



BOARD MEETING

August 12, 2015

Tour, 5:00 p.m.; Meeting, 5:30 p.m.

Jester Park Equestrian Center (11171 NW 103rd Court, Granger, IA)

AGENDA

Tour of the Equestrian Center will begin promptly at 5:00 p.m. Meet in the Conference Room

- 1) **Roll Call**
- 2) **Public Comments**
- 3) **Financial Reports**
- 4) **Action on the Minutes of the Previous Meeting(s)**

CONSENT AGENDA

Note: These are routine items and will be enacted by one roll call vote without separate discussion unless a Board Member or member of the public requests an item be removed to be considered separately. Please notify a PCCB Member to have an item removed.

- 5) **Action on Bill List**
- 6) **Approving** purchase of 4 CXT vault toilets and associated costs from L.B. Foster at various locations for \$78,393.23 and associated costs of \$9,000 for a project cost not to exceed \$87,393.23 and authorizing the Board Chair to sign the purchase agreements.

ACTION ITEMS

- 7) **Public Hearing/Award of bid** approving plans, specifications, form of contract documents, engineers estimate and designating lowest responsible bidder for the Chichaqua Valley Trail to Mally's Park connection. - Mally's Park, Berwick, Iowa. Cost estimate: \$150,000
- 8) **Public Hearing/Award of bid** approving plans, specifications, form of contract documents, engineers estimate and designating lowest responsible bidder for the Great Western Trail Extension. Estimated Cost: \$141,000
- 9) **Approving** recommendation to Polk County Board of Supervisors for their action and conveyance of an electrical easement to MidAmerican Energy at Fort Des Moines Park.
- 10) **Approving** bid award for harvesting standing prairie hay at Chichaqua. - Revenue estimate: \$11,250
- 11) **Approving** Contract Amendment #4 for design service modifications for the Jester Park Nature Center with RDG Planning & Design reducing designed construction elements by a minimum of \$2.5 million. - Compensation not to exceed \$350,000.

BOARD DISCUSSION

- 12) **Internship Program Presentation**
- 13) **Director's Report**
- 14) **Board Chair and Member's Remarks**
* Director evaluation process

CLOSED SESSION

- 15) **Land Acquisition**

ADJOURNMENT

Upcoming Events

IACCB Fall Conference, September 17-19, 2015, Cedar Rapids

Great Outdoors Foundation Annual Celebration, September 18, 2015, Jester Park Lodge

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

2015-2016 Revenue Budget

- as of 07/31/15 (8.33% of budget year expired)

UNIT #	UNIT	Revenue Budget	Total Revenues Received	Balance Due	% Received
General - Fund 1					
0213	Equipment	\$ 5,000	\$ -	\$ 5,000	0.0%
6006	Environmental Ed	\$ 56,000	\$ (322)	\$ 56,322	-0.6%
6009	Natural Resources	\$ 76,710	\$ 109	\$ 76,601	0.1%
6101	Administration	\$ 142,550	\$ 28,822	\$ 113,728	20.2%
6103	Community Outreach	\$ -	\$ -	\$ -	0.0%
6104	Conservation Grants	\$ -	\$ -	\$ -	0.0%
6110	Parks Advocacy Unit	\$ 416,100	\$ 55,352	\$ 360,748	13.3%
6119	Construction/Maint.	\$ 1,000	\$ 102	\$ 898	0.0%
6124	Equestrian Center	\$ 300,000	\$ 22,430	\$ 277,570	7.5%
Sub-Total - General Fund 1		\$ 997,360	\$ 106,492	\$ 890,868	10.7%
REAP - Fund 26					
0211	Resource Enhancement	\$ 156,400	\$ 4	\$ 156,396	0.0%
Reserve - Fund 50					
0210-0214	Special Projects	\$ -	\$ -	\$ -	0.0%
Bond - Fund 51					
0210	Water & Land Dev & Trails	\$ 2,612,500	\$ 44,039	\$ 2,568,461	1.7%
Conservation Enterprises - Fund 286					
6121	Golf Course	\$ 215,100	\$ 52,288	\$ 162,812	24.3%
6123	JP Cabins	\$ 52,750	\$ 5,310	\$ 47,440	10.1%
Sub-Total - Enterprises Fund 286		\$ 267,850	\$ 57,598	\$ 210,252	21.5%
Grand Total - Conservation		\$ 4,034,110	\$ 208,133	\$ 3,825,977	5.2%

2015-2016 Expense Budget

- as of 07/31/15 (8.33% of budget year expired)

