BOARD MEETING

December 9, 2015
5:30 p.m.
Polk County Administration Bldg., Room 120
111 Court Ave., Des Moines

AGENDA

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:** Approving November 2016 bill list
6) **Annual Report, 2014-2015:** Approving the Fiscal Year 2014-2015 Polk County Conservation Annual Report.
7) **Fort Des Moines, TAP Grant Resolution:** Approving application for and intent to provide matching funding for 2020 TAP funding.
8) **Sterling Trace Homeowners - Easement:** Approving dedication of an easement for trail purposes at Easter Lake Park with Sterling Trace Homeowners Association.
9) **Open Water Swim Permit:** Approving Open Water Swim Permit.
10) **Conservation Corps Agreement:** Approving Fee for Service Agreement with the Conservation Corps of Iowa.
11) **User Fees and Charges:** Approving fees/charges for PCCB services, Jester Park Lodge and acknowledging receipt of Jester Park Golf Course rate information.
12) **Easter Lake Restoration, DNR 319 Contribution Match:** Authorizing commitment of Polk County Water and Land Legacy bond funds to leverage Natural Resources Conservation Service DNR 319 funds.
13) **Yellow Banks Park, Four Mile Little League Agreement Renewal:** Approving Four Mile Little League Lease for use of ball fields at Yellow Banks Park.
14) **Trails and Greenway Committee Appointments:** Approving Trails and Greenway Advisory Committee appointees.
15) **Award of Bid, Chichaqua Bottoms Greenbelt-Hale Drainage Improvements/Oxbow Rehydration:** Approving contract with RW Excavating & Dozing for Hale Drainage Improvements/Oxbow Rehydration at Chichaqua Bottoms Greenbelt.
16) **Award of Bid, Fort Des Moines Trail Construction:** Approving contract with RW Excavating & Dozing for limestone trail construction at Fort Des Moines Park.
17) **Award of Bid, Fort Des Moines Grading Award:** Awarding a contract for Fort Des Moines Park grading, clearing, grubbing, for park roads, parking lots, building sites, HMA removal, road and parking lot base construction.
18) **Award of Bid, Trestle to Trestle Debris Clearing:** Approving contract with RW Excavating & Dozing for Flood Debris Removal on the Trestle to Trestle Trail bridge.

19) **Award of Bid, LED Re-lighting:** Awarding LED fixtures, retrofits, and labor contract to Energy Consultants for LED lighting conversion to all heavy use public and staff facilities through-out all Polk County Conservation owned properties.
20) **Number not Used.**

ACTION ITEMS

21) **Public Hearing: Jester Park Lodge Award:** Awarding Guest Services Management contract to Food With Flair, Inc. (400 4th Street, West Des Moines, Iowa 50265) for bookings and catering at the Jester Park Lodge with an effective date of January 1, 2017 and authorizing Board Chair to sign Agreement upon Legal review and approval as to form.
22) **Master Plan Implementation:** Approving clarification on master plan implementation approvals.
23) **Great Outdoors Foundation, Memorandum of Understanding:** Approving Memorandum of Understanding with the Great Outdoors Foundation for fundraising and event management to support Polk County Conservation.
24) **Chichaqua Bottoms Greenbelt Master Plan:** Approving Chichaqua Bottoms Greenbelt master plan.
25) **Chichaqua Bottoms Greenbelt Land Use Management Plan:** Approving contract with Keith Summerville and Drake University for the development of an land use management Plan for Chichaqua Bottoms Greenbelt.
26) **Budget, FY 2016-2017:** Approving recommended FY16/17 Polk County Conservation operating and enterprise budgets and decision package to the Polk County Board of Supervisors.
27) **Election of PCCB Officers for 2016:** Approving nomination for Officers for 2016.

BOARD DISCUSSION

28) **Director's Report**
29) **Board Chair and Member's Remarks**

CLOSED SESSION

30) **Land Acquisition**
31) **Director's Evaluation**

ADJOURNMENT

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 11/30/15 (41.67% of budget year expired)

UNIT #	UNIT	Revenue Budget	Total Revenues Received	Balance Due	% Received
General - Fund 1					
0213	Equipment	$ 5,000	$ 10,149	$ (5,149)	203.0%
6006	Environmental Ed	$ 56,000	$ 4,595	$ 51,405	8.2%
6009	Natural Resources	$ 76,710	$ 369	$ 76,341	0.5%
6101	Administration	$ 142,550	$ 78,592	$ 63,958	55.1%
6103	Community Outreach	$ -	$ -	$ -	0.0%
6104	Conservation Grants	$ -	$ -	$ -	0.0%
6110	Parks Advocacy Unit	$ 416,100	$ 251,642	$ 164,459	60.5%
6119	Construction/Maint.	$ 1,000	$ 102	$ 899	0.0%
6124	Equestrian Center	$ 300,000	$ 115,075	$ 184,925	38.4%
Sub-Total - General Fund 1		**$ 997,360**	**$ 460,522**	**$ 536,838**	**46.2%**
REAP - Fund 26					
0211	**Resource Enhancement**	**$ 156,400**	**$ 153,760**	**$ 2,640**	**98.3%**
Reserve - Fund 50					
0210-0214	**Special Projects**	**$ -**	**$ -**	**$ -**	**0.0%**
Bond - Fund 51					
0210	**Water & Land Dev & Trails**	**$ 2,612,500**	**$ 64,398**	**$ 2,548,102**	**2.5%**
Conservation Enterprises - Fund 286					
6121	Golf Course	$ 215,100	$ 135,362	$ 79,738	62.9%
6123	JP Cabins	$ 52,750	$ 30,830	$ 21,920	58.4%
Sub-Total - Enterprises Fund 286		**$ 267,850**	**$ 166,192**	**$ 101,658**	**62.0%**
Grand Total - Conservation		**$ 4,034,110**	**$ 844,872**	**$ 3,189,238**	**20.9%**

2015-2016 Expense Budget

- as of 11/30/15 (41.67% of budget year expired)

UNIT #	UNIT	Expense Budget	Total Expended	Balance Remaining	% Expended
General - Fund 1					
0213	Equipment	$ 158,500	$ 65,555	$ 92,945	41.4%
6006	Environmental Ed	$ 393,701	$ 179,747	$ 213,954	45.7%
6009	Natural Resources	$ 679,434	$ 308,750	$ 370,684	45.4%
6101	Administration	$ 1,067,052	$ 476,277	$ 590,775	44.6%
6103	Community Outreach	$ 220,271	$ 85,009	$ 135,262	38.6%
6104	Conservation Grants	$ -	$ -	$ -	0.0%
6110	Parks Advocacy Unit	$ 484,405	$ 202,694	$ 281,711	41.8%
6119	Construction/Maint.	$ 1,277,837	$ 572,482	$ 705,355	44.8%
6124	Equestrian Center	$ 448,161	$ 282,249	$ 165,912	63.0%
Sub-Total - General Fund 1		**$ 4,729,361**	**$ 2,172,763**	**$ 2,556,598**	**45.9%**
General Supplemental - Fund 2					
All Units	**Benefits (IPERS/FICA/Ins, Etc.)**	**$ 1,080,164**	**$ 440,965**	**$ 639,199**	**40.8%**
Risk Management - Fund 3					
6100	**Insurance,Med., Work. Comp.**	**$ 96,300**	**$ 74,189**	**$ 22,111**	**77.0%**
REAP - Fund 26					
0211	**Resource Enhancement**	**$ 127,651**	**$ 74,501**	**$ 53,150**	**58.4%**
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**	**$ 1,119,550**	**$ 3,313,450**	**25.3%**
Conservation Enterprises - Fund 286					
6121	Golf Course	$ 265,000	$ 11,742	$ 253,258	4.4%
6123	JP Cabins	$ 59,412	$ 22,041	$ 37,371	37.1%
Sub-Total - Enterprises Fund 286		**$ 324,412**	**$ 33,783**	**$ 290,629**	**10.4%**
Grand Total - Conservation		**$ 11,310,888**	**$ 3,915,751**	**$ 7,395,137**	**34.6%**

PCWLL EXPENDITURES AS OF :

November 30, 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	$ 760,697	$ 77,032	$ 175	$ (788,024)	$ 49,881	$ 719
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	$ 1,954,413	$ 131,607	$ 7,262	$ (757,671)	$ 1,335,612	$ 267,139
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	$ -	$ 811,164	$ 6,130	$ (412,825)	$ 404,469	$ 3,595,531
C12-6222	CBG MASTER PLAN	$ 106,000	$ -	$ -	$ 98,368	$ -	$ 105,640	$ -	$ -	$ 105,640	$ 360
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	$ 1,036,696	$ 218,505	$ 15,457	$ (532,000)	$ 738,657	$ (369,773)
C12-6225	ACKELSON TRAIL PHASE III (fka EL Trail Phase III)	$ -	$ 498,000	$ -	$ 159,534	$ 11,238	$ 60,725	$ -	$ -	$ 71,963	$ 426,037
C12-6226	FDM POND IMPROVEMENTS & SEDIMENT BASIN	$ 854,903	$ -	$ 723,989	$ 132,209	$ 769,399	$ 136,036	$ 23,164	$ (200,000)	$ 728,599	$ 126,304
C12-6227	FDM PARK IMPR-SHELTER/TRAILS/PENINSULA	$ 81,179	$ 1,332,169	$ -	$ 59,245	$ -	$ 152,279	$ 118,408	$ -	$ 270,688	$ 1,142,660
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	$ -	$ 11,204	$ -	$ -	$ 11,204	$ (1,404)
C12-6230	TM CAMP CREEK STABILIZATION	$ 1,097,465	$ -	$ 876,665	$ 194,600	$ 867,694	$ 198,000	$ 113	$ -	$ 1,065,807	$ 31,658
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	$ -	$ -	$ -	$ -	$ 164,301	$ -	$ 164,301	$ 90,699
C12-6238	CBG WETLANDS/DRAINAGE RESTORATION	$ 104,476	$ 350,000	$ -	$ 86,476	$ -	$ 89,814	$ -	$ -	$ 89,814	$ 364,662
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	$ 89,387	$ 5,225	$ 31,120	$ -	$ 125,731	$ (35,031)
C12-6250	YB PREIST PROPERTY ACQUISITION	$ 1,500	$ -	$ -	$ -	$ -	$ -	$ 321,640	$ -	$ 321,640	$ (320,140)

PCWLL EXPENDITURES AS OF :

November 30, 2015

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C12-9999	MISC MINOR IMPROVEMENTS	$ 78,633	$ 150,000	$ -	$ -	$ -	$ 20,150	$ 43	$ -	$ 20,193	$ 208,440
C12-9999	CONSTRUCTION EQUIPMENT & SUPPLIES	$ 291,367	$ 150,000	$ -	$ -	$ -	$ -	$ 320,426	$ -	$ 320,426	$ 120,941
C13-6251	OVERALL PROGRAM MANAGEMENT	$ 40,000	$ -	$ -	$ 47,000	$ -	$ 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)
C13-6256	PCWLL PUBLIC AWARENESS	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,791	$ -	$ 3,791	$ (3,791)
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	$ -	$ -	$ -	$ -	$ -	$ 19,013	$ 5,467	$ -	$ 24,480	$ (24,480)
C13-6265	YB BANE PROPERTY	$ 238,325	$ -	$ -	$ -	$ -	$ -	$ 263,124	$ -	$ 263,124	$ (24,799)
C14-6268	EL DIKES/DREDGING/WATER QUALITY	$ 25,000	$ 1,400,000	$ -	$ 753,800	$ -	$ 520,511	$ 35,315	$ (220,440)	$ 335,386	$ 1,089,614
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	$ -	$ -	$ -	$ -	$ 16,944	$ (12,604)	$ 4,340	$ 15,660
C14-6274	CONSERVATION CORPS	$ -	$ 201,600	$ 201,600	$ -	$ -	$ -	$ 106,298	$ -	$ 106,298	$ 95,302
C14-6275	GWT-BILL RILEY TRAIL/FEASIBILITY STUDY	$ -	$ -	$ -	$ -	$ -	$ 32,725	$ 44	$ -	$ 32,769	$ (32,769)
C14-6276	CBG SMITH PROPERTY	$ -	$ -	$ -	$ -	$ -	$ -	$ 155,425	$ -	$ 155,425	$ (155,425)
C14-6277	WATER QUALITY	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,860	$ -	$ 1,860	$ (1,860)
	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 IMPOVEMENTS	$ -	$ 100,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 100,000
	JESTER PARK CAMPGROUND #1 IMPROVEMENTS	$ -	$ 200,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 200,000
		$ 13,969,680	**$ 15,971,373**	**$ 8,133,012**	**$ 4,305,968**	**$ 9,423,834**	**$ 3,187,051**	**$ 7,932,837**	**$ (5,484,337)**	**$ 15,059,385**	**$ 14,881,668**

Polk County Conservation Board
Polk County Administration Bldg,, Room 120
111 Court Avenue
Des Moines, IA

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in regular session on Wednesday, November 4, 2015. The meeting was called to order at 5:33 p.m.

#15-1101 Roll Call

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

#15-1102 Public Comments

The following appeared before the Board on the proposed Encroachment Policy:

John Gonner, 13197 NW Sheldahl Drive, Polk City.
Steven Lee, 4637 NW 118th Avenue, Polk City
Duane Harris, 15820 NW 58th St., Polk City
Brad Moeckley, 3073 NE 126th Avenue
Chris Gruenhagen, 5400 University Avenue, WDM, (present on behalf of Polk County Farm Bureau)
Carol Miller, 12023 NE 22nd Street, Ankeny, 50021
Ken Williamsen, 4012 NE 62nd Avenue, Ankeny
Pat Kemp, 12085 NW 128TH St., Madrid,
Dale Barrett 13500 NW 58th St, Polk City
Harold Silver, 6030 NE 46th St. Altoona

Chair Johnson indicated prior to the public comments on the Encroachment Policy that based on responses received on this issue she is going to recommend pulling the item to approve the policy off of the agenda for this meeting. She directed staff to look again at the proposed policy, reevaluate it, and to open a focus group to make sure Polk County Conservation addresses everything accordingly and hopefully obtain satisfaction by both parties. Doug Romig distributed his business card as the contact for this issue.

#15-1103 Financial Reports
No comments

#15-1104 Chichaqua Bottoms Greenbelt Master Plan
Pat Boddy reviewed copies of master plan and did brief overview of plan.

Keith Summerville, 435 NE Sycamore Ave., Earlham appeared before the Board to express the professionalism shown by PCCB staff.

Policy received and filed by the Board.

#15-1105 **MOVED BY** Smith to approve the October 14, 2015 meeting minutes as written.
Vote Yea: Northway, Johnson, Smith
Abstain: Levis

CONSENT AGENDA

#15-1106 **MOVED BY** Levis to approve the PCCB October 2015 bill list
Vote Yea: Levis, Smith, Johnson, Northway

#15-1107 **MOVED BY** Northway to approve the supplementary contract between PCCB and Stanley Consultants, Inc. for bidding and construction services for wetlands at the former Shaw Farm and at the former Airport property at Chichaqua Bottoms Greenbelt.
Vote Yea: Levis, Smith, Johnson, Northway

ACTION ITEMS

#15-1108 Encroachment Policy item tabled. Board Member Mike Smith to be a part of focus group.

Public Hearings were held for Easter Lake Restoration - Contract 1A and Contract 1B projects. No one spoke for or against. Public Hearings closed.

#15-1109 **MOVED BY** Northway to approve the plans, specifications, form of contract documents, engineer estimate ($502,619) and designating lowest responsible bidder as C.L. Carroll Company, Inc. in an amount of $462,820 plus a 10% contingency for Easter Lake Restoration Contract 1a, spillway and fish rearing pond and authorizing the Board Chair to sign said agreement upon approval by Legal as to form
Vote Yea: Smith, Johnson, Northway, Levis

#15-1110 **MOVED BY** Levis to approve the plans, specifications, form of contract documents, engineer estimate ($399,325) and designating lowest responsible bidder as Jasper Construction Services, Inc. in an amount of $495,775 plus a 10% contingency for Easter Lake Restoration Contract 1b, sediment basin clearing, grubbing, excavation and stabilization and authorizing the Board Chair to sign said agreement upon approval by Legal as to form and receiving appropriate permits.
Vote Yea: Johnson, Northway, Levis, Smith

#15-1111 **MOVED BY** Smith to approve recommending to the Polk County Board of Supervisors that they grant an easement to the City of Des Moines for the Evergreen Avenue roadway and bridge and further direct staff to work with the County Managers Office to place the request for an easement and land transfer before the Board of Supervisors with the PCCB recommendation to grant easement and transfer the land as detailed in the attachment.
Vote Yea: Northway, Levis, Johnson, Smith

BOARD DISCUSSION

#15-1112 Director's Report

- Easter Lake – exciting to see wheels moving, community excited, media attention
- Expanding recreational activities
- On-going negotiations with Knapp Properties on Great Western Trail, close to an Agreement
- Parks Superintendent position hiring update

#15-1113 Board Chair and Member's Remarks

- Reiterated work to be done on Encroachment

Adjournment
Meeting adjourned at 6:53 p.m.

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 6 CONSENT **Roll Call No. 15-1206** **Submitted by: Kami Rankin** **Community Outreach Supervisor**	

AGENDA HEADING:
Approving the Fiscal Year 2014-2015 Polk County Conservation Annual Report.

SYNOPSIS:
Approval of the Fiscal Year 2014-2015 Polk County Conservation Annual Report.

FISCAL IMPACT: N/A

ADDITIONAL INFORMATION:

Attached is the FY 2014-2015 Polk County Conservation Board Annual Report. The report includes organizational highlights, financials, and pertinent facts and figures from July 1, 2014 to June 30, 2015. With board approval, the report will be printed and distributed. Distribution destinations include the Polk County Board of Supervisors, PCC website, and by request from the general public.

PREVIOUS BOARD ACTION(S):

Date: December 10, 2014
Roll Call Number: Item #3b
Action: FY 2013-14 Polk County Conservation Board Annual Report (3 - Yeas; 2- Absent)

RECOMMENDATION:

Approving the Fiscal Year 2014-2015 Polk County Conservation Annual Report.

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

POLK COUNTY CONSERVATION

Leading you Outdoors

ANNUAL REPORT

JULY 2014 - JUNE 2015

Polk County Water & Land Legacy

YEAR AT A GLANCE

Richard Leopold, Polk County Conservation Director

The 2014-2015 fiscal year represented one of change as Polk County Conservation (PCC) ushered in a new era of leadership and a fresh outlook on current projects, as well as new goals to be implemented throughout the organization. At the core of our work is conservation of the land in which we live, work and play. Fully embracing this idea, Polk County Conservation Board's mission is to provide both citizens and visitors of Polk County's family of parks and trails with quality outdoor recreation, conservation education and long term protection of our natural heritage. This past year has been no exception and, under the shift of new leadership, belief in this mission has never been stronger as we here at Polk County Conservation strive to fully capture and translate these objectives into tangible results now and in the exciting years to come.

With an estimated 97% of acres across Iowa under private ownership, protection and restoration of remaining tracts of land under public care remains a top priority. Critical land acquisitions adjacent to county parks and trails continue as a strategic approach to protecting land and water resources. These acquisitions establish a means to provide quality wildlife habitat, watershed protection and healthy functioning of native plant communities within these areas. At the core of this initiative lies water quality within the agricultural landscape of central Iowa.

PCC has been successful in several water quality endeavors. Becoming a major player in local watershed management partnerships has led to success in establishing plans for the future of Polk County waterways. Within our family of parks, restoration of the ponds at Thomas Mitchell, Fort Des Moines and Jester Park has geared up the organization for the Easter Lake Watershed Restoration project as it continues to move forward.

To further protect local watersheds and streams, staff participated water quality monitoring training as a means to document trends over time in our waterways. Data collected will be used to determine the overall health of each watershed and identify possible areas of concern. Continual monitoring should be able to determine changes in the future and how we can respond accordingly.

At the helm of these initiatives sits plans currently in motion for the Jester Park Nature Center, Polk County Conservation's flagship project. Incorporating each element of the organization's mission statement, the nature center will serve as a gateway to the outdoors for generations to come. Fundraising efforts to secure the remaining funds required have been put into place to bring this project to life as we move forward into the coming year.

Every project, initiative and goal undertaken by Polk County Conservation serves as a means to fulfill a mission statement created for the public in which we serve. Each endeavor represents a dynamic and continuously evolving effort put in place according to the needs of the community. High value is placed on input and support of the community as we continue to strive to bring to each plan from the drawing board to fruition.

ANNUAL HIGHLIGHTS

ORGANIZATIONAL DEVELOPMENT

- Polk County Conservation Board appointed Richard Leopold as the new Director in February following his service as Deputy and Interim Director since spring of 2013. Prior to his employment with PCC, Mr. Leopold fulfilled many positions within a variety of local and regional environmental and natural resource organizations throughout the years demonstrating his dedication to conservation.

- Douglas Romig was selected as Polk County Conservation's new Deputy Director. Mr. Romig comes to PCC from the City of Des Moines where he worked in the Parks and Recreation Department and Housing Services Department for 24 years.

- Congratulations to others who have joined the ranks of Polk County Conservation. Travis Maak, Natural Resources Technician; Kelsey Freeman, Riding Instructor at the Jester Park Equestrian Center; Roy Michael, Jester Park Golf Course Manager; and Lance Northway, Polk County Conservation's newest appointed Board member.

- A six-member team from the Conservation Corps of Iowa began their 10-month term in our family of parks and trails in early 2015. Devoting their time to bond-specific projects, these individuals focused primarily on natural resource restoration and park improvements.

Any projects that have been funded fully or in part by Polk County Water & Land Legacy throughout this document are denoted by the PCWLL logo water droplet

RECREATION ENHANCEMENT

- Water quality has improved drastically at the Fort Des Moines pond following water quality and restoration efforts. The pond now boasts three feet of visibility throughout, the fishery has been restored and long-term sustainability of fishing has been protected.

- A Grand Opening Celebration on April 25th officially marked the opening of the Chichaqua Valley Trail connector to the Gay Lea Wilson Trail through Berwick and Bondurant which provides 8+ miles of new trail.

- Phase II of the Mark C. Ackelson Trail around Easter Lake is now complete and open to the public. This section encompasses 1.75 miles of paved trail on the north side of the lake from Ewing Park to Evergreen Avenue providing safe trail use off the park road as well as improved trail access to adjacent neighborhoods. Phase III is expected to begin in 2017 dependent upon progress within the larger restoration project in Easter Lake.

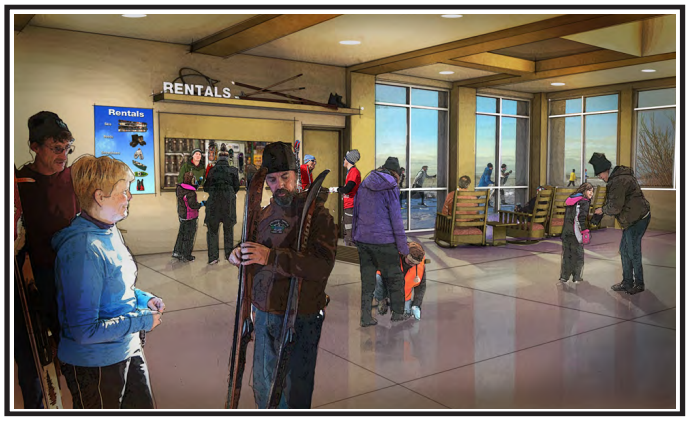
Family afternoon along the Mark C. Ackelson Trail

ANNUAL HIGHLIGHTS

RECREATION ENHANCEMENT (CONT'D)

- The State Recreation Trails Grant program has awarded Polk County Conservation with further funds to leverage bond dollars in the acquisition of an abandoned railway corridor. This future trail project will extend the High Trestle Trail from Ankeny to the north edge of Des Moines in future years.

- Plans for the Jester Park Nature Center continue to move forward. Final fundraising efforts are in full force following a feasibility study in which a project manager and fundraising consultant were hired as a means to ensure successful execution of planning and design efforts. PCC has taken feedback on this project into consideration as we gear up for raising the remaining funds for this outdoor recreation and conservation education gateway in Polk County.



The future nature center at Jester Park will serve as a gateway for outdoor recreation and education in Polk County.

Chichaqua Bottoms Greenbelt kiosk

EDUCATION & OUTREACH

- A new information kiosk and interpretive signage was installed at Chichaqua Bottoms Greenbelt on the west side of US Highway 65/330 just north of Bondurant and the South Skunk River.

- The Environmental Education Department was awarded a Resource Enhancement and Protection/Conservation Education Program grant for "Pollination Celebration". This grant educated families and adults about the importance of pollinator species and the actions they can take to help prevent pollinator decline. Partners include the Blank Park Zoo, Reiman Gardens, Polk Soil and Water Conservation District, Polk County Master Gardeners and Central Campus School. The grant was praised for its great partnerships, timely topic and good evaluation method.

ANNUAL HIGHLIGHTS

LAND PROTECTION AND RESTORATION

- Two properties adjacent to Yellow Banks Park have been acquired for park enhancement. A 5-acre property near the park entrance has been secured for future use and park buffering. An additional 18.9 acres bordering Yellow Banks was purchased in an effort to further protect this watershed and provide quality wildlife habitat.

- A property just north of the Des Moines River and Easter Lake Park has been acquired as a repository for dredging materials that will be removed from the lake beginning in 2016. Future plans for this 258-acre site include valuable habitat for wildlife, parkland and new space for the paddlesport community.

