



# BOARD MEETING

March 14, 2012 - 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 February 2012 expenditures.
- b) **PCCB Bylaws:** approve the PCCB Bylaws with amendments.
- c) **Vehicle Purchases, 2011-12 Budget:** approve purchase of a 2012 Chevy Colorado from Bob Brown Chevrolet for the purchase price not to exceed \$18,028.48 from FY 2011-12 budget.
- d) **Vehicle Purchases, 2012-13 Budget:** contingent on the certification of the FY 2012-13 budget, approve the purchase of two (2) vehicles from the vendors as quoted for the total package price not to exceed \$60,603.00.
- e) **Chichaqua Valley Trail, Flood Damage Repair Project:** approve directing staff to publish notice of hearing pursuant to Iowa Code 331.305, that a Public Hearing will be held on April 11, 2012 at the Polk County Conservation Board meeting on the plans, specifications, cost estimate and form of contract for the repair of the Chichaqua Valley Trail damage from the flood event of spring 2010.

### 3) High Trestle Trail, 28E Agreement Amendment

### 4) Jester Park Golf Course, 2012 Fees

### 5) Employee Introductions

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 February 8, 2012. Minutes for the meeting are attached.

## 2) Consent Agenda Items

### a) Action on the Bill List

February 2012 expenditures have been e-mailed to the Board for review.

**STAFF RECOMMENDATION:** That the Board approve the PCCB/Enterprise Fund February 2012 expenditures.

### b) PCCB Bylaws

At the February 2012 meeting staff proposed changes to Article X, sections e and f of the PCCB Bylaws. In order for the proposed changes to be adopted, the Bylaws with changes must again be considered at the next following regular Board meeting. A copy of the PCCB's Bylaws with changes is attached.

**STAFF RECOMMENDATION:** That the Board approve the PCCB Bylaws with amendments.

### c) Vehicle Purchases, 2011-12 Budget

The FY 2011-12 capital outlay budget includes \$60,000.00 to replace a 1996 Ford F-250 and a 1998 Ford Taurus. The Ford F-250 replacement is completed (brought to Board at their June 2011 meeting); leaving the 1998 Ford Taurus replacement.

Staff researched the purchase of this vehicle from the current State of Iowa contracts with the Department of Administrative Services and Department of Transportation. The following vehicle was found on that contract and meets our specifications.

(1) 2012 Chevy Colorado, ext. cab, short box (State of Iowa Contract Award: Bob Brown Chevrolet)	\$16,739.48
(1) 2012 Model 800 pickup topper (Vendor: Broadway Auto)	\$ 789.00
	<b>\$17,528.48</b>

Contingency for vehicle adds or changes:	\$ 500.00
<b>Total</b>	<b>\$ 18,028.48</b>

- George Lentz, Eqpt. Maint. Supt.

**STAFF RECOMMENDATION:** That the Board approve purchase of a 2012 Chevy Colorado from Bob Brown Chevrolet for the purchase price not to exceed \$18,028.48 from FY 2011-12 budget.

**d) Vehicle Purchases, 2012-13 Budget**

The FY 2012-13 capital outlay budget includes \$64,000.00 to replace the following vehicles on the current replacement schedule; a 1998 Ford F-250 and a 1996 Dodge 1-ton.

Staff researched the purchase of these vehicles from the current State of Iowa contracts with the Department of Administrative Services and Department of Transportation. The following vehicles were found on that contract and meet our specifications.

1. (1) 2012 Ford F-250, 4X4, long box	\$22,950.00
(State of Iowa Contract Award: Charles Gabus Ford)	
(1) 2012 Western 810 wide- out snowplow	\$ 5,701.00
(Vendor: Truck Equipment)	
(1) Spray boxliner : Hawkeye Truck Equipment	<u>\$ 350.00</u>
	<b>\$29,001.00</b>
2. (1) 2012 Ford F-350, 4X4, long box	\$24,551.00
(State of Iowa Contract Award: Charles Gabus Ford)	
(1) 2012 Western 810 wide-out snowplow	\$ 5,701.00
(Vendor: Truck Equipment)	
(1) Spray boxliner: Hawkeye Truck Equipment	<u>\$ 350.00</u>
	<b>\$ 30,602.00</b>
<b>Sub-Total</b>	<b>\$ 59,603.00</b>

Contingency for vehicle adds or changes:	\$ 1,000.00
<b>Grand Total</b>	<b>\$ 60,603.00</b>

The order for these vehicles will not be placed until after the FY 2012-13 budget is certified (3-15-2012) but prior to the production deadline cut-off for these vehicles.

- George Lentz, Eqpt. Maint. Supt.

**STAFF RECOMMENDATION:** That the Board, contingent on the certification of the FY 2012-13 budget, approve the purchase of two (2) vehicles from the vendors as quoted and presented for the total package price not to exceed \$60,603.00.