UNIT #	UNIT	Expense Budget	Total Expended	Balance Remaining	% Expended
General - Fund 1					
0213	Equipment	\$ 158,500	\$ 50,976	\$ 107,524	32.2%
6006	Environmental Ed	\$ 392,322	\$ 49,323	\$ 342,999	12.6%
6009	Natural Resources	\$ 667,829	\$ 81,253	\$ 586,576	12.2%
6101	Administration	\$ 1,085,395	\$ 119,603	\$ 965,792	11.0%
6103	Community Outreach	\$ 219,708	\$ 19,863	\$ 199,845	9.0%
6104	Conservation Grants	\$ -	\$ -	\$ -	0.0%
6110	Parks Advocacy Unit	\$ 476,968	\$ 64,835	\$ 412,133	13.6%
6119	Construction/Maint.	\$ 1,123,966	\$ 148,855	\$ 975,111	13.2%
6124	Equestrian Center	\$ 424,376	\$ 74,817	\$ 349,559	17.6%
Sub-Total - General Fund 1		\$ 4,549,064	\$ 609,526	\$ 3,939,538	13.4%
General Supplemental - Fund 2					
All Units	Benefits (PERS/FICA/Ins, Etc.)	\$ 1,083,343	\$ 105,205	\$ 978,138	9.7%
Risk Management - Fund 3					
6100	Insurance, Med., Work. Comp.	\$ 96,300	\$ 36,569	\$ 59,731	38.0%
REAP - Fund 26					
0211	Resource Enhancement	\$ 127,651	\$ 46,834	\$ 80,817	36.7%
Reserve - Fund 50					
0210-0214	Trails, Special Projects	\$ 520,000	\$ -	\$ 520,000	0.0%
Bond - Fund 51					
0210	Water & Land Dev & Trails	\$ 4,433,000	\$ 370,022	\$ 4,062,978	8.3%
Conservation Enterprises - Fund 286					
6121	Golf Course	\$ 265,000	\$ 10,448	\$ 254,552	3.9%
6123	JP Cabins	\$ 59,412	\$ 6,532	\$ 52,880	11.0%
Sub-Total - Enterprises Fund 286		\$ 324,412	\$ 16,980	\$ 307,432	5.2%
Grand Total - Conservation		\$ 11,133,770	\$ 1,185,137	\$ 9,948,633	10.6%

PCWLL EXPENDITURES AS OF :