- Polk County Conservation obtained a 160-acre property to the NE of Elkhart and west of the Skunk River as part of Chichaqua Bottoms Greenbelt. It consists of the bottom of an old lake, floods regularly and intersects five different drainage ways. This valuable acquisition will provide excellent wildlife habitat and water quality benefits.

Strategic land acquisitions coupled with ongoing restoration efforts have provided excellent wildlife habitat throughout county parks

INFRASTRUCTURE

- Redevelopment of Fort Des Moines Park continues. Work began on the south side of the park to convert the area in between the park and Studebaker Elementary into an outdoor classroom complete with nature trails, gathering areas, interpretive signage and prairie establishment. Additional proposed improvements in the works include new shelters, flush restrooms, peninsula trail/boardwalk/shade structures, improved trail system, boat ramp and fishing access.

Fort Des Moines Park proposed enhancements

ANNUAL HIGHLIGHTS

INFRASTRUCTURE (CONT'D)

- The Easter Lake Watershed Restoration project sits at the top of Polk County Conservation's priority list for 2016 and beyond. A public meeting was held in February about future plans within this project. Information for park users and local residents centered around upcoming restoration efforts, fisheries, rainscaping practices, trail progress and Lodge planning. An updated project timeline was also established for restoration work in Easter Lake and Yeader Creek through 2018.

- Dam reconstruction at Yellow Banks Park has been completed giving park users better access to the pond. Additional watershed improvements are currently underway as this park will continue to see more enhancements in the future.

- In cooperation with the City of West Des Moines, Polk County Conservation acquired a small parcel of land at the southeast corner of Brown's Woods. This land was utilized for installation of a new restroom facility, kiosk, drinking fountain, parking and trail connection. These new amenities began to take shape in the spring of 2015.

New amenities at Brown's Woods enhance park visitor experience

Rain garden at Easter Lake Park

RESOURCE ENHANCEMENT

- In an effort to improve water quality, rain gardens and a bioretention cell have been constructed as a part of the Mark C. Ackelson Trail Phase II. These features aid in filtration of water runoff from parking lots before entering the lake.

- A new master plan for Chichaqua Bottoms Greenbelt is in progress. This plan will address future planning for this regionally significant conservation area that consists of more than 8,000 acres. Plans are expected to be finalized by December 2015.

- Iowa Department of Natural Resources planning grants have been awarded to the Walnut and Spring, Camp and Mud Creek Watershed Management Authorities. Polk County Conservation will be heavily involved in these associated water quality initiatives in the coming years in conjunction with PCC's own goals to monitor trends in Polk County waterways.

FINANCIAL STATEMENT

REVENUE

REVENUES:	General Basic	General Supp.	Insurance	Reserve	REAP	PCWLLBond	Enterprise Fund	TOTALS
Property Taxes	$3,777,605	$954,530	$122,655	$-	$-	$-	$-	$4,854,790
Recreational Fees	614,161	0	0	0	0	0	0	614,161
Concessions	54,885	0	0	0	0	0	0	54,885
Miscellaneous Federal Grants	0	0	0	0	0	1,249,748	0	1,249,748
Miscellaneous State Grants & Reimbursements	10,000	0	0	0	0	827,671	0	837,671
Land Rent	45,278	0	0	0	0	0	0	45,278
Building & Shelter Rentals	112,248	0	0	0	0	0	0	112,248
Equipment & Machinery Rentals	1,665	0	0	0	0	0	0	1,665
Firewood Sales	18,234	0	0	0	0	0	0	18,234
Miscellaneous Sale of Commodities	2,176	0	0	0	0	0	0	2,176
Service Fees	1,194	0	0	0	0	0	0	1,194
Miscellaneous Contributions & Reimb. Other Govts	3,640	0	0	0	0	312,649	0	316,289
General Administration Fees	12,000	0	0	0	0	0	0	12,000
Fee Based Program Revenues	57,239	0	0	0	0	0	0	57,239
Commissions	1,574	0	0	0	0	0	0	1,574
Jester Park Cabin Revenues	0	0	0	0	0	0	84,980	84,980
Motor Vehicle Fuel Refunds	9,190	0	0	0	0	0	0	9,190
Miscellaneous Contributions & Donations	0	0	0	0	20,000	232,218	0	252,218
Miscellaneous Reciepts	4,890	0	0	0	0	0	0	4,890
Fixed Assets Sold	20,601	0	0	0	0	0	0	20,601
REAP Annual Per Capita Payment	0	0	0	0	166,018	0	0	166,018
Golf Course Revenues	0	0	0	0	0	0	205,052	205,052
Bond Revenues	0	0	0	0	0	3,491,467	0	3,491,467
Transfers in from Enterprise Fund	76,366	0	0	56,038	0	0	0	132,404
Fund Interest	0	0	0	0	59	0	977	1,036
TOTAL REVENUES	**$4,822,946**	**$954,530**	**$122,655**	**$56,038**	**$186,077**	**$6,113,753**	**$291,009**	**$12,547,008**

GRANTS

The following are grants and reimbursements awarded during FY 14-15. The annual amounts listed are the award totals. Depending upon the grant specifics, the award may be received in one year or over a multi-year period.

Leopold Grant at Chichaqua Bottoms Greenbelt	$5,442
REAP-CEP Pollination Celebration	$24,680
State Recreation Trail - Ankeny Connector to HTT - 2015	$782,500
MPO TAP - Ackelson Trail Phase III (Easter Lake) - 2018	$300,000
MPO TAP - Ackelson Trail Phase III (Easter Lake) - 2019	$200,000
DNR Easter Lake Timber Stand Improvement	$10,000
IDALS - PS & WCD - Bioretention Cell (Easter Lake)	$12,604
Vision Iowa CAT Grant - Jester Park Nature Center	$970,000
TOTAL	**$2,305,226**

FINANCIAL STATEMENT

EXPENDITURES

EXPENDITURES:	General Basic	General Supp.	Insurance	Reserve	REAP	PCWLL Bond	Enterprise Fund	TOTALS
Conservation Infrastructure/Equipment Environmental	$168,833	$-	$-	$-	$-	$-	$-	$168,833
Education	386,710	113,899	0	0	0	0	0	500,609
Natural Resources	658,347	189,503	0	0	0	0	0	847,850
Administration	1,048,994	147,294	0	0	0	0	0	1,196,288
Community Outreach	206,137	52,392	0	0	0	0	0	258,529
Conservation Grants/DNR Timber Stand Improvement	10,000	0	0	0	0	0	0	10,000
Parks Advocacy	419,269	124,409	0	0	0	0	0	543,678
Construction, Maintenance, Operations	1,293,730	249,058	0	0	0	0	0	1,542,788
Equestrian Center	630,928	77,975	0	0	0	0	0	708,903
Insurance, Unemployment, & Workers Comp. Medical	0	0	122,655	0	0	0	0	122,655
Conservation Special Projects & Development	0	0	0	56,038	0	0	0	56,038
Resource Enhancement & Protection	0	0	0	0	152,893	0	0	152,893
PCWLL Bond Expenditures	0	0	0	0	0	6,113,754	0	6,113,754
Enterprise Transfer to Operations & Reserve	0	0	0	0	0	0	132,404	132,404
Golf Course Minor Repairs & Maintenance	0	0	0	0	0	0	120,816	120,816
Jester Park Cabins Minor Repairs & Maintenance	0	0	0	0	0	0	43,404	43,404
TOTAL EXPENDITURES	**$4,822,948**	**$954,530**	**$122,655**	**$56,038**	**$152,893**	**$6,113,754**	**$296,624**	**$12,519,442**

BUDGET SUMMARY

The General Basic, General Supplies and Insurance funds expended for the various departments covered salaries, benefits, supplies, services and various insurance obligations.

Projects completed or continued within the reserve funds include minor repairs of Polk County owned residences within our parks, equipment, and various conservation vehicles.

Various projects completed or continued with REAP (Resource Enhancement and Protection) funds include wayfinding signs, repair and maintenance of buildings, support of a naturalist's salary for wildlife research, various grant matches as well as a variety of smaller projects throughout all areas.

Polk County Conservation continually monitors revenues and expenses to assure budget compliance. In addition, a user fee committee annually reviews the various direct user charges for camping, shelter rentals, educational programs, special events, and other fee-based activities to assure that a fair mix of user fee charges and general Polk County taxpayer support is maintained in the annual budget.

FACTS AND FIGURES

PARK VISITATION (WHERE RECORDED)

Brown's Woods	87,949
Carney Marsh	18,837
Chichaqua Bottoms Greenbelt	51,655
Chichaqua Valley Trail	14,975
Easter Lake Park	517,158
Fort Des Moines Park	181,556
Four Mile Creek Greenbelt	7,173
Gay Lea Wilson Trail	33,376
Great Western Trail	28,384
High Trestle Trail *near PCC gazebo area*	51,649
Jester Park *includes Mile Long Boat Ramp, Golf Course, Equestrian Center and Lodge*	491,280
Mally's Park	19,739
Thomas Mitchell Park	130,598
Trestle to Trestle Trail	42,833
Yellow Banks Park	244,901
TOTAL PARK VISITATION*	**1,922,063+**

*PCC is unable to accurately calculate total park visitation from traffic counters. The estimated visitation total of 1,922,063 people reflects only those parks equipped with counters or alternative ways for tracking visitation.

RENTAL FACILITY RESERVATIONS

Chichaqua Longhouse	тс
Easter Lake Park (Shelters #1-#5)	2уп
Fort Des Moines Park (Shelters #1-#2)	1лс
Jester Park (Shelters #2-#6)	нсп
Jester Park Lodge	113
Mally's Park	7
Thomas Mitchell Park (Shelters #1-#2)	112
Yellow Banks Park (Shelters #1-#4)	79
Jester Park Cabins	344
TOTAL FACILITY RESERVATIONS	**1,385**

ENVIRONMENTAL EDUCATION

- 1,141 school programs involving 21,930 students
- 220 youth programs involving 4,484 youth
- 5 public camp programs involving 64 youth
- 57 adult programs involving 2,060 adults
- 81 family programs involving 3,123 participants
- 6 bus trips involving 296 participants

The Environmental Education staff connected with various audiences for a total of 38,685 hours.

VOLUNTEER HOURS CONTRIBUTED

Hundrends of volunteers contribute thousands of hours to conservation efforts throughout our family of parks and trails. These dedicated individuals make up the various corporate groups, scout troops, park stewards, trail ambassadors, collegiate classes/clubs and others that contributed 16,000 hours in total this past year.

Americorps participants volunteered time to prairie restortation at Chichaqua Bottoms Greenbelt

UNIT DIRECTORY

Polk County Conservation Administration Office

11407 NW Jester Park Drive
Granger, IA 50109
tel: (515) 323-5300
fax: (515) 323-5354
pccb_info@polkcountyiowa.gov
www.leadingyououtdoors.org

Administration
Richard Leopold, Director
Douglas Romig, Deputy Director
Loren Lown, Parks & Natural Areas Planning Admin.
Carol Ann Carlson, Accountant
Cindy Lentz, Administrative Supervisor
Melissa Ritter, Accounting Clerk
Ginny Malcomson, Accounting Clerk

Community Outreach
Kami Rankin, Community Outreach Supervisor
Pat Spain, Planning and Outreach Coordinator

Environmental Education
Patrice Petersen-Keys, Environmental Ed. Coordinator
Heidi Anderson, Naturalist
Lewis Major, Naturalist
Joe Boyles, Naturalist
Lori Foresman-Kirpes, Naturalist

Natural Resources

Mark Dungan, Natural Resources Manager
Doug Sheeley, Natural Resources Supervisor
Travis Maak, Natural Resources Technician
Chris Lunan, Natural Resources Technician
Al Pasker, Natural Resources Technician
Dan Hrubes Natural Resources Technician
Shawn Warren Natural Resources Technician
Lael Neal, Natural Resources Worker

Board Members
Connie Johnson, Chair
Tom Levis, Vice Chair
Jim Cataldo
Lance Northway
Mike Smith
Sara Kurovski (served through December 2014)

Parks Advocacy
Dean Bruscher, Ranger
Brian Herrstrom, Ranger
Charlie Finch, Ranger
Chris Clingan, Assistant Ranger
James Dotzler, Assistant Ranger

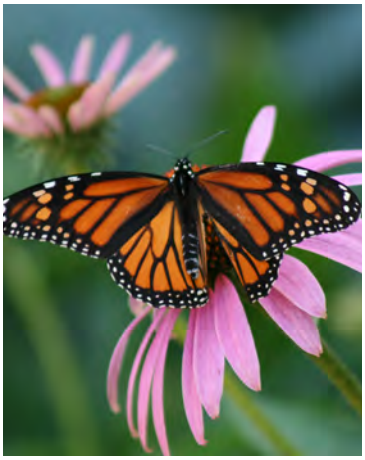
Construction, Maintenance, and Operations
Wayne Johnson, Construction & Maintenance Manager
Gary Halbersma, Construction & Maintenance Supr.
Stan Manning, Special Services Technician
George Lentz, Equipment Maintenance Super.
Ken Young, Mechanic
Luke Harshbarger, Mechanic
Steve Haefner, Construction Technician
Barney Feezell, Construction Technician
Tim Wears, Maintenance Technician
Tyler Naeve, Maintenance Technician
Chance Patrick, Maintenance Technician

Jester Park Equestrian Center
Lela Mullen, Equestrian Center Manager
Kelsey Freeman, Riding Instructor

(Current as of December 2015)

Get to Know PCC!

Leading You Outdoors!



Overview

- Established in 1956
- 20 parks and trails
- 14,000 acres of parkland
- 45 miles of paved trails
- 40 miles of natural trails
- 1.8 million annual visitors
- 43 full-time employees; 60 seasonal employees; 5 Board members
- 16,000 annual hours of volunteer service
- Annual Operating Budget: $997,360 revenues; $5,905,825 expenditures
- Polk County Water and Land Legacy bond funds: $50 million (2012-2032)

Facilities and Special Amenities

- 4 boat ramps
- 4 cabins
- 165 electric campsites; 180 primitive campsites; 5 youth campgrounds
- 19 picnic shelters
- 8 playgrounds
- 5 ballfields
- 100 acres of dog training land
- 2 bird blinds
- 13 waterfowl hunting blinds
- 10 miles of groomed cross-country ski trails
- 38 miles of streams
- 710 acres of lake, pond, and river
- Bison & Elk Educational Plaza
- Chichaqua Longhouse
- Chichaqua wildlife viewing platform
- Easter Lake covered bridge
- Easter Lake swimming beach
- Fort Des Moines Park Arboretum
- Golf Learning & Practice Facility
- Jester Park Amphitheater
- Jester Park Equestrian Center
- Jester Park Golf Course
- Jester Park Lodge
- Jester Park Natural Playscape
- Trap range

Programs and Special Events

- Classroom programs
- Environmental education programs
- Equine birthday parties
- Equine riding lessons
- Equine trail, wagon, and sleigh rides
- Golf lessons, leagues & tournaments
- Guide by Cell
- Hunter Education
- Junior Naturalist
- Master Conservationist
- Outdoor skill instruction
- Older, Wiser, Livelier (O.W.L.) Seniors
- Plant. Grow. Fly
- Senior adult bus trips
- School field trips
- Volunteerism and Park Stewardship
- Youth camps

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 7 CONSENT **Roll Call No. 15-1207** **Submitted by: Loren Lown** **Parks and Natural Areas Planner**	

AGENDA HEADING:

Board approval of application for and intent to provide matching funding for 2020 TAP funding.

SYNOPSIS:
Polk County Staff is submitting a grant for 2020 TAP funding to allow for paving of two sections of trail at Fort Des Moines Park. A resolution is required stating that the PCCB will commit matching funds as required to construct the trails. .

FISCAL IMPACT:

Amount:	$360,000 estimate
TAP grant request:	$160,000
PCWLL:	$150,000
Other:	$ 50,000 (future fundraising/grant requests)

Funding Source: PCWLL

ADDITIONAL INFORMATION:
The rock trails being installed at Fort Des Moines Park are less accessible than hard surfaced trails. This project would provide partial hard surfaceing of the trail at the new outdoor classroom as well as a paved entrance trail from the street on the east side into the park. Connectivity would provide hard surface access into the park from Studebaker Elementary and McCombs Middle School.

PREVIOUS BOARD ACTION(S): NONE

RECOMMENDATION:

Staff recommends that the Board pass a resolution authorizing matching funding for the 2020 project should the MPO award TAP funding for the project. .

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

Wetland
Reconstructed Prairie
McCombs Middle School
Wetland
Studebaker Elementary
Legend
Loren Trail_Grant

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 8 CONSENT **Roll Call No. 15-1208** **Submitted by: Loren Lown** **Parks and Natural Areas Planner**	

AGENDA HEADING:

Approving dedication of an easement for trail purposes at Easter Lake Park with Sterling Trace Homeowners Association.

SYNOPSIS:
Staff has been working with the Sterling Trace Homeowners Association for over two years to acquire an easement for the only portion of the planned Phase 3 of the Ackelson Trail that is not in public ownership. The Board is requested to approve this easement from the Homeowners Association.

FISCAL IMPACT: N/A

Amount:

Funding Source:

ADDITIONAL INFORMATION:
Staff has negotiated an easement at no cost with the Sterling Trace Homeowners Association that will provide access to Polk County Conservation to complete the loop Ackelson Trail around Easter Lake.

PREVIOUS BOARD ACTION(S): NONE

RECOMMENDATION:

Staff recommends that the Board accept the offered easement and authorize the Chair to sign same and that the Board further instruct staff to file said easement and to return a signed copy to the Sterling Trace Homeowners Association.

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STERLING TRACE PLAT 1, OUTLOT "X"
30' TRAIL EASEMENT
LOCATION MAP

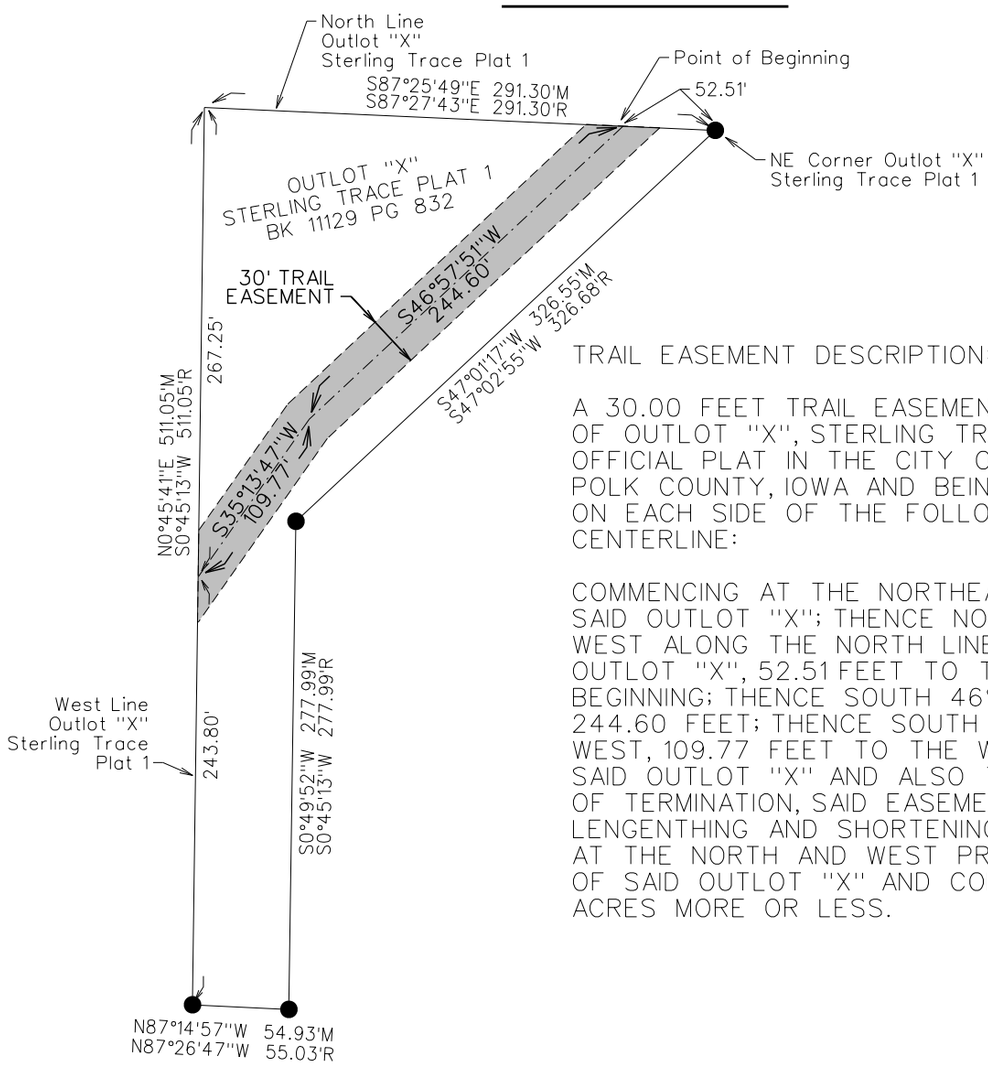
SNYDER & ASSOCIATES
Engineers and Planners

FIGURE 1

PREPARED BY: ERIC MILLER, SNYDER & ASSOCIATES, INC., 2727 SW SNYDER BLVD, ANKENY, IA 50023 (515)964-2020

RETURN TO: ERIC MILLER, SNYDER & ASSOCIATES, INC., 2727 SW SNYDER BLVD, ANKENY, IA 50023 (515)964-2020

EXHIBIT "A"



TRAIL EASEMENT DESCRIPTION:

A 30.00 FEET TRAIL EASEMENT THRU A PART OF OUTLOT "X", STERLING TRACE PLAT 1, AN OFFICIAL PLAT IN THE CITY OF DES MOINES, POLK COUNTY, IOWA AND BEING 15.00 FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED CENTERLINE:

COMMENCING AT THE NORTHEAST CORNER OF SAID OUTLOT "X"; THENCE NORTH 87° 25' 49" WEST ALONG THE NORTH LINE OF SAID OUTLOT "X", 52.51 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 46° 57' 51" WEST, 244.60 FEET; THENCE SOUTH 35° 13' 47" WEST, 109.77 FEET TO THE WEST LINE OF SAID OUTLOT "X" AND ALSO TO THE POINT OF TERMINATION, SAID EASEMENT LINES LENGENTHING AND SHORTENING TO TERMINATE AT THE NORTH AND WEST PROPERTY LINES OF SAID OUTLOT "X" AND CONTAINING 0.24 ACRES MORE OR LESS.

OWNER
STERLING TRACE HOMEOWNERS ASSOC

REQUESTED BY
POLK COUNTY CONSERVATION

DATE OF SURVEY
SEPTEMBER 9, 2015

LEGEND

Survey	Found	Set
Section Corner	▲	△
1/2" Rebar, Orange Cap # 12265 (Unless Otherwise Noted)	●	⬡
Calculated Point	+	
Measured Bearing & Distance	M	
Recorded As	R	
Deed Distance	D	
Calculated Distance	C	

N

0 100

SCALE (FEET)

STERLING TRACE PLAT 1, OUTLOT "X"

30' TRAIL EASEMENT

Revised: 9/23/15

SNYDER & ASSOCIATES, INC.
Engineers and Planners

2727 S.W. SNYDER BLVD.
ANKENY, IA 50023 (515) 964-2020

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POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 9 CONSENT **Roll Call No. 15-1209** **Submitted by: Douglas C. Romig** **Deputy Director**	

AGENDA HEADING:

Approving Open Water Swim Permit.

SYNOPSIS:
Polk County Conservation received a request to allow open water swimming (swimming beyond mark buoy's) for area athletes for training purposes.

FISCAL IMPACT: N/A

Amount:

Funding Source:

ADDITIONAL INFORMATION:
In an effort to support healthy lifestyles, Polk County Conservation has created an Open Water Swim Permit that has been modeled after the Iowa Department of Natural Resources permit. The attached permit identifies the responsibilities of individuals interested in participating in long-distance swimming to provide for the safety of participants engaging in this form of recreation.

PREVIOUS BOARD ACTION(S): NONE

RECOMMENDATION:

Staff recommends that the Board approves the attached Open Water Swim Permit to allow long-distance swimming within Polk County Conservation managed water areas.

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

POLK COUNTY CONSERVATION
Leading You Outdoors www.leadingyououtdoors.org | pccb_info@polkcountyiowa.gov
11407 NW Jester Park Drive Granger, Iowa 50109 | Phone 515.323.5300 | Fax 515.323.5354

Open Water Swimming Permit

Date of Swim:_____ Approximate Start Time:_____

Name of Swimmer:_____

Address:_____
Street City State Zip Code

Name of Vessel Operator:_____

I _____, acknowledge that I voluntarily have applied to participate in open water swimming and fully understand the hazards of swimming outside the designated swimming area. The undersigned agrees that neither Polk County Conservation nor Polk County will be responsible for any injury to persons or property arising out of or as a result of the swimming activity in which I am about to engage. The undersigned expressly assumes all risks associated with open water swimming and agrees to indemnify and hold Polk County Conservation and Polk County harmless from any and all claims for any such injury or damage.

REQUIREMENTS
Swimming Outside of Designated Swimming Areas
571 IAC 61.7(2)c

Persons may swim outside the designated swimming area under the following conditions:

1) Swimming must take place between sunrise and sunset;

2) The swimmer must be accompanied by a person operating a vessel as defined by Iowa Code 462.2 and must stay within 20 feet of the vessel at all times during the swim;

3) The vessel accompanying the swimmer must display a flag, which is at least 12-inches square, is bright orange and is visible all around the horizon; and

4) The person swimming pursuant to these rules must register with park staff in charge of the area and submit said permit.