### e) Chichaqua Valley Trail, Flood Damage Repair Project

A public hearing on the proposed plans, specifications, cost estimates, and award of contract for the repair of the Chichaqua Valley Trail is required and is proposed for 5:30 p.m. on April 11, 2012 at the regularly scheduled meeting of the Polk County Conservation Board.

Staff, Snyder and Associates, and working with FEMA, have developed an invitation to bid, project plans, and notice to bidders will be published. Bids are due by 2:00 p.m. Wednesday April 4, 2012. Awarding of bid may take place following the public hearing at the April 11, 2012 Board meeting.

**STAFF RECOMMENDATION:** That the Board approve directing staff to publish notice of hearing pursuant to Iowa Code 331.305, that a Public Hearing will be held on April 11, 2012 at the Polk County Conservation Board meeting on the plans, specifications, cost estimate and form of contract for the repair of the Chichaqua Valley Trail damage from the flood event of spring 2010.

### 3) High Trestle Trail, 28E Agreement Amendment

This amendment to the agreement establishes a maintenance fund for the repair of infrastructure on the High Trestle Trail between Ankeny and Woodward.

The funding schedule was developed as a result of many meetings and the examination of different funding scenarios. Staff feels this agreement is a fair and equitable sharing of costs.

The agreement has a set time limit of five years that will allow us to discontinue our participation should we feel it is no longer in our best interest to continue.

The funds collected will be dispersed based on need as determined by a vote of the steering committee.

**STAFF RECOMMENDATION:** That the Board authorizes the Chair to sign the amended Joint Public Service Agreement between Polk County, Iowa and the cities of Ankeny, Madrid, Sheldahl, Slater, Woodward, Boone County Conservation Board, Polk County Conservation Board, Dallas County Conservation Board, and Story County Conservation Board.

### 4) Jester Park Golf Course, 2012 Fees

Section 5.5 of the Management Agreement between Polk County Conservation Board and Green Golf Partners requires that the Board be notified of proposed rate changes of golf course activities. The Management Agreement requires that the proposed rate changes not exceed general pricing guidelines established as part of the Management Agreement negotiations with the Board. There is no requirement

to approve the proposed rates, but only to review the rates to determine that they are within previously established general pricing guidelines.

Green Golf Partners has furnished the attached rate schedule under which they intend to operate during the 2012 golfing season. Green Golf Partners plans to increase some rates/fees this year as follows. They are planning on raising cart fees from \$14 to \$15 for an 18 hole cart, increasing the High School Season Pass from \$90 to \$110 and the Junior Pass from \$180 to \$250. They are adding a Par 3 Adult Pass for \$200.

**STAFF RECOMMENDATION:** That the Board acknowledge receipt of the proposed Jester Park Price List from Green Golf Partners for the 2012 golfing season and acknowledge that the proposed prices are in conformance with pricing guidelines established by the Board.

## 5) Employee Introductions

At this month's Board meeting an "employee introduction" program will be implemented. Two PCCB staff will be invited to attend each meeting and will be asked a few questions related to their job.

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

The Polk County Conservation Board met in regular session on Wednesday, February 8, 2012. The meeting was called to order at 5:30 p.m.

### **#1a – Roll Call**

Board Present: Cataldo, Hadden, McEnany, Smith (arrived at 5:34 p.m.)  
Board Absent: Levis, 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 JANUARY 11, 2012 MEETING MINUTES AS WRITTEN.**  
**VOTE YEA: 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 JANUARY 2012 EXPENDITURES;**
- B) PCCB BYLAWS WITH PROPOSED AMENDMENTS;**
- C) AUTHORIZING PCCB DIRECTOR TO SIGN MEMORANDUM OF UNDERSTANDINGS FOR MOWING SERVICES AND APPROVE THE PAYMENTS FROM MOWING SERVICES BEING USED TO SUPPLEMENT THE NATURAL RESOURCES BUDGET WITH ADDITIONAL SEASONAL STAFF AND SUPPLIES;**
- D) PURCHASE OF CHEMICALS AS HIGHLIGHTED ON THE PRESENTED RECAP FORM FOR UNIT PRICES AS INDICATED;**
- E) RATIFYING APPROVAL FOR STAFF TO PUBLISH NOTICE OF A PUBLIC HEARING AT THE PCCB'S FEBRUARY 8, 2012 MEETING REGARDING THE TRANSFER OF PROPERTY AT EAGLE ROOST WILDLIFE AREA TO THE IOWA DEPARTMENT OF TRANSPORTATION FOR CONSTRUCTION OF A BRIDGE ON HIGHWAY 65, IN SECTION 21 T78N R23W IN POLK COUNTY, IOWA;**
- F) ANNUAL RENEWAL OF THE THREE YEAR CONTRACTS FOR PORTABLE TOILETS TO JIM'S JOHNS; SEPTIC TANK/VAULT TOILET/GREASE TRAP**

**PUMPING TO EFFLUENT DBA BOB'S SEPTIC TANK & MOBILE TOILET;  
REFUSE DISPOSAL TO WASTE MANAGEMENT; PARK BEVERAGE VENDING  
MACHINE TO DR. PEPPER SNAPPLE GROUP, INC.; AND CLEANING  
SERVICES TO MIDWEST JANITORIAL SERVICE, INC.  
VOTE YEA: CATALDO, HADDEN, MCENANY**

#3 – Public Hearing: Eagle Roost Wildlife Area, Land Transfer

Vice Chair Cataldo declared the meeting to be a public hearing on the transfer of property at Eagle Roost Wildlife Area to the Iowa Department of Transportation for construction of a bridge on Highway 65, in Section 21 T78N R23W in Polk County, Iowa.