July 31, 2015

SUB-LEDGER PROJECT	DECEMBER 2013 BOND ISSUANCE	JUNE 2015 BOND ISSUANCE	CONSTRUCTION COSTS CONTRACTED	ENGINEERING & MISC. COSTS CONTRACTED	ACTUAL CONSTRUCTION EXPENDITURES	ACTUAL ENGINEERING EXPENDITURES	ACTUAL MISCELLANEOUS EXPENDITURES	GRANT REVENUES AND DONATIONS	ACTUAL COSTS TO DATE	ACTUAL BALANCE REMAINING
C05-R003 GAY LEA WILSON TRAIL CONNECTION (DSM-ANKEN)	\$ 50,600	\$ -	\$ 787,580	\$ 254,644	\$ 760,105	\$ 77,032	\$ 175	\$ (787,462)	\$ 49,851	\$ 749
C06-6134 CBG SHAW ACQUISITION	\$ 430,915	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 691,636	\$ (258,860)	\$ 432,776	\$ (1,861)
C08-6142 JESTER PARK CABINS	\$ 687,894	\$ -	\$ -	\$ -	\$ 687,625	\$ -	\$ -	\$ -	\$ 687,625	\$ 269
C11-6205 CVT CONNECTOR-BROADWAY TO BONDURANT	\$ 36,818	\$ 1,565,933	\$ 1,935,769	\$ 174,091	\$ 1,888,673	\$ 134,689	\$ 7,087	\$ (757,671)	\$ 1,272,779	\$ 329,972
C12-6213 CBG WELL REPLACEMENT	\$ 73,859	\$ -	\$ 71,746	\$ -	\$ 71,746	\$ 150	\$ 1,963	\$ -	\$ 73,859	\$ 0
C12-6214 CBG OBSERVATION DECK	\$ 83,844	\$ -	\$ -	\$ 11,200	\$ 77,840	\$ 11,200	\$ -	\$ -	\$ 89,040	\$ (5,196)
C12-6218 JP EQUIPMENT MAINTENANCE BLDG RELOCATION	\$ 450,000	\$ 50,000	\$ -	\$ -	\$ 420,241	\$ -	\$ -	\$ -	\$ 420,241	\$ 79,759
C12-6219 EC IMPROVEMENTS	\$ 10,671	\$ -	\$ -	\$ -	\$ 9,553	\$ 1,118	\$ -	\$ -	\$ 10,671	\$ 0
C12-6220 4-MILE CREEK BANK STABILIZATION	\$ 340,725	\$ 650,000	\$ -	\$ 22,500	\$ -	\$ 20,309	\$ -	\$ -	\$ 20,309	\$ 970,416
C12-6221 JP CONSERVATION CENTER	\$ 2,404,200	\$ 1,595,800	\$ -	\$ 1,445,722	\$ -	\$ 735,519	\$ 4,614	\$ (412,760)	\$ 327,373	\$ 3,672,627
C12-6222 CBG MASTER PLAN	\$ 106,000	\$ -	\$ -	\$ 98,368	\$ -	\$ 88,213	\$ -	\$ -	\$ 88,213	\$ 17,787
C12-6223 ACKELSON TRAIL PHASE I (fkn EL Trail Phase I)	\$ 1,100,532	\$ -	\$ 903,781	\$ 176,108	\$ 903,781	\$ 176,108	\$ 3,762	\$ -	\$ 1,083,651	\$ 16,881
C12-6224 ACKELSON TRAIL PHASE II (fka EL Trail Phase II)	\$ 141,013	\$ 227,871	\$ 1,043,238	\$ 205,658	\$ 1,002,467	\$ 218,505	\$ 5,463	\$ (532,000)	\$ 694,434	\$ (325,550)
C12-6225 ACKELSON TRAIL PHASE III (fka EL Trail Phase III)	\$ -	\$ 498,000	\$ -	\$ 159,534	\$ 11,238	\$ 46,122	\$ -	\$ -	\$ 57,360	\$ 440,640
C12-6226 FDM POND IMPROVEMENTS & SEDIMENT BASIN	\$ 854,903	\$ -	\$ 723,989	\$ 132,209	\$ 769,399	\$ 136,036	\$ 22,406	\$ (200,000)	\$ 727,841	\$ 127,062
C12-6227 FDM PARK IMPR-SHELTER/TRAILS/PENINSULA	\$ 81,179	\$ 1,332,169	\$ -	\$ 59,245	\$ -	\$ 117,835	\$ 3,842	\$ -	\$ 121,677	\$ 1,291,671
C12-6228 JP PARK IMPROVEMENTS-CAMP AREA #2 ELECTRIC	\$ 410,000	\$ -	\$ 336,945	\$ 29,200	\$ 336,945	\$ 30,450	\$ 15,516	\$ -	\$ 382,911	\$ 27,089
C12-6229 HTT CONNECTOR TO GLW (fka Neal Smith)	\$ 9,800	\$ -	\$ -	\$ 9,800	\$ -	\$ 9,800	\$ -	\$ -	\$ 9,800	\$ -
C12-6230 TM CAMP CREEK STABILIZATION	\$ 1,097,465	\$ -	\$ 876,665	\$ 194,600	\$ 829,012	\$ 198,000	\$ 113	\$ -	\$ 1,027,125	\$ 70,340
C12-6231 TM PARK IMPROVEMENTS& SHOWER HOUSE	\$ 119,000	\$ 725,000	\$ -	\$ 57,630	\$ -	\$ 57,553	\$ 226	\$ (1,205)	\$ 56,574	\$ 787,426
C12-6232 YB PARK IMPROVEMENTS	\$ 87,000	\$ 290,000	\$ -	\$ 173,450	\$ 8,043	\$ 47,640	\$ 113	\$ -	\$ 55,797	\$ 321,203
C12-6233 TRAIL IMPROVEMENTS ALL AREAS	\$ 100,000	\$ 350,000	\$ -	\$ 12,000	\$ 11,225	\$ 12,000	\$ 3	\$ -	\$ 23,228	\$ 426,772
C12-6234 JP ENTRANCE RELOCATION	\$ 586,000	\$ 660,000	\$ 279,839	\$ 73,050	\$ 279,839	\$ 80,235	\$ 3,186	\$ -	\$ 363,260	\$ 882,740
C12-6235 CBG WOOSLEY PROPERTY-NO SALE	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,200	\$ -	\$ 2,200	\$ (1,000)
C12-6236 CBG MENDENHALL ACQUISITION	\$ 676,267	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 681,167	\$ -	\$ 681,167	\$ (4,900)
C12-6237 CXT VAULT TOILETS	\$ 75,000	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ 64,133	\$ -	\$ 64,133	\$ 190,867
C12-6238 CBG WETLANDS/DRAINAGE RESTORATION	\$ 104,476	\$ 350,000	\$ -	\$ 86,476	\$ -	\$ 73,018	\$ -	\$ -	\$ 73,018	\$ 381,458
C12-6239 YB DAM REPAIRS	\$ 797,000	\$ -	\$ 775,964	\$ 112,525	\$ 775,964	\$ 112,507	\$ 9,626	\$ -	\$ 898,097	\$ (101,097)
C12-6240 BEAVER CREEK LAND ACQUISITION	\$ 93,469	\$ -	\$ -	\$ -	\$ -	\$ 457	\$ 93,012	\$ -	\$ 93,469	\$ 0
C12-6242 ROAD & PARKING LOT RESURFACING ALL AREAS	\$ 200,000	\$ 830,000	\$ -	\$ -	\$ 200,237	\$ -	\$ -	\$ -	\$ 200,237	\$ 829,763
C12-6243 CAMP CREEK-MILLER/RIST LAND ACQUISITION	\$ 342,197	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 342,197	\$ -	\$ 342,197	\$ -
C12-6244 CBG AIRPORT 16 ACQUISITION	\$ 75,588	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,588	\$ -	\$ 75,588	\$ -
C12-6245 YB ALITZ PROPERTY ACQUISITION	\$ 298,950	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 298,950	\$ -	\$ 298,950	\$ 0
C12-6246 CBG FREELAND LAND ACQUISITION	\$ 204,437	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 204,437	\$ -	\$ 204,437	\$ -
C12-6247 CBG AIRPORT 60 LAND ACQUISITION	\$ 238,687	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 242,087	\$ -	\$ 242,087	\$ (3,400)
C12-6248 CBG EVERLY PROPERTY-NO SALE APPRAISAL ONLY	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	\$ 1,200	\$ -
C12-6249 BROWN'S WOODS TRAILHEAD IMPROVEMENTS	\$ 90,700	\$ -	\$ 48,320	\$ 5,000	\$ 88,066	\$ 5,225	\$ 9,456	\$ -	\$ 102,747	\$ (12,047)
C12-6250 YB PREIST PROPERTY ACQUISITION	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 321,640	\$ -	\$ 321,640	\$ (320,140)