_____ _____
Signature of Swimmer Date

_____ _____
Signature of Polk County Conservation Staff Date

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 10 CONSENT **Roll Call No. 15- 1210** **Submitted by: Douglas C. Romig** **Deputy Director**	

AGENDA HEADING:
Approving Fee for Service Agreement with the Conservation Corps of Iowa.

SYNOPSIS:
The Conservation Corps is a recipient of an AmeriCorps National Direct Grant whose members provide conservation related work through a Fee for Service Agreement. A crew of one leader and five crew members along with equipment provide services to their host agency between February and mid December.

FISCAL IMPACT:

Amount: $182,400

Funding Source: Polk County Water and Land Legacy Bond

ADDITIONAL INFORMATION:
In 2015, Polk County Conservation hosted its first Conservation Corps. The crew of six provided on-site work related to bond projects; clearing, grubbing, invasive species removal, trail clearing, control burns, tree removals and plantings, etc.

Staff is recommending that Polk County Conservation continues this relationship for another year to assist staff with removal of invasive species, planting, seed collection, shoreline and stream back remediation, forestry improvements, etc.

As a part of our arrangement with the Conservation Corps of Iowa we provide rental housing opportunities (shared housing leases) for Corps members from outside the Polk County area.

PREVIOUS BOARD ACTION(S):

Date: 01/14/15
Roll Call Number: Item #8
Action: approve the contract between the PCCB and the Conservation Corps of Iowa as amended by County Attorney's Office for an amount not to exceed $201,600 and approve Chair signing the contract. (5 - Yeas)

RECOMMENDATION:

That the Board approves the Fee for Service Agreement with the Conservation Corps of Iowa and direct the Board Chair to execute said agreement.

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FEE-FOR-SERVICE AGREEMENT BETWEEN

Polk County Conservation
11407 NW Jester Park Drive
Granger, IA 50109

AND CONSERVATION CORPS IOWA

Project Number:15210

This contract, and amendments and supplements thereto, subject to the Laws of Minnesota is by and between the CONSERVATION CORPSMINNESOTA doing business as CONSERVATION CORPS IOWA, 60 Plato Blvd E #210,St. Paul, MN 55107 (hereafter referred to as "THE CORPS") and Polk County Conservation (hereafter referred to as "PURCHASER").

Description and scope of work for the project:Various conservation, natural resource, civic engagement and disaster response activities (see attached document titled “Polk County Conservation Partnership” for a full description).

Conservation Corps Iowa represents that it is duly qualified and agrees to provide the services described in this contract.

TERM OF CONTRACT

1.1 **Effective date:**2/1/2016, or the date THE CORPS obtains all required signatures, whichever is later.
1.2 **Expiration date:***12/31/16*, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

DUTIES OF THE CORPS

2.1 Complete services as specified in Exhibit A, which is attached hereto, and shall be a part of this contract.
2.2 Enroll and supervise AmeriCorps members in accordance with program guidelines.
2.3 Provide basic orientation and training as appropriate for corpsmembers.
2.4 Provide consultation and on-site project review to ensure that service is progressing in accordance with this work order and program guidelines.
2.5 Provide personnel and payroll administration for corpsmembers.
2.6 Provide all necessary transportation of corpsmembers to and from service sites.
2.7 Provide basic tools, safety gear, personal supplies and equipment needed by corpsmembers to meet all Project Host and federal safety requirements.
2.8 Provide professional liability and worker's compensation insurance for all corpsmembers.
2.9 Track services completed and make this information available to PROJECT HOST upon request.

DUTIES OF PURCHASER

3.1 Provide on-site project specific direction and assistance to the corpsmember(s).
3.2 Provide at least one media promotion to the public stating that the services(s) are being performed by THE CORPS. Any publicity regarding the subject matter of this work order must not be released without prior approval from the Corps' Authorized Representative.
3.3 Ensure safe working conditions in and around project areas that meet all PROJECT HOST and federal standards.
3.4 Secure all local, county, and federal permits required by law prior to the commencement of work.
3.5 Provide Conservation Corps Crew with training and educational opportunities relevant to the services being performed. This includes an on-site project overview at the outset of the project which outlines project background, goals and overall outcomes expected as a result of the crew’s efforts.
3.6 Provide specialized tools, safety gear, personal supplies and equipment that are not available through the Corps that is needed by corpsmembers to meet all PROJECT HOST and federal safety requirements.

3.7 Assist in the acquisition of camping/lodging accommodations if necessary.
3.8 Provide all project materials, supplies and chemicals.

PAYMENT

4.1 PURCHASER will pay THE CORPS for services performed by THE CORPS.
4.2 PURCHASER's obligation to THE CORPS under this contract is up to a maximum of *$182,400* based on the following fee schedule: $4,800/6 member crew/week x 38 project weeks.
4.3 THE CORPS may invoice monthly. THE CORPS shall send final invoice to PURCHASER upon service completion.
4.4 PURCHASER shall make payment within 30 days of receipt of invoices.

CANCELLATION

5.1 This contract may be cancelled by the PURCHASER or THE CORPS at any time, with or without cause, upon 30 days written notice to the other party. In the event of such cancellation, THE CORPS shall be entitled to payment for services performed.
5.2 THE CORPS reserves the right to withdraw corpsmembers from PURCHASER for emergency response work including, but not limited to, natural disasters and wild fire response. Reasonable efforts will be made to accommodate the needs of the PURCHASER. PURCHASER has no funding commitment to THE CORPS for services completed while corpsmembers have been withdrawn from PURCHASER for emergency response. PURCHASER shall remain liable for payment for services that THE CORPS provides to PURCHASER.

AUTHORIZED REPRESENTATIVES

6.1 THE CORPS's Authorized Representative is Mark Wilson, or his/her successor.
6.2 The PURCHASER's Authorized Representative is *Connie Johnson*, or his/her successor.

AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

7.1 Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract or their successors in office.
7.2 If THE CORPS fails to enforce any provision of this contract, that failure does not waive the provision or its right to enforce it.

LIABILITY

8.1 Each party shall be responsible for its own acts and omissions and the results thereof to the extent authorized by law and shall not be responsible for the acts and omissions of the other party and the results thereof.

GOVERNING LAW, JURISDICTION, AND VENUE

9.1 Iowa law, without regard to its choice-of-law provisions, governs this contract. Venue for all legal proceedings out of this contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Polk County, Iowa.

DUPLICATION, DISPLACEMENT, SUPPLANTATION

10.1 Conservation Corps crews are subject to the provisions of 42 U.S.C. §§ 12501 - 12682 and 45 C.F.R. parts 2500 - 2550. These laws require, in part, that AmeriCorps assistance be used only for a program that:
10.1.1 Does not duplicate, and is in addition to, an activity otherwise available in the locality of the program;

10.1.2 Will not displace an employee or position, including partial displacement such as reduction in hours, wages, or employment benefits; and

10.1.3 Will not create a service opportunity that will infringe on the promotional opportunity of an employee.

10.2 An AmeriCorps/Conservation Corps member shall not perform services or duties or engage in activities that:

10.2.1 Would otherwise be performed by an employee as part of the employee's assigned duties.

10.2.2 Will supplant the hiring of employed workers.

10.2.3 Are services or duties with respect to which an individual has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures.

10.2.4 Have been performed by or were assigned to any presently employed worker; an employee who recently resigned or was discharged; an employee who is on leave, on strike, being locked out, subject to a reduction in force, or has recall rights subject to a collective bargaining agreement or applicable personnel procedure.

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

PURCHASER:

PURCHASER certifies that the appropriate person(s) have executed this contract on behalf of PURCHASER as required by applicable articles, by-laws, resolutions, or ordinances.

By:
Title:
Date:

Conservation Corps Iowa:

THE CORPS certifies that the appropriate person(s) have executed this contract on behalf of THE CORPS as required by applicable articles, by-laws, resolutions, or ordinances.

By:
Title: Iowa Program Manager
Date:

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 11 CONSENT **Roll Call No. 15-1211** **Submitted by: Cindy Lentz, Administrative Supervisor**	

AGENDA HEADING:

Approving fees/charges for PCCB services, Jester Park Lodge and acknowledging receipt of Jester Park Golf Course rate information.

SYNOPSIS:
Approve proposed fees for camping, facility rentals, equipment rentals, equestrian center services, Jester Lodge 2016 rates and acknowledge receipt of the Jester Park Golf Course 2016 rates as required by Agreement.

FISCAL IMPACT:

Amount: $3,085 estimate
$1,250 shelter rentals
$ 285 cross-country ski/snowshoe rentals
$ 800 golf course concessions
$ 750 Equestrian Center uses

Funding Source: Various operating accounts

ADDITIONAL INFORMATION:
Typically in the month of December fees/charges are brought to the PCCB for approval. Attached with this communication is the proposed fee/charges schedule for camping, facility rentals, equipment rentals, equestrian center services and Jester Lodge 2016 rental rates. Modifications proposed are:

1) changing the rental rate for shelters at Fort Des Moines Park to $60/day. The $10 increase is proposed due to the shelter enhancements that were a part of the park improvements.
2) shelter rentals (including Longhouse) for youth groups: 50% off every day of the week rather than just Saturday and Sunday
3) changing rental rates for cross-country skis and snow shoe to $10/day. The $3 & $2 increase respectively is still below what private entities charge for these rentals.
4) changing fee to ride a horse in the indoor arena at the equestrian center to $25. The $10 increase is consistent with usage patterns, arena space and needs, and a more cohesive rate in comparison with the all-day/full day rates for the indoor arena. We also defined the "per horse" rate for usage for clarification purposes.
5) due to the demand for usage of our outdoor round pen at the equestrian center - verbiage was added to cover this hourly rental as well. We also defined the "per horse" rate for usage of the outdoor arena for clarification purposes.

Also attached is 2016 rate information for the Jester Park Golf Course. The golf rates will remain the same for 2016, however, rates for concessions will rise .25 cents on most items. Golf Manager Roy Michael researched concession rates charged by other courses in the area and feels the .25 cent increase is reasonable. 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. 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.

PREVIOUS BOARD ACTION(S):

Date: 12/10/14
Roll Call Number: #3d - Consent Agenda
Action: Approved presented fee schedules for PCCB services with the amendment to senior camping rates to apply seven days a week rather than Sunday - Thursday and Jester Park Lodge rates as presented effective January 1, 2015 (3 - Yeas; 2 - Absent)

Date: 02/11/15
Roll Call Number: #3e - Consent Agenda
Action: Acknowledged receipt of the proposed rate changes at the Jester Park Golf Course from Green Golf Partners for the 2015 golfing season and acknowledged that the proposed prices are in conformance with pricing guidelines established by the Board. (5 - Yeas)

RECOMMENDATION:

Approve the modified schedule for fees/charges for camping and facility rentals effective immediately; approve the modified schedule for fees/charges for equipment rentals and the Jester Park Equestrian Center effective January 1, 2016; approve Jester Lodge 2016 rates; and the Board further acknowledges receipt of the proposed rates changes at the Jester Park Golf Course from Green Golf Partners for the 2016 golfing season and acknowledges that the proposed prices are in conformance with pricing guidelines established by the Board.

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	Proposed rates, 12/9/15
Camping	
Electric Sites, per night	$20
Non-Electric Sites, per night (includes water trails)	$15
Extra Charge for a 2nd Tent on same site with a Camper/Tent, per night	$5
Senior Rate (62 and older): Electric Sites, per night, Sun-Thurs Only (Does not include Holidays*)	$15
Senior Rate (62 and older): Non-Electric Sites, per night, Sun-Thurs Only (Does not include Holidays*)	$10
Electric Sites, 7-Day Rate	$120
Non-Electric Sites, 7-day Rate	$90
Camping Coupon Book: Electric Sites	$120
Camping Coupon Book: Non-Electric Sites	$90
Reservable Electric Sites, per night (reservations available April 15 - October 15)	$23
Reservable Non-Electric Sites, per night (reservations available April 15 - October 15)	$18
Youth Group Areas	$15
Firewood (per bundle)	$5

NOTE: Night before the actual Holiday is considered the Holiday for rate purposes

Cabins	
One Bedroom Cabins	$90/night
Two Bedroom Cabin	$120/night
Shelters/Facility Rentals	2015/2016
Chichaqua Longhouse (reservable year-round)	$150/day
Jester Park Shelter #2	$50/day
Jester Park Shelter #3, water and electricity available	$60/day
Jester Park Shelter #4, water available/no electricity	$50/day
Jester Park Shelter #5, water and electricity available	$60/day
Jester Park Shelter #6, water and electricity available	$60/day
Jester Park Amphitheater & Mini Shelter, 8:00 AM to 3:00 PM	$75
Jester Park Amphitheater & Mini Shelter, 4:00 PM to 10:30 PM	$75
Thomas Mitchell Park Shelter #1, electricity available	$60/day
Thomas Mitchell Park Shelter #2, electricity available	$60/day
Yellow Banks Park Shelter #1	$45/day
Yellow Banks Park Shelter #2	$45/day
Yellow Banks Park Shelter #3	$45/day
Yellow Banks Park Shelter #4, water and electricity available	$50/day
Easter Lake Park Shelter #1	$50/day
Easter Lake Park Shelter #2	$50/day
Easter Lake Park Shelter #3	$50/day
Easter Lake Park Shelter #4	$50/day
Easter Lake Park Shelter #5, electricity available	$50/day
Fort Des Moines Park Shelter #1, Electricity	$60/day ~~$50/day~~
Fort Des Moines Park Shelter #2, Electricity	$60/day ~~$50/day~~
Mally's Wee-Wee-Neh-Kee Park Shelter	$45/day
Park Shelters/Amphitheater/Longhouse:Youth Groups	50% off~~, Sat-Sun~~

	Proposed rates, 12/9/15
Equipment Rentals	Proposed Prices
Canoes/kayaks (per hour)	$8
Canoes/kayaks: Late return fees	$5/10-30 min $16/30-60 min
Trap Range (per hour) -- Use of the area (trap house) Use of the area plus thrower	$5 $7
Blinds (per day)	$25
Change Fee for Facility/Program/Trip/Camp reservations	$10
Snowshoe Rental	~~$7~~ $10/Day
Cross-Country Ski Rental	~~$8~~ $10/Day
Returned Check Fee	$30

Jester Park Equestran Center	
BOARDING	
FULL CARE/ INSIDE STALL Includes 10' by 10' stall, hay & grain twice a day, daily turnout daily stall cleaning, free use of the trails and arenas.	$400/Month
OUTSIDE BOARDING	
Paddocks with grain & hay twice a day	$275
Paddocks with just hay	$225
OVERNIGHT BOARDING	
10' by 10' Stall, provides own buckets and feed	$25/night
ARENA RENTAL	
8 hours	$450.00
Over 8 hours	$500
Ride horse in the indoor arena	~~$15/hour~~ $25/hour/horse
OUTSIDE ARENA	
Daytime , 8 hours	$275
Lights included	$25
Ride horse in the outdoor arena/round pen	$10/hour/horse
CONFERENCE ROOM	
Conference room, Full day	$80
Conference room, 2 hours	$30
Inside patio area (heated), 2 hours	$30
Inside patio area (not heated), 2 hours	$20
Kitchen no use of stove and/or oven, 2 hours	$25
Kitchen using stove and/or oven, per day	$50
MISC. CHARGES	
Open Shelter Reservation, Full-Day	$50
Open Shelter Reservation, 1/2 Day	$30
Livestock Trailer, Parked On Site	$30/month

Jester Park Lodge	* 2015/2016	Guaranteed Amt. Paid to PCCB Per Reservation	Christiani's Share
Monday - Thursday, Year-Round	$575	$325	$250
High Season, Friday	$1,350	$875	$475
High Season, Saturday	$1,725	$1,100	$625
High Season, Sunday	$825	$450	$375
Regular Season, Friday	$775	$425	$350
Regular Season, Saturday	$950	$600	$350
Regular Season, Sunday	$775	$425	$350

* Proposed fees include Christiani's share of rental fee, which may vary per

Note:
1) Rates are for a 6 hour block of time
2) Regular Season is 3rd weekend in October through 1st weekend in May

JESTER PARK GOLF COURSE RATES

	2008	2009	2010	2011	2012	2013	2014	2015	%	2016
18 HOLE FEES	RATE	RATE	RATE	RATE	RATE	RATE	RATE	RATE	Var.	RATE
WD 18 HL	$ 21.00	$ 22.00	$ 22.00	$ 22.00	$ 22.00	$ 22.00	$ 22.00	$ 24.00	0.00%	$ 24.00
WE 18 HL	$ 29.00	$ 29.00	$ 29.00	$ 29.00	$ 29.00	$ 29.00	$ 29.00	$ 31.00	0.00%	$ 31.00
Twilight 18	$ 18.00	$ 18.00	$ 18.00	$ 18.00	$ 18.00	$ 18.00	$ 18.00	$ 18.00	0.00%	$ 18.00
Junior 18	$ 14.00	$ 15.00	$ 15.00	$ 15.00	$ 15.00	$ 15.00	$ 15.00	$ 15.00	0.00%	$ 15.00
Senior 18	$ 14.00	$ 15.00	$ 15.00	$ 15.00	$ 15.00	$ 15.00	$ 15.00	$ 16.00	0.00%	$ 16.00
Winter Special 18	$ 15.00	$ 15.00	$ 15.00	$ 15.00	$ 15.00	$ 15.00	$ 15.00	$ 15.00	0.00%	$ 15.00
Winter Special 18 Senior	$ 13.00	$ 13.00	$ 13.00	$ 13.00	$ 13.00	$ 13.00	$ 13.00	$ 13.00	0.00%	$ 13.00
Winter Special 9 Hole Senio	$ 8.00	$ 8.00	$ 8.00	$ 8.00	$ 8.00	$ 8.00	$ 8.00	$ 8.00	0.00%	$ 8.00
WD/WE Replay Fee w/ Crt		$ 20.00	$ 20.00	$ 20.00	$ 20.00	$ 20.00	$ 20.00	$ 20.00	0.00%	$ 20.00
Public Safety w/ Crt	$ 25.00	$ 25.00	$ 25.00	$ 25.00	$ 25.00	$ 25.00	$ 25.00	$ 26.00	0.00%	$ 26.00
WD-18 PCC Employees	1/2	1/2	1/2	1/2	1/2	1/2	1/2	1/2	0.00%	1/2
WE-18 PCC Employees	1/2	1/2	1/2	1/2	1/2	1/2	1/2	1/2	0.00%	1/2
9 HOLE FEES										
WD 9 HL	$ 17.00	$ 17.00	$ 17.00	$ 17.00	$ 17.00	$ 17.00	$ 17.00	$ 17.00	0.00%	$ 17.00
WE 9 HL	$ 22.00	$ 22.00	$ 22.00	$ 22.00	$ 22.00	$ 22.00	$ 22.00	$ 22.00	0.00%	$ 22.00
Junior 9	$ 11.00	$ 12.00	$ 12.00	$ 12.00	$ 12.00	$ 12.00	$ 12.00	$ 12.00	0.00%	$ 12.00
Senior 9	$ 11.00	$ 12.00	$ 12.00	$ 12.00	$ 12.00	$ 12.00	$ 12.00	$ 12.00	0.00%	$ 12.00
Winter Special 9	$ 9.00	$ 9.00	$ 9.00	$ 9.00	$ 9.00	$ 9.00	$ 9.00	$ 9.00	0.00%	$ 9.00
WE Polk 9	1/2	1/2	1/2	1/2	1/2	1/2	1/2	1/2	0.00%	1/2
WD/WE Replay Fee w/ Crt		$ 10.00	$ 10.00	$ 10.00	$ 10.00	$ 10.00	$ 10.00	$ 10.00	0.00%	$ 10.00
PUNCH CARDS										
18 Hole	$ 189.00	$ 198.00	$ 198.00	$ 198.00	$ 198.00	$ 198.00	$ 198.00	$ 208.00	0.00%	$ 208.00
9 Hole	$ 153.00	$ 162.00	$ 162.00	$ 162.00	$ 162.00	$ 162.00	$ 162.00	$ 170.00	0.00%	$ 170.00
Cart 18	$ 126.00	$ 126.00	$ 126.00	$ 126.00	$ 135.00	$ 135.00	$ 135.00	$ 142.00	0.00%	$ 142.00
Cart 9	$ 99.00	$ 99.00	$ 99.00	$ 99.00	$ 99.00	$ 99.00	$ 99.00	$ 104.00	0.00%	$ 104.00
SEASON PASSES										
Co-Ed	$1,600.00	$1,600.00	$1,600.00	$1,600.00	$1,600.00	$1,600.00	$1,600.00	$1,700.00	0.00%	$ 1,700.00
Individual	$1,200.00	$1,200.00	$1,200.00	$1,200.00	$1,200.00	$1,200.00	$1,200.00	$1,300.00	0.00%	$ 1,300.00
Junior	$ 180.00	$ 180.00	$ 180.00	$ 180.00	$ 250.00	$ 250.00	$ 250.00	$ 250.00	0.00%	$ 250.00
High School	$ 90.00	$ 90.00	$ 90.00	$ 90.00	$ 110.00	$ 110.00	$ 110.00	$ 110.00	0.00%	$ 110.00
Senior Pass (Age 62 & Above)			$500	$500	$500	$500	$500	$ 550.00	0.00%	$ 550.00
Couples Senior Pass (Age 62 & Above)			$800	$800	$800	$800	$800	$ 875.00	0.00%	$ 875.00

JESTER PARK GOLF COURSE RATES

	2008	2009	2010	2011	2012	2013	2014	2015	%	2016
Par 3 Individual Pass					$200	$200	$200	$ 210.00	0.00%	$ 210.00
Par 3 Junior Pass				$100	$100	$100	$100	$ 100.00	0.00%	$ 100.00
Par 3 Family Pass				$350	$350	$350	$350	$ 375.00	0.00%	$ 375.00
CART FEES & PASSES										
18 Hole	$ 14.00	$ 14.00	$ 14.00	$ 14.00	$ 15.00	$ 15.00	$ 15.00	$ 15.00	0.00%	$ 15.00
9 Hole	$ 11.00	$ 11.00	$ 11.00	$ 11.00	$ 11.00	$ 11.00	$ 11.00	$ 11.00	0.00%	$ 11.00
Pull Cart Par 3							$ 3.00	$ 3.00	0.00%	$ 3.00
Pull Cart Regulation	$ 3.50	$ 4.00	$ 4.00	$ 4.00	$ 4.00	$ 4.00	$ 5.00	$ 5.00	0.00%	$ 5.00
Par 3 Cart	$ 5.00	$ 8.00	$ 8.00	$ 8.00	$ 8.00	$ 8.00	$ 8.00	$ 8.00	0.00%	$ 8.00
Twilight Cart	$ 11.00	$ 11.00	$ 11.00	$ 11.00	$ 11.00	$ 11.00	$ 11.00	$ 11.00	0.00%	$ 11.00
Season Cart Pass-Ind	$ 700.00	$ 700.00	$ 700.00	$ 700.00	$ 700.00	$ 700.00	$ 700.00	$ 700.00	0.00%	$ 700.00
Season Cart Pass-Family &	$ 900.00	$ 900.00	$ 900.00	$ 900.00	$ 900.00	$ 900.00	$ 900.00	$ 900.00	0.00%	$ 900.00

Jester Park Golf Course Concessions	2015	2016

Fountain Drinks

Small	$ 1.00	$ 1.25
Medium	$ 1.50	$ 1.75
Large	$ 2.00	$ 2.25

Bottles

Water	$ 2.00	$ 2.25
Soda	$ 2.50	$ 2.75
Gatorade	$ 2.50	$ 2.75

Food Items

Candy	$ 1.25	$ 1.50
Chips	$ 1.25	$ 1.50
Hot Dog	$ 3.50	$ 3.75
Sandwiches (Deli)	$ 4.00	$ 4.00
Special Sandwich	$ 5.00	$ 5.00

Beer

12 oz	$ 3.00	$ 3.25
16 oz	$ 4.00	$ 4.25
6 Pack 12oz	$ 15.00	$ 16.25
4 Pack 16 oz	$ 14.00	$ 15.00

Liquor

Well 12oz	$ 3.00	$ 3.25
Well 16oz	$ 5.00	$ 5.25
Call 12oz	$ 4.00	$ 4.25
Call 16oz	$ 6.00	$ 6.25
Prem 12oz	$ 6.00	$ 6.25
Prem 16oz	$ 8.00	$ 8.25

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 12 CONSENT **Roll Call No. 15-1212** **Submitted by: Loren Lown** **Park and Natural Area Planner**	

AGENDA HEADING:
Authorizing commitment of Polk County Water and Land Legacy bond funds to leverage Natural Resources Conservation Service DNR 319 funds.

SYNOPSIS:
The Iowa Department of Natural Resources through the Natural Resources Conservation Service (DNR 319 funding is Clean Water Act federal funding routed through the states) provides a percentage fund match for water quality best management practices (rainscapes). Polk County Conservation's commitment has previously leveraged these funds 3 to 1.

