest Total	4	0	15

E. City of Johnston Public Areas: Jim Sanders 727-7760					
		Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Area A: Army Corps of Engineers (See USACE totals)					
Area C: Sycamore Trail (See PCC totals)					
Area E: City of Johnston - 156 Acres		2	0	1	13
Incentive Buck (3 allotted)					
	Sub-total	2	0	1	13
City of Johnston Private Property					
Private Property		1	0	1	15
Incentive Buck (3 allotted)					
	Sub-total	1	0	1	15
City of Johnston	Harvest Total	3	0	2	28

F. City of Pleasant Hill: Heath Ellis 208-5212					
		Incentive Buck	Shed Antlered Buck	Button Buck	Doe
City Property		0	0	0	1
Private Property		1	0	0	9
Incentive Buck (1 allotted)					
City of Pleasant Hill	Harvest Total	1	0	0	10

G. City of Urbandale Public Areas: Jeff Casey 331-6812					
		Incentive Buck	Shed Antlered Buck	Button Buck	Doe
City Parks					
Incentive Buck (None allotted at this time)					
	Sub-total	0	0	0	3
City of Urbandale Private Property					
Living History Farms (LHF) (West of I-35)		2	1	4	21
Incentive Buck (5 allotted)					
Other Private Property		2		11	51
Incentive Buck (7 allotted)					
	Sub-total	4	1	15	72
City of Urbandale	Harvest Total	4	1	15	75

H. City of West Des Moines Public Areas: Sally Ortgies 222-3447				
	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
South Woods Incentive Buck (2 allotted)	1	0	0	7
Sub-total	1	0	0	7
City of West Des Moines Private Property				
	0	0	0	4
Sub-total	0	0	0	4
City of West Des Moines	Harvest Total	1	0	0
				11

I. USACE: (Corps of Engineers): 276-4656 Scott Rolfes ext. 6508; Tyler Hill ext. 6512				
	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Saylorville (No Buck Incentive Issued for this area)	0	1	5	27
Polk City Refuge (No Buck Incentive Issued for this area)	0	1	1	2
USACE	Harvest Total	0	2	6
				29

J. Walnut Woods State Park: Tim Gedler 285-4502				
	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Walnut Woods State Park (No Buck Incentive Issued for this area)	0	0	1	10
Walnut Woods State Park	Harvest Total	0	0	1
				10

Total Doe Harvested Zone 48	372
Total Incentive Bucks Harvested Zone 48	35
Total Shed Antlered Bucks Harvested Zone 48	4
Total Button Bucks Harvested Zone 48	51

Antler-less tags available zone 48:	1200	Sold:	803
Incentive Buck Tags available Zone 48	65	Sold:	65

K. IDNR ELECTRONIC LICENSING (ELSI) Zone 48					
		Buck	Shed Antlered Buck	Button Buck	Doe
		2	7	54	357
ELSI	Harvest Total	2	7	54	357

ELSI harvest totals for zone 48 are displayed to show reporting discrepancies by hunters to both administrating agencies and IDNR.

POLK-DALLAS RURAL ZONE 61

L. Camp Dodge: Mary Jones 252-4648					
		Buck**	Shed Antlered Buck	Button Buck	Doe
Archery		23	1	1	59
Shotgun / Muzzle loader		24	2	3	41
**Buck (Normal seasons and any-sex tags allowed)					
Camp Dodge	Total Harvest	45	2	3	100

M. IDNR ELECTRONIC LICENSING (ELSI) Zone 61					
		Buck	Shed Antlered Buck	Button Buck	Doe
		0	3	2	23
ELSI	Total Harvest	0	3	2	23

Total Antlerless Deer Harvested Zone 61 133

Total Bucks Harvested Zone 61 45

Antler-less tags available zone 61: 400 Sold: 63

Antler-less Deer Harvested (Bow) Total 486

* Count including Camp Dodge (shotgun/muzzle) and ELSI zone 61 **555**

Incentive Bucks Total 35

Bucks: Camp Dodge and ELSI zone 61 Total 45**

**Normal seasons (shotgun/bow) and any-sex tags allowed

Total Deer Harvested 635

CELLULAR TELEPHONE POLICY POLK COUNTY CONSERVATION BOARD

Issued By: _____ Polk County
Revision Date: _____ May, 2002 - July, 2007
PCCB Approval Date: 8/8/07

Purpose

The purpose of this directive is to describe to PCCB employees provisions for cellular telephones (cell phones) and employee responsibilities related to cell phones.