**PCWLL EXPENDITURES AS OF :
July 31, 2015**

SUB- LEDGER	PROJECT	DECEMBER 2013 BOND ISSUANCE	JUNE 2015 BOND ISSUANCE	CONSTRUCTION COSTS	CONTRACTED CONSTRUCTION EXPENDITURES	ENGINEERING & MISC. COSTS	ACTUAL CONSTRUCTION EXPENDITURES	ACTUAL ENGINEERING EXPENDITURES	ACTUAL MISCELLANEOUS EXPENDITURES	GRANT REVENUES AND DONATIONS	ACTUAL COSTS TO DATE	ACTUAL BALANCE REMAINING
C12-9999	MISC MINOR IMPROVEMENTS	\$ 78,633	\$ 150,000	\$ -	\$ -	\$ -	\$ 20,150	\$ 20,150	\$ 43	\$ -	\$ 20,193	\$ 208,440
C12-9999	CONSTRUCTION EQUIPMENT & SUPPLIES	\$ 291,367	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 319,299	\$ -	\$ 319,299	\$ 122,068
C13-6251	OVERALL PROGRAM MANAGEMENT	\$ 40,000	\$ -	\$ -	\$ -	\$ 47,000	\$ 43,095	\$ 43,095	\$ -	\$ -	\$ 43,095	\$ (3,095)
C13-6252	EL LODGE CONSTRUCTION	\$ 35,000	\$ 365,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
C13-6253	TM ACCESSIBLE TRAIL AROUND POND	\$ 175,000	\$ -	\$ 90,357	\$ 94,351	\$ -	\$ -	\$ 70,987	\$ -	\$ -	\$ 165,338	\$ 9,662
C13-6254	TM OVERLIN PROPERTY ACQUISITION	\$ 74,257	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,257	\$ -	\$ -	\$ 74,257	\$ -
C13-6255	MALLY'S STREAMBANK STABILIZATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ 400	\$ -	\$ -	\$ 400	\$ (400)
C13-6256	PCWLL PUBLIC AWARENESS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,723	\$ -	\$ 2,723	\$ (2,723)
C13-6258	NATURAL AREA RESTORATIONS	\$ 20,000	\$ 440,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,481	\$ -	\$ 8,481	\$ 451,519
C13-6259	JP CAMP STORE	\$ -	\$ -	\$ -	\$ -	\$ 4,250	\$ -	\$ 4,200	\$ -	\$ -	\$ 4,200	\$ (4,200)
C13-6261	ANKENY HTT EXTENSION TO DSM	\$ 28,566	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,073,585	\$ (2,165,000)	\$ 908,585	\$ 19,981
C13-6262	EL J.C. WHITE PROPERTY	\$ 187,685	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 279,895	\$ (92,209)	\$ 187,685	\$ (0)
C13-6263	MALLY'S CVT & GLW TRAIL CONNECTOR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,100	\$ -	\$ -	\$ 1,100	\$ (1,100)
C13-6265	YB BANE PROPERTY	\$ 238,325	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 261,624	\$ -	\$ 261,624	\$ (23,299)
C14-6268	EL DIKES/DREDGING/WATER QUALITY	\$ 25,000	\$ 1,400,000	\$ -	\$ -	\$ 753,800	\$ 434,677	\$ 434,677	\$ 16,052	\$ (220,440)	\$ 230,289	\$ 1,194,711
C14-6269	FDM OUTDOOR CLASSROOM	\$ 11,201	\$ 100,000	\$ -	\$ -	\$ 7,908	\$ -	\$ -	\$ 12,873	\$ -	\$ 12,873	\$ 98,328
C14-6270	EL COVERED BRIDGE IMPROVEMENTS	\$ 40,000	\$ -	\$ 57,220	\$ 56,920	\$ -	\$ -	\$ -	\$ 5,794	\$ -	\$ 62,714	\$ (22,714)
C14-6271	CBG KAL-DEN FARMS PROPERTY	\$ 143,950	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 143,590	\$ (43,500)	\$ 100,090	\$ 43,860
C14-6272	EL RAIN GARDENS	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,584	\$ -	\$ 15,584	\$ 4,416
C14-6274	CONSERVATION CORPS	\$ -	\$ 201,600	\$ 201,600	\$ -	\$ -	\$ -	\$ -	\$ 48,898	\$ -	\$ 48,898	\$ 152,702
C14-6275	GWT-BILL RILEY TRAIL/FEASIBILITY STUDY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,650	\$ 22,650	\$ 22	\$ -	\$ 22,672	\$ (22,672)
C14-6276	CBG SMITH PROPERTY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 155,425	\$ -	\$ 155,425	\$ (155,425)
	LAND ACQUISITIONS	\$ 73,807	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,073,807
	GLW TRAIL CONNECTION TO MALLY'S	\$ 33,800	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 283,800
	WATERSHED MANAGEMENT AUTHORITY	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
	BEAVER CREEK WATERSHED IMPROVEMENTS	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
	JESTER PARK CAMPGROUND #1 IMPROVEMENTS	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
		\$ 13,969,680	\$ 15,971,373	\$ 8,133,012	\$ 9,283,271	\$ 4,305,968	\$ 2,915,993	\$ 7,594,930	\$ (5,471,106)	\$ 14,323,088	\$ 15,617,965	