FISCAL IMPACT:

Amount: $100,000 over a three-year period (CY2016 - CY2019)

Funding Source: Polk County Water and Land Legacy Bond

ADDITIONAL INFORMATION:
Polk County has been a benefactor of the DNR 319 generated funds for several projects relating to Easter Lake. Although our commitment is to help fund positions, public education, and watershed projects PCC has been the recipient of project funding as well. Our commitment over the last three years has totaled $100,000. That funding is part of the match required for 319 projects. We have received far more than that for projects we have undertaken. The sediment basin at the covered bridge alone has a $100,000 grant and additional projects such as the rain gardens at the beach, and two on the south shore have been constructed through the program. This action continues our commitment of funds toward support of the Polk County Soil and Water Conservation District for an additional three years through the expected duration of the project.

PREVIOUS BOARD ACTION(S):

Date: 10/10/12
Roll Call Number: Item #4
Action: approve authorizing staff to commit the necessary funds toward the partnership grant application (319 funding) related to the Easter Lake watershed project and if the grant is successful, approve participation in the project at a three year commitment equal to approximately $33,262.50 per year (5.4% of grant total). **(3 - Yeas; 2 - Absent)**

RECOMMENDATION:

That the Board authorizes the use of approximately $100,000 in Polk County Water and Land Legacy bond funds over the next three years to leverage DNR319 programs subject to annual grant awards.

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

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 13 CONSENT **Roll Call No. 15-1213** **Submitted by: Douglas C. Romig** **Deputy Director**	

AGENDA HEADING:

Approving Four Mile Little League Lease for use of ball fields at Yellow Banks Park.

SYNOPSIS:
Polk County Conservation has provide access to two ball fields within Yellow Banks Park to the Four Mile Little League and is recommending continuation of this relationship.

FISCAL IMPACT:

Amount: $1.00

Funding Source: Lease payment for non-exclusive use of ball fields from Four Mile Little League.

ADDITIONAL INFORMATION:
Polk County Conservation and Four Mile Little League have enjoyed a strong relationship by allowing the Four Mile Little League to host their baseball league at two ball fields located with Yellow Banks Park. Under the terms and conditions of the lease, Four Mile Little League is provided non-exclusive use of the ball field and the ability to sell concessions for league games. No admission or parking fees are charged for use of the fields. The new contract would become effective January 1, 2016 for a five-year term.

PREVIOUS BOARD ACTION(S):
Note: PCCB has had Land Use Agreements with Four Mile Little League since 1983. Last Board action is identified below.

Date: 04/13/11
Roll Call Number: Item #3
Action: approve the Land Use Lease Agreement with Four Mile Little League for an agreement period of January 1, 2011 – December 31, 2015; direct staff work with Four Mile Little League to become incorporated; and approve renting the shelter at Yellow Banks Park ball diamonds to the public after July 15 of each season at a cost of $50/day following same facility rental contract as used for other PCCB park shelters. **(4 - Yeas; 1 - absent)**

RECOMMENDATION:

Staff recommends that the Board approves the five-year non-exclusive lease (January 1, 2016 - December 31, 2020) with Four Mile Little League for use of the ball fields at Yellow Banks Park.

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

LAND USE LEASE AGREEMENT

Yellow Banks Park - Four Mile Little League (2016 - 2020)

THIS AGREEMENT MADE AND ENTERED INTO on this___ day of _____ , 2015, and shall begin on January 1, 2016 and continue through December 31, 2020, by and between the PCCB County Conservation Board, hereinafter PCCB, and the Four Mile Little League *, hereinafter Four Mile:

WHEREAS; it is the desire of PCCB to hold available for public use certain facilities and services of an approved standard; and

WHEREAS; PCCB has provided an area for public use presently referred to as Yellow Banks Park in Polk County, Iowa; and

WHEREAS; PCCB desires to provide these facilities and services and to charge the public for their use when applicable; therefore,

BE IT UNDERSTOOD AND AGREED by the aforementioned parties as follows:

SECTION I. FOUR MILE

In accordance with the following sections, PCCB grants to Four Mile the right to operate a Little League baseball program including concession operations on the area locally referred to as Yellow Banks Park in a specific location designated by PCCB's Director or his/her representative for consideration of one dollar ($1.00) paid to the Polk County Conservation Board.

SECTION II. MAINTENANCE

The designated area covered in this Agreement shall consist of that area enclosed within the baseball diamond fences and, in addition, those areas without the baseball diamond fences that include shelter, bleachers and other improvements directly relating to the operation of the baseball diamonds.

Under the supervision of the PCCB Director or his/her representative, Four Mile shall furnish all expendable supplies and the personnel and equipment necessary and shall prepare and maintain the area designated for the purpose of this Agreement, in a standard of quality that is at least equal to the minimal requirements of the Little League program. Seed, fertilizer, chemicals and any and all other substances, if any, to be applied to the designated area, as well as any repair, resurfacing, tiling or other maintenance shall be carried out only with the advance written approval of and supervision by PCCB's Director or his/her representative.

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*Four Mile, as referred to in this Agreement, is the group also known as Four-Mile Township and a part of the Southeast Polk Little League. The Southeast Polk Little League represents Delaware Township, Four-Mile Township, Camp Township, and the towns of Mitchellville, Pleasant Hill, Altoona and Runnells.

This Agreement shall not be construed as an exclusion of PCCB from assisting Four Mile in the maintenance of the area with personnel or equipment if circumstances warrant such direction by the PCCB Director or his/her representative.

PCCB has provided and will maintain a pit toilet adjacent to the designated use area capable of serving 150 people. Four Mile shall provide at its expense, one (1) portable toilet for all activities that increase the number of people on the site from one (1) to seventy-five (75) beyond the first 150 people.

SECTION III. SPECIAL STIPULATIONS

Alterations, deletions or additions in the operation, construction or programming of the little league use of the designated area may be approved only upon written request to PCCB's Director and, upon his/her approval, shall become an addendum to this Agreement.

Four Mile shall limit its league's baseball/softball activities to fifteen (15) teams.

PCCB shall grant to Four Mile exclusive use of the designated area on Mondays through Fridays between the hours of 5:00 p.m. and 10:00 p.m., and on Saturdays between the hours of 9:00 a.m. and 5:00 p.m., for that period of time commencing April 1 and concluding July 15. A schedule of the specific regular game dates shall be submitted by Four Mile not later than April 15 to the Yellow Banks Park Ranger. Makeup games, if any, may be scheduled on other days and/or at other times provided that the designated area has not, in the meantime, been reserved by another entity of the public.

User fees for the designated area are waived by PCCB for those dates identified in the preceding paragraph.

PCCB may make the designated area available for public use at any time as it chooses other than at those times on those dates specified in the preceding paragraph.

SECTION IV. RESPONSIBILITIES OF FOUR MILE

Four Mile shall indemnify and hold harmless PCCB COUNTY, IOWA, the PCCB COUNTY CONSERVATION BOARD and all agencies therein.

All responsibility for accidents of any nature which may occur within the designated area connected with any activities incidental to the operations of this Agreement shall be the liability of Four Mile. Therefore, it shall be required of Four Mile to provide evidence of liability insurance (limits to be established by the County Risk Manager) and to name "POLK COUNTY, IOWA, the POLK COUNTY CONSERVATION BOARD and all agencies therein its officials, employees, agents, and assigns" as "Additional Insured",

and provide a certificate of insurance to PCCB within ten (10) days of adoption of this Agreement; said evidence shall become part of this Agreement. The insurance coverage requirements as shown in Attachment A and by this reference made a part hereof shall be carried during the entire term of this agreement. Additionally, the existence of this Policy in no way serves as a waiver by PCCB of any governmental immunity that attaches to the PCCB's acts or omissions. If a court, which has jurisdiction to enforce a judgment over PCCB determines for any reason, other than the mere existence of this Policy, that the damages awarded against PCCB are not subject to and excluded from the governmental immunity under Iowa common law or statutory law, then this Policy will provide coverage to the PCCB, subject to the terms and conditions of this Policy and the relevant Limits of Insurance shown in the Declarations.

The immunities and statutory limits caps referred to in the foregoing paragraphs are those found in Iowa Code Chapter 670, or any succeeding statutory compilation.

Four Mile shall protect PCCB's property from damage by itself, its employees or representatives, the public, or the elements, insofar as it is possible to do so. No vegetation may be removed or other natural features of the designated area disturbed without permission of PCCB's Director.

Four Mile shall maintain the facilities and surrounding areas in a neat and orderly fashion by removing all litter and equipment from the site after each use. If, in the opinion of PCCB's Director or his/her representative, litter has not been adequately removed from the site after any use, such litter removal will be performed by PCCB's staff and Four Mile shall pay labor costs by check to PCCB's representative before any subsequent use of the site will be permitted. Such labor costs will be computed on the basis of time spent on the job and hourly salary/benefit rate of the individual(s) performing the litter removal.

Four Mile shall be responsible for electrical costs related to the ball diamond area including but not limited to concession building, scoreboard, security light and shelter.

A standard for the use and placement of any advertisement shall be established in writing prior to the beginning of the annual operation and said standard shall become a part of this Agreement.

The distribution of handbills shall be permitted only with the prior written approval of PCCB's Director or his/her representative.

The use of loudspeakers or other sound amplification equipment shall be limited to playing of the National Anthem, game-related announcements, and emergency messages.

PCCB reserves the right to enter upon the designated use area at any time for the purpose of inspection and control.

Four Mile or its responsible agent, who shall be eighteen (18) years of age or older, shall be in active charge and about the premises of the designated area at all times that the area is open for use under the terms of this Agreement.

Four Mile shall be disqualified and this Agreement void if Four Mile should engage in any business venture detrimental to or in conflict with this Agreement.

The use schedule may be altered by permission of PCCB's Director upon only written request by Four Mile.

SECTION V. LIMITATIONS

No gambling devices, pinball machines, or similar contrivances shall be permitted on the premises covered by this permit. No beer or alcoholic beverages shall be sold, dispensed or permitted on the premises covered by this Agreement.

PCCB or its representative reserves the right to remove anyone, within proper procedure, for violation or posted rules and regulations.

Four Mile shall comply with all laws and with the rules and regulations of PCCB pertaining to the operation of this Agreement. Nothing in this Agreement shall restrict the State or any agency thereof from entering upon the premises in order to carry out its responsibilities.

This Agreement shall be in full force and effect during the period stated in the first paragraph of this Agreement and first options on renewal shall be granted to Four Mile provided that all covenants are fulfilled and so long as the designated area is operated in a manner satisfactory to PCCB. This Agreement may be cancelled with cause by PCCB by giving of thirty (30) days written notice to Four Mile. Four Mile may terminate this Agreement by giving of thirty (30) days written notice to PCCB.

Neither the designated area, nor any portion thereof, shall be sublet without the prior written consent of PCCB.

IN TESTIMONY WHEREOF, witness the signature of the parties hereto as of the first date written above, to this and one other document of like nature.

POLK COUNTY CONSERVATION BOARD	FOUR MILE LITTLE LEAGUE
_____	_____
Connie Johnson, Board Chair	League Representative

POLK COUNTY GOVERNMENT
SMALL BID
INSURANCE REQUIREMENTS

CONTRACTOR OBLIGATION

The contractor shall secure and maintain throughout the duration of this contract, insurance of such types and not less than the amounts specified herein. The Contracting Authority **(POLK COUNTY)** shall be named as "Additional Insured," using the following language: **"POLK COUNTY CONSERVATION BOARD, POLK COUNTY GOVERNMENT, its Elected Officials, Employees, Agents, and/or Assigns are Additional Insureds."**

Insurance coverage will be considered acceptable when provided in one of the following methods:

The Contractor shall furnish the Contracting Authority with a proper Certificate of Insurance or affidavits executed by representatives of duly qualified insurance companies, doing business in IOWA for approval by the Contracting Authority.

The Certificate shall identify the following: the insurance company firm name and address; contractor firm name and address; insurance policy(s) number(s); policy period; type of policy and coverage; limits of coverage; description of operations covered; certificate holder/"Additional Insured"; and cancellation clause.

All certificates submitted for the purpose of complying with these specifications shall identify as the "Named Insured" the Contractor; and the Contracting Authority, its agents and representatives, as "Additional Insureds."

This requirement shall apply with equal force, whether the work is performed by (1) persons employed directly by the Contractor, (2) by a subcontractor, or (3) by an independent contractor.

Regardless of such approval by the Contracting Authority, it shall be the responsibility of the Contractor to maintain adequate insurance coverage at all times, and failure to do so shall not relieve the Contractor of any contractual obligation or responsibility. Failure on the part of the Contractor to maintain this insurance in full effect will be treated as such by the Contracting Authority. Failure on the part of the Contractor to comply with the requirements of this article will be considered sufficient cause to suspend the work, withhold payment(s), and/or be disqualified from receiving further contract awards.

Insurance policies filed with the Contracting Authority shall state that thirty (30) calendar days prior written notice will be given to the Contracting Authority before any policy covered thereby is changed or canceled.

Evidence of insurance coverage as identified and stipulated by these specifications shall be approved by the Contracting Authority prior to any work being performed by the Contractor, subcontractor(s), or agents of the Contractor.

REVISED 10/05/2015

TYPES OF INSURANCE

Workers' Compensation and Employers' Liability. This insurance shall protect the Contractor against all claims under Iowa Workers' Compensation Law. The Contractor shall also be protected against claims for injury, disease, or death, or employees which for any reason, may not fall within the provisions of the Workers' Compensation Law. The insurance requirements shall not be less than the following:

1. Workers' Compensation – Statutory
2. Employers' Liability

a. $500,000 Per Accident
b. $500,000 Disease, Policy Limit
c. $500,000 Disease, Each Employee

Commercial General Liability. This insurance shall be written in comprehensive form and shall protect the Contracting Authority against all claims arising from injuries to any person or damage to property of others arising out of any negligence of the Contractor.

The Contractor shall provide and maintain insurance coverage to protect the Contracting Authority against any and all claims for damages for personal injury, including accidental death, as well as from claims under this contract, whether such operations be performed by the Contractor or any subcontractors, or by one directly or indirectly employed by the Contractor or any subcontractors.

The liability limits shall not be less than the following:

Each Occurrence	**$ 1,000,000**
General Aggregate	**2,000,000**
Products-Completed Operations Aggregate	**2,000,000**
Personal & Advertising Injury	**2,000,000**
Fire Damage (Any one Fire)	**100,000**
Medical Expenses (Any One Person)	**5,000**

Automobile Liability. This insurance shall be written in comprehensive form and shall protect the Contractor against all claims for the operation of motor vehicles, whether they are owned, non-owned, or hired, by or on behalf of the Contractor. The liability limits shall not be less than the following:
$1,000,000 CSL (Combined Single Limit) per accident

D. **Excess Liability Umbrella.** The Contractor shall procure and maintain, during the life of this contract **$1,000,000 Excess Liability Coverage (Umbrella**). This coverage is over and above the underlying coverage of **$2,000,000** the General Liability and Automobile & Employers Liability.

E. **Builders Risk Insurance.** **Contractor will purchase Builder's Risk Insurance in the amount of $100,000 for all construction projects.**

F. **Subcontractors.** The contractor shall require that any of its agents and / or subcontractors, who perform work and/or services pursuant to the provisions of this contract, meet the same insurance requirements as are required of the prime contractor.

G. **Performance Bond.** A bond for the faithful and timely completion of the entire proposal must be provided with a limit of 100 percent of the contract sum **(when applicable).**

H. **Liquor Liability.** Comprehensive liquor liability coverage shall be purchased with limits not less than **$1,000,000**. **This coverage is mandatory when the contractor/vendor will be serving alcohol for consumption.**

MISCELLANEOUS.

A. **Cost of Insurance.** The Contracting Authority shall make no direct payments to the Contractor for any costs associated with securing, maintaining, and/or providing the insurance coverage required by the Contract Department. All costs of such coverage shall be included in the prices bid and no additional payments for such costs shall be made.

B. **Personal Liability of Public Officials.** In carrying out any of the provisions of the contract, or in exercising any power or authority granted to any agent or representative of the County Board thereby, there shall be no liability upon such agent or representative, including the engineer or authorized assistants, either personally or as an official of the County Board, it being understood that in such matters they act as the agent and representative of the County Board.

C. **Non-Waiver of Legal Rights.** The Contracting Authority shall not be precluded or estopped by any measurement, estimate, or certificate made either before or after the completion and acceptance of the work and payment thereof, from showing the true amount and character of the work performed and the materials furnished by the Contractor, or from showing that such measurement, estimate, or certificate is untrue or incorrectly made or that the work or materials do not in fact conform to the contract.

The Contracting Authority shall not be precluded or estopped, notwithstanding any such measurement, estimate, or certificate and payment in accordance therewith, from recovering from the Contractor and Surety such damages as it may sustain by reason of failure to comply with the terms of the contract. Neither the acceptance by the Contracting Authority, nor any representative(s), nor payment for acceptance of the whole or any part of the work, nor any extent of time, nor any possession taken place by the Contracting Authority shall operate as a waiver of any portion of the contract, or any powers herein reserved, or any right to damages herein provided. A waiver of any breach of the contract shall not be held to be a waiver of any other subsequent breach.

D. **Litigation for Claims and Save Harmless Clause.** The Contractor shall indemnify and hold harmless the Contracting Authority, Board of Supervisors, Elected Officials, Employees, Agents, and Assigns from all suits, actions, or claims of any character brought because of any injuries or damages received or

sustained by any person(s), or property because of any act, omission, or neglect in safeguarding or performing the work, or through use of unacceptable materials in constructing the work.

The Contractor shall also hold the Contracting Authority, Board of Supervisors, Elected Officials, Employees, and their Assigns harmless from all claims for damages arising from any neglect, default, or mismanagement or omission of the Contractor, any subcontractor(s), agent, or employee in the performance of any duties imposed by this contract, or by law. If any litigation on account of such claims shall be commenced against the Contracting Authority, Board of Supervisors, Elected Officials, Employees, Agents, or Assigns, the Contractor, upon notice thereof from the Contracting Authority, shall defend the same at their cost and expense; and the record of any judgement rendered against the Contracting Authority, Board of Supervisors, Elected Officials, Employees, Agents, or Assigns to recover the full amount thereof, with interest and costs, and attorney's fees incurred by said Contracting Authority. The right of action therefore shall accrue to the Contracting Authority as soon as judgement shall have been rendered, whether the Contracting Authority shall have paid the amount or not.

THE CONTRACTOR IS REQUIRED TO BE IN ACCORDANCE WITH ALL O.S.H.A. SAFETY GUIDELINES AND REGULATIONS AT ALL TIMES DURING THE CONTACT PERIOD.

POLK COUNTY GOVERNMENT
CERTIFICATE OF INSURANCE

REQUIREMENTS.

Certificates of Insurance are required on every contract to show proof of adequate insurance. A Certificate shall be submitted with each set of contract documents to the Risk Manager for review. Contract documents will not be submitted to the Board of Supervisors for execution until the Certificate of Insurance is correct and has received staff approval. The Certificate(s) must specifically identify the project (No yearly or all – project certificates will be accepted), and show **POLK COUNTY CONSERVATION BOARD, POLK COUNTY GOVERNMENT, its Elected Officials, Employees, Agents, and/or Assigns,** as "Additional Insured."

The following statements are requirements and should aid in the preparation of an acceptable certificate. The statement numbers refer to the circled numbers on the sample certificate.

1. The name of the producer with complete address, zip code, and telephone number.

2. The Name of the Insured with complete address, zip code, and telephone number.

3. The issue date must be complete.

4. The insurance companies affording coverage must be named and approved by the Insurance Commission of the State of Iowa. The Company letters (**4a**) must be placed along the corresponding insurance coverages **(4b)**.

5. All Certificates shall state that XCU Coverage is included. (If applicable)
The limits listed below are minimum acceptable limits. The Insurance Agent should review the Contract Special Provisions for each project, and verify with **POLK COUNTY RISK MANAGEMENT** that the insurance requirements have not been changed, as limits may vary from project to project.

6. **General Liability:**

Each Occurrence	**$1,000,000**
General Aggregate	**$2,000,000**
Product Completed Operations Aggregate	**$2,000,000**
Personal & Advertising Injury	**$2,000,000**
Fire Damage (Any one fire)	
Medical Expense (Any one person)	**$ 5,000**

7. **Automobile Liability:**

Each Occurrence	**$1,000,000**
General Aggregate	**$2,000,000**

8. **Workers' Compensation:**

- Statutory Benefits	
- Employers' Liability (Coverage B)	**$ 500,000**

9. **Excess Liability Umbrella** **$ 1,000,000**

10. Builders Risk

a. Contractor shall purchase Builder's Risk Insurance in the amount of $100,000 for all construction projects.

11. Performance Bond

a. For the faithful and timely completion of the entire proposal with a limit of 100 percent of the contract sum
(When Applicable)

12. Liquor Liability $1,000,000

a. Mandatory for contractors/vendors who serve alcohol for consumption

13. Policy numbers for all policies must be included

14 Policy effective dates for all policies must be included

15. Policy expiration dates must be included.

16. Description of Operations: The Project Name and Work Order Number must be shown. All contracts require "**POLK COUNTY CONSERVATION BOARD, POLK COUNTY GOVERNMENT, its Elected Officials, Employees, Agents, and/or Assigns"** to be additionally insured.

17. POLK COUNTY GOVERNMENT must clearly and explicitly be shown as the Certificate Holder.

18. The Cancellation Clause must read exactly as follows:

"Should any of the above described policies be canceled before the expiration date thereof, the issuing company will mail thirty (30) days written notice to the certificate holder named to the left."

19. All certificates of insurance must be signed by an authorized representative.

20. In order to preserve the governmental immunities available as defenses to contractor (or Licensor) and its officials and employees, any insurance policy must contain an endorsement with the following language:

"The Company and the Insured expressly agree and state that the purchase of this policy of insurance by the Insured does not provide coverage for torts specified in Iowa Code 670.4, and that the Insured does not waive any of the defenses of governmental immunity available to the Insured under Iowa Code 670.4 as it now exists and as it may be amended from time to time. The Company and the Insured further expressly agree and state that the Insured may, at any time, assert any of the governmental immunity defenses available to it without affecting the coverage afforded under this policy."

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 14 CONSENT **Roll Call No. 15-1214** **Submitted by: Loren Lown** **Parks and Natural Areas Planner**	

AGENDA HEADING:
Approving Trails and Greenway Advisory Committee appointees.

SYNOPSIS:
Two candidates Chris McCarthy and Virginia Soelburg are recommended for their second 2 year term and Jeff Cook is recommended for a first term (2 year terms with a limit of 3 consecutive terms) to the Trails and Greenways Committee.

FISCAL IMPACT: N/A

Amount: $

Funding Source:

ADDITIONAL INFORMATION:
The Trails and Greenway Advisory was set up as a group of community activists that serves as an advisory committee for the City of Des Moines Park and Recreation Department and Polk County Conservation. This committee was formed due to concerns that the trails community and Boards did not feel that there was sufficient public input on certain trail related issues. There was also a desire within the environmental community for greater input on issues they felt strongly about. Overtime this committee's scope has broadened to cover additional aspects such as water trails, on-street bike lanes, complete streets, mountain bike trails, commuter use of cycles, etc.

The Trails and Greenways committee was originally formed with 10 members - 5 from Des Moines and 5 from Polk County Conservation. It has since expanded to include other communities including West Des Moines, Johnston, Urbandale, Ankeny, Pleasant Hill, and Polk City who have one member each. There are also non-voting members from across Polk County that serve on the bikeways, land trails, and water trails subcommittees.

The Committee discusses and recommends to their respective agencies a preferred course of action on issues of concern. They are a valuable sounding board for issues that are of interest to their communities and also are not bound by political influences so they can provide an unbiased view on controversial issues.

The recommendation of appointments from Polk County Conservation are:

- Chris McCarthy who is employed at Unity Health and is active in community health issues, is an avid cyclist, and a frequent collaborator with PCC on many public programs and issued of heath and the environment. Chris also serves on the Great Outdoors Foundation Board.

- Virginia (Ginger) Soelberg is a retired teacher who is active in the Sierra and Audubon organizations, Johnston Parks, and multiple environmental organizations. She is a frequent volunteer for PCCB events and a valued supporter.

- Jeff Cook is a Bondurant resident, Founder and Chair of the Friends of the Chichaqua Valley Trail, and a very active member of the trail community.

PREVIOUS BOARD ACTION(S):

Date: 12/11/13
Roll Call Number: Item #2c
Action: appointing Alan Foster and Tamra Jurgemeyer as representatives to the Trails and Greenways Committee to represent Polk County Conservation for a two year term beginning December 2013. (5 - Yeas)

Date: 10/09/13
Roll Call Number: Item #10
Action: appoint Ginger Soelburg, Craig Stafford and Chris Mccarthy as representatives to the Trails And Greenways Committee to represent Polk County Conservation for a two year term beginning in November of 2013 and further direct staff to continue investigating potential committee members and return two additional recommendations for Board consideration at our regularly scheduled December meeting. (5 - Yeas)

Date: 10/12/11
Roll Call Number: Item #2E
Action: reappointing David Goldman, Lori Laporte, Robin Fortney and Scott Sumpter to a third and final term and appoint Aaron Putnam to an initial term of the Trails And Greenways Advisory Committee to represent Polk County. (5 - Yeas)

RECOMMENDATION:

Staff recommends the reappointment of Chris McCarthy and Ginger Soelburg for a second term and Jeff Cook for an initial term for the period from November 2015 to November 2017 to the Trails and Greenway Committee.

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

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 15 CONSENT **Roll Call No. 15-1215** **Submitted by: Mark Dungan** **Natural Resources Manager**	

AGENDA HEADING:

Approving contract with RW Excavating & Dozing for Hale Drainage Improvements/Oxbow Rehydration at Chichaqua Bottoms Greenbelt.