As there were no comments by the Board or public, Chair Cataldo declared the hearing closed.

Smith arrived at this time, 5:34 p.m.

**IT WAS MOVED BY HADDEN THAT THE POLK COUNTY CONSERVATION BOARD  
APPROVE THE PCCB ACTING CHAIR TO SIGN THE PROPOSED RESOLUTION  
RELATED TO THE TRANSFER OF LAND AT EAGLE ROOST WILDLIFE AREA.  
VOTE YEA: MCENANY, CATALDO, HADDEN, SMITH**

#4 – PCCB Rules & Regulations Revision

**IT WAS MOVED BY HADDEN THAT THE POLK COUNTY CONSERVATION BOARD  
DIRECT STAFF TO PUBLISH NOTICE OF A PUBLIC HEARING ON A  
MORATORIUM AND/OR REVISION TO PCCB RULES & REGULATIONS RELATING  
TO THE HARVESTING OF ANIMALS, FISH, NUTS, BERRIES, ETC. TO BE HELD AT  
A FUTURE PCCB MEETING AND RETURN THE RECOMMENDED RULE TO THE  
BOARD AT THAT MEETING FOR CONSIDERATION.  
VOTE: CATALDO, HADDEN, SMITH, MCENANY**

#5 – Chichagua Valley Trail, 28E Agreement – Jasper County

**IT WAS MOVED BY MCENANY THAT THE POLK COUNTY CONSERVATION  
BOARD APPROVE AUTHORIZING THE PCCB ACTING CHAIR TO SIGN AND FOR  
STAFF TO LATER RECORD THE 28E AGREEMENT BETWEEN POLK COUNTY  
CONSERVATION BOARD AND JASPER COUNTY CONSERVATION BOARD  
DETAILING THE PROCESS AND THE RESPONSIBILITIES OF BOTH PARTIES  
RELATING TO REPAIRS TO THE CHICHAQUA VALLEY TRAIL DUE TO THE 2010  
FLOOD AS PRESENTED.  
VOTE YEA: HADDEN, SMITH, MCENANY, CATALDO**

#6 – Great Western Trail, SW Connector

**IT WAS MOVED BY SMITH THAT THE POLK COUNTY CONSERVATION BOARD RECOMMENDS THE PCCB DIRECTOR TO PROCEED WITH NEGOTIATIONS LEADING UP TO THE DEVELOPMENT OF A 28E AGREEMENT BETWEEN KNAPP PROPERTIES, THE CITY OF WEST DES MOINES AND THE POLK COUNTY CONSERVATION BOARD FOR THE RELOCATION OF THE GREAT WESTERN TRAIL SUBJECT TO THE ITEMS LISTED IN THE DECEMBER 12, 2011 LETTER FROM THE DIRECTOR TO KNAPP PROPERTIES BEING ADDRESSED.  
VOTE YEA: SMITH, MCENANY, CATALDO, HADDEN**

PUBLIC COMMENTS

STAFF REPORTS

FINANCIAL REPORTS

DISCUSSION & REMARKS

- shared Concrete Paving Award and Interpretive Award for Guide By Cell

ADJOURNNMENT

The meeting was adjourned at 6:27 p.m.

Prepared by: Cindy Lentz

BYLAWS  
AS AMENDED, MARCH 14, 2012  
GOVERNING THE ADMINISTRATION, THE DEVELOPMENT,  
THE OPERATION AND MANAGEMENT OF THE  
POLK COUNTY CONSERVATION BOARD  
AND ITS FACILITIES

TO WHOM IT MAY CONCERN:

WHEREAS, the Bylaws as originally adopted on the 8th day of January, 1958, and as amended at the beginning of each year thereafter by the Polk County Conservation Board for the administration, the development, and the operation and management of its areas, its facilities, and its employees, needs to be corrected and again updated, and

WHEREAS, to expand, to clarify, and to make more effective certain portions of the Bylaws, amendments were proposed and considered and adopted as amended at the regular meeting of the Board on March 14, 2012.

NOW THEREFORE, We, the undersigned members of the Conservation Board, as duly appointed by the Polk County Board of Supervisors, and as authorized by Chapter 350, Code of Iowa, do so decree as follows:

ARTICLE I. That all the covenants and provisions of former Bylaws as amended and adopted by the Polk County Conservation Board prior to this date are here and now annulled, canceled, revoked, and of no consequence for effect in the administration, development or operation and management of its areas, its facilities, nor its employees.