~~*The purpose of this directive is to describe cellular telephone usage and provision of cellular telephones for all PCCB employees.*~~

Applicability

~~This directive shall be the sole and exclusive policy, for cellular telephone usage, purchase of service and equipment for all PCCB employees and stipend for use of personal cell phones.~~

This policy applies to PCCB employees who have or wish to request a PCCB issued cell phone; and to PCCB employees who receive or wish to request a monthly stipend for use of their personal cell phone.

Statement - In General

PCCB may provide cell phones to the employees who have a valid reason for needing the service or may provide a monthly stipend to the employees in lieu of a PCCB issued cell phone. The monthly stipend shall be in the amount of \$10/month for the use of a personal cell phone for PCCB business.

When on PCCB business, use of cell phones, whether PCCB issued cell phone or personal cell phone, while driving is discouraged. It is recommended that employees pull off the road, when possible, to use their cell phone if driving PCCB owned vehicle or when driving personal vehicle while on PCCB business.

When operating PCCB equipment, use of cell phones is discouraged. It is recommended for safety purposes that employees not use cell phones if equipment is running.

Texting on cell phones is not allowed while driving or operating vehicles/equipment while on PCCB business.

~~PCCB intends the provision of cellular telephones to be limited since other forms of communications are usually both readily available and less expensive. PCCB will provide cellular telephone service to the employees who have a valid reason to have access to telephone service by the following options: 1) Issue cellular telephones to~~

~~those selected employees or; 2) Provide a monthly stipend of \$10.00/month for the use of a personal cell phone for PCC business.~~

Request For PCCB-Issued Cell Phones ~~Requests for Cellular Telephone Service~~

~~Requests for cellular telephone service or reimbursement for the usage of a personal cell phone must be made to the Director. The request shall include:~~

- ~~1. Supervisor's name~~
- ~~2. Name and position of employee for which cellular telephone service is being requested~~
- ~~3. Reason cell phone service is needed~~
- ~~4. Anticipated minutes that would be used by employee or unit requesting service~~
- ~~5. Features needed on cellular phone (if different from standard phone features)~~
- ~~6. If issued to more than one employee in a division, state names and positions of other potential users~~
- ~~7. Signature of supervisor making request~~

Requests for a PCCB issued cell phone must be made to your supervisor. Requests should include the following information:

- Employee's name and position
- Reason cell phone is needed
- Anticipated number of minutes to be used
- Features needed on cell phone (if different from standard phone features)
- Employee signature

Supervisor shall initial request and submit request to Director for final approval.

Approved request shall be turned in to Administrative Supervisor. Administrative Supervisor will oversee ordering of cell phone along with approved accessories.

Usage of PCCB- Issued Cell Phones ~~Use of Cellular Telephones by Employees for Business Purposes~~

Employees issued cell phones are expected to use phones for county business purposes when necessary to communicate with their office, other county offices, outside agencies and the public. When possible, office telephones should be used for such calls unless it is absolutely necessary to use cellular telephones for immediate response. ~~Telephone calls that require long distance service should only be made from cellular telephones when absolutely necessary. Otherwise, office telephones should be used for ALL long distance calls.~~

Use of cell phones for personal calls is permitted, but calls should be when **absolutely necessary** and length of call kept to a minimum. If monthly time allotted by service plan is exceeded, personal calls on detailed billing statement will be reimbursed to county up to **in excess of** service plan cost.

Out-of-area use of cell phone while on leave that results in additional roaming costs shall have supervisor or Director prior approval.

Accounts payable representative(s) ~~supervisors, or a designee, should~~ shall review all detailed, monthly billings to monitor usage of cellular phones by employees. Oversight of billings should be for personal calls as well as necessary business usage. Questions on an employee's usage of a cell phone shall be brought to the employee's supervisor or Director.

If monthly billings for cell phones continually have additional charges above monthly service plan cost, the Administrative Supervisor should be contacted to evaluate if the proper service plan is being used. ~~If monthly service plan time is continually over the allotted time, the Director should be contacted to evaluate if the proper service plan is being used.~~

Lost, Damaged, or Malfunction of PCCB-Issued Cell Phones

Once an employee is ~~issued assigned~~ a cell phone, the employee is responsible for loss, damage, or malfunctioning due to negligence. Any cost incurred by the PCCB to replace or repair the cell phone due to employee negligence will be charged to the employee.

If a cell phone ~~issued assigned~~ to an employee is lost, damaged, or is malfunctioning, the employee shall immediately notify their supervisor ~~or office personnel~~ of the situation. In the case of a lost cell phone, immediate notification by the supervisor ~~or the employee to office personnel~~ Director is necessary to stop usage of the phone. Failure to notify your supervisor ~~or office personnel~~ immediately of a lost phone could result in the employee being responsible for ALL unauthorized calls made from their ~~assigned~~ issued cell phone.