SYNOPSIS:

Approval of contract with RW Excavating & Dozing for Hale Drainage Improvements/Oxbow Rehydration at Chichaqua Bottoms Greenbelt. This work will repair a damaged culvert that has negatively impacted existing oxbows.

FISCAL IMPACT:

Amount:	**$40,507.50**	**Total Not to Exceed**
	$36,825.00	Contract bid
	$ 3,682.50	10% Contingency

Funding Source: Polk County Conservation CBG Haying Account

ADDITIONAL INFORMATION:

Flood events dating back to 1993 have caused numerous changes to historical drainage patterns at Chichaqua Bottoms Greenbelt. More recent floods (2008, 2010) have impacted our Hale property and have created serious scouring on our property adjacent to Highway 65. These recent events are not only affecting road integrity but also altering hydrology in the immediate area and south. This project through repairing an existing culvert that has been compromised will restore the hydrology and eliminate impact to the roadbed of Highway 65. Four bids were issued and with two bids received.

PREVIOUS BOARD ACTION(S): NONE

RECOMMENDATION:

Approving contract and designating lowest responsible bidder as RW Excavating & Dozing in an amount of $36,825 plus a 10% contingency for Hale Drainage Improvements/Oxbow Rehydration at Chichaqua Bottoms Greenbelt and authorizing the Board Chair to sign said agreement upon approval by Legal as to form.

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

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 16 CONSENT **Roll Call No. 15-1216** **Submitted by: Mark Dungan** **Natural Resources Manager**	

AGENDA HEADING:
Approving contract with RW Excavating & Dozing for limestone trail construction at Fort Des Moines Park.

SYNOPSIS:
Approval of contract with RW Excavating & Dozing for limestone trail construction at Fort Des Moines Park.

FISCAL IMPACT:

Amount: $129,340.46 Total not to exceed
$117,582.24 RW Excavating & Dozing bid
$ 11,758.22 10% Contingency

Funding Source: Polk County Water & Land Legacy bond $41,098.73 and Land and Water Conservation Fund (LAWCON) $100,000.

ADDITIONAL INFORMATION:
A key component of the Fort Des Moines Master Plan included improved trail circulation. This project completes major components of the trail system by providing accessible trails, access from McCombs Middle School and Studebaker Elementary, and a circular loop around the pond. The project will also set the stage for trail access off of SE 5th Street and allow enhancement and expansion of the nature trail system. A notice to bidders was published and PCC and bid packets were sent to 3 companies that expressed interest in previous work similar in nature. Two bids were received for the project.

PREVIOUS BOARD ACTION(S):

Date: 7/8/2015
Roll Call Number: #15-0711, #15-0711A
Action: Approve and accept Fort Des Moines Master Plan as modified, budget estimates and scope of work. 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. (5 - Yeas)

RECOMMENDATION:
Approving contract and designating lowest responsible bidder RW Excavating & Dozing in an amount of $117,582.24 plus a 10% contingency for Trail Construction (Limestone Trail) at Fort Des Moines and authorizing the Board Chair to sign said agreement upon approval by Legal as to form.

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

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 17 CONSENT **Roll Call No. 15-1217** **Submitted by: Wayne Johnson** **Construction Maintenance Manager**	

AGENDA HEADING:
Awarding a contract for Fort Des Moines Park grading, clearing, grubbing, for park roads, parking lots, building sites, HMA removal, road and parking lot base construction.

SYNOPSIS:
Awarding a contract to RW Excavating & Dozing for Fort Des Moines Park grading, clearing, grubbing, for park roads, parking lots, building sites, HMA removal, road and parking lot base construction. Engineers estimate: $134,100.00.

FISCAL IMPACT:

Amount:	**$128,940.00**	**Total Not to Exceed**
	$117,219.00	RW Excavating & Dozing
	$ 11,721.00	10% contingency

Funding Source: Polk County Water & Land Legacy Bond

ADDITIONAL INFORMATION:
An Invitation to Bid was posted and sent out to contractors for this work to be done at Fort Des Moines Park. We will be working in 3 specific areas in the park.
The areas are:
1. The north side area closer to the lake for a new shelter, flush restroom, boat ramp, and parking lot.
2. The peninsula area for additional parking, and cul-de-sac.
3. The south side turn around area for additional parking, 3-season shelter site and a flush restroom site.
The asphalt paving and associated concrete work will take place in the Spring of 2016. The costs associated with that work will be presented at the appropriate Board meeting.
Bids received:
RW Excavating & Dozing-----$117,219.00
Sandstone Management--------$162,932.42
Corell Contractor Inc.----------$193,777.00

PREVIOUS BOARD ACTION(S):

Date: 07/08/15
Roll Call Number: 15-0711A
Action: 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. (5 - Yeas)

RECOMMENDATION:
Awarding the Fort Des Moines Park grading, clearing, grubbing, for park roads, parking lots, building sites, HMA removal, road and lot base construction contract to RW Excavating & Dozing for an amount not to exceed $117,219.00 and a 10% contingency of $11,721.00 for a total project amount not to exceed $128,940.00 and authorizing the Board Chair to sign the contract document.

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

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 18 CONSENT **Roll Call No. 15-1218** **Submitted by: Mark Dungan** **Natural Resources Manager**	

AGENDA HEADING:
Approving contract with RW Excavating & Dozing for Flood Debris Removal on the Trestle to Trestle Trail bridge.

SYNOPSIS:
Approval of contract with RW Excavating & Dozing for Flood Debris Removal on the Trestle to Trestle Trail bridge.

FISCAL IMPACT:

Amount: $ 15,950 **Total Not to Exceed**
$ 14,500 RW Excavating & Dozing
$ 1,450 10% Contingency

Funding Source: Polk County Conservation 10466119.76700

ADDITIONAL INFORMATION:

This is a reoccurring expense that is a result of flood debris coming down Beaver Creek from the west and piling against the abutments of the Trestle to Trestle Bridge that crosses over Beaver Creek. We have completed this previously in 2008 and 2010 that was paid for by FEMA Funds. Debris removal costs in 2014 were $12,516 and were not covered by FEMA Funds. Bid packets were mailed to four contractors with two bids received.

PREVIOUS BOARD ACTION(S):

Date: 11/12/14
Roll Call: N/A
Action: Approved contract with Reilly Construction to clean-up flood debris on the Chichaqua Valley Trail and High Trestle Trail bridges.

RECOMMENDATION:
Approving contract and designating lowest responsible bidder RW Excavating & Dozing in an amount of $14,500 plus a 10% contingency for flood debris removal and authorizing the Board Chair to sign said agreement upon approval by Legal as to form.

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

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 19 CONSENT **Roll Call No. 15-1219** **Submitted by: Wayne Johnson Construction Maintenance Manager**	

AGENDA HEADING:
Awarding LED fixtures, retrofits, and labor contract to Energy Consultants for LED lighting conversion to all heavy use public and staff facilities through-out all Polk County Conservation owned properties.

SYNOPSIS:
Authorizing the Board Chair to sign the proposal agreement form with Energy Consultants (4181 NW 94th Ave., Polk City, Iowa 50226), and to approve all associated costs for LED light conversion throughout Polk County Conservation facilities and parks.

FISCAL IMPACT:

Amount:	**$76,604**	**Total Not to Exceed**
	$69,640	Energy Consultants, fixtures and labor, (after Mid-American re-bate)
	$ 6,964	10% Contingency

Funding Source: Polk County Water & Land Legacy Bond

ADDITIONAL INFORMATION:
Staff received 2 proposals to re-light Polk County Conservation facilities and parks with LED lighting as MidAmerican Energy has a rebate program that expires at the end of calendar year 2015 for this particular initiative. With this proposal all park shops, restrooms, offices, trail box culverts, as well as the Equestrian Center, Lodge, and Golf course facilities will receive new LED fixtures or a retrofit to existing fixtures.

This Simple System Payback in Years will be in 2.71 years after installation. The net price includes a Mid-American rebate of $59,150.00 after installation. The annual energy savings is estimated to be $25,735. Baker Electric submitted a proposal in the amount of $90,020 after rebate.

PREVIOUS BOARD ACTION(S): NONE

RECOMMENDATION:
Approving the proposal from Energy Consultants for LED fixtures, retrofits, labor, of $69,640 (after Mid-American rebate); approve 10% contingency of $6,964 for a total project cost not to exceed $76,604; and authorizing the Board Chair to sign said proposal.

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

Energy Consultants

NO Equestrian Outdoor Arena Lighting

Proposal

Submitted to: **Polk County Parks**
11407 NW Jester Park Drive
Granger, Ia. 50109
Attn: **Tyler Naeve**
Job Location: **varied**

Date: **11/15/15**
Job #: **1476TR**
Phone #: **515-323-5365**
Email: **tyler.naeve@gmail.com**
Est. installation date: **3 weeks**

We hereby submit specifications and estimates for:

LED Fixtures and Retrofits

1	Jester Park Offices, Shops, Parking Lot, Showers, Registration Shelters	$26,083.00
1	Jester Park Equestrian Center, Offices, Arenas Inside, Stables,Parking Lot,	$21,486.00
1	Jester Park Lodge Exterior, Parking, Interior 4'. Restrooms, Kitchen, Storage building	$13,706.00
1	Jester Park Golf Course, Clubhouse, Parking, Practice, Maintenance Facility	$8,622.00
1	Trestle to Trestle Retrofit Existing Lights	$3,100.00
1	Great Western Trail Box Culverts: Army Post, Hwy 28, (Hwy 5 bypass Tamper Resistant)	$9,000.00
1	Chachiqua Bottoms Greenbelt, Longhouse, Parking Lot, Shop, Pole Building, Shower	$9,835.00
1	Thomas Mitchell Park, Shop, Shelters, Restroom/showers, Playground, BB court	$6,004.00
1	Yellow Banks Park, Shower houses, Ballfield and Concession	$7,016.00
1	Easter Lake Park, Shop, Pole building, Shelter, Beach House, Solar Boat Ramp Light	$4,788.00
	Fixture Costs	$109,640.00

Estimated Installation by Electrician (Billed Separately)

	Installation and Scissor lift and Bucket Truck	$19,150.00
	Total Installation	**$19,150.00**
less	Mid American Energy Rebate 1 x	$59,150.00
	Total Rebate **(Limited to 70% of project)**	**$59,150.00**
	Total Cost after Rebate (Limited to 70% of project)	**$69,640.00**

Energy Savings Per Year

1	Jester Park Offices, Shops, Parking Lot, Showers, Registration Shelters	$4,834.06
1	Jester Park Equestrian Center, Offices, Arenas In and Out,Stables,Parking Lot,	$10,851.00
1	Jester Park Lodge Exterior, Parking, Interior 4'. Restrooms, Kitchen, Storage building	$2,838.47
1	Jester Park Golf Course, Clubhouse, Parking, Practice, Maintenance Facility	$1,584.61
1	Trestle to Trestle Retrofit Existing Lights	$495.00
1	Great Western Trail Box Culverts: Army Post, Hwy 28, (Hwy 5 bypass Tamper Resistant)	$1,266.00
1	Chachiqua Bottoms Greenbelt, Longhouse, Parking Lot, Shop, Pole Building, Shower	$1,172.25
1	Thomas Mitchell Park, Shop, Shelters, Restroom/showers, Playground, BB court	$912.14
1	Yellow Banks Park, Shower houses, Ballfield and Concession	$943.48
1	Easter Lake Park, Shop, Pole building, Shelter, Beach House, Solar Boat Ramp Light	$838.40

Simple System Payback in Years	**2.71**
Continued Energy Savings Per Year	**$25,735.40**
Energy Savings per month	**$2,144.62**

* Energy Consultants takes care of all rebate paperwork
* NO Maintenance for up to 20 Years (50,000 Hour Rated Life)
* 5 year Warranty on LED retrofit and driver
* Rebates are estimated and calculated by MidAmerican

(Lease:Finance After Rebate Total)

Sales tax not included.

Fixture Costs **$109,640.00**

Lease Option
approximate lease payment
Minimum lease $10,000.00
36 Month

Payment to be made as follows:
100% of fixture costs due upon receipt of materials. Optional financing available

Energy Consultants Authorized Signature: Tom Root **Date: 11/20/2015**

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. Payment will be made as outlined above.

Accepted by: (signed)_____**Date:**_____

Accepted by: (printed)_____

4181 NW 94th Ave.
Polk City, Iowa 50226
Website: www.energyconsultants-llc.com

Phone: (515) 979-7406
Email: energyconsultantsllc@gmail.com

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 21 ACTION **Roll Call No. 15-1221** **Submitted by: Carol Ann Carlson** **Accountant**	

AGENDA HEADING:
Awarding Guest Services Management contract to Food With Flair, Inc. (400 4th Street, West Des Moines, Iowa 50265) for bookings and catering at the Jester Park Lodge with an effective date of January 1, 2017 and authorizing Board Chair to sign Agreement upon Legal review and approval as to form.

SYNOPSIS:
Approval to award contract to highest scoring proposer from the Request For Proposals issued by Polk County Conservation for the guest service management (bookings and catering) at the Jester Park Lodge beginning in January 1, 2017. Authorizing the Board Chair to sign five year contract upon Legal review and approval and one five year renewal upon mutual agreement of both parties.

FISCAL IMPACT:

Amount: **$900,000.00 Estimated Revenues over five year contract period**

Funding Source: Polk County Conservation Enterprise Fund - Jester Park Lodge

ADDITIONAL INFORMATION:
Due to this Lease Management Agreement exceeding a three-year term, it has been brought to staff's attention that awarding this contract requires a Public Notice and Hearing. This action was originally brought forward to the Board at their October 14, 2015 meeting but was not published per Code Section 331.361. Polk County's Legal Department identified this error and therefore staff has published the Public Notice informing the public of the intent to award the Guest Services Management Agreement contract to Food With Flair for a term of five-years with one five-year renewal option beginning January 1, 2017.

The current Jester Park Lodge concessionaire contract with Christiani's expires on December 31, 2016. In order to secure an operator for the Lodge, a Request For Proposals (RFP) was issued on July 6, 2015. Included in the RFP were opportunities for facility tours between July 20 - 31, 2015; submittal of questions due by August 7, 2015; responses to the submitted questions sent out August 14, 2015 and a proposal submittal date of September 1, 2015.

A Jester Park Lodge RFP Review Committee was established and consisted of the following individuals:

- Carol Ann Carlson, PCC Accountant
- Jim Cataldo, PCC Board Member
- Mike Ransom, Ovations Area General Manager (Iowa Events Center);
- Cindy Lentz, PCC Administrative Supervisor; and
- Kami Rankin, PCC Community Outreach Supervisor;

The five committee members met on Monday, September 21, 2015 to review the proposals and coordinate a composite score as a committee. During this initial meeting, it was determined based on the responses to the RFP that elements within the RFP and RFP responses needed to be clarified. This

included defining gross revenues; payment of all utility costs by contractor, non-acceptance of minimum financial goals by proposers and verification of most current health inspections. While none of the above are considered substantial deviations from the RFP or the proposers responses, staff wanted to ensure consistency among the proposers and RFP reviewers in finalizing the scoring and ultimate recommendation on the award of this contract.

Based on the RFP responses and follow-up clarification statements from the proposers, the Jester Park Lodge RFP Review Committee unanimously selected Food With Flair as the best overall proposer to provide guest services for Polk County Conservation's Jester Park Lodge operations.

Attached to this communication is the DRAFT Management Agreement that is currently under review by Polk County's Legal Department. The general terms and conditions set forth in the Agreement provide for the exclusive rights of Food With Flair to provide guest services management of the Jester Park Lodge including but not limited to: bookings, food and beverage sales, confections and hosting/managing events at the venue. For this right Food With Flair has agreed to the following:

- $1,000.00 per month management fee;
- 100% of all rental fees;
- 12% of gross revenues excluding rental fees;
- 3% of gross revenues once $500,000 in total revenues has been generated annually excluding rental fees;
- payment of all utilities, trash and pest control services

Additionally, Food With Flair has established a non-catering fee for non-profits and family social events (non-weddings) whereby they will charge a $50.00 administrative fee and $30.00 per hour staffing fee. These types of events would allow pot-luck style use of the Lodge Monday - Thursday and weekends if available upon two weeks' notice.

A transition plan will need to be developed to allow temporary access prior to the start of the Agreement to allow Food With Flair to show the venue to prospective renters prior to the official start date of January 1, 2017. Staff will work with Christiani's and Food With Flair to ensure a seamless transition.

PREVIOUS BOARD ACTION(S):

Date: 06/10/15
Roll Call Number: 15-0607
Action: Received and filed Jester Park Lodge RFP process and timeline.

RECOMMENDATION:
Awarding the Jester Park Lodge Guest Service Management contract effective January 1, 2017 for a five year term with one five-year renewal option to Food With Flair, Inc. and authorizing the Board Chair to sign the contract upon Legal review and approval as to form.

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

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 22 ACTION **Roll Call No. 15-1222** **Submitted by: Douglas C. Romig** **Deputy Director**	

AGENDA HEADING:
Approving clarification on master plan implementation approvals.

SYNOPSIS:
Polk County Conservation is seeking clarification on the Boards approval of master plan implementation actions.

FISCAL IMPACT: None

ADDITIONAL INFORMATION:
On July 8, 2015 by Roll Call No. 15-0711, the Board authorized staff to implement the Fort Des Moines master plan elements as identified in priority order subject to identified funding sources in a total amount not to exceed $1,510,927. Staff's interpretation of this action is that PCC staff were authorized to execute agreements related to the adopted master plan as long as the funding for said projects did not exceed the adopted $1,510,927 budget.

Under staff's interpretation of the Board action, the adopted Procurement Policy would be exempt under this action therefore allowing the Director to sign contracts in excess of $10,000.00 as long as the overall project budget remained within the Board adopted amount overall. Staff is seeking clarification from the Board regarding our interpretation of the Board's desire regarding approving amounts not to exceed when approving overall master plan implementation recommendations from staff. If this is the desire of the Board future board recommendations will state the exception to the Procurement Policy and authorizing the Director to sign associated contracts for the implementation of the adopted master plan.

Under the Procurement Policy staff is still required to seek competitive bids (informal competitive quotes and formal competitive quotes) with contract awards going to the best compliant bidder.

PREVIOUS BOARD ACTION(S):

Date: 07/08/15
Roll Call Number: 15-0711
Action: 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. **(5 - Yeas)**

RECOMMENDATION:

That the Board authorizes an exception to the Procurement Policy and authorizes the Director to enter into contracts related to adopted master plan implementation approvals on behalf of the Board.

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POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 23 ACTION **Roll Call No. 15-1223** **Submitted by: Douglas C. Romig** **Deputy Director**	

AGENDA HEADING:
Approving Memorandum of Understanding with the Great Outdoors Foundation for fundraising and event management to support Polk County Conservation.

SYNOPSIS:
Approval of the Memorandum of Understanding between the Polk County Conservation Board and the Great Outdoors Foundation strengthens the relationship between PCCB and the Foundation through the hiring of an Executive Director to expand the financial capacity of the Foundation through fundraising, special event management and membership services.

FISCAL IMPACT:

Amount: $50,000

Funding Source: Reimbursement from the sale of firewood at campgrounds.

ADDITIONAL INFORMATION:
This past winter, Polk County Conservation (PCC) entered into a Memorandum of Understanding with the Great Outdoors Foundation (GOF) to provide firewood for resale at PCC's campgrounds as our supply had run out prior to the end of the season. This initial arrangement proved beneficial to both parties as it freed up staff time in bucking and splitting firewood allowing them to be redirected to high skilled work while also providing a new revenue stream to the GOF.

Over the past several months PCC has been in discussions with the GOF about hiring a full-time Executive Director whose purpose would be to secure on-going funding streams to support PCC including but not limited to raising capital funds, establishing a Jester Park Nature Center endowment and generating annual operating funding to support for PCC. Additionally, it is the intent of this MOU to identify funding streams to sustain the GOF.

The proposed MOU would be for an initial term of three years with four three-year automatic renewals unless either party notified the other party in writing within 90-days of their desire to terminate this MOU. Under the terms and conditions of the MOU:

1. GOF shall provide an estimated 100 cords of firewood annually.
2. GOF shall provide a full-time Executive Director to coordinate their day-to-day operations; coordinate and lead the development and implementation of a minimum of four major events annually to support the purpose of this MOU as defined in section 2.0; and work to increase GOF memberships.
3. GOF shall provide a computer and internet address (ex. edgof@yahoo.com) for their Executive Director at no cost for business use only.
4. Firewood sales shall not be included in the revenue sharing arrangement.

Polk County Conservation's responsibilities would include:

1. PCCB shall pay to GOF $500.00 per cord for a total estimated annual payment of $50,000.00 in four installments of $12,500 by March 15th, June 15th, September 15th and December 15th for each year of this MOU. Actual payments shall be based on the number of bundles sold annually with adjustments made in the fourth quarter payment (December 15th).

2. PCCB shall aid GOF in the execution of events that benefit PCCB. Examples would include event coordination (parking, traffic, registration, set-up, tear down, etc.).

3. PCCB shall provide in-kind support to GOF in the form of office space with a desk, chair, phone and internet access. Additionally, PCCB shall provide access to a printer, copier, conference room and general office supplies.

4. PCCB shall utilize GOF as its exclusive foundation and repository for all fundraising related to the Jester Park Nature Center except where the grantee or donor requires acceptance by PCCB.

5. PCCB intends to partner with GOF on equipment rental at the Jester Park Nature Center.

The revenue sharing arrangement under this MOU is as follows:

Fundraising:

Gift/Grant/Donation Limits	Percentage to GOF	Percentage to PCCB
$0.00 - $10,000	10%	90%
$10,001 - $25,000	8%	92%
$25,001 - $50,000	6%	94%
$50,001 - $100,000	4%	96%
$100,001 +	3%	97%

Special Events (Net Revenues after direct expenses):

Direct expenses for the purposes of this agreement include all purchased or rented products and/or services for the implementation of the special event and does not include the time spent by the GOF's Executive Director. The revenue sharing for special events shall be as follows:

Great Outdoors Foundation = 20%

Polk County Conservation Board = 80%

It is the understanding of both parties that GOF may conduct events or raise funds to support other external charities or organizations that would fall outside of this revenue sharing arrangement. As such, PCCB is not required to provide any in-kind support for such events.

PREVIOUS BOARD ACTION(S): NONE

RECOMMENDATION:

That the Board approve the Memorandum of Understanding (MOU) with the Great Outdoors Foundation and that the Board Chair is directed to execute said MOU.

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

Polk County Conservation Board and Great Outdoors Foundation
MEMORANDUM OF UNDERSTANDING
(Fundraising and Event Management)

1.0 IDENTITY OF PARTIES.

A. Great Outdoors Foundation, referred to in this document as GOF, is entering into this Memorandum of Understanding (MOU) to carry out the responsibilities as described below in Section 4.0, **GOF RESPONSIBILITIES**. The address for GOF is: P.O. Box 8071, Des Moines, IA 50301.

B. Polk County Conservation Board, referred to in this document as PCCB, is entering into this Memorandum of Understanding (MOU) to carry out the responsibilities as described below in Section 5.0, **RESPONSIBILITIES**. The address of PCCB is 11407 N.W. Jester Park Drive, Granger, Iowa 50109.

2.0 PURPOSE

The purpose of this Agreement is to establish a cooperative, but non-excluisive, arrangement to secure on-going funding streams to support Polk County Conservation including but not limited to: raising capital funds, establishing a Jester Park Nature Center endowment fund; and generating annual operating funding support for PCCB. Additionally, it is the intent of this MOU to identify funding streams to sustain the GOF.

3.0 DURATION OF AGREEMENT

This Agreement shall be in effect from the date executed by both parties for a period of three-years with four three-year automatic renewals unless either party notifies the other party in writing within 90-days of their desire to terminate this MOU. Upon notification by either party all accounts shall be settled as identified in Section 6.0.

4.0 GOF RESPONSIBILITIES

1. GOF shall provide an estimated 100 cords of firewood annually.
2. GOF shall provide a full-time Executive Director to coordinate their day-to-day operations; coordinate and lead the development and implementation of a minimum of four major events annually to support the purpose of this MOU as defined in section 2.0; and work to increase GOF memberships.
3. GOF shall provide a computer and internet address (ex. edgof@yahoo.com) for their Executive Director at no cost for business use only.
4. Firewood sales shall not be included in the revenue sharing arrangement noted in Section 6.0.

5.0 PCCB RESPONSIBILITIES

1. PCCB shall pay to GOF $500.00 per cord for a total estimated annual payment of $50,000.00 in four installments of $12,500 by March 15th, June 15th, September 15th and December 15th for each year of this MOU. Actual payments shall be based on the number of bundles sold annually with adjustments made in the fourth quarter payment (December 15th).
2. PCCB shall aid GOF in the execution of events that benefit PCCB. Examples would include event coordination (parking, traffic, registration, set-up, tear down, etc.).
3. PCCB shall provide in-kind support to GOF in the form of office space with a desk, chair, phone and internet access. Additionally, PCCB shall provide access to a printer, copier, conference room and general office supplies.
4. PCCB shall utilize GOF as its exclusive foundation and repository for all fundraising related to the Jester Park Nature Center except where the grantee or donor requires acceptance by PCCB.
5. PCCB intends to partner with GOF on equipment rental at the Jester Park Nature Center.