ARTICLE II. That Chapter 350, Code of Iowa, is recognized as, and declared to be, the governing authority; and that the purpose, and the power and duties, as defined and set forth in said Chapter shall control the functions of the Conservation Board, its employees, and/or its facilities.

ARTICLE III. That there shall be selected preceding the first regular meeting of each calendar year, from its members, by its members, a chairperson, a vice-chairperson and a secretary, who shall serve as officers of the Board for the calendar year and/or until their successors are selected and qualify. In the event that the chairperson is absent, the vice-chair shall serve as the pro-tem chairperson. In the event that both the chairperson and vice-chairperson are absent, the secretary shall serve as the pro-tem chairperson and, if necessary, a temporary secretary shall be appointed. The pro-tem chair shall be authorized to conduct the meeting and to sign any documents requiring signatures when said documents were the result of any action by the Board at the particular meeting.

ARTICLE IV. That this Board shall generally meet on the second Wednesday of each month at such time and place as may be designated by the chairperson, and said meeting shall be known as the regular meeting of the Board. That Board Members shall be expected to make all reasonable

efforts to attend all regularly scheduled meetings; absences in excess of 1/3 of the regularly scheduled meetings in a six-month period will subject the Board Member's appointment to review by the Board. Special meetings may be called by the chairperson, or a majority of the members, when necessary for specific purposes requiring Board action. A closed session may be held by affirmative vote of two-thirds of the members present in accordance with Chapter 21A, Code of Iowa.

ARTICLE V. That an executive officer shall be employed and shall be known as the Director. S/He shall be responsible to serve at the pleasure of the Conservation Board and the Board shall evaluate his/her performance annually by the month of December.

ARTICLE VI. That the principal duties of the Director shall include:

- a. The preparation of the agenda for each regular monthly meeting and to assist the chairperson in the functions of the meeting as required.
- b. To annually outline and recommend to the Board a budget that includes a program of administration, development, maintenance and operation, for each budgetary year, including an estimated cost, which shall be presented to the Conservation Board prior to submission to the Board of Supervisors. To present and explain amendments and modifications to the annual budget that may occur during the year to the Board prior to submission to the budget staff of the Board of Supervisors.
- c. The budget, or periodic budget amendments, as approved by the Conservation Board, shall be presented and explained by the director to the Board of Supervisors at each annual budget hearing or at periodic budget amendment hearings.
- d. S/He shall keep well informed on the current trends, functions, procedures, and philosophies in outdoor recreation and environmental education; on the design of park facilities and development; and in the preservation and rehabilitation of conservation areas; and shall periodically report to the Conservation Board the results of his/her research and investigation in these fields.
- e. S/He is authorized to deposit in his/her name as the director for the Polk County Conservation Board, at a local bank as selected and approved by the Conservation Board, miscellaneous monies collected from the operations of all revenue-producing facilities; and to draw from said deposit, over his/her signature as the director, or his/her duly appointed representatives of the Conservation Board, funds payable to the Polk County Treasurer for allocation to the General Fund of the County for the benefit of Polk County Conservation Board.
- f. S/He shall review and approve all expenditures and is authorized to requisition warrants from the County Auditors Office for the payment of duly acknowledged claims. S/He shall submit to the Board monthly financial statements on the status of the conservation budget.
- g. As required by statute, s/he shall prepare an annual report covering each fiscal year as

terminated and include, therein, his/her recommendations for future expansion and development.

- h. S/He will develop and maintain long range strategic plans as approved by the Conservation Board to provide guidance in the planning and implementation of programs and projects.

ARTICLE VII. That the director, with the approval of the Conservation Board, is authorized to employ and fix the compensation of such assistants and employees as may be necessary for proper and efficient administration, for development of, and for the maintenance and operation for such property and facilities as may be acquired by the Conservation Board, and/or responsibilities assumed within the framework of statutory authority. The Director is authorized to employ seasonal/ intermittent employees as set forth in the Conservation Board's budget.

ARTICLE VIII. That the compensation for the director, his/her assistants and employees, shall be determined by the Conservation Board and shall be comparable and commensurate with the annual salaries, or hourly wages as established by the Board of Supervisors for similar duties and responsibilities as other county officers and employees, when such salaries and rates are not in conflict with statutory limitations. Vacations, sick leaves, holidays and other employee benefits shall be in conformity with the regulation as established for other Polk County officers and employees.

ARTICLE IX. That the director, and any employees as s/he may designate, may be appointed peace officers as authorized by Section 350, and within the purview of Section 80B of the Code of Iowa.

