

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in regular session on Wednesday, May 13, 2015. The meeting was called to order at 5:30 p.m.

#1a – Roll Call

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

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

MOTION: Moved by Cataldo to approve the April 8, 2015 meeting minutes as written.

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

#2 – Public Comments

No comments.

#3 – Employee Introductions

New employees Tanner Krum, Barn Supervisor, and Doug Romig, Deputy Director, were introduced to the Board.

#4 - Consent Agenda Items

MOTION: Moved by Levis to approve the following consent agenda items:

- a) PCCB April 2015 bill list;
- b) ratify action taken on the poll of April 28, 2015 approving the list of items to go to the County auction;
- c) 2014-15 Urban Deer Bow-Hunt Annual Report;
- d) April 2015 3rd quarter budget amendment as approved for fiscal year 2014-2015;
- e) FY 2015-16, 2.75% base salary increase for full-time employees and the presented Benefits Summary, both effective 07-01/2015;
- f) accepts the proposal from Rogers Septic for the materials and installation of the septic system, water service, contingency and Des Moines Water Works fees for the Yellow Banks Park Bane property residence at a total cost not to exceed \$26,943.00. Funding for this project will be paid with PCWLL funds;
- g) contract with Drake University and Dr. Keith Summerville for a not to exceed cost of \$11,000 for the 18month study of reptiles of Chichaqua Bottoms Greenbelt and authorize the Chair to sign the proposal. To be paid out of Chichaqua Bottoms Greenbelt haying funds;

- h) purchase of a Caterpillar 299 DXHP for a sum not to exceed the amount of \$56,073 from Ziegler Caterpillar on the Iowa Department of Transportation - Multiple Award Contract proposal number 4425. To be paid out of FY 2015-16 Conservation Equipment Operations Budget;
- i) purchase of a 84" Diamond Skid Deck for a cost not to exceed \$10,119 from Ziegler Caterpillar on the Iowa Department of Transportation Multiple Award Contract. To be paid out of Conservation Equipment Operations Budget;
- j) purchase of two (2) John Deere XUV 625i Gators from the Van Wall Group for a price not to exceed \$25,495.88. To be paid out of Conservation Equipment Operations Budget;
- k) accepts the quotation of \$27,324 from the RGF Environmental Group for the purchase of a recycle system and \$250,000 for misc. fittings and installation materials, for a total cost not to exceed \$27,574 and authorize staff to proceed with the purchase and installation. Funding for this purchase will come from our Conservation Reserve Fund.

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

#5 – Jester Park Conservation Center, Feasibility Study

Jerry Linzy with Jerrold Panas, Linzy, and Partners gave a verbal report on the feasibility study.

MOTION: Moved by Levis to accept the Feasibility/Developmental Analysis Report completed by Jerrold Panas, Linzy, and Partners on Jester Park Conservation Center project fundraising.

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

#6 – Request For Proposal, Capital Campaign Management and Execution for the Jester Park Conservation Center

Levis suggested under item #3 (page 3) reference to 24,000 square feet be removed.

Candy Morgan, Asst. County Attorney, suggested that language be added requesting the respondents to indicate how they expect to be compensated.

MOTION: Moved by Smith to approve the Request for Proposal for Capital Campaign Management and Execution for the Jester Park Conservation Center subject to changes: 1) removing 24,000 square feet language; 2) adding language requesting respondents to indicate how they expect to be compensated; and 3) identifying the fundraising goal to be between \$2M-\$3M; and authorizes staff to seek proposals from consulting firms.

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

#7 – Fort Des Moines Park, Trail Bridges

MOTION: Moved by Cataldo to approve purchase and installation of two (2) 8' wide flat bridges at Fort Des Moines Park at a cost not to exceed \$57,500 from Custom Manufacturing. This project will be paid with PCWLL funds.

Vote Yea: Northway, Cataldo, Smith, Johnson, Levis

#8 – Great Western Trail Extension, 28E Agreement w/City of Des Moines

MOTION: Moved by Levis to accept the presented 28E Agreement with the City of Des Moines relating to the Great Western Trail extension that connects to the City-owned Bill Riley Trail and authorizes the Chair to sign said document.

Vote Yea: Smith, Levis, Johnson, Northway, Cataldo

#9 – Land Acquisition

MOTION: Moved by Northway to accept the negotiated offer price of \$5,709.04/acre or \$155,000 to purchase the Shaymus M. Smith property located near Chichaqua Bottoms Greenbelt; authorize the Chair to sign the Offer to Buy; and instruct staff to proceed with acquisition based on that offer. This acquisition will be paid with PCWLL funds.

Vote Yea: Johnson, Cataldo, Northway, Levis, Smith

#10 – Employees, Recent Hires

Information only.

#11 – Financial Reports

Information only.

#12 – Director's Remarks

- IACCB Fall Conference, Cedar Rapids, September 17-19, 2015 distributed conference packet
- Contracts with Shive-Hattery for Yellow Banks and Fort Des Moines – taking different approach with contractors
- Summer meeting schedule: June – Easter Lake; July - Chichaqua; August to be determined

#13 – Board Chair and Member's Remarks

- PCC needs to be in the public eye for such things as land acquisition, Fort Des Moines Park, Easter Lake Park, etc., so public knows what we are doing
- Asked Board Members to consider holding work sessions, once a quarter possibly-Board picks the topic
- Jester Park Golf Course – Advisory Committee, Cataldo will serve on committee on behalf of the Board
- Welcomed Doug Romig

#14 – Upcoming Events

- IACCB Fall Conference, Cedar Rapids, September 17-19, 2015
- PCCB Area Tours, May 15 and May 22
- GOF Golf Outing, June 17

#15 - Adjournment

Meeting was adjourned at 7:29 p.m.

Prepared by: Cindy Lentz

Approved: June 10, 2015