6.0 REVENUE SHARING ARRANGEMENT.

The GOF and PCCB agree to the following revenue sharing arrangement for both fundraising activities and special event management. ALL Jester Park Nature Center donations received from this date forward will be included under this MOU, except as provided in Section 5.0.4

Fundraising:

Gift/Grant/Donation Limits	Percentage to GOF	Percentage to PCCB
$0.00 - $10,000	10%	90%
$10,001 - $25,000	8%	92%
$25,001 - $50,000	6%	94%
$50,001 - $100,000	4%	96%
$100,001 +	3%	97%

Special Events (Net Revenues after direct expenses):

Direct expenses for the purposes of this agreement include all purchased or rented products and/or services for the implementation of the special event and does not include the time spent by the GOF's Executive Director. The revenue sharing for special events shall be as follows:

Great Outdoors Foundation = 20%

Polk County Conservation Board = 80%

It is the understanding of both parties that GOF may conduct events or raise funds to support other external charities or organizations that would fall outside of this revenue sharing arrangement. As such, PCCB is not required to provide any in-kind support for such events.

7.0 AGREEMENT ADMINISTRATION.

A. Choice of Law and Forum. The terms and provisions of this Agreement shall be construed in accordance with the laws of the State of Iowa.

B. Notices. Notices under this Agreement shall be in writing to the individual at the address as it appears below. The effective date for any notice under this Agreement shall be the date of mailing which may be effected by U.S. Mail, delivery service such as Federal Express or UPS or electronically:

PCCB Polk County Conservation
Attn: Douglas C. Romig, Deputy Director
Email: doug.romig@polkcountyiowa.gov

GOF: Great Outdoors Foundation
Attn: Joe Corfits, GOF Board Chair
Email: joseph.corfits@unitypoint.org

8.0 EXECUTION

IN WITNESS WHEREOF, in consideration of the mutual covenants set forth above and for other goods and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the parties have entered into the above Agreement and have caused their duly authorized representatives to execute this Agreement.

POLK COUNTY CONSERVATION BOARD

_____ _____
Connie Johnson Date
Polk County Conservation Board Chair

GREAT OUTDOORS FOUNDATION

_____ _____
Joe Corfits, Date
Great Ooutdoors Foundation Board Chair

	Date	December 9, 2015
	Agenda Item No. 24 ACTION **Roll Call No. 15-1224** **Submitted by: Douglas C. Romig** **Deputy Director**	

AGENDA HEADING:
Approving Chichaqua Bottoms Greenbelt master plan.

SYNOPSIS:
Approving the proposed master plan for Chichaqua Bottoms Greenbelt as designed by RDG Planning & Design and HR Green.

FISCAL IMPACT: N/A

ADDITIONAL INFORMATION:

At the November 11, 2015 Board meeting, Pat Boddy, RDG Planning & Design provided an overview of the Chichaqua Bottoms Greenbelt Master Plan.

On March 13, 2013, the Polk County Conservation Board entered into an agreement with HR Green as the lead agency to develop a master plan addressing the ecological, hydrologic and cultural resources of Chichaqua Bottoms Greenbelt with RDG Planning & Design as a sub-consultant on the project. The initial design contract was for $74,700 and was brought back to the Board for an amendment on April 10, 2013 reducing the scope of work with HR Green and assigning said work to Dr. Summerville and Drake University for a reduced price of $67,700.

A series of public meetings were held throughout this planning process with strategy sessions on May 3, 2013 (Kick-off meeting); August 7, 2013 (Recreation & Education); October 2, 2013 (Ecology & Hydrology); November 19, 2013 (Vision & Goal setting) and September 15, 2015 (Input on draft Master Plan). Additionally, the planning team held focus groups and hosted public workshops on October 23, 2013 and September 8, 2015.

On April 8, 2015, the Board approved a contract with RDG Planning & Design to finalize the Chichaqua Bottoms Greenbelt master plan for an amount not to exceed $35,000. RDG was supported through the Master Plan Steering Committee consisting of representation from Polk County Conservation, Iowa Department of Natural Resources, U.S. Fish & Wildlife Services, USDA Natural Resources Conservation Service, Iowa Natural Heritage Foundation, Drake University, Pheasants Forever, Sierra Club, Audubon Society, State Historical Preservation Office and neighboring landowners.

The Chichaqua Bottoms Greenbelt master plan shall help guide investments for Chichaqua's future but it must not be confused with an ecological/management plan. The development of a management plan is the top recommendation of this document as ecological restoration has been and will continue to be the driving force at Chichaqua far into the future. The proposed master plan identifies facilities and activities at Chichaqua that should prove compatible to its ecological restoration mission. This master plan is intended to work in coordination with an ecology management plan for the Chichaqua Bottoms Greenbelt.

Work started on the master plan in June of 2013 Polk County Conservation Board, staff and other significant stakeholders. The master plan documents recommends the following initiatives:

I. Ecology/Management Plan as the top priority;
II. Ongoing land protection through buffering and in-fill acquisitions;
III. Interpretive/educational plan;

IV. Way-finding signage

Several significant improvements noted in the plan include:

- Establishing Chichaqua Station, a primary education center which will accommodate education, ongoing scientific research and serve as a welcome portal to Chichaqua;
- Dispersed educational hubs located through the park supporting education and research;
- Trail connectivity to provide alternative access to the park;
- Improved and expanded trails (back-country, water, nature, etc.);
- Improved traffic routing and consolidation of habitat areas within the boundaries of the park;
- Additional lodging, camping opportunities;
- Moving structures, development opportunities outside the flood plain;
- Strong interpretive signage

Currently staff is negotiating an agreement with Dr. Keith Summerville, Drake University to coordinate the development of a land use management plan for Chichaqua Bottoms Greenbelt. As noted in the master plan, this was identified as the highest priority for Chichaqua.

PREVIOUS BOARD ACTION(S): .

Date: 11/11/15
Roll Call Number: 15-1104
Action: Received and Filed Chichaqua Bottoms Greenbelt Master Plan. **(4 - Yeas, 1 - Absent)**

Date: 04/10/13
Roll Call Number: N/A
Action: Approved reduction in contract with HR Green and enter into ecological research agreement with Dr. Summerville and Drake University. **(5 - Yeas)**

Date: 03/13/13
Roll Call Number: N/A
Action: Approved design services contract with HR Green. **(4 - Yeas, 1 - Absent)**

RECOMMENDATION:

Staff recommends approval of the Chichaqua Bottoms Greenbelt Master Plan.

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

Chichaqua Bottoms Greenbelt

Master Plan

POLK COUNTY CONSERVATION

Swamp White Oak

Acknowledgments

We would like to thank the members of the Chichaqua Bottoms Greenbelt Master Plan Planning Advisory Committee and Polk County Conservation Staff.

We would like to thank members of the public who participated in focus groups, interviews, and attended workshops and public meetings in support of this planning effort.

Polk County Conservation Board Members

- Lance Northway
- Jim Cataldo
- Tom Levis
- Connie Johnson
- Mike Smith

Chichaqua Bottoms Greenbelt Master Plan Planning Advisory Committee

Polk County Conservation Board
- Richard Leopold, Director
- Loren Lown, Parks and Natural Areas Planning Administrator

Iowa Department of Natural Resources
- Scott Peterson, District Supervisor
- Bruce Ehresman, Avian Ecologist

U.S. Fish & Wildlife Service
- Pauline Drobney, Region 6 Biologist

USDA - Natural Resources Conservation Service
- Lyle Asell (Retired)

Iowa Natural Heritage Foundation
- Erin Van Waus, Land Stewardship Director

Drake University
- Keith Summerville, Ph.D., Ecologist

Pheasants Forever
- Jared Wiklund, Regional Biologist

Sierra Club / Audubon Society
- Ginger Soelberg

Neighboring Landowners
- Bruce Carney

State Historical Preservation Office
- Daniel Higginbottom, Archaeologist

Consultant Team

- Mike Bell—RDG Planning & Design
- Pat Boddy—RDG Planning & Design
- Sean Gannon—RDG Planning & Design
- Laura Kessel—RDG Planning & Design
- Chad Mason—HR Green, Inc.

Table of Contents

Chichaqua Bottoms Greenbelt Master Plan helps guide investments for Chichaqua's future but it must not be confused with an ecology/management plan. The development of a management plan is the top recommendation of this document as ecological restoration has been and will continue to be the driving force at Chichaqua – far into the future. We have worked here to identify facilities and activities at Chichaqua that should prove compatible to its ecological restoration mission. At all times, that mission comes first. If, at any point, recommendations made here compromise that mission, they should be disregarded or adapted to fit.

1 Overview
An overview of plan results

7 Chapter I: About the Plan, Process and Strategy
The purpose of the Master Plan; the planning process; strategic planning framework (guiding principles, vision, mission and goals)

11 Chapter II: Public Involvement
Review of the engagement process

15 Chapter III: Background/Current Conditions—Water, Land, People, Place
The history and current conditions of Chichaqua Bottoms Greenbelt (Chichaqua); considering the natural, cultural, and social resources

27 Chapter IV: Recommendations—Strategy and Facilities
Recommendations to fulfill the needs identified in Chapter III

45 Chapter V: Proposed Priorities and Cost Estimates
Proposed priorities and cost for the recommendations in Chapter IV

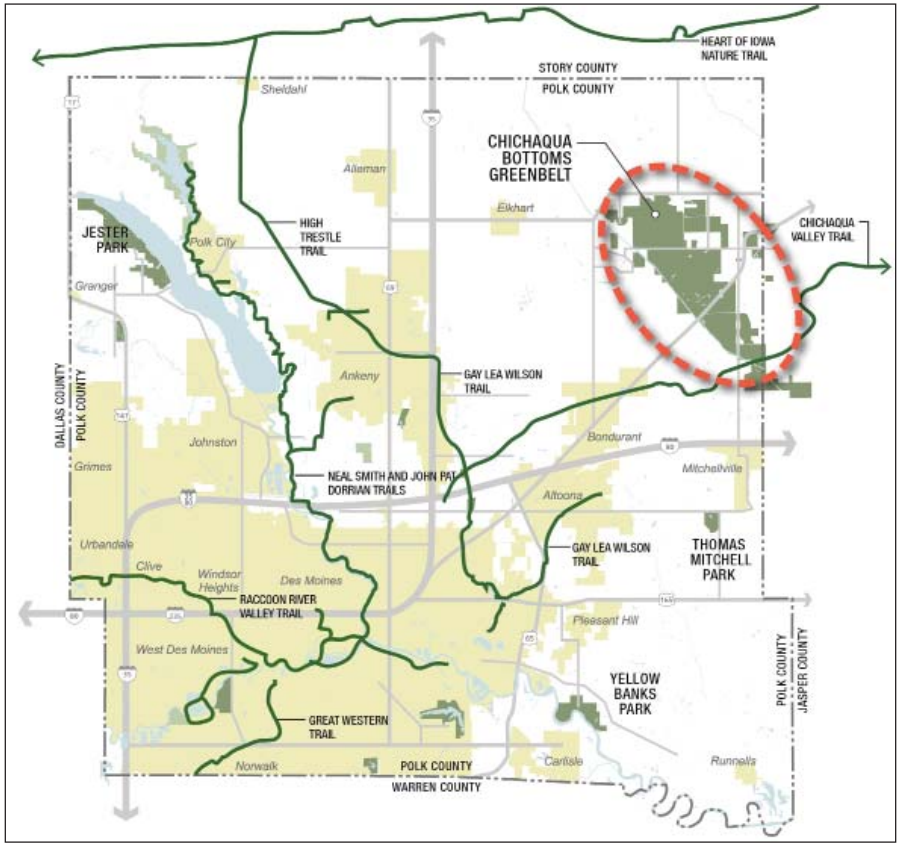
49 Appendix: Habitat Suitability Modeling
Chichaqua—current common area names

Overview

Introduction

This Master Plan for Chichaqua Bottoms Greenbelt (Chichaqua) provides a clear vision for this dynamic corner of Northeast Polk County. This document is intended for use with an ecology/management plan for Chichaqua (see priority recommendation, at right), that will underpin all decision-making. Every effort has been made to anticipate facilities and activities at Chichaqua that will be compatible with ecological management, but if in conflict, ecology comes first.

The year-long planning process began in June 2013. Due to administrative changes, the Plan was put on hold, with the Final Plan produced Fall 2015. The Plan has involved the public, Polk County Conservation Board staff and consultants and a Chichaqua Planning Advisory Committee (representing diverse federal, state and local agencies, as well as private interest groups). Staff and the public have been engaged through public workshops, working sessions and/or ongoing meetings.



Location of Chichaqua in Polk County

Program Initiatives/Recommendations

This Master Plan recommends the following initiatives:

- Ecology/Management Plan—note this is recommended as the top priority for Chichaqua
- Ongoing land protection through buffering and in-fill
- Interpretive/Education Plan
- Wayfinding and Signage Plan

Several significant improvements are recommended in the Master Plan. The highlights include:

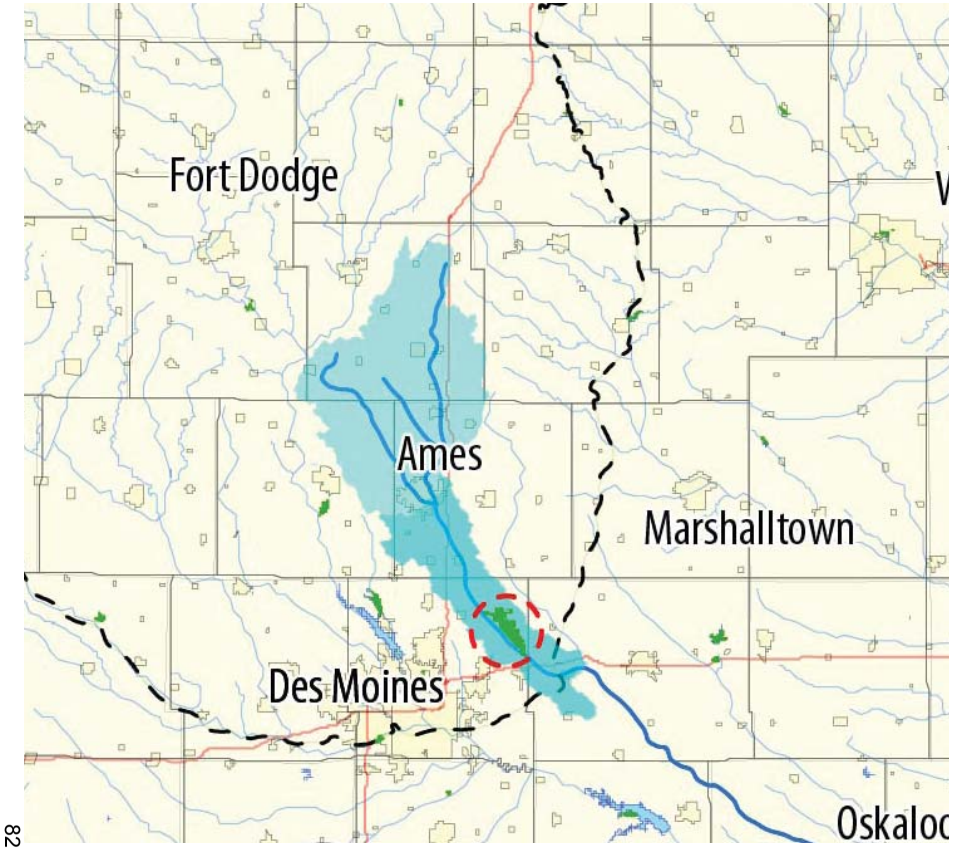
- Establish a Welcome Portal including Chichaqua Station (a primary education center), which will accommodate education, ongoing scientific research, and an introduction to Chichaqua
- Dispersed Education Hubs—locations in the landscape, dispersed throughout Chichaqua, again supporting education and research
- Bike Oasis—a new connection to the existing multi-use Chichaquq Valley trail, offering an additional entry portal to Chichaqua
- Improved and expanded pathways for the public (e.g., water and nature trails, multi-use paths, a back-country challenge trail)
- Improved traffic routing and control along with road modifications/ access to support continuous habitat
- Improved, distributed parking options allowing for personal access
- Lodging to support unique experiential camping
- Moving structures out of the flood plain or designing for flood resilience, i.e., adapting to life in the floodplain
- Welcome Information Hubs to welcome the public to Chichaqua, provide orientation and support wayfinding
- Improved youth camping opportunities

Additionally, this plan recommends a new era of partnership, protection, and connections for Chichaqua through a series of strategies appearing in this plan (see Facilities Map, page 33).

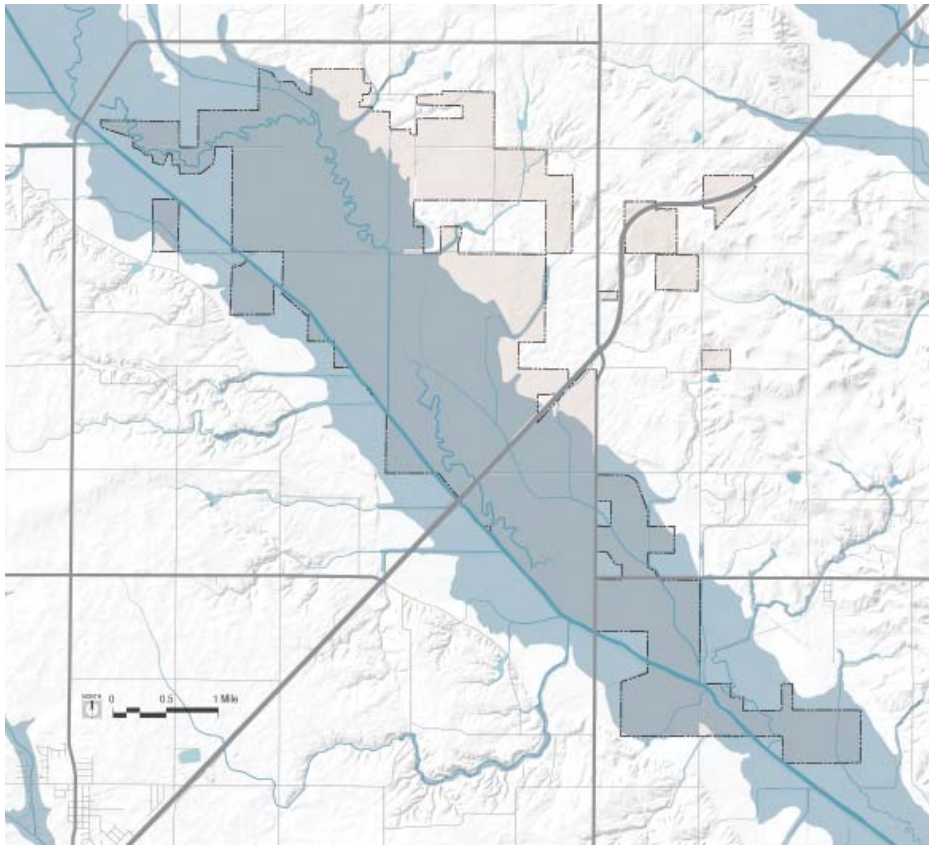
Water Quality/Quantity Summarized

Plan Recommendation: improve water quality and manage quantity, in order to enhance the ecological and recreational value of Chichaqua's hydrologic systems.

- Partner with landowners in at least one sub-watershed to implement best management practices and demonstrate the effectiveness of responsible water management.
- Without negatively impacting upstream landowners, seek opportunities to restore the flow of water through historic Skunk River meanders and oxbows.
- Improve ecological function, reduce sediment transport, and stabilize erosion in upland draws.
- Create new resources of permanent deep-water habitat.
- Establish a water quality monitoring program to demonstrate the efficacy of Chichaqua's water management methods.
- Restore natural hydrology on future acquired lands through the breaking of existing drain tile networks and removal of ditches, where practically and legally feasible.
- Acquire properties when available, to create additional hydrologic connections and further opportunities for wetland habitat.



The watershed of the Southern Skunk River



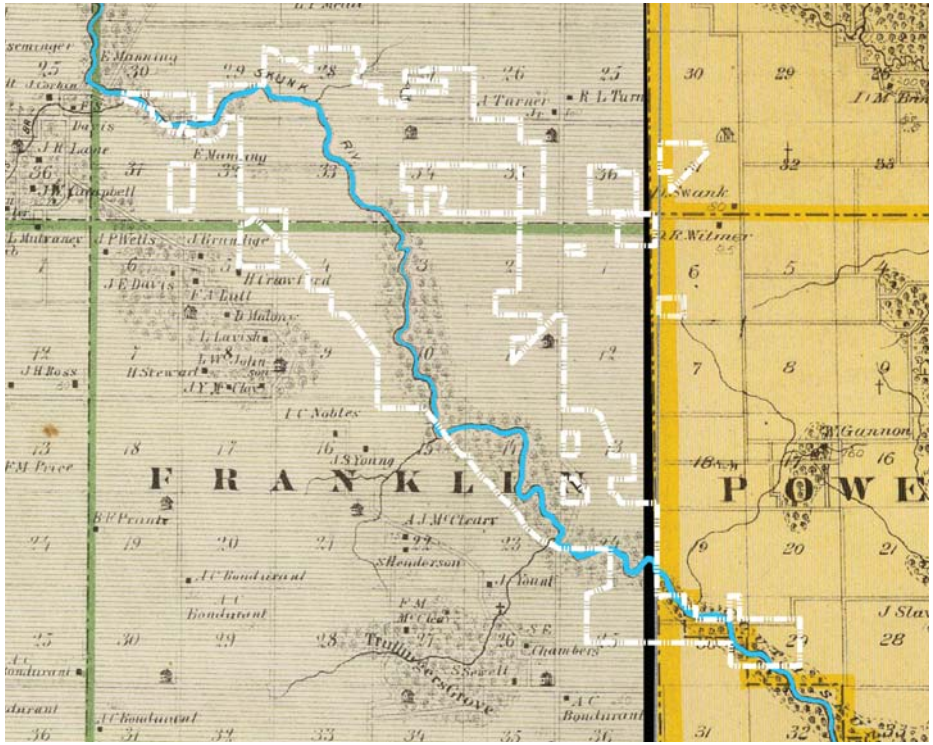
The 100-year floodplain

Overview and Ownership

The Chichaqua Bottoms Greenbelt (Chichaqua) is located in northeastern Polk County, 10 miles from the corporate limits of the City of Des Moines and two miles from the corporate limits of the City of Bondurant. From Des Moines, Chichaqua is most readily accessed via two routes:

1. US Highway 6 (Hubbell Avenue) to US Highway 65, which bisects Chichaqua. This is the fastest route to Chichaqua, but it does not expose the traveler to many of Chichaqua's developed facilities.
2. Interstate 35 to the Elkhart exit, then east via NE 126th Avenue, NE Yoder Drive and finally NE 134th Avenue, which provides access to developed facilities at Chichaqua's northern edge.

Chichaqua is a mostly-contiguous patchwork of public land totaling 9,100 acres, of which 7,300 acres are located in Polk County. Most of the Polk County acreage is owned by the Polk County Conservation Board (PCCB), with the Iowa Department of Natural Resources (IDNR) owning a smaller fraction. Additionally, many areas owned by PCCB are subject to permanent easements administered by the Natural Resources Conservation Service (NRCS). These easements were authorized by the Wetland Reserve Program (WRP) and Emergency Wetland Reserve Program (EWRP), and are thus governed by all the requirements and restrictions of those programs.



Skunk River circa 1875 with current Chichaqua boundary shown in white

Restoration

For many people, the word "restoration" denotes the perfect return of an original state. If we think carefully, however, we will see such restoration is not possible. When one "restores" a piece of antique furniture, one understands the new finish is not the same as the old. But, when done well, restoration puts forth a new thing that is powerfully reminiscent of the old. A good restoration rejuvenates an old thing, showcases its form and function, and thus gives it new life in the present. *Ecological restoration seeks to develop ecosystems that deliver as many of the features and functions of the historic landscape as possible.* Some of these features include resilience to disturbance, a diversity of native species and, of course, wild beauty. Some of the key functions include flood mitigation, water quality enhancement, production of fish and game, and the pollination of human crops. In short, we seek to create and maintain a sturdy and bountiful ecosystem that honors our natural heritage.

Chichaqua and Wilderness

The history of the Chichaqua Bottoms Greenbelt mirrors the course of the original Skunk River—winding, meandering, full of turns. From about 1,000 acres in the early 1990's, the Greenbelt's many partners have amassed a tract of more than 9,100 acres through hard work, wise resource use, and strategic acquisitions.