ARTICLE X. That any single expenditure, or contract to expend for the purchase of equipment or material supplies, or to enter into rental agreements of construction contracts, shall conform to the following procedures:

- a. For the purchase of minor items and to provide for "change", a petty cash fund and change funds may be established not to exceed \$50 when authorized by the Director. Claims for reimbursement to the petty cash fund shall be submitted to the County Auditor as required and based on receipted amounts of each expenditure.
- b. Items of expenditure of \$5,000 or more shall, when possible and reasonable, be selected from at least three (3) quotations from qualified vendors and approved by the Director.
- c. Items of expenditures up to \$10,000 shall require only approval of the Director. In emergency situations (defined as immediate public health and welfare) the Director may spend up to \$20,000 as necessary to meet the needs of the emergency within 48 hours and inform the Conservation Board of any emergency spending as soon as possible.
- d. Items of expenditures above \$10,000 shall be selected from at least three (3) quotations from qualified firms or supplies when applicable and the approval of at least three (3) Board Members before purchase. Members may be polled for approval. All quotations received shall be retained in the files for at least three (3) years.

- e. Contracts or purchases for public improvements as defined by Sections 26.2(3), 73A.1(3) and 573.1(4)(2011) shall conform to the requirements of said Chapters 26, 573 and 73A.
- f. The Director, or his/her duly appointed representative is authorized and empowered to act for the Board in receiving, opening, and recording bids. A public hearing, as set forth in Chapter 26 and 73A, Code of Iowa, must be held at a regular or special meeting of the Board for action on said bids.
- g. The acquisition of land (including easements) is excluded from the above requirements, but Land Purchase Options must be considered by the Conservation Board at a regular or special meeting and approved by at least three (3) Board Members for acceptance. Procedures for land acquisition shall conform to statutory requirements.
- h. The Director is authorized to apply for grants that fit within the mission of the Board. Final acceptance of grants awarded to Polk County Conservation will receive approval of the Board.
- i. The Director is authorized to negotiate mutual and cooperative agreements with final approval of agreements receiving approval of the Board.

ARTICLE XI. That these Bylaws shall be reviewed by the Conservation Board each year at the first regular Board meeting in January. Approval or amendment may be proposed at any regular meeting but must be again considered at the next following regular meeting before adoption. Amendments shall require approval of at least three (3) Board Members.

MOTION BY \_\_\_\_\_, that these Bylaws as amended, be adopted this March 14, 2012 by the Polk County Conservation Board.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Vice-Chair

\_\_\_\_\_  
Secretary

\_\_\_\_\_

\_\_\_\_\_

**SECOND AMENDMENT TO JOINT PUBLIC SERVICE  
AGREEMENT  
POLK COUNTY, IOWA  
AND  
THE CITIES OF ANKENY, MADRID, SHELDAHL, SLATER,  
WOODWARD, BOONE COUNTY CONSERVATION BOARD,  
POLK COUNTY CONSERVATION BOARD, DALLAS COUNTY  
CONSERVATION BOARD, AND STORY COUNTY  
CONSERVATION BOARD**

THIS SECOND AMENDMENT is made and entered into, by and between, the Cities of Ankeny, Madrid, Sheldahl, Slater, and Woodward, the Boone County Conservation Board, the Polk County Conservation Board, the Dallas County Conservation Board and the Story County Conservation Board (the “Jurisdictions”). Definitions as used hereinafter are the definitions contained in the Joint Public Services Agreement between the parties dated \_\_\_\_\_ (the “Agreement”).)

1. This Second Amendment to the Agreement is entered into

pursuant to the Provisions of Chapter 28E, Code of Iowa (2011). This Amendment shall consist of \_\_\_ pages.

2. The Jurisdictions agree to continue the High Trestle Trail Steering Committee (the “Committee”) with one official representative from each of the nine government entities. The Committee shall pursue the creation of a “Trail Authority” or “Trail District” for the expressed purposes of:
  - Trail operations and management
  - Trail maintenance activities
  - Trail marketing and promotions
  - Trail law enforcement
3. The Steering Committee shall work to pursue the creation of enabling legislation required to develop a “Trail Authority” or “Trail District”.
4. In the interim period prior to the development of a Trail Authority, each Jurisdiction shall participate in the creation of a “trail endowment fund” (the “Endowment Fund”) through a mandatory contribution for a period of at least five years. This Endowment Fund will be an annual set-aside for major expenditures expected in the long term future such as major trail resurfacing, drainage repair, or

significant issues with bridges along the trail. All parties agree to contribute to the Endowment Fund yearly, based on the contribution schedule listed below:

- Ankeny \$5,000
- Sheldahl \$500
- Slater \$1,500
- Madrid \$1,500
- Woodward \$1,500
- Polk Co. \$5,000
- Dallas Co. \$750
- Story Co. \$500
- Boone Co. \$5,000

The Iowa Natural Heritage Foundation shall be assigned to manage the Endowment Fund and invoice each jurisdiction with payment due on the following dates:

July 31, 2012

July 31, 2013

July 31, 2014

July 31, 2015

July 31, 2016

Contribution levels and the 28E guidelines will be reviewed every five (5) years.