If an employee is in need of replacement accessories, new battery, etc., the Administrative Supervisor or their designee should be contacted to make arrangements for these needs.

Cell Phone Monthly Stipend ~~Business Use Reimbursement for Personal Cell Phones~~

PCCB ~~will~~ may choose to reimburse employees for business use of their personal cell phone in lieu of being issued a PCCB ~~assigned~~ issued cell phone.

Requests for an employee to receive a \$10/month stipend for use of their personal cell phone for PCCB business use must be made to your supervisor. Requests should include the following information:

- Employee's name and position
- Reason monthly stipend is requested in lieu of PCCB issued cell phone
- Anticipated number of monthly minutes used on personal phone for PCCB business
- Employee signature

Supervisor shall initial request and submit request to Director for final approval. Approved request shall be turned in to Administrative Supervisor.

The stipend will be \$10.00/month, payable quarterly, upon submission of a copy of the face page of the employee's personal cell phone bill for each month. ~~The employee's supervisor will be required to approve the request for reimbursement each quarter.~~

PCCB will not be responsible to replace an employee's personal cell phone if lost, damaged or if it malfunctions.

UNIFORM GUIDELINES FOR PARK ADVOCACY UNIT EMPLOYEES POLK COUNTY CONSERVATION BOARD

Date Approved:

Purpose

The purpose of this directive is to outline the uniform guidelines for park advocacy unit employees of Polk County Conservation Board (PCCB).

In General

This directive applies to all park rangers and park officers of PCCB.

Partial uniforms are not to be worn at any time.

When shirts and jackets are no longer serviceable, all identification and patches shall be removed.

Any part of the uniform that is badly faded, soiled, glazed, frayed, snagged, or patched or shoes are cut or scarred shall be considered unserviceable and shall not be worn.

Uniforms must be clean and neatly pressed at all times. Shirts and pant pockets must not be crowded and bulky in appearance.

Uniform items that identify staff members as law enforcement are not to be intermixed with civilian clothing.

Apart from this policy, park rangers shall be allotted \$50 under the Wearing Apparel Guidelines Policy for clothing that can be worn while performing tasks that do not fit within the scope of this policy.

Uniform Styles

Two styles of uniform will be recognized, Class A and Class B. Park rangers and park officers will be responsible for following these guidelines.

Class A Uniform – Will be worn to court and official meetings, ceremonies, special assignments (Badge and name plate to be worn).

Shirt: Public safety style, short sleeve/long sleeve, tan with Ranger patch on left arm
Pants: Brown dress pants
Tie: Brown (Optional with short sleeve shirt, required with long sleeve shirt)

Class B Uniform – May be worn on patrol/school programs and training seminars.

Shirt: Tee-shirt style, tan, screened Ranger emblem with RANGER on back
Shirt: S/S polo and L/S polo, screened Ranger emblem with RANGER on back
Pants: BDU or tactical pants 5.11, olive green or desert color.

Approved optional uniform items are as follows:

Oxford-style shoe

Park Ranger Uniform

When on official duty (law enforcement), park rangers shall wear either the Class A or Class B uniform in its entirety, unless otherwise directed. Park ranger uniforms shall be determined by the Director and Park Advocacy Manager. Park rangers shall be responsible for ensuring full compliance with these uniform guidelines.

Annual allotment for all park rangers for clothing identified under the following uniform inventory shall be \$300.

Uniform inventory for park rangers shall include the following:

Shirt:	Public safety style, short/long sleeve, tan with Ranger patch on left arm
Shirt:	Tee-shirt style, tan, badge-type logo with RANGER on back
Shirt:	S/S polo and L/S polo with Ranger patch on the left front and RANGER on back
Tie:	Brown
Pants:	BDU olive green or desert color; or tactical pants 5.11 brown or khaki; or brown dress pants
Pants:	Brown twill jeans
Shorts:	Bicycle patrol shorts
Footwear:	Court appearance boot
Coat:	Winter weight, dress approved
Jacket:	Light weight, as approved
Cap:	Structured cap, khaki adjustable headband, with Ranger patch on front of cap
Belt:	Basket-weave, brown 1-3/4"
Sweatshirt:	Earth-tone color with embroidered badge or screened Ranger emblem as alternate
Badges:	(2) regular size

Park Officer Uniform

When on official duty, park officers shall wear the Class B uniform in its entirety, unless otherwise directed. Park officer uniforms shall be determined by the Director and Park Advocacy Manager. Park officers shall be responsible for ensuring full compliance with these uniform guidelines.