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in regular session on Wednesday, July 8, 2015. The meeting was called to order at 5:47 p.m.

#1a – Roll Call

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

#2 – Public Comments

None.

#3 – Financial Reports

No comments.

#4 – Request For Proposal, Lodge Concession

Doug Romig, Deputy Director, briefly reviewed the Request for Proposal for Jester Park Lodge Guest Services Management that was presented to the Board.

CONSENT AGENDA

MOVED BY Levis to approve the following Consent Agenda.

- #15-0705 Approving June 10, 2015 and June 23, 2015 meeting minutes as written.
- #15-0706 Approving PCCB June 2015 bill list
- #15-0707 Approving purchase of CXT vault toilet for \$17,126.25 and the associated costs of \$2,200 for a project cost not to exceed \$19,326.25 and authorize the Board Chair to sign the purchase agreement.
- #15-0708 Approving purchase of a used 2004 Yale GLP050 Forklift from Torrance, 6545 NE 14th Street, Des Moines, for the purchase price not to exceed \$13,950.
- #15-0709 Approving and directing staff to publish a Notice of Public Hearing to be held August 12, 2015 at the regularly scheduled meeting of the Polk County Conservation Board and to prepare documents for said hearing.
- #15-0710 Approving and directing staff to publish a Notice of Public Hearing to be held August 12, 2015 at the regularly scheduled meeting of the Polk County Conservation Board regarding easements to MidAmerican Energy at Fort Des Moines Park.

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

*Board Member Cataldo requested that approving of previous meeting minutes not be placed on future consent agendas.

*Board also requested staff to differentiate between consent agenda items and regular agenda items on the communication sheets for these agenda items.

ACTION ITEMS

Chair Johnson opened the public hearing. Mark Dungan, Natural Resources Manager, reviewed the proposed park improvements as part of the Fort Des Moines Master Plan. As there were no public comments, the public hearing was closed.

- MOVED BY** Cataldo to approve the following:
- #15-0711 Approve and accept Fort Des Moines Master Plan as modified, budget estimates and scope of work
- #15-0711A Authorizing staff to implement the Fort Des Moines Park master plan elements as identified in priority order subject to identified funding sources in a total amount not to exceed \$1,510,927.
Vote Yea: Cataldo, Johnson, Levis, Smith, Northway
- #15-0712 **MOVED BY** Smith to approve redesigning the Jester Park Conservation Center as detailed above for an amount not to exceed \$10,375,000 including change orders and authorizes and directs the Polk County Conservation Director to:
- 1) Enter into a design modification Agreement with RDG to reduce construction costs by a minimum of \$2.5 million;
 - 2) Direct Funding Solutions, Inc. to expand their fund-raising goal to \$4.0 million for an amount not to exceed \$25,000 for the private funding goal increase;
 - 3) Encumber or debt finance up to \$1.0 million from the PCC Enterprise Fund, if needed;
 - 4) Authorizes the use of an additional \$2.25 million in Polk County Water & Land Legacy bond funding, if needed, and as the last monies into the project;
 - 5) Provides regular updates to the Board regarding expense reductions, fund-raising efforts and use of additional Enterprise or Bond funding as approved by this action.
- Vote Yea:** Smith, Northway, Levis, Cataldo, Johnson
- #15-0713 **MOVED BY** Northway to approve the change order for the Entrance Road Turning Lanes as detailed above in the amount of \$39,849.50 and a 10% contingency amount of \$3,984.95 for an amount not to exceed \$43,834.45 and authorizes the Board Chair to sign the change order document and ratify the Director's action on June 25, 2015.
Vote Yea: Johnson, Smith, Cataldo, Levis, Northway