5. Maintenance expense requests shall be reviewed by the High Trestle Trail Steering Committee on a case-by-case basis. Any reimbursements from the Endowment Fund shall only be for direct expenses, not staff or administrative time. In an effort to leverage the Endowment Fund, funding appropriations from the endowment shall not exceed 50% of total costs, unless approval for such additional funding is authorized through a vote of the Steering Committee.
6. This Amendment shall become effective upon acceptance by all parties.
7. This is the entire Amendment to the Agreement between all duly recognized parties and it may be amended only upon the agreement of all parties and only in writing. In all other respects the Agreement between the parties shall remain in full force and effect.
8. The parties shall approve the Amendment by resolution or motion of their respective Board or Council, which shall authorize the execution of the Amendment. It will then be electronically filed in the office of the Iowa Secretary of

State, in accordance with Chapter 28E of the Code of Iowa.

**EXECUTION OF AGREEMENT**

**IN WITNESS THEREOF**, the Polk County Conservation Board has caused this Agreement to be executed in 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 \_\_\_\_\_  
\_\_\_\_\_

**EXECUTION OF AGREEMENT**

**IN WITNESS THEREOF**, the City of Ankeny has caused this Agreement to be executed in separate counterparts, each of which shall be considered an original.

Executed by the City of Ankeny, Iowa

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

City of Ankeny

Attest \_\_\_\_\_

\_\_\_\_\_

—

City Clerk

Mayor

**EXECUTION OF AGREEMENT**

**IN WITNESS THEREOF**, the City of Madrid has caused this Agreement to be executed in separate counterparts, each of which shall be considered an original.

Executed by the City of Madrid, Iowa

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

City of Madrid

Attest \_\_\_\_\_

\_\_\_\_\_

—

City Clerk

Mayor

**EXECUTION OF AGREEMENT**

**IN WITNESS THEREOF**, the City of Sheldahl has caused this Agreement to be executed in separate counterparts, each of which shall be considered an original.

Executed by the City of Sheldahl, Iowa

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

City of Sheldahl

Attest \_\_\_\_\_

—

City Clerk

\_\_\_\_\_

Mayor

## **EXECUTION OF AGREEMENT**

**IN WITNESS THEREOF**, the City of Slater has caused this Agreement to be executed in separate counterparts, each of which shall be considered an original.

Executed by the City of Slater, Iowa

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

City of Slater

Attest \_\_\_\_\_

—

City Clerk

\_\_\_\_\_

Mayor

**EXECUTION OF AGREEMENT**

**IN WITNESS THEREOF**, the City of Woodward has caused this Agreement to be executed in separate counterparts, each of which shall be considered an original.

Executed by the City of Woodward, Iowa

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

City of Woodward

Attest \_\_\_\_\_

—

City Clerk

\_\_\_\_\_

Mayor

**EXECUTION OF AGREEMENT**

**IN WITNESS THEREOF**, Boone County Conservation Board has caused this Agreement to be executed in separate counterparts, each of which shall be considered an original.

Executed by Boone County Conservation Board

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

Boone County Conservation Board

Attest \_\_\_\_\_  
\_\_\_\_\_

**EXECUTION OF AGREEMENT**

**IN WITNESS THEREOF**, Dallas County Conservation Board has caused this Agreement to be executed in separate counterparts, each of which shall be considered an original.

Executed by Dallas County Conservation Board

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

Dallas County Conservation Board

Attest \_\_\_\_\_  
—

**EXECUTION OF AGREEMENT**

**IN WITNESS THEREOF**, Story County Conservation Board has caused this Agreement to be executed in separate counterparts, each of which shall be considered an original.