For all park officers, uniform allotments will be as follows:

Returning officers: \$100.00

New officers: \$150

Uniform shirt: green polo 5.11 shield on front left

Uniform pants style 5.11, as identified above under uniform inventory

Uniform While on ATV or Bicycle Patrol

Rangers assigned to ATV or bicycle patrol will be issued the following equipment and is to be worn while on patrol:

- Approved ATV or bicycle helmet
- Eye protection, i.e., either eye glasses or sunglasses
- Padded bicycle gloves
- Department approved uniform patrol shirt
- Department approved uniform pants/shorts
- Department approved uniform jacket
- Department approved shoes/socks
- Department approved whistle with break-away lanyard

At no time shall any part of the ATV/bicycle uniform be worn with the standard ranger uniform.

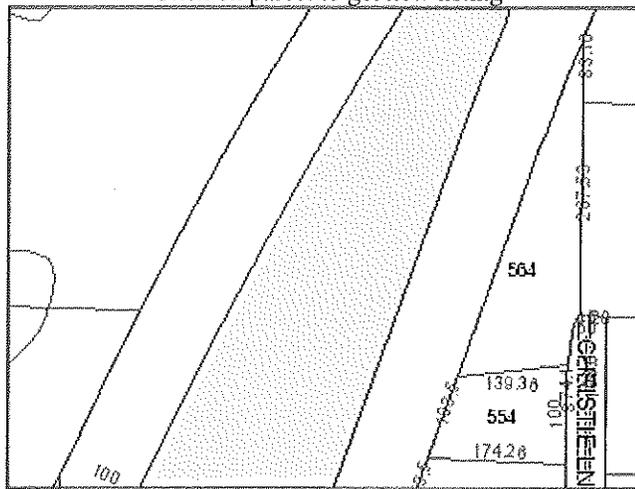


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District/Parcel	GeoParcel	Map	Nbhd	Jurisdiction	Status
221/00011-000-000	7823-05-227-001	0832	PH02/B3	PLEASANT HILL	ACTIVE
School District	Tax Increment Finance District	Bond/Fire/Sewer/Cemetery			
1/Des Moines					

Click on parcel to get new listing

[Get Bigger Map](#)



Mailing Address
IOWA NATURAL HERITAGE FOUNDATION BRUCE MOUNTAIN 505 5TH AVE STE 444 DES MOINES, IA 50309-2321

Legal Description
-EX HWY I63 RD EAS- LOT 7 ORP SEC 5-78-23

Ownership	Name	Recorded	Book/Page	RevStamps
Title Holder #1	IOWA NATURAL HERITAGE FOUNDATION	2010-12-29	13720/566	

Assessment	Class	Kind	Land	Bldg	AgBd	Total
Assmt Roll	Residential	Full	12,200	0	0	12,200
		Adj	0	0	0	0

Credit	FR/Forest Reserve (5.960 acres)		12,200	0	0	Year 1990
Market Adjusted Cost Report Assessment Roll Notice Estimate Taxes Polk County Treasurer Tax Information Pay Taxes						

Zoning	Description	SF	Assessor Zoning
U-1	Flood Plain and Conservation District	259618	Floodway
Source: City of Pleasant Hill Published: 2006-11-21 Contact: Community Services & Planning 515 262 9368			