- #15-0714 Director reported on the following:
- Partnering taking place amongst the organization
 - Pollinators
 - Watershed management authority
 - Fiscal year end budget
 - Jester Park Cabins
 - Budget
 - Saylor Township Park
- #15-0715 Board Chair and Member's Remarks
- August meeting location - Jester Park Equestrian Center (Smith and Northway won't be at meeting)
 - Thanked everyone for attendance at work session June 23
- #15-0716 Meeting adjourned at 6:37 p.m.



Date August 12, 2015

Agenda Item No. 6 CONSENT
Roll Call No. 15-0806
Submitted by: Wayne Johnson
Construction/Maintenance
Operations Manager

AGENDA HEADING:

Approving the purchase of 4 CXT vault toilets and associated costs from L.B. Foster for the following locations:

- Thomas Mitchell Park, Pond parking lot, Gunnison uni-sex
- Yellow Banks Park, Tent Camp Area, Gunnison uni-sex
- Jester Park, Camp Area #2, Gunnison uni-sex
- Jester Park, Shelter #2, Tioga men's and women's

SYNOPSIS:

Authorizing the Board Chair to sign the purchase agreement for the CXT vault toilets from L.B. Foster and to approve all associated costs.

FISCAL IMPACT:

<u>Amount:</u>	\$87,393.23	Total Not to Exceed
	\$78,393.23	4 CXT vault toilet's, crane, set, delivered
	\$ 9,000.00	Site prep, fill sand, re-bar, concrete, misc.

Funding Source: Polk County Water & Land Legacy Bond

ADDITIONAL INFORMATION:

Thomas Mitchell, and Yellow Banks sites currently are served by portable toilets so we can have these removed. The 2 sites at Jester Park currently have old non ADA accessible vault toilets that will be removed. The benefit of these vault toilets also provides year around use. The CXT quote reflects GSA pricing.

PREVIOUS BOARD ACTION(S): N/A

RECOMMENDATION:

The Polk County Conservation Board hereby approves the purchase of 4 CXT vault toilets for \$78,393.23 and the associated costs of \$9,000 for a project cost not to exceed \$87,393.23 and authorize the Board Chair to sign the purchase agreements.

For more information on this and other agenda items, please Polk County Conservation Office at 515-323-5300 or visit the office (11407 NW Jester Drive, Granger, Iowa). Polk County Conservation Board agendas are available to the public at the Polk County Conservation Office on Monday afternoon preceding Wednesday's Board meeting. Citizens can also view the Board agenda on Agency's website at pccb_info@polkcountyiowa.gov or request to receive meeting notices and agendas by email by calling the office or sending their request via email to cynthia.lentz@polkcountyiowa.gov

	Date	August 12, 2015
	Agenda Item No. 7 Roll Call No. 15-0807 Submitted by: Loren Lown Parks and Natural Areas Planning Administrator	ACTION

AGENDA HEADING:

Public Hearing approving plans, specifications, form of contract documents, engineers estimate and designating lowest responsible bidder for the Chichaqua Valley Trail to Mally's Park Connection. - Mally's Park, Berwick, Iowa. Cost estimate: \$150,000.00.

SYNOPSIS:

Approval of contract for construction of a trail segment to the successful bidder along the Chichaqua Valley Trail to Mally's Park in Berwick, Iowa.

FISCAL IMPACT:

Amount: \$84,290.13

Funding Source: Polk County Water and Land Legacy

ADDITIONAL INFORMATION:

This connection allows Mally's to become a more user friendly and ADA accessible trailhead; allowing trail users access to the restroom and drinking water available at the park, without using the main road through Berwick. The 10' wide, 6" thick concrete trail connection will meet all ADA specifications.

This project is a continuation of the Chichaqua Valley Trail Connector. The majority of the project was completed this past spring. This bid request for this connection was delayed to allow for additional engineering and permitting. Twenty bids were issued with two responses submitted.

PREVIOUS BOARD ACTION(S):

Date: July 2014 Item #4

Roll Call Number: N/A

Action: Approved award of contract to Howrey Construction for the CVT extension trail project.
(5 Yeas 0 Nays)

RECOMMENDATION:

Approving contract with RW Excavating & Dozing (13293 S. 88th Avenue W, Prairie City, Iowa 50228) as the low responsive bidder in the amount of \$84,290.13 for construction of the Chichaqua Valley Trail to Mally's Park Connection and authorizing the Chair to execute the contract on behalf of the Board.

