

## **PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD**

The Polk County Conservation Board met in regular session on Wednesday, October 8, 2014. The meeting was called to order at 6:30 p.m.

### #1 – Roll Call

Members Present: Levis, Johnson, Cataldo, Smith, Kurovski

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

**MOTION:** Moved by Johnson to approve the meeting minutes as written.

VOTE YEA: Levis, Johnson, Cataldo, Smith

VOTE ABSTAIN: Kurovski

### #2 – Jester Park Equestrian Center – Final Report

Dr. Liz Weinstein did an overview of her process that led to the final report she presented. She then reviewed the final report with the Board. Dr. Weinstein thanked the Board for the opportunity to work with them.

Discussion occurred on possible follow-up survey in February 2015

Cataldo asked Leopold to work with recommendations and timelines identified in the Report and bring issues, if any, back to the Board.

The Board thanked Liz Weinstein for her work.

Lela Mullen, Equestrian Center Manager, also thanked Dr. Weinstein and reported on steps the equestrian center is taking to follow Dr. Weinstein's recommendations.

Shellie Carmoney, Equestrian Program Specialist, reported to the Board on current program activity at the equestrian center.

Liz Beatty, Barn Supervisor, spoke on barn operations at the equestrian center.

Board Member Smith would like to discuss the boarding of private horses at the equestrian center in the future. Leopold indicated that a strategic planning effort was taking place by staff that included discussions on boarding. This information would come to the Board in the future.

**MOTION:** Moved by Kurovski to accept Dr. Elizabeth's Jester Park Equestrian Center Final Report; and approved/authorized final payment to Dr. Weinstein for her work.

VOTE YEA: Kurovski, Johnson, Smith, Levis, Cataldo

### #3 – Public Comments

No comments.

### #4 - Consent Agenda

**MOTION:** Moved by Smith to approve consent agenda items a, b, and d and to defer c) Vision Ia CAT Grant Agreement - Jester Park Conservation Center until after discussion of item #6 - Jester Park Conservation Center Update:

- a) PCCB September 2014 bill list
- b) list of surplus items being sold at the Polk County Fall Auction on October 18, 2014;
- d) adopting the County's revised Donated Leave Policy and Donated Leave for Purpose of Organ Transplant Policy with the modification that donated leave requests must be submitted first to the PCC Director before submitting to the Human Resources Director.

VOTE YEA: Smith, Kurovski, Cataldo, Johnson, Levis

### #5 – Public Hearing

Chair opened public hearing on recommending to the Board of Supervisors that an easement to the City of West Des Moines be granted to install a sanitary sewer known as the Alluvion Sanitary Sewer Extension beneath the Great Western Trail. The easement will allow the installation and maintenance of the new sewer by West Des Moines and will serve the new Microsoft facility being built east of the Trail.

As there were no comments, public hearing was closed.

**MOTION:** Moved by Smith that the Board recommend to the Board of Supervisors that they grant an easement to the City of West Des Moines for the construction and permanent maintenance of the Alluvion Sanitary Sewer Extension beneath the Great Western Trail and that the Board further determine that the construction and maintenance of said sewer will not interfere with the use of the Trail for park purposes.

VOTE YEA: Johnson, Smith, Levis, Cataldo, Kurovski

#6 – Jester Park Conservation Center

Leopold spoke on the third party review of the Jester Park Conservation Center completed by Stecker-Harmsen, Inc. Third party review shows target of \$11M. PCC currently has \$6.25M.

Kami Rankin, Community Outreach Coordinator, distributed updated fund raising sheet and reviewed with the Board.

Wayne Johnson, Construction Manager, updated the Board on the proposed timeline.

Patrice Petersen-Keys, Environmental Education Coordinator, spoke on reevaluating of themes for the Center and indicated staff were working on Request for Proposal to see if there are other visions for the Center.

Following Board discussion, Leopold was asked to come back to the Board in November with a plan on how to move forward. He was asked to find out how postponing bidding the project would impact the Vision Iowa Grant and to find out if current donations would be lost if project postponed. The Board would like to see a time and cash flow analysis also.

Information only.

Item #4c – Vision Iowa CAT Grant Agreement – Jester Park Conservation Center

**MOTION:** Moved by Levis to authorize the Chair to sign the CAT Agreement 15-CAT-001-Jester Park Conservation Center and pass a resolution authorizing execution and delivery by PCCB of this Agreement and such other documents as the Vision Iowa Board or the Vision Iowa Board's legal counsel may reasonably request; and further identify the following as authorized officers to execute the agreement: Director, Deputy Director, and/or Accountant.

VOTE YEA: Levis, Cataldo, Kurovski, Johnson, Smith

#7 – Interim Director

**MOTION:** Moved by Johnson, Seconded by Smith to approve a 10% increase to Richard Leopold's salary while serving as Interim Director retroactive to August 21, 2014 and approves Leopold receiving Department Head benefits while serving as Interim Director.

VOTE YEA: Kurovski, Levis, Cataldo, Smith, Johnson

#8 – Personnel Item, Possible Closed Session

**MOTION:** Moved by Kurovski that the Board move into closed session pursuant to Iowa Code Section 21.5(1) to discuss an employee medical issue.

VOTE YEA: Kurovski, Johnson, Smith, Levis, Cataldo

**MOTION:** Moved by Johnson to approve six months of unpaid leave for employee Nicolas Gordon effective following the 10 days (80 hours) of unpaid leave authorized by Interim Director.

VOTE YEA: Kurovski, Johnson, Cataldo, Smith, Levis

#9 – Employees, Recent Hires

Information only.

Discussion & Remarks

Interim Director Leopold reported on the following:

- Bond planning – project management plans are being completed for each project
- Board meetings – will be bringing a couple projects to each future meeting
- Proposed aviation facility to the west of FDM Park and signing community support letter
- 160 acres of land near Chichaqua that is for sale

ADJOURNMENT

Meeting was adjourned at 8:34 p.m.

Prepared by: Cindy Lentz

Approved: 11/12/14