Land					
SQUARE FEET	259,618	ACRES	5.960	SHAPE	IR/Irregular
TOPOGRAPHY	N/Normal				

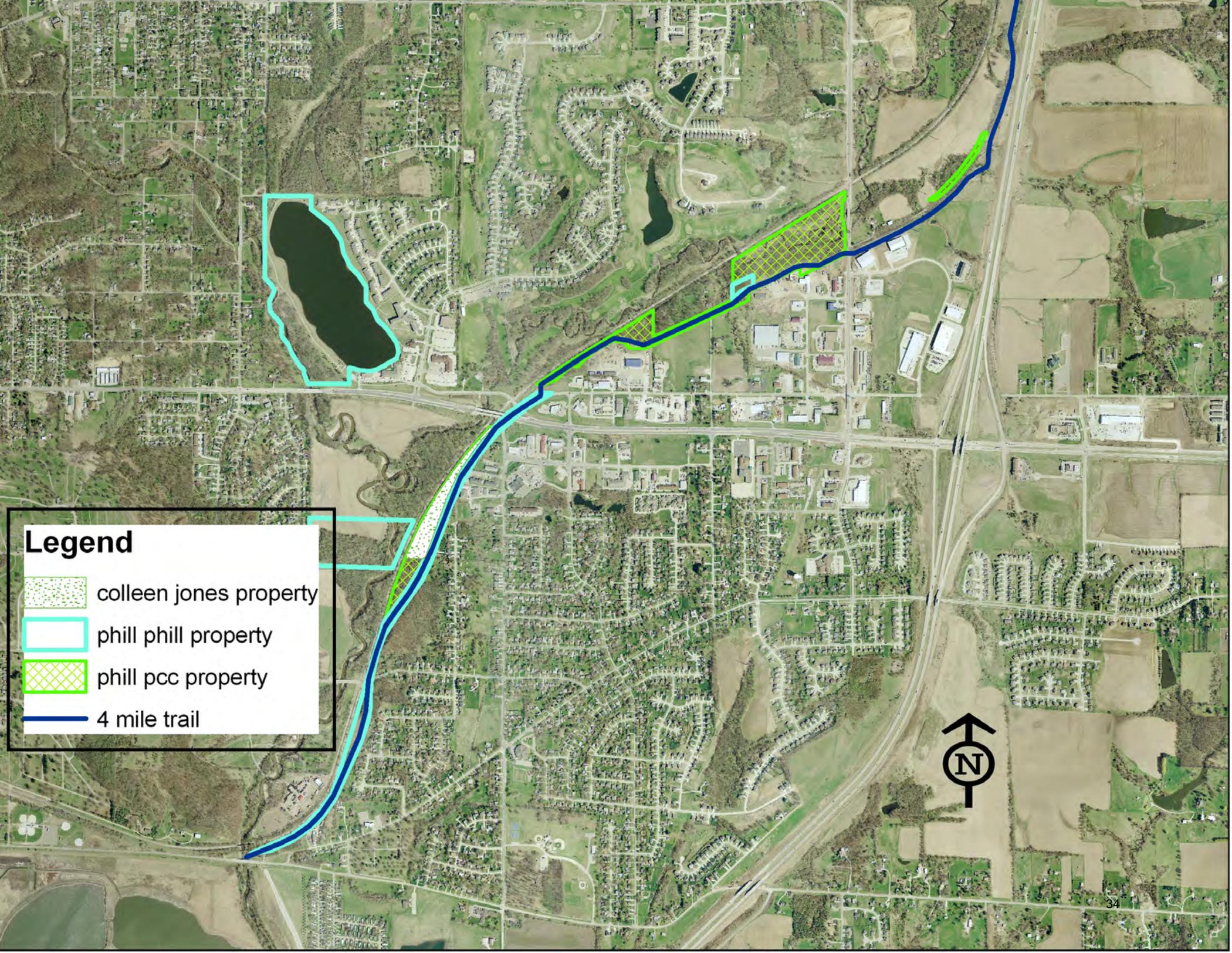
Year	Type	Status	Application	Permit/Pickup Description
1994	U/Pickup	CP/Complete	1993-05-02	Put SV on Land

Year	Type	Class	Kind	Land	Bldg	AgBd	Total
2009	Assessment Roll	Residential	Full	12,000	0	0	12,000
			Adj	0	0	0	0
2007	Assessment Roll	Residential	Full	12,000	0	0	12,000
			Adj	0	0	0	0
2005	Assessment Roll	Residential	Full	10,800	0	0	10,800
			Adj	0	0	0	0
2003	Assessment Roll	Residential	Full	10,020	0	0	10,020
			Adj	0	0	0	0
2002	Assessment Roll	Residential	Full	16,290	0	0	16,290
			Adj	0	0	0	0
2001	Assessment Roll	Residential	Full	16,290	0	0	16,290
			Adj	0	0	0	0
1999	Assessment Roll	Residential	Full	14,940	0	0	14,940
			Adj	0	0	0	0
1997	Assessment Roll	Residential	Full	13,150	0	0	13,150
			Adj	0	0	0	0
1995	Final Value	Residential	Full	15,670	0	0	15,670

			Adj	0	0	0	0
1993	Final Value	Residential	Full	5,000	0	0	5,000
			Adj	0	0	0	0
1992	Final Value	Residential	Full	8,340	0	0	8,340
			Adj	0	0	0	0

email this page

Room 195, 111 Court Avenue, Des Moines, IA 50309
 Phone 515 286-3140 / Fax 515 286-3386
polkweb@assess.co.polk.ia.us



Legend

-  colleen jones property
-  phill phill property
-  phill pcc property
-  4 mile trail



JOINT AGREEMENT
BETWEEN POLK COUNTY CONSERVATION BOARD AND THE MID-IOWA RETRIEVER
CLUB

Whereas, Polk County Conservation and the Mid-Iowa Retrievers Club wish to provide additional opportunities for **year-around** dog training and trailing, and;

Whereas, Polk County Conservation and Mid-Iowa Retrievers believe that areas of the Chichaqua Bottoms Greenbelt are suitable for those activities.

THIS AGREEMENT is made and entered into, by and between the Polk County Conservation Board and the Mid-Iowa Retriever Club. Definitions as used hereinafter:

“Polk County” shall mean the Polk County Conservation Board.