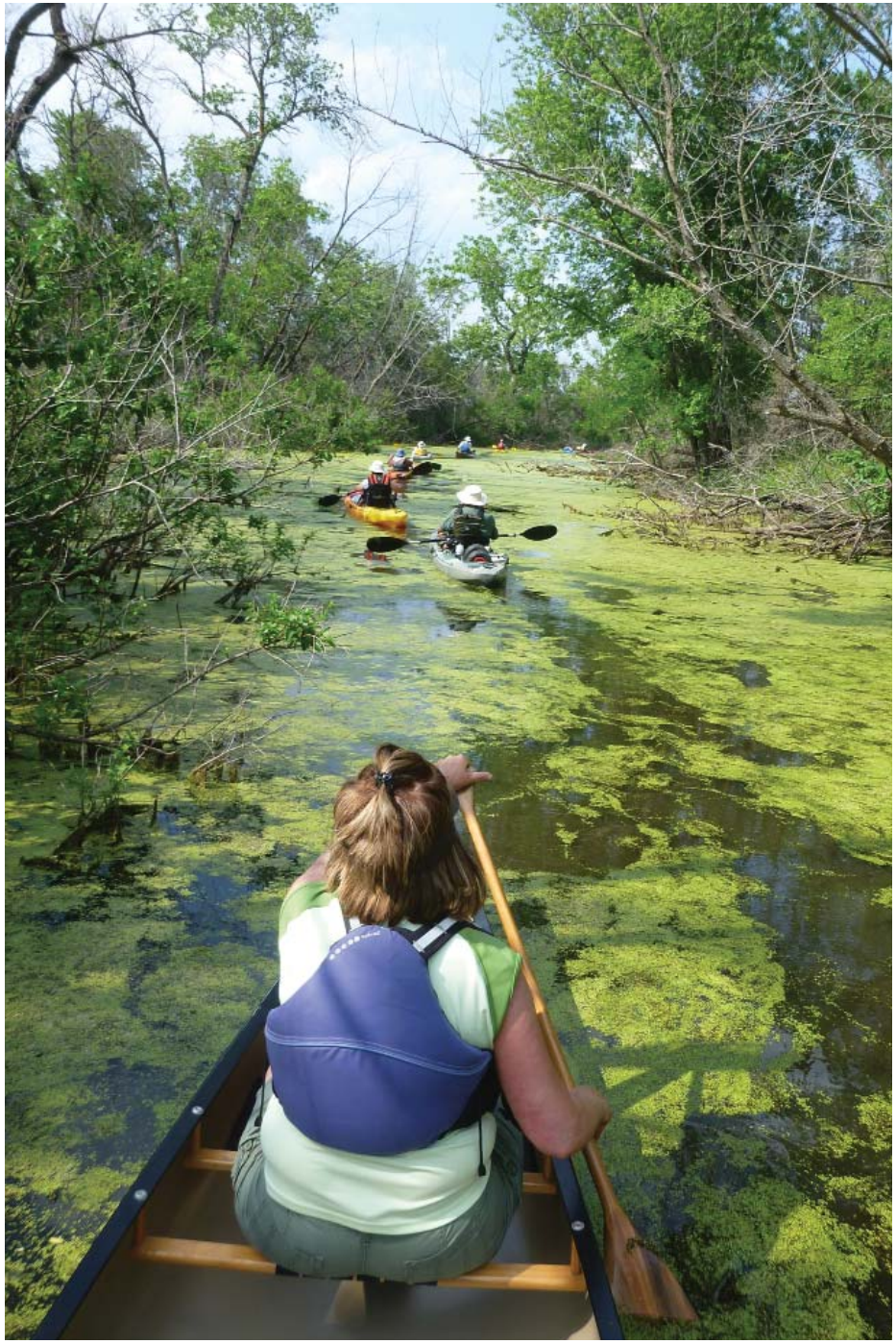
With such a mass of land comes new opportunities for Chichaqua to exceed early assumed limitations. Any natural area is noteworthy, but the proximity of Chichaqua to an urban center and its immersion in an agricultural landscape make Chichaqua all the more significant. The rare confluence of city, farm and wild lands positions Chichaqua as a model for restoring damaged natural systems and recapturing lost values through landscape-scale reclamation under challenging circumstances.

The vision that turns this challenge into opportunity comes through the many partners involved. These partners include hard-working neighbors, governmental agencies, public and private universities and a broader public holding a passion for this place. All recognize the value of moving beyond the wants of any single user group to embrace a wide variety of desires that find common ground at Chichaqua. Through this Master Plan, the partners also speak to the need to restore the natural functions of our native landscapes for wildlife and future generations.

Chichaqua is a once-again wild place of sandy hills, fertile bottomlands, fragments of South Skunk River meanders and straightened drainage routes to support agricultural neighbors. Spring flooding occurs most years and the occasional, more extensive flooding influences the facilities and activities that can be provided.

How wild is Chichaqua?

We simply do not know whether to call Chichaqua wilderness or almost wild. Why? It depends on your perspective. The hydrology has been dramatically altered. Many of its acres were once cropped, and some still are. But Chichaqua often feels quite wild by urban standards. To an ecologist or researcher, however, we've simply made progress in restoration but have a distance to go. Chichaqua has opportunities to be restored to an ever wilder state. This plan supports that work while at the same time guiding us in welcoming newcomers to Chichaqua—many of whom will get their first taste of something wilder-than-usual here.



Blanding's Turtle

CHAPTER 1

About the Plan, Process and Strategy

Introduction and Background

Flying over the Chichaqua Bottoms Greenbelt, a migrating bird can see the past and the present side-by-side.

The present is a straight drainage ditch running southeasterly. Engineers excavated the South Skunk River channel with steam shovels in the early part of the 20th century. Their ambitious project made possible the production agriculture that now occupies much of the valley. They cut a neat stripe of sand between earthen levees, which is now the only South Skunk River many people know. This ditch is the official river, marked with a green sign where it crosses beneath U.S. Highway 65.

The past can be seen off to the east, as the historic channel of a 24-mile labyrinth of oxbows and meanders which the river reluctantly abandoned when it moved to the new place men made for it. All wildlife favor the old channel, but will use the excavated channel during periods of low water.

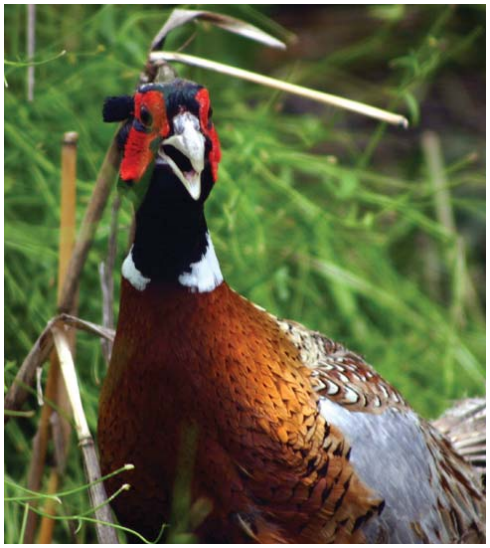
Modern agriculture and natural Iowa are also manifest at ground level. Western fringed prairie orchids and 200-year-old swamp white oaks can be found within a short walk from corn and soybeans.

The Chichaqua Bottoms Greenbelt—simply "Chichaqua" to locals—is a unique and compelling place, where modern people enjoy rare access to an ancient landscape. Many of those people, from all walks of life, have contributed to this Master Plan.

Purpose

This Master Plan has two crucial aims:

1. To establish a guiding vision, mission statement and core objectives for Chichaqua.
2. To identify, quantify and prioritize any changes to Chichaqua that may be needed to achieve the core objectives, fulfill the mission statement and realize the vision.



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Process

Stakeholder, Staff Involvement and Public Engagement

This Master Plan was developed with extensive involvement from a wide range of stakeholders. Stakeholder involvement was incorporated through five primary venues:

- Strategy Sessions
- Focus Group and Individual Interviews
- Public Workshop
- Staff Input
- Planning Workshop

Details of the stakeholder involvement process are provided in Chapter II, Public Involvement.

Research and Modeling

Concurrently with the public engagement process, the consultant team conducted research, modeling, assessment or simple review of three major factors affecting the Master Plan: ecology, hydrology and archaeology.

ECOLOGY

A habitat suitability model was completed for Chichaqua and its immediate surroundings by Dr. Keith Summerville, ecologist from Drake University. Summerville's study focused on six species of conservation concern as indicators of ecosystem health.

However, this Master Plan did not seek to evaluate current management practices. That task will be taken up in a subsequent ecology/management Plan. Developing that plan is this report's top recommendation.

ARCHAEOLOGY

In 2003, the Office of the State Archaeologist (OSA) conducted a geo-archaeological assessment of Chichaqua to identify areas with the highest probability for archaeological significance. That study determined nearly 75 percent of Chichaqua has archaeological potential of "low to moderate" or higher. This plan stays mindful of the need to sustain this archaeological resource.

HYDROLOGY

HR Green delineated the sub-watersheds that comprise Chichaqua. For each sub-watershed, hydrologic modeling was completed to evaluate runoff potential. This helped to identify the sub-watersheds which are most in need of runoff management practices. Additionally, HR Green developed cross-sections of the Chichaqua valley from available LiDAR data, in order to assess the feasibility of diverting water from the new South Skunk River channel (Ditch 25) to the old river oxbows at Chichaqua. This assessment determined such a diversion was not feasible.

Strategic Planning Framework

The interactive planning process used here was informed by science, stakeholders and the public. Its result is a Strategic Planning Framework consisting of a list of guiding principles, a vision for the future, a mission statement and a brief list of over-arching goals for Chichaqua. This framework forms the foundation of the Master Plan.

Guiding Principles

- Finding a balance among social, economic and environmental factors is crucial to the future of Chichaqua. However, ecological restoration shall govern decision making. The primary focus of Chichaqua is restoration of the native landscape.
- The many partners, ranging from individual landowners to the federal government, need ongoing mechanisms for involvement in Chichaqua's future. Their perspectives are essential and they influence each and every decision.
- Chichaqua's landscape-scale research and learning opportunity distinguishes this place from countless other "wild lands" set-asides.
- Exploring the intersection of urban, agriculture and wild land holds exceptional value for the future of our understanding of natural resources, social needs and economic vitality.
- The stories of Chichaqua's cultural history must not be lost, but celebrated.
- This landscape lends itself best to diverse, not exclusive, uses.
- Science and research of the recovering landscape are critical at Chichaqua. Science-based decisions move Chichaqua forward more than isolated anecdote.
- Chichaqua should serve Central Iowa as an example of how to reclaim a natural area within a working landscape.
- Chichaqua has value as a wild place. We must be watchful of over-development that would compromise restoration goals.

Vision: Imagining Chichaqua's Future

In the future, Chichaqua will be a local, state and national model of the healing of once wild lands. Chichaqua will engage its agrarian and urban neighbors in research, education, and recreation.

Mission: Leadership in Wild Lands Reclamation

To repair and restore the native landscape at Chichaqua through leadership in habitat reclamation, science and education, strategic expansion, public/stakeholder partnerships, and landscape-sensitive recreation.

Note: Where we cannot restore, we hope to repair. For example, we cannot likely restore Chichaqua's pre-settlement hydrology, but we hope to repair its hydrologic function. Repair implies for us "built," hardscrape or technological fixes. Restore implies use of nature-based systems, less obviously involving man's direct hand.

Over-arching Goals

Reclaim this landscape's pre-European settlement qualities as much as practical by establishing a mosaic of functional habitat types.

Create a restorative model that can be replicated throughout the state, region, and nation, achieving a balance between social, economic, and environmental interactions.

Increase the public's general understanding of the work involved in reclaiming wild lands and the benefits of natural systems and biodiversity.

Build awareness of the value of Chichaqua specifically as a reclaimed "wild" landscape close to the urban landscape.

Enhance and improve public access and awareness without compromising Chichaqua's ecological value.

Bobolink

CHAPTER II

Public Involvement

Involvement

This Master Plan was developed with extensive involvement from a wide range of stakeholders. Stakeholder involvement was incorporated through five primary venues:

- Strategy Sessions
- Focus Group and Individual Interviews
- Public Workshops
- Staff Input
- Planning Workshop

Strategy Sessions

The Chichaqua Master Plan process began with the recruitment and convening of a Planning Advisory Committee including a science advisory team. The Advisory Committee includes representatives of Chichaqua's various landowners and neighbors, as well as user groups and a broad-based public of interested residents. Among others, an invitation to participate was extended to the following organizations and individuals:

- Polk County Conservation Board
- Jasper County Conservation Board
- Iowa Department of Natural Resources
- United States Fish & Wildlife Service
- Natural Resources Conservation Service
- Iowa Natural Heritage Foundation
- Audubon Society
- Sierra Club
- Izaak Walton League
- Pheasants Forever
- Ducks Unlimited
- Drake University
- Des Moines Area Community College
- Area landowners with potential interest in ongoing participation
- State Historical Preservation Office

Strategy Sessions lasted approximately three hours each, and were held at the office of HR Green, Inc. in Johnston. These sessions were held on the following dates:

May 3, 2013—Kickoff: Aspirations, Opportunities & Obstacles

August 7, 2013—Topics: Recreation & Education

October 2, 2013—Topics: Ecology & Hydrology

November 19, 2013—Strategic Plan, Vision & Goals

September 15, 2015—Input on Draft Master Plan

Focus Group and Individual Interviews

Additionally, a Focus Group was assembled for a two-hour meeting to discuss issues relating specifically to recreation and education. This group met at the Altoona City Hall on July 29, 2013, and represented a broad range of stakeholders, including: Cities of Altoona and Bondurant, Des Moines Public Schools, Iowa Rivers Revival, private and public fish and game organizations, cycling and birding interests, adjacent landowners and others. This focus group provided meaningful insights and advice to the Master Planning team.

The focus group was further supplemented through a series of individual interviews conducted through early Fall 2013, particularly focused on the perspective of private landowners and ecological concerns.

Public Workshops

A well attended public workshop was held on October 24, 2013, at the Bondurant Public Library. An open house format was used, providing community members an opportunity to talk freely with PCCB staff and consultants as well as provide written comments through a suggestion box and other interactive features. An open house, with a brief presentation of the draft Master Plan, was held on September 8, 2015, at the Chichaqua Longhouse. Forty-plus persons were in attendance.

Staff Engagement

In addition to ongoing meetings with a smaller team of staffers, a broad-based staff input session was held in early November of 2013. A follow-up staff engagement session was conducted on October 21, 2014 where approximately 15 staff members focused on key concepts of the Draft Chichaqua Bottoms Greenbelt Plan. Staff reviewed what had been drafted and made suggestions for improvement. The staff discussed a variety of topics:

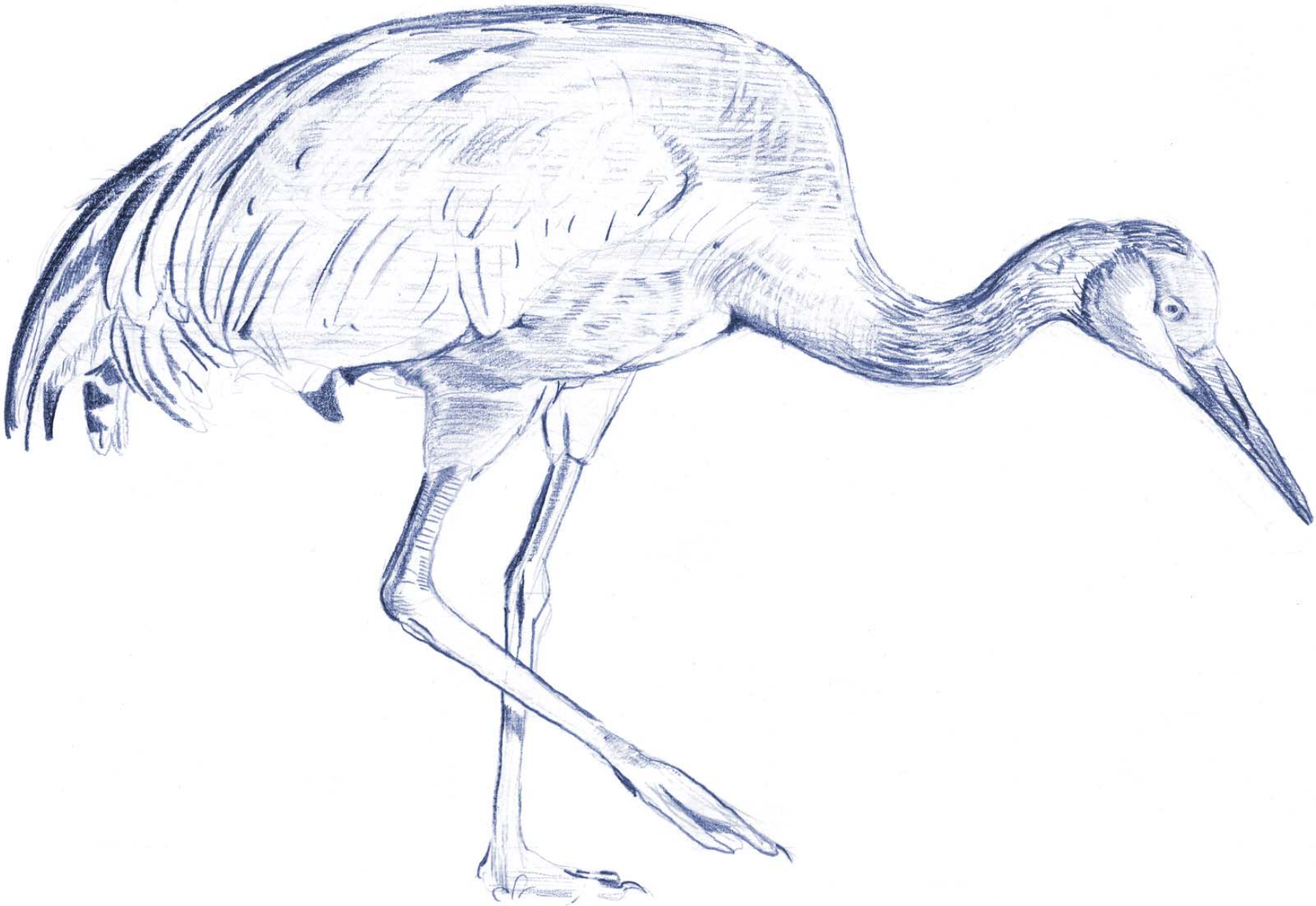
- Preservation vs conservation
- Pumping water into Chichaqua
- Land acquisition
- Farming practices
- Archeology
- Gateways/wayfinding
- Facilities/amenities

Planning Workshop

The Planning Advisory Committee met on November 19, 2013 to discuss a draft vision, mission statement and objectives prepared by the consultant team in response to this input.

Draft Plan Review

In addition to the public open house on September 8, the Planning Advisory Committee reviewed and convened for additional feedback on the draft plan September 15, 2015.



Sandhill Crane

CHAPTER III

Background/Current Conditions—Water, Land, People, Place

Water

Hydrology/Assessment

The first task of hydrologic assessment was to clearly describe and assess the existing hydrology of the site, including a delineation of sub-watersheds.

Next, a hydrologic assessment of Chichaqua did not begin with a "blank slate." Rather, the planning team was guided by PCCB staff's intimate knowledge of the area, and their assessment of existing hydrologic challenges. According to PCCB staff, two primary hydrologic challenges exist at Chichaqua, which have profound ecological and recreational implications:

1. Water quality in Chichaqua's wetlands is influenced by sediment and nutrient inputs from watersheds along the east side.
2. Existing soils and drainage networks cause an expedited hydrology that is disadvantageous from an ecological and recreational standpoint. Simply stated, water often seeps or drains away from the surface at Chichaqua too quickly to provide optimum habitat for wildlife or recreational opportunities for people.

Hydrologic assessment was thus guided by three primary aims:

- Identify the locations at Chichaqua that are most prone to erosion and nutrient inputs, and establish the peak flow rates (cubic feet per second) for Best Management Practices (BMPs) required to control erosion in those locations.
- Identify key "points of hydrologic interest," where surface waters may be managed and controlled for recreational and habitat improvement.
- Identify locations where existing drainage ditches, including the South Skunk River, may be "borrowed" to rehydrate the old river channels without adverse impact on drainage of upstream agricultural lands.

The results of hydrologic assessment were then used to establish the hydrologic improvements recommended later in this Master Plan. Extensive hydrologic modeling was not conducted. The accuracy of modeling in a wetland/floodplain/drainage conveyance environment would depend on detailed survey and extensive modeling, beyond the scope of this Master Plan.

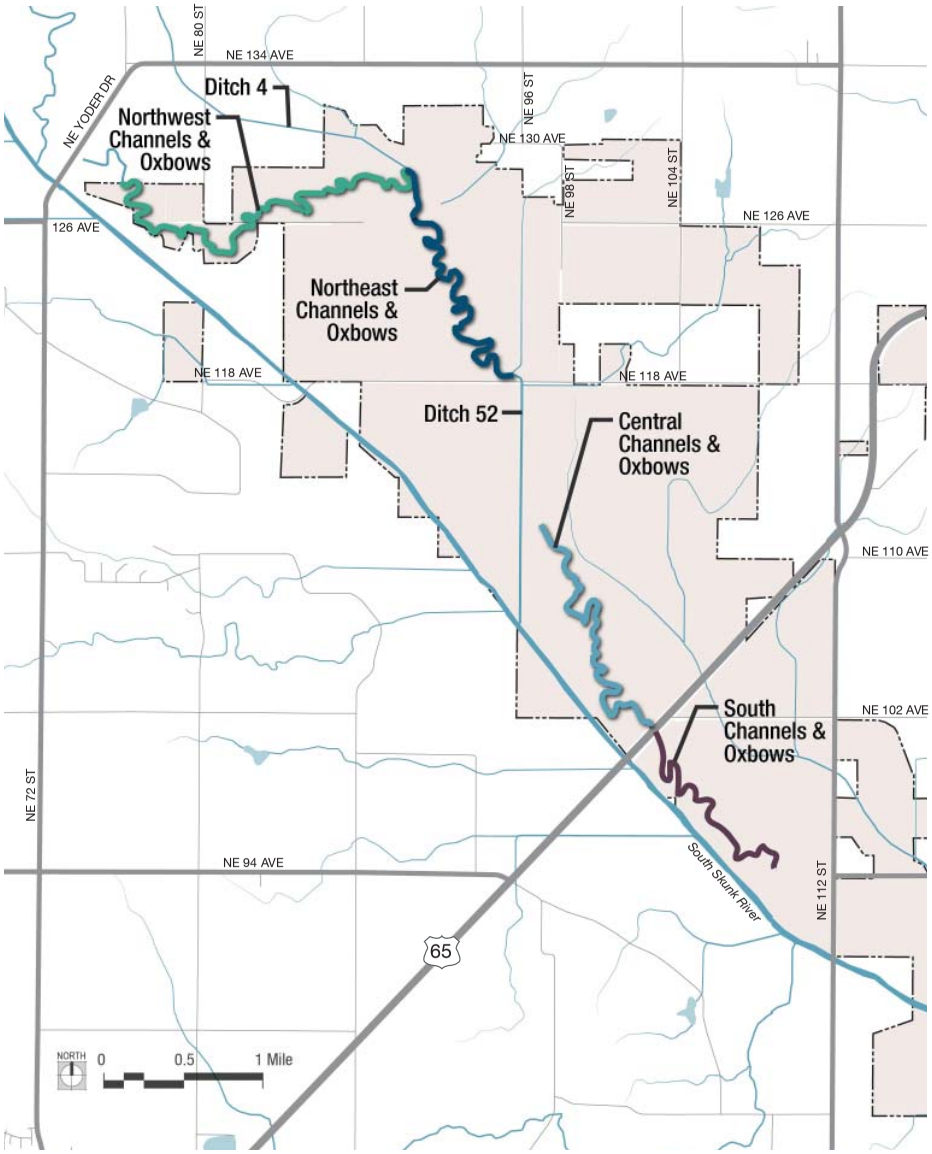
THE OLD RIVER

The original purchase of public lands at Chichaqua was centered on the old river channel. The old channels and oxbows of the former Skunk River provide wooded wetland habitat when adequate water is available. Four distinct sections of channels and oxbows exist as follows:

- **Northwest channels & oxbows.** The Northwest channels & oxbows are the best-known at Chichaqua. They are located near the roadway of NE 126th Avenue, and are easily accessible from the existing ranger station and Chichaqua Longhouse area. These channels are also some of the widest, deepest and most extensive at Chichaqua. Approximately 4.7 miles of continuous channel exist here, not including dead-end loops, braided side channels or landlocked oxbows. However, the Northwest channels do not have a flow-through connection to the aforementioned drainage ditch network, and therefore function as ephemeral or semi-permanent still-water wetlands.
- **Northeast channels & oxbows.** The Northeast channels run from the outlet of Ditch 4 to the beginning of Ditch 52 at NE 118th Avenue. These channels are an integral part of the drainage ditch network described above, and are thus the only channels through which current regularly flows. They are also some of the shallowest and narrowest at Chichaqua. Approximately 3.2 miles of continuous channel exist here, not including dead-end loops, braided side channels and landlocked oxbow segments.
- **Central channels & oxbows.** Lying between NE 118th Avenue and US Hwy 65, the Central channels are characterized by relatively deep, well defined channels. Approximately 3.6 miles of continuous channel exist here, not including dead-end loops, braided side channels and landlocked oxbow segments.
- **South channels & oxbows.** This short, isolated section comprises approximately one mile of continuous channel, located south of US Hwy 65.