For more information on this and other agenda items, please Polk County Conservation Office at 515-323-5300 or visit the office (11407 NW Jester Drive, Granger, Iowa). Polk County Conservation Board agendas are available to the public at the Polk County Conservation Office on Monday afternoon preceding Wednesday's Board meeting. Citizens can also view the Board agenda on Agency's website at pccb_info@polkcountyiowa.gov or request to receive meeting notices and agendas by email by calling the office or sending their request via email to cynthia.lentz@polkcountyiowa.gov.



Date

August 12, 2015

Agenda Item No. 8 ACTION
Roll Call No. 15-0808
Submitted by: Loren Lown
Parks and Natural Areas
Administrator

AGENDA HEADING:

Public Hearing approving plans, specifications, form of contract documents, engineers estimate and designating lowest responsible bidder for the Great Western Trail Extension. Cost: \$128,527.46

SYNOPSIS:

That the Board accept the bids for construction of the Great Western Trail Extension and award the contract to the successful bidder.

FISCAL IMPACT:

Amount: Estimated \$128,527.46

Funding Source: Polk County Water & Land Legacy

ADDITIONAL INFORMATION:

The eastern terminus of the Great Western Trail has been located on George Flagg Parkway near the Izaak Walton League since the construction of the trail. It has been increasingly difficult for trail users to access the trail as flooding has increased over the past several decades. This extension of 1.25 miles will provide an all-weather connection to the Riley Trail during times when Water Works Park is flooded and eliminated two at grade crossing of George Flagg Pkwy.

Bid packets were mailed to 20 prospective bidders with 2 bids received.

PREVIOUS BOARD ACTION(S):

Date: March 11, 2015

Roll Call Number: NA

Action: Approved contract with Snyder and Associates for design; construction services; and bid support, and directed staff to bring the bids back to the Board for approval and award. **(5 Years and 0 Nays)**

RECOMMENDATION:

Approving contract with RW Excavating & Dozing (13293 S. 88th Avenue W, Prairie City, Iowa 50228) as the low responsive bidder in the amount of \$128,527.46 for construction of the Great Western Trail extension. Authorizing the Chair to execute the contract on behalf of the Board.

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Date

August 12, 2015

Agenda Item No. 9 ACTION
Roll Call No. 15-0809
Submitted by: Wayne Johnson
Construction/Maintenance
Operations Manager

AGENDA HEADING:

Approving recommendation to Polk County Board of Supervisors for electric easement to Mid-American Energy for electric service and setting three transformers for Fort Des Moines Park Improvements.

SYNOPSIS:

The Polk County Board of Supervisors are the owners of this Park land which is needed to be conveyed by easement to Mid-American Energy. Staff will provide an easement contract agreement with Mid-American Energy and associated costs.

FISCAL IMPACT:

Amount: \$110,000

Funding Source: Polk County Water & Land Legacy Bond

ADDITIONAL INFORMATION:

Currently there is no electric service in Fort Des Moines Park. With the planned Improvements in the park this electric easement will need to be provided to set transformers and bury primary service cable for service to 3 project sites. This will provide utility service for existing and planned shelters and restrooms.

At the July 8, 2015 Board meeting, the Board approved revisions to the Fort Des Moines Master Plan and authorized staff to implement the park master plan elements in priority order for a total amount not to exceed \$1.5 million. The park improvements include the following priorities:

- 1) School connections and outdoor classrooms;
- 2) Trail enhancements, circulation and access;
- 2) Fence removal throughout park;
- 3) New boat access and parking area;
- 4) Kiosks (interpretation and informational);
- 5) Entrance improvements and connections;

PREVIOUS BOARD ACTION(S):

Date: July 8, 2015

Roll Call Number: 15-0811

Action:

Authorized staff to implement the Fort Des Moines Park master plan elements as identified in priority order subject to identified funding sources in a total amount not to exceed \$1,510,927. **(5 Years and 0 Nays)**

RECOMMENDATION:

Approving recommendation to Polk County Board of Supervisors for their action and conveyance of an electrical easement to MidAmerican Easement at Fort Des Moines Park.

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	Date	August 12, 2015
	Agenda Item No. 10 ACTION Roll Call No. 15-0810 Submitted by: Loren Lown Parks & Natural Areas Planning Administrator	

AGENDA HEADING:

Approving bid award for harvesting standing prairie hay at Chichaqua. - Revenue estimate: \$11,250

SYNOPSIS:

Staff requests that the Board approve of the bids received and instruct staff to proceed with the harvest utilizing the successful bidder.