“Retriever” shall mean the Mid-Iowa Retriever Club.

“CBG” shall mean Chichaqua Bottoms Greenbelt.

1. This Agreement is entered into pursuant to the Provisions of Chapter 28E, Code of Iowa (2005). This Agreement shall consist of four (4) pages and Attachments A, B, C, and D which shall be considered a part of this Agreement.
2. This Agreement shall become effective upon acceptance by all parties and shall remain in effect Twenty (20) years or until revoked as described herein. **This agreement may be renewed if it is in the interest of both parties to do so.**
3. The purpose of this Agreement is listed in Attachment A.
4. Duties of Polk County are listed in Attachment B.
5. Duties of the Retriever are listed in Attachment C.
6. Attachment D is a map showing the locations of the project.
7. **Attachment E & F are conceptual development plans for both areas involved.**
8. No separate legal or administrative entity is created by this Agreement. No real or personal property will be purchased in the performance of this Agreement.
9. Polk County shall administer performance of this Agreement.

10. Any duly recognized party to this Agreement may terminate this Agreement by sending written notice of termination, specifying the reasons for termination, at least sixty days prior to the effective date of termination. Notice shall be sent to the governing body of the other party at its principal place of doing business by registered mail. The termination of this Agreement shall not relieve any party to this Agreement of any obligations or liability arising during the terms of the contract.
11. In the event of a breach by any entity of this agreement, that breach shall not be considered to affect any remaining terms or conditions of this Agreement. If any terms conditions of this Agreement are held to be invalid or illegal, those remaining terms or conditions shall not be construed to be affected.
12. Polk County Conservation Board may terminate this agreement at any time if it determines it is in the best interest of the County to do so. If this agreement is terminated by PCC without cause, prior to year 10 of the agreement, PCC will reimburse 100% of the Retrievers out of pocket expenses not to exceed \$30,000. If the termination occurs after year 10, the amount of reimbursement will be amortized over the full 20 years of the agreement. Retrievers will provide PCC documentation including receipts for expenses subject to reimbursement.
13. This is the entire Agreement between all duly recognized parties and it may be amended only upon the agreement of all parties and only in writing.
14. The parties shall approve the Agreement by resolution or motion of their respective Board or Council, which shall authorize the execution of the Agreement. It will then be filed in the office of the Iowa Secretary of State and the Recorder of the county of each party to the agreement, in accordance with Chapter 28E of the Code of Iowa. The agreement shall become effective when recorded in the Recorder's Office of the county of each party to the agreement and shall remain in effect unless terminated as provided herein.

EXECUTION OF AGREEMENT

IN WITNESS THEREOF, the County has caused this Agreement to be executed in two (2) separate counterparts, each of which shall be considered an original.

Executed by Mid-Iowa Retriever Club

_____ day of _____ 20__

Mid-Iowa Retriever Club

Notary _____

President

EXECUTION OF AGREEMENT

IN WITNESS THEREOF, the Polk County Conservation Board has caused this Agreement to be executed in two (2) separate counterparts, each of which shall be considered an original.

Executed by the Polk County Conservation Board

_____ day of _____ 20__

Polk County Conservation Board

Attest _____

ATTACHMENT A

The purpose of this Agreement is to establish the terms and conditions of the relationship between Polk County Conservation Board and the Mid-Iowa Retriever Club for the construction and maintenance of two (2) additional dog training areas at CBG. The new dog training areas (2) will be owned and managed by Polk County as a public recreation lands which allow for dog training and trialing. **Designation as dog training and trialing areas by Polk County allows for use at all times of the year for these purposes. Restrictions based on nesting seasons will not apply to these areas.** These properties are subject to all other rules and regulations applicable to the management of the greater CBG. The two areas may be reserved for special events by groups or organizations in accordance with Polk County policies, including the Mid-Iowa Retrievers, but when not reserved shall be available to the general public for recreational use.

The project may consist of grading certain areas to create structures conducive to the training and trialing of dogs, installing gravel surfaced drives and parking areas, gates and fencing, seeding and maintenance of appropriate vegetative cover, and the installation of signage. Polk County shall approve all proposed developments prior to any construction, installation, or maintenance activities. All development shall be at the direction of Polk County. Any infrastructure created or installed as part of this agreement becomes the property of Polk County.

The use of motor vehicles is prohibited off of parking lots **and developed roads** unless a special permit is obtained from Polk County, issued for the specific date and purpose.

ATTACHMENT B

Duties of Polk County

Polk County shall be responsible for the installation of the gates, fencing, signage, installation and maintenance of the vegetative cover, law enforcement, and other management activities.