Executed by Story County Conservation Board

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

Story County Conservation Board

Attest \_\_\_\_\_  
—

**2012 Pricing Changes 2012 Des Moines Area Rates**

<b>JESTER PARK GOLF COURSE RATES</b>												
	2008	2009	2010	2011	2012		2008	2009	2010	2011	2012	
<b>18 HOLE FEES</b>	RATE	RATE	RATE	RATE	RATE		<b>PUNCH CARDS</b>	RATE	RATE	RATE	RATE	RATE
WD 18 HL	\$ 21.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00		18 Hole	\$ 189.00	\$ 198.00	\$ 198.00	\$ 198.00	\$ 198.00
WE 18 HL	\$ 29.00	\$ 29.00	\$ 29.00	\$ 29.00	\$ 29.00		9 Hole	\$ 153.00	\$ 162.00	\$ 162.00	\$ 162.00	\$ 162.00
Twilight 18	\$ 18.00	\$ 18.00	\$ 18.00	\$ 18.00	\$ 18.00		Cart 18	\$ 126.00	\$ 126.00	\$ 126.00	\$ 126.00	\$ 135.00
Junior 18	\$ 14.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00		Cart 9	\$ 99.00	\$ 99.00	\$ 99.00	\$ 99.00	\$ 99.00
Senior 18	\$ 14.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00		<b>SEASON PASSES</b>					
Winter Special 18	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00		Co-Ed	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00
WD/WE Replay Fee w/ Crt		\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00		Individual	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
Public Safety w/ Crt	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00		Junior	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 250.00
Birthday Special							High School	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00	\$ 110.00
Boone	1/2	1/2	1/2	1/2	1/2		City/County Badge	\$ 430.00	\$ 430.00	N/A	N/A	N/A
WD-18 PCC Employees	1/2	1/2	1/2	1/2	1/2		City/County Badge Couple	\$ 700.00	\$ 700.00	N/A	N/A	N/A
WE-18 PCC Employees	1/2	1/2	1/2	1/2	1/2		Senior Pass (Age 62 & Above)			\$500	\$500	\$500
Winter Special 18 Senior	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00		Couples Senior Pass (Age 62 & Above)			\$800	\$800	\$800
Winter Special 9 Hole Senior	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00		Par 3 Individual Pass					\$200
							Par 3 Junior Pass				\$100	\$100
<b>9 HOLE FEES</b>							Par 3 Family Pass				\$350	\$350
WD 9 HL	\$ 17.00	\$ 17.00	\$ 17.00	\$ 17.00	\$ 17.00		<b>CART FEES &amp; PASSES</b>					
WE 9 HL	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00		18 Hole	\$ 14.00	\$ 14.00	\$ 14.00	\$ 14.00	\$ 15.00
Junior 9	\$ 11.00	\$ 12.00	\$ 12.00	\$ 12.00	\$ 12.00		9 Hole	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00
Senior 9	\$ 11.00	\$ 12.00	\$ 12.00	\$ 12.00	\$ 12.00		Pull Cart	\$ 3.50	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00
Winter Special 9	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00		Par 3 Cart	\$ 5.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00
WE Polk 9	1/2	1/2	1/2	1/2	1/2		Twilight Cart	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00
WD/WE Replay Fee w/ Crt		\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00		Season Cart Pass-Ind	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
							Season Cart Pass-Family & Couple	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00

<b>2012 Des Moines Area Rates</b>										
<b>18 Hole Rates</b>					<b>9 Hole Rates</b>					<b>Junior Pass Rates</b>
<b>Golf Course</b>	<b>18 WKDY</b>	<b>18 WKDY/CRT</b>	<b>18 WKND</b>	<b>18 WKND/CRT</b>	<b>Golf Course</b>	<b>9 WKDY</b>	<b>9 WKDY/CRT</b>	<b>9 WKND</b>	<b>9 WKND/CRT</b>	
Jester Park	\$ 22.00	\$ 37.00	\$ 29.00	\$ 44.00	Jester Park	\$ 17.00	\$ 28.00	\$ 22.00	\$ 33.00	\$ 250.00
Beaver Creek	\$ 23.00	\$ 34.00	\$ 32.00	\$ 46.00	Beaver Creek	\$ 17.00	\$ 27.00	\$ 21.00	\$ 31.00	\$1 dollar a hole
Briarwood					Briarwood	\$ 19.00	\$ 28.00	N/A	\$ 35.00	Private club
Copper Creek					Copper Creek	\$ 17.00	\$ 27.00	\$ 21.00	\$ 31.00	\$300 (valid @ Woodland Hills as well)
Grand View	\$ 16.00	\$ 30.00	\$ 22.00	\$ 36.00	Grand View	\$ 12.00	\$ 23.00	\$ 16.00	\$ 27.00	\$160 plus \$2 sur charge each rd.
Lake Panorama		\$ 38.00		\$ 42.00	Lake Panorama	N/A	N/A	N/A	N/A	\$275 Resident \$300 Non
Sugar Creek	\$ 24.50	\$ 37.00	\$ 28.00	\$ 40.50	Sugar Creek	\$ 15.50	\$ 25.00	\$ 17.00	\$ 26.50	\$325
Legacy Golf Club	\$ 30.00	\$ 45.00	\$ 37.00	\$ 52.00	Legacy Golf Club	\$ 19.00	\$ 31.00	\$ 20.00	\$ 32.00	Doesn't have one
Toad Valley	\$ 24.00	\$ 39.00	\$ 26.00	\$ 41.00	Toad Valley	\$ 18.00	\$ 29.00	\$ 18.00	\$ 29.00	\$ 200.00
Willow Creek	\$ 24.00	\$ 37.00	\$ 30.00	\$ 44.00	Willow Creek	\$ 16.00	\$ 25.00	\$ 18.00	\$ 27.00	\$ 220.00
Waveland	\$ 20.00	\$ 34.00	\$ 30.00	\$ 44.00	Waveland	\$ 16.00	\$ 28.00	\$ 19.00	\$ 31.00	\$160 plus \$2 sur charge each rd.
TCI		\$ 50.29		\$ 57.78	TCI		\$ 36.38		\$ 36.38	700 plus tax
Blank	\$ 18.00	\$ 32.00	\$ 26.00	\$ 40.00	Blank	\$ 14.00	\$ 25.00	\$ 16.00	\$ 27.00	\$160 plus \$2 sur charge each rd.
									Otter Creek	\$ 400.00