FISCAL IMPACT:

Amount: Estimated at \$31,847

Funding Source: Hay contract bid award; Revenues deposited into CBG Haying Account

ADDITIONAL INFORMATION:

PCC staff have been using the harvest of biomass at Chichaqua as a management tool to control woody vegetation, invasive weeds, prevent excessive fuel, and manage successional habitat. This has been a successful management tool for many years in conjunction with grazing and prescribed burns.

Prairie restoration is managed by fire, haying, and sometimes grazing on a rotational basis across the larger landscape. It is intended that some form of prescribed disturbance occur on each unit every three to five years in an effort to create heterogeneous habitat, providing greater diversity for wildlife.

The process earns a modest income (variable - depending upon area, scarcity of hay, and quality of hay in the areas offered). That income is deposited in a restricted fund and used only at Chichaqua and for management purposes i.e. research, equipment, seed, chemicals, etc.

Nine bids were issued with two responses. The other bidder only submitted a response for one area and it was lower than the recommended award who submitted offers for all harvest areas requested in the bid.

PREVIOUS BOARD ACTION(S): N/A

RECOMMENDATION:

Recommendation to approve the prairie hay harvesting from selected areas at Chichaqua Bottoms Greenbelt to the highest responsive bidder Paul Overturff and authorizing the Director or his designee to finalize the agreement for said services.

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Date

August 12, 2015

Agenda Item No. 11 ACTION
Roll Call No. 15-0811
Submitted by: Richard Leopold
Director

AGENDA HEADING:

Approving Contract Amendment #4 for design service modifications for the Jester Park Nature Center with RDG Planning & Design reducing designed construction elements by a minimum of \$2.5 million. Compensation not to exceed \$350,000.

SYNOPSIS:

Approval of Contract Amendment #4 with RDG Planning & Design for design modifications to the Jester Park Nature Center reducing construction costs by a minimum of \$2.5 million and authorizing the Polk County Conservation Chair to execute the contract amendment.

FISCAL IMPACT:

Amount: Not to exceed \$350,000

Funding Source: Polk County Water & Land Legacy Bond

ADDITIONAL INFORMATION:

On July 8, 2015, the Board approved redesigning the Jester Park Nature Center as detailed in Board Communication No. 12/Roll Call No. 15-0712 for an amount not to exceed \$10,375,000. The Board also authorized and directed the Polk County Conservation Director to enter into a design modification agreement with RDG Planning & Design to reduce construction costs by a minimum of \$2.5 million. RDG Planning & Design has drafted Amendment #4 to complete the design modification work for the Jester Park Nature Center for an amount not to exceed \$350,000.

The design elements recommended for modification include but are not limited to the following:

- Eliminate Board Room and replace with exterior deck;
- Reduce depth of building by eight feet;
- Convert SIPS roof and wall systems with traditional wood structures;
- Revise floor structural system and storm shelter reinforcement;
- Convert office area roof trusses and reduce ceiling height to ten feet;
- Eliminate amphitheater from plan;
- Reduce paving by 20% from existing plan;
- Discovery pond and stream to be an add alternate to final plans and specifications;
- Convert exterior stone wall cladding with stone veneer;
- Identify other savings that do not impact functional use of space or architectural aesthetics on the interior of the center.

The cost savings from the above changes is estimated to reduce the overall project costs by \$2,476,000 bringing the revised cost estimate which includes additional fund-raising expenses and FY17 construction start date, etc. to \$10,375,00.

PREVIOUS BOARD ACTION(S):

Date: July 8, 2015

Roll Call Number: 15-0712

Action: Approved redesigning the Jester Park Conservation Center as detailed above for an amount not to exceed \$10,375,000 including change orders and authorizes and directs the Polk County Conservation Director to:

- 1) Enter into a design modification Agreement with RDG to reduce construction costs by a minimum of \$2.5 million;
- 2) Direct Funding Solutions, Inc. to expand their fund-raising goal to \$4.0 million for an amount not to exceed \$25,000 for the private funding goal increase;
- 3) Encumber or debt finance up to \$1.0 million from the PCC Enterprise Fund, if needed;
- 4) Authorizes the use of an additional \$2.25 million in Polk County Water & Land Legacy bond funding, if needed, and as the last monies into the project.
- 5) Provides regular updates to the Board regarding expense reductions, fund-raising efforts and use of additional Enterprise or Bond funding as approved by this action. **(5 Years and 0 Nays)**

Date: June 10, 2015

Roll Call Number: N/A

Action: Approved contract with Funding Solutions, Inc. for campaign management and execution services associated with the Jester Park Conservation Center with a target goal of \$2.0 - \$3.0 million for an amount not to exceed \$125,000.

RECOMMENDATION:

Recommendation to approve Amendment #4 of the Jester Park Improvement design contract for an amount not to exceed \$350,000 and authorizing and directing the Polk County Conservation Chair to execute said contract.

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