Polk County will not be responsible for any maintenance or repair of training or trialing infrastructure or water control structures developed as part of this agreement during the period this agreement is in effect.

ATTACHMENT C

Duties of the Mid-Iowa Retriever Club

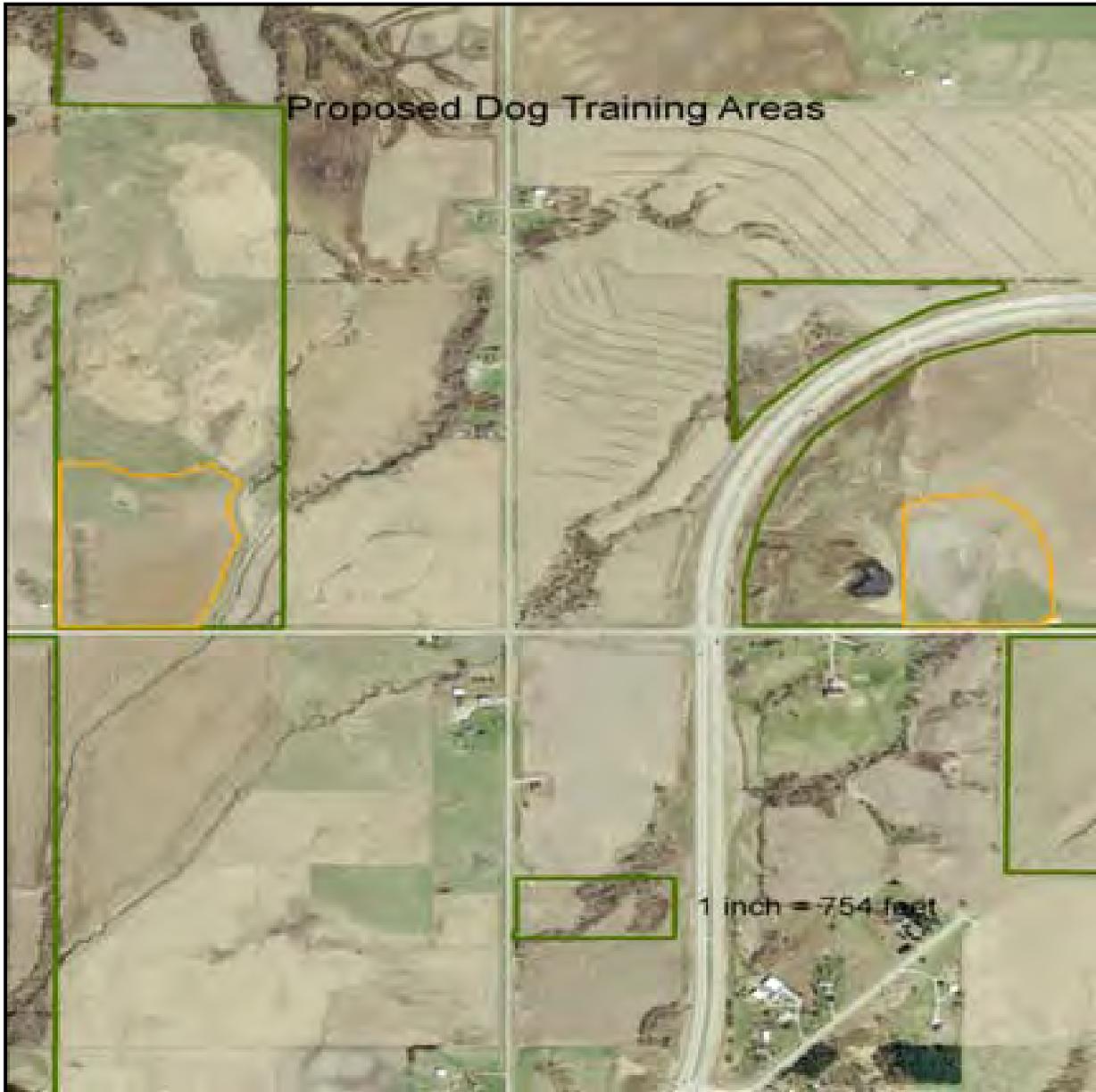
Retriever shall be responsible for the costs associated with development and maintenance of the structures (i.e. mounds, water features), gravel surfaces, roads, parking area, gates, and fencing for this project.

Retrievers shall reimburse PCC for expenses incurred in providing materials or in-kind labor for the above structures within 90 days of receipt of invoice.

Retrievers will assist PCC in promoting sporting dog activities, the conservation of wildlife areas within Polk County, and the promotion of CBG.

