

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in regular session on Wednesday, April 13, 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

Approved: May 11, 2011