# 2011- 2012 Revenue Budget

- as of 02/29/12 (66.7% of budget year expired)

UNIT #	UNIT	Revenue Budget	Total Revenues Received	Balance Due	% Received
<b>General - Fund 1</b>					
0213	Infrastructure	\$ 3,000	\$ 846	\$ 2,154	28.2%
6006	Environmental Ed	\$ 170,300	\$ 70,328	\$ 99,972	41.3%
6009	Natural Resources	\$ 322,249	\$ 279,734	\$ 42,515	86.8%
6011	Haying Operation-CBG	\$ 7,260	\$ 7,135	\$ 125	98.3%
6101	Administration	\$ 642,010	\$ 74,442	\$ 567,568	11.6%
6103	Community Outreach	\$ -	\$ 1,104	\$ (1,104)	0.0%
6110	Parks Advocacy Unit	\$ 514,765	\$ 216,719	\$ 298,046	42.1%
6119	Construction/Maint.	\$ 400	\$ 2,607	\$ (2,207)	651.8%
6124	Equestrian Center	\$ 307,000	\$ 180,686	\$ 126,314	58.9%
<b>Sub-Total - General Fund 1</b>		<b>\$ 1,966,984</b>	<b>\$ 833,599</b>	<b>\$ 1,133,385</b>	<b>42.4%</b>
<b>REAP - Fund 26</b>					
0211	Resource Enhancement	\$ 131,000	\$ 103,031	\$ 27,969	78.6%
<b>Reserve - Fund 50</b>					
0210	Trails, Special Projects	\$ 2,926,653	\$ 1,821,119	\$ 1,105,534	62.2%
<b>Grand Total - Conservation</b>		<b>\$ 5,024,637</b>	<b>\$ 2,757,750</b>	<b>\$ 2,266,887</b>	<b>54.9%</b>

# 2011 - 2012 Expense Budget

- as of 02/29/12 (66.7% of budget year expired)

UNIT #	UNIT	Expense Budget	Total Expended	Balance Remaining	% Expended
<b>General - Fund 1</b>					
0212	Capital's Infrastructure	\$ -	\$ -	\$ -	0.0%
0213	Capital's Equipment	\$ 64,700	\$ 41,586	\$ 23,114	64.3%
6006	Environmental Ed. Salaries	\$ 314,488	\$ 201,841	\$ 112,647	64.2%
	Environmental Ed. Operations	\$ 175,950	\$ 94,706	\$ 81,244	53.8%
6009	Natural Resources Salaries	\$ 634,112	\$ 421,633	\$ 212,479	66.5%
	Natural Resources Operations	\$ 425,390	\$ 377,348	\$ 48,042	88.7%
6011	Haying Operations-CBG	\$ 25,000	\$ 11,009	\$ 13,991	44.0%
6101	Administration Salaries	\$ 352,850	\$ 229,768	\$ 123,082	65.1%
	Administration Operations	\$ 1,035,980	\$ 349,830	\$ 686,150	33.8%
6103	Community Outreach Salaries	\$ 129,526	\$ 88,331	\$ 41,195	68.2%
	Community Outreach Operations	\$ 58,950	\$ 26,435	\$ 32,515	44.8%
6110	Parks Advocacy Salaries	\$ 405,185	\$ 271,344	\$ 133,841	67.0%
	Parks Advocacy Operations	\$ 194,007	\$ 42,494	\$ 151,513	21.9%
6119	Construction/Maint. Salaries	\$ 693,450	\$ 467,619	\$ 225,831	67.4%
	Construction/Maint. Operations	\$ 181,825	\$ 130,092	\$ 51,733	71.5%
6124	Equestrian Center Salaries	\$ 255,483	\$ 193,156	\$ 62,327	75.6%
	Equestrian Center Operations	\$ 164,130	\$ 121,148	\$ 42,982	73.8%
<b>Sub-Total - General Fund 1</b>		<b>\$ 5,111,026</b>	<b>\$ 3,068,340</b>	<b>\$ 2,042,686</b>	<b>60.0%</b>
<b>General Supplemental - Fund 2</b>					
<b>All Units</b>	<b>Benefits (IPERS/FICA/Ins, Etc.)</b>	<b>\$ 918,001</b>	<b>\$ 599,240</b>	<b>\$ 318,761</b>	<b>65.3%</b>
<b>Risk Management - Fund 3</b>					
6100	Insurance, Med., Work. Comp.	\$ 95,000	\$ 85,347	\$ 9,653	89.8%
<b>REAP - Fund 26</b>					
0211	Resource Enhancement	\$ 263,490	\$ 139,585	\$ 123,905	53.0%
<b>Reserve - Fund 50</b>					
0210	Trails, Special Projects	\$ 2,608,025	\$ 1,089,120	\$ 1,518,905	41.8%
<b>Grand Total - Conservation</b>		<b>\$ 8,995,542</b>	<b>\$ 4,981,632</b>	<b>\$ 4,013,910</b>	<b>55.4%</b>