Attachment D

Project Location Map



T80N, R22W - Sections 36 & 36

Attachment E

Mountain Farm Area
Conceptual Development Plan



Attachment F

Clingan Addition Area
Conceptual Development Plan



2010- 2011 Revenue Budget

- as of 04/30/11 (83.3% of budget year expired)

UNIT #	UNIT	Revenue Appropriations	Total Revenues Received	Total Revenues to be Rec'd	% Budget Rec'd
General - Fund 1					
6006	Environmental Ed	\$ 73,800	\$ 71,019	\$ 2,781	96.2%
6009	Natural Resources	\$ 135,795	\$ 101,865	\$ 33,930	75.0%
6101	Administration	\$ 364,842	\$ 277,775	\$ 87,067	76.1%
6103	Community Outreach	\$ 5,455	\$ 4,609	\$ 846	84.5%
6110	Parks Advocacy Unit	\$ 408,225	\$ 257,846	\$ 150,379	63.2%
6119	Construction/Maint.	\$ 23,400	\$ 23,682	\$ (282)	101.2%
6124	Equestrian Center	\$ 309,500	\$ 254,933	\$ 54,567	82.4%
Sub-Total - General Fund 1		\$ 1,321,017	\$ 991,728	\$ 329,289	75.1%
Reserve - Fund 16					
0210		\$ 1,800,600	\$ 1,946,356	\$ (145,756)	108.1%
REAP - Fund 26					
0211		\$ 142,750	\$ 140,461	\$ 2,289	98.4%
Infrastructure- Fund 1					
0213		\$ 9,200	\$ 9,156	\$ 44	99.5%
Grand Total - Conservation		\$ 3,273,567	\$ 3,087,701	\$ 185,866	94.3%

2010 - 2011 Expense Budget

- as of 04/30/11 (83.3% of budget year expired)

UNIT #	UNIT	Supplies/Services Appropriated Amount	Supplies & Services Expended	Supplies & Services Balance	Personal Services Appropriated Amount	Personal Services Expended	Personal Services Balance	Total Balance Remaining	%
General - Fund 1									
6006	Environmental Ed.	\$ 74,300	\$ 62,350	\$ 11,950	\$ 402,804	\$ 339,186	\$ 63,618	\$ 75,568	84.2%
6009	Natural Resources	\$ 257,790	\$ 225,493	\$ 32,297	\$ 815,749	\$ 660,147	\$ 155,602	\$ 187,899	82.5%
6101	Administration	\$ 758,357	\$ 603,022	\$ 155,335	\$ 457,485	\$ 381,026	\$ 76,459	\$ 231,794	80.9%
6103	Community Outreach	\$ 60,900	\$ 43,542	\$ 17,358	\$ 170,354	\$ 140,802	\$ 29,552	\$ 46,910	79.7%
6110	Parks Advocacy Unit	\$ 62,030	\$ 59,214	\$ 2,816	\$ 559,599	\$ 445,874	\$ 113,725	\$ 116,541	81.3%
6119	Construction/Maint.	\$ 187,300	\$ 158,057	\$ 29,243	\$ 857,701	\$ 714,345	\$ 143,356	\$ 172,599	83.5%
6124	Equestrian Center	\$ 175,685	\$ 132,803	\$ 42,882	\$ 344,372	\$ 267,835	\$ 76,537	\$ 119,419	77.0%
Sub-Total - General Fund 1		\$ 1,576,362	\$ 1,284,481	\$ 291,881	\$ 3,608,064	\$ 2,949,215	\$ 658,849	\$ 950,730	81.7%
Reserve - Fund 16									
0210		\$ 3,241,163	\$ 2,882,403	\$ 358,760				\$ 358,760	88.9%
REAP - Fund 26									
0211		\$ 255,448	\$ 124,541	\$ 130,907				\$ 130,907	48.8%
Capitals - Fund 1									
0212	Capital's Infrastructure	\$ 27,500	\$ 7,500	\$ 20,000				\$ 20,000	27.3%
0213	Capital's Equipment	\$ 110,200	\$ 110,190	\$ 10				\$ 10	100.0%
Sub-Total - Capitals Fund 1		\$ 137,700	\$ 117,690	\$ 20,010				\$ 20,010	85.5%
Risk Management - Fund 3									
6100	Insurance, Med., Work. Comp.	\$ 189,900	\$ 206,540	\$ (16,640)				\$ (16,640)	108.8%
Grand Total - Conservation		\$ 5,400,573	\$ 4,615,654	\$ 784,919	\$ 3,608,064	\$ 2,949,215	\$ 658,849	\$ 1,443,767	84.0%

** Reserve expenses up due to trails activity, will adjust appropriation next spring.
 *** Capital's Equipment is high since all vehicles budgeted were purchased in July 2010.