

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

The Polk County Conservation Board met in regular session on Wednesday, January 11, 2012. The meeting was called to order at 5:32 p.m.

### #1a – Roll Call

Board Present: Levis, Cataldo, Hadden, McEnany, Smith (arrived at 5:36 p.m.)  
Board Absent: Smith (absent at time of roll call)

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

**IT WAS MOVED BY MCENANY THAT THE POLK COUNTY CONSERVATION BOARD SHALL APPROVE THE DECEMBER 14, 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 APPROVE THE FOLLOWING CONSENT AGENDA ITEMS:**

- A) PCCB/ENTERPRISE FUND DECEMBER 2011 EXPENDITURES;**
- B) PCCB BYLAWS.**

**VOTE YEA: CATALDO, HADDEN, MCENANY, LEVIS**

### #3 – Public Hearing & Award of Bid: Equestrian Trail Enhancements at Jester Park

Chair Levis declared the meeting to be a public hearing on the plans, specifications, cost estimate and form of contract for the equestrian trail enhancement at Jester Park project.

As there were no comments, Chair Levis closed the public hearing.

Smith arrived at this time. 5:36 p.m.

**IT WAS MOVED BY MCENANY THAT THE POLK COUNTY CONSERVATION BOARD APPROVE THE PLANS, SPECIFICATIONS, COST ESTIMATE AND FORM OF CONTRACT FOR THE EQUESTRIAN TRAIL ENHANCEMENT AT JESTER PARK PROJECT.**

**VOTE YEA: MCENANY, CATALDO, LEVIS, HADDEN, SMITH**

**IT WAS MOVED BY MCENANY THAT THE POLK COUNTY CONSERVATION BOARD DETERMINES THAT RW EXCAVATING & DOZING IS THE LOWEST RESPONSIBLE BIDDER IN ACCORDANCE WITH STATE LAW AND APPROVE HIRING RW EXCAVATING & DOZING TO COMPLETE THE BASE BID AND ADDED OPTION A ON THE EQUESTRIAN CENTER TRAIL ENHANCEMENT AT JESTER PARK PROJECT ACCORDING TO SPECIFICATIONS OUTLINED IN ITB# NR 2011-007 EQUESTRIAN TRAIL ENHANCEMENT FOR A COST NOT TO EXCEED \$225,018.20 AND AUTHORIZE THE PCCB CHAIR TO SIGN CONTRACT WITH THE AFOREMENTIONED COMPANY.**

**VOTE YEA: MCENANY, CATALDO, LEVIS, HADDEN, SMITH**

#4 – Fort Des Moines Master Plan, Final Approval

Parker distributed letter received from Mel Pins, President – Somerset Neighborhood Assoc., regarding the process used for developing the Fort Des Moines master plan and the Association's support of the plan.

**IT WAS MOVED BY CATALDO THAT THE POLK COUNTY CONSERVATION BOARD OFFICIALLY APPROVES THE FORT DES MOINES PARK MASTER PLAN.**

**VOTE YEA: HADDEN, MCENANY, SMITH, LEVIS, CATALDO**

#5 – Tomorrow Plan Presentation

Luke Parris, Metropolitan Planning Organization, gave presentation on the Tomorrow Plan.

#6 – Environmental Education, Presentation on Senior Programming

Lori Foresman-Kirpes, PCCB Naturalist, gave presentation on environmental education's senior programming.

Levis had to leave the meeting. 6:31 p.m.

#7 – Budget Update

Director Parker and Carol Ann Carlson, PCCB Accountant, reviewed the PowerPoint presentation that will be presented to the Polk County Board of Supervisors on January 17, 2012.

PUBLIC COMMENTS

STAFF REPORTS

FINANCIAL REPORTS

DISCUSSION & REMARKS

Director Parker discussed the following:

- Retreat/strategic plan update-Parker to work with Hadden to arrange
- GOF/PCCB joint meeting
- Employee introductions- a couple each month
- Workplan – 2<sup>nd</sup> qtr. distributed
- 5 years of service certificate from IACCB given to Tina Hadden

ADJOURNMENT

The meeting was adjourned at 7:15 p.m.

Prepared by: Cindy Lentz

Approved: 2/8/12