WATERSHEDS

Chichaqua comprises nine distinct sub-watersheds within the South Skunk River watershed. Adjacent land uses have an impact on water quality in Chichaqua's wetlands, especially along the northeastern fringes of Chichaqua. The sub-watersheds labeled A through F, and especially sub-watershed C, are problematic from a water quality standpoint. These sub-watersheds contain intensively cultivated areas with highly erodible soils, and have the most significant ground slopes. Consequently, they often produce runoff laden with sediment and nutrients. (See map, Chapter 4, page 38)

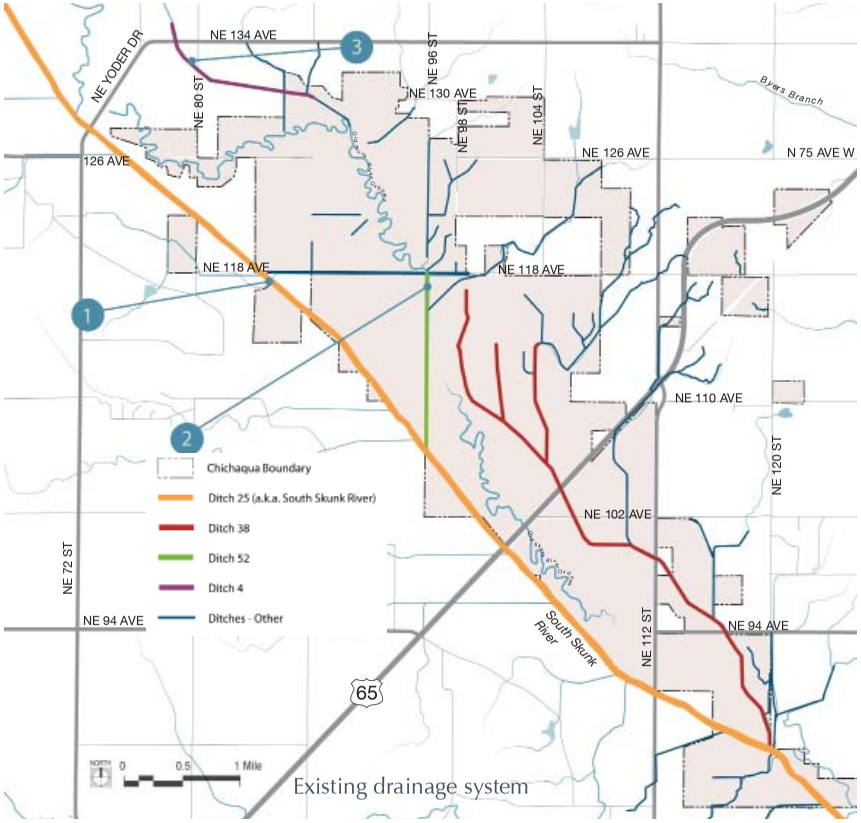


The Old River—Channels and Oxbow

DITCH NETWORKS

Much of Chichaqua lies within the 100-year floodplain of the South Skunk River. Nevertheless, due to a constructed network of drainage ditches, most of the valley drains readily during normal precipitation patterns. This network conveys runoff from Chichaqua and adjacent private lands to the excavated South Skunk River channel. The network is built around four primary ditches as follows:

- **Ditch 25.** Also known as the South Skunk River, this regional drainage canal bisects Chichaqua from northwest to southeast. Nearly 700 square miles of land upstream from Chichaqua are drained by the South Skunk River. An additional 25,000 acres (39 square miles) drain to that segment of the river which flows through Chichaqua. Most of that acreage lies west of the river.
- **Ditch 4.** Ditch 4 drains more than 4,600 acres (7.3 square miles) of farmland north of Chichaqua, and enters Chichaqua northwest of the existing ranger station complex. From there, Ditch 4 proceeds easterly to a control structure at the entrance to a narrow, meandered section of old river channel. Drainage then meanders through the old river channel, eventually discharging to the Ditch 52 system.
- **Ditch 52.** Ditch 52 is an L-shaped system. Its east-west leg is the road ditch of NE 118th Avenue. Flow in this leg can proceed in either direction, depending on the level of the South Skunk River. At very high river levels, water enters Chichaqua flowing eastward. As the river recedes, water drains



Existing drainage system

South Skunk River

Ditch 52

Ditch 4

Northwest oxbows

back toward the river, flowing westward. The north-south leg begins at the NE 118th Avenue crossing over the old river channel. Drainage from Ditch 4 enters here and flows due south, discharging eventually to the South Skunk River. The north-south leg of Ditch 52 is among the deepest and most prominent of all ditch segments at Chichaqua. It supports limited aquatic life and holds water even during prolonged periods of dry weather. In addition to the area drained by Ditch 4, which enters it, Ditch 52 drains an area of 4,300 acres (6.7 square miles), nearly all of which is owned by PCCB.

- **Ditch 38.** Ditch 38 is a branched system with several south-flowing tributaries converging near the intersection of NE 102nd Avenue and NE 112th Street. Ditch 38 drains an area of approximately 3380 acres (5.3 square miles), and its northern reaches run through the heart of the old river meanders. The majority of Ditch 38 lies within the boundary of Chichaqua.

GROUNDWATER

The natural systems at Chichaqua are ultimately groundwater-driven. All restoration relies on the movement of water through permeable soils and existing drainage infrastructure. Beneath the surface, groundwater flows laterally across Chichaqua from east to west, percolating through sand deposits toward the South Skunk River. When the groundwater table is high, this lateral percolation is intercepted by the various drainage ditch systems. In an exceptional drought, surface water flow may all but disappear from these ditches, and even from the river bed itself.

WETLANDS

Numerous shallow ephemeral wetlands exist throughout Chichaqua. Some of these have been established by plugging existing drainage tiles or constructing earthen berms to retard the flow of water from these wetlands and extend the residence time of water within them. Permanent, deep-water wetlands are rare, since Chichaqua is so effectively drained by the network of ditches and by the glacial sands underlying the Group B and B/D soils. Additionally, several wetlands have been constructed, or are currently underway, to mitigate impact elsewhere.

A controlled waterfowl hunting area provides an additional 400 acres of seasonal and semi-permanent wetland habitat. This area is enclosed by levees, and water levels are maintained by pumping from a groundwater well source.

Controlled waterfowl area

Land

Story of Habitat and Ecology

- More than 40 years of expansion and restoration have created a patchwork of habitats of varying quality at Chichaqua.
- Significant expanses of lowland and upland habitat now exist throughout the valley.
- Notable gaps remain between zones of similar quality.

Ecology and Wildlife

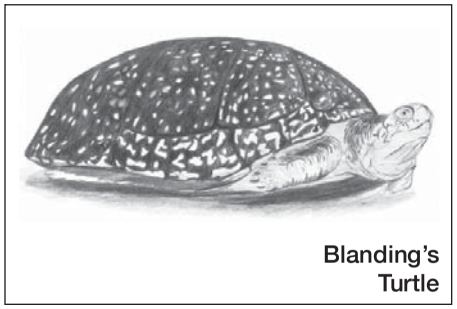
Restoration efforts at Chichaqua have re-established extensive areas of tallgrass prairie grasses, sedges and forbs. This prairie complex is pocked with many small, ephemeral wetlands. Bottomland deciduous forests exist along the Old River, and the presence of sandy, water-deposited or wind-blown soils in some areas creates unique habitats that exist in few other places in Iowa. As a result, Chichaqua has become a focal point for biological and ecological research.

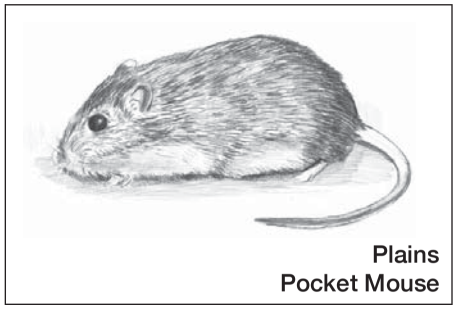
Chichaqua is a popular destination for hunters. Plentiful and popular resident game species at Chichaqua include whitetail deer, Eastern wild turkey, ringneck pheasant and cottontail rabbits. Migratory game can also be found in seasonal abundance, including Canada geese, mourning doves and a wide variety of duck species.

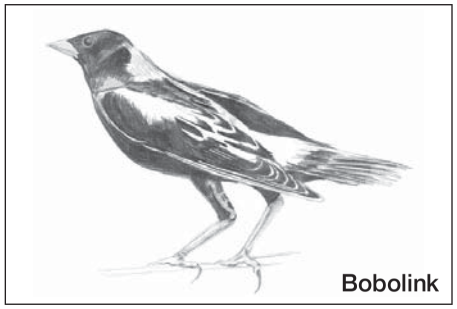
Non-game species also thrive at Chichaqua, and are of increasing interest to birders and wildlife viewers. The majority of Iowa wild life species are not hunted. Non-game species are given equal consideration and native species shall have priority over non-native species. Chichaqua is not only a year-round habitat for resident wildlife, but it is also a crucial stop on the journey for many trans-continental and even inter-continental migrants.

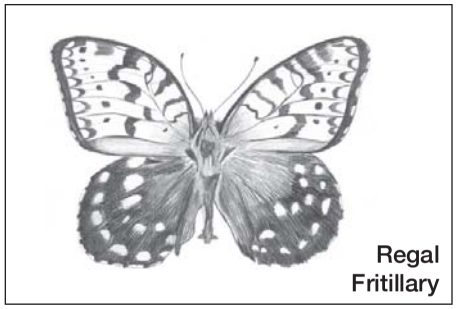
Ecology Research/Understanding Progress

A habitat suitability model was completed for Chichaqua and its immediate surroundings by Dr. Keith Summerville, ecologist from Drake University. Summerville's study focused on six species of conservation concern as indicators of ecosystem health:









Summerville's subjects

These species use a broad range of habitat types at Chichaqua, and they represent a wide range of animals: mammal, insect, bird and reptile. More importantly, the presence, absence and relative abundance of these six species

are good indicators of wetland and xeric prairie health—two of the most valuable ecological communities from a conservation perspective at Chichaqua.

However, this Master Plan did not seek to evaluate current management practices. That task will be taken up in a subsequent ecology/management plan, which is beyond the scope of this Master Planning effort. Rather, Summerville examined the background conditions of the landscape—ground slope and aspect, soil type, water depth, etc.—in order to identify the areas where each of these species could thrive with proper management. Consequently, some areas identified by the model as potential habitat are at present under cultivation, and therefore devoid of these species. Therefore, the model's identification of these areas indicates potential habitat, extension of existing habitat, or connections between isolated habitat islands that may exist if current land uses change.

Soils

Pioneer tales from the area speak of the dreaded Skunk River bottoms, where no horse could gain a foothold because of swampy conditions. That all changed when the South Skunk River channel was excavated in the early part of the 20th century. Certainly Chichaqua's muddy past is evident whenever the South Skunk River and its associated groundwater table are high. But when the river recedes, so does the water throughout Chichaqua.

The landscape at Chichaqua is composed almost entirely of hydrologic soil group B in the upland fringes, and B/D in the floodplain areas.

- Hydrologic Soil Group B includes silt loams or loams with moderate infiltration rates.
- Hydrologic Soil Group D includes clay loam, silty clay loam, sandy or silty clays with very low infiltration rates. Examples include scattered areas of Zook clay soils, which are noted for their capacity to hold water on the surface for long periods.
- Hydrologic Soil Group B/D includes soils that exhibit B-type properties when drained, and D-type properties when thoroughly wetted.

These are the soils which gave the Skunk River bottoms their dreaded reputation as an impassable swamp. However, at Chichaqua these soils extend only a few feet below the ground surface, and are underlain by fine-to-medium glacial sand and gravel deposits extending all the way to bedrock. Chichaqua lies just inside the southern end of the Des Moines glacial lobe, a few miles north of the lobe's terminal moraines.

Additionally, some soils at Chichaqua are the result of wind-blown sand deposits (dunes). A notable example is the Sandhill area, but smaller dune formations are also scattered throughout the floodplain on the east side of the old river meanders.

The Importance of Disturbance

"We think of ecological restoration as a destination, but it's a bus stop. Species come and go. They might leave on a short trip to someplace else and return. Or leave altogether and never come back."

~ Loren Lown, Natural Resources Specialist, Polk County Conservation

Our purpose should be to establish a matrix of suitable habitat patches that provide refuge for sensitive species to visit and then return when conditions are proper. In an ocean of agricultural land there is often no other suitable habitat. At the same time, we must recognize that Chichaqua's conservation lands work in concert with others in the area. We provide a suitable habitat so that, together with other conservation areas in the landscape, species have a reasonable probability of regional persistence. We cannot make the false promise that there will always be Bell's Vireo on sandhill prairie.

Grassland restoration in Iowa, or at Chichaqua, is not a one-size-fits-all proposition in terms of goals or process details. We typically seek a complex mix of plants to support wildlife, but we can just as readily target simple systems to support a particular species. Yet all grasslands require disturbance. Without disturbance, the trajectory of land cover in a "wet" state like Iowa will be trees. We may hay, mow, graze or burn, but at Chichaqua we need room for disturbance.

Plants, animals and insects need a local safehouse during fires, floods or school hikes. Otherwise, species hop on the bus during this interruption in their lives and may never return.

Surrounded by an ocean of agriculture and urbanizing lands, species don't have far to go before reaching inhospitable habitat.

People

History and Cultural Background

As one stakeholder noted during the Master Planning process, "we are not the first people to think Chichaqua is a very special place." More than two dozen archaeological sites have been discovered and recorded within the boundaries of Chichaqua, and subsurface sediments in many areas probably contain artifacts of Paleo-Indian through Woodland period cultures. American Indians made extensive use of Chichaqua's rich resources, and made their presence felt on the landscape through fishing, hunting, small-scale cultivation and timber harvest and habitat management methods like controlled burning.

European settlement of the Chichaqua area began in the early 1800's. An exhaustive survey of settlement history is beyond the scope of this Master Plan. However, this history is rich and surprisingly diverse. An example is the Holy Cross Catholic parish, a 160-year-old community founded by Irish immigrants whose thriving church is adjacent to Chichaqua. Some of its members have been instrumental in the growth of Chichaqua.

The rise of modern, mechanized agriculture has likely had the greatest historical impact on the lands of Chichaqua. After 1900, the landscape and its hydrology were extensively modified. Through drainage projects, the South Skunk River bottoms were transformed into a high-yield producer of corn and soybeans. Consequently, most of today's prairie and wetland habitats at Chichaqua are the result of active restoration efforts since the 1960's.

The PCCB first began acquiring the property that would become Chichaqua in the 1960s, amassing 1,161 acres by the end of that decade. PCCB has continued to purchase land from willing sellers ever since, but Chichaqua's growth was given a boost by the flood of 1993. This flood caused severe damage to agricultural areas in 20 states. In response to the flood, Congress created the Emergency Wetlands Reserve Program (EWRP). Unlike the Wetlands Reserve Program (WRP), this new program was not restricted to farmed wetlands and thus could be used to create permanent easements to preserve wooded riparian habitat. Property owners along the South Skunk River enrolled in the program, and then subsequently sold their properties to the PCCB.

In many of these purchases, the Iowa Natural Heritage Foundation (INHF) played a key role. At times when PCCB lacked the initial capital to acquire available properties, INHF purchased the land and then re-sold it to PCCB on a financing schedule.

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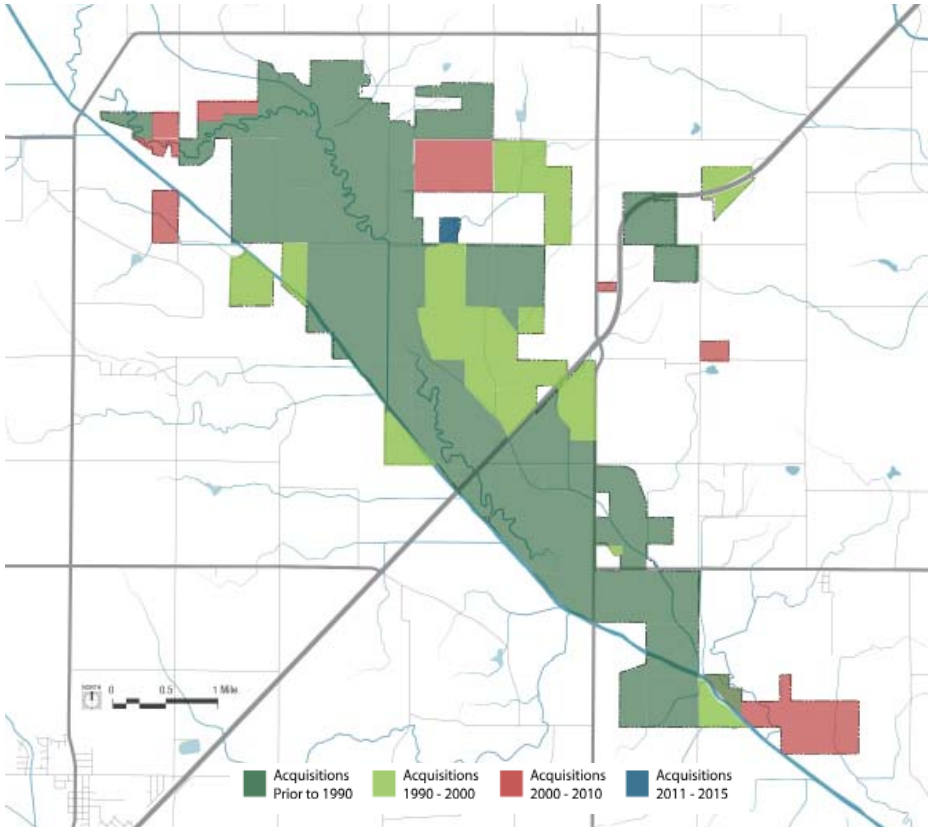
Archaeology

In 2003 the Office of the State Archaeologist (OSA) conducted a geo-archaeological assessment of Chichaqua to identify areas with the highest probability for archaeological significance. That study determined nearly 75 percent of Chichaqua has archaeological potential of "low to moderate" or higher.

The locations most likely to contain archaeological resources are not depicted in this Master Plan in order to protect their integrity. However, their probable locations were considered in the development of this plan's recommendations for recreational improvements, which have been sited to minimize impact to the most probable archaeological sites.



History of Chichaqua acquisitions

Social Environment

The main activities at Chichaqua include hunting, scouting, dog training, paddling, camping, birding, hiking, cross-country skiing and use of the multi-purpose Chichaqua Valley Trail. PCCB naturalists provide ongoing programming for school groups or families and individuals. Not counting use of the Trail, Chichaqua's peak activity (by people) occurs during hunting season, but year-round use continues to grow.

While Chichaqua does not currently draw the same level of day-to-day use as other facilities in the Polk County Conservation system, a strong case can be made that its values simply cannot be measured by the means used to assess a traditional park. Chichaqua provides a great way for young and old alike to explore a wild landscape on a grand scale. Users are afforded an opportunity for immersion experiences. It's a place to remove baggage of social constructs, work-a-day stressors and urban pressures.

Chichaqua serves a potentially unique niche in all of Iowa's park systems, as one of the largest contiguous publicly held land masses in the state, immediately adjacent to Iowa's largest urban center. It affords opportunities to deliver on the promise of the Iowa Parks Foundation's Strategic Plan—to bring exceptional places and experiences into the everyday lives of Iowans. As a potential place for promoting physical and mental health, restoring wild spaces, connecting to community (physically and socially) and delivering great experiences to wide-ranging users, Chichaqua may be unparalleled in Iowa in providing the opportunity for Iowans to understand what "wild Iowa" was pre-settlement.

Chichaqua is a juxtaposition of wild lands, modern agriculture and an approaching urban interface. Chichaqua offers a legacy of wild places—a deep-rooted connection to its farm neighbors and to the larger regional complex that includes the Neal Smith National Wildlife Refuge and many communities surrounding Des Moines.

Overnight stay, including camping, is a growing recreational trend at Chichaqua.

Education and interpretation opportunities are abundant at Chichaqua.

Place

Facilities

The ongoing work of Chichaqua as a place to "heal wild lands" comes with few traditional built facilities, like those one might see in a manicured park. Instead, Chichaqua includes several wetland mitigation projects and ongoing habitat restoration projects. Chichaqua is likely best known to the hunting and birding communities within central Iowa, but increasingly paddlers, hikers and others have begun to discover its appeal. Chichaqua is one of Iowa's initial Bird Conservation Areas with more than 200 bird species documented.

Chichaqua holds few built facilities, but they are important to the advancement of its mission. Research is now well underway at Chichaqua through a variety of institutional partnerships. This work currently takes place in facilities designed for other purposes. Still, Chichaqua has facilities worth noting, most of them concentrated at the Greenbelt's north end.

RECREATIONAL FACILITIES

Recreational facilities at Chichaqua include the following:

- 11 electric (50-amp) and 15 non-electric campsites, plus a youth group campground and water trail campground (three primitive sites)
- Restroom and shower house
- Bird blind
- Canoe rental
- Picnic areas
- Rental lodge known as the Longhouse (a popular spot for meetings, weddings and scout groups)
- Four hiking trails (ranging from 0.2–2.6 miles in length, all considered "easy" hiking)
- Trap shooting range and controlled hunting facilities

MANAGER'S RESIDENCE

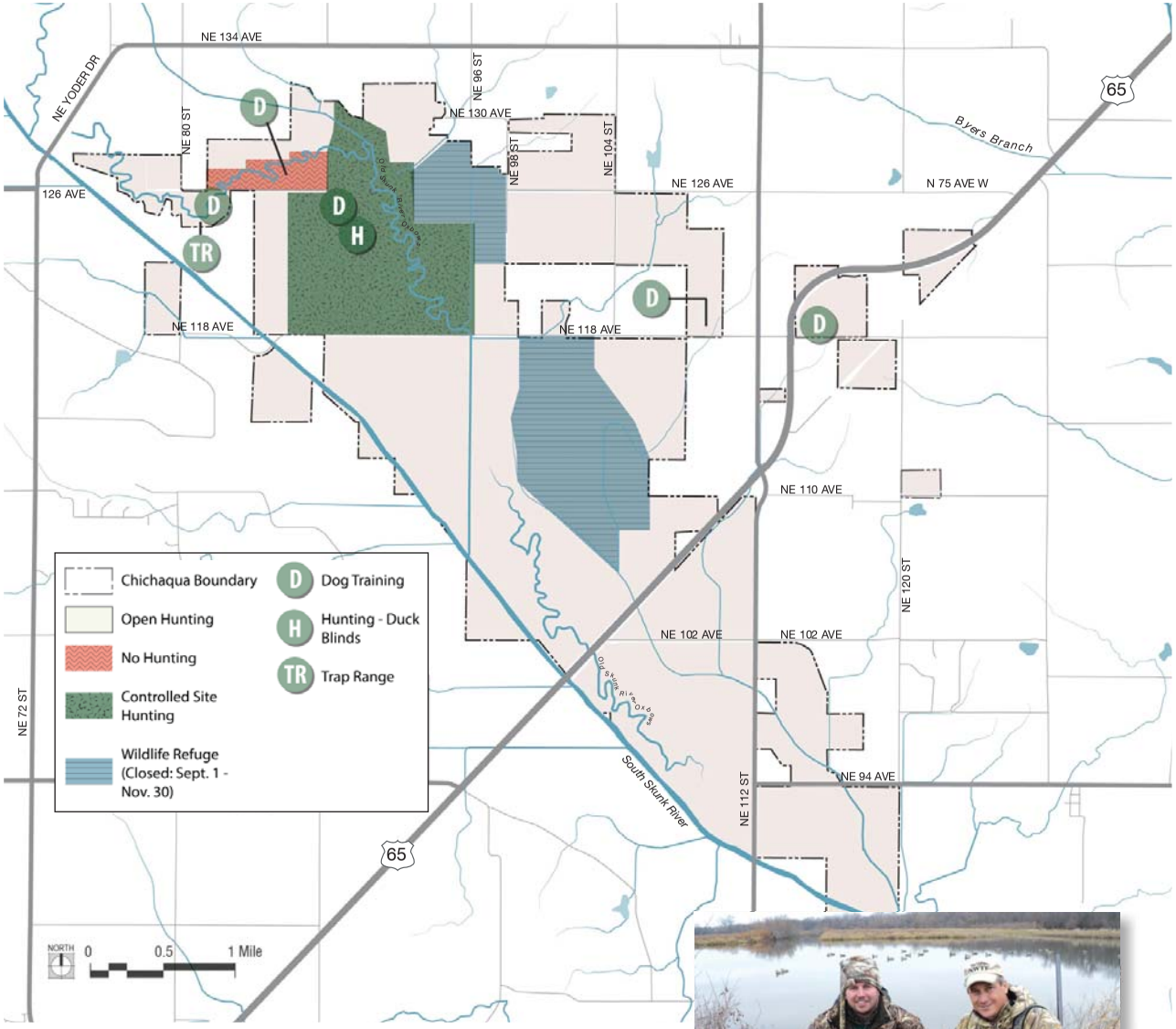
A private residence for the Chichaqua manager is located near the Longhouse, campgrounds and maintenance facilities. This provides relatively easy access for oversight, but the current location is flood-prone. This Master Plan suggests moving the residence to a new location.

MULTI-PURPOSE TRAIL

Chichaqua contains a segment of one of Central Iowa's most popular trails—the Chichaqua Valley Trail (CVT) linking Baxter to Bondurant, on to Berwick and I-80, including a new connection to the Gay Lea Wilson Trail. The CVT Trailhead is currently located at Northeast 88th Street, South of Highway 65 and one mile east of Bondurant. A portion of the trail cuts through the southern third of Chichaqua, but has no access points to the larger greenbelt. With this current new link to the Gay Lea Wilson Trail, public access opportunities have greatly increased, providing new opportunities to connect a cycling public to Chichaqua.

Chichaqua Longhouse

Hunting and Fishing at Chichaqua—Current Management Zones



Existing hunting facilities

Hunting remains a vital force on the Chichaqua landscape—helping to maintain predator-prey relationships and meeting an ongoing recreation demand. Appropriate management is fundamental to successful hunting at Chichaqua. Facilities play a lesser role.

Hooks & Bullets

Managing "consumptive use" at Chichaqua

The earliest human residents of the South Skunk River valley took their sustenance from the land's rich resources. It is appropriate that humans continue to consume the wild delights that Chichaqua has to offer. However, proper management balance is needed as follows:

Hunting

Hunting always has been, and should continue to be an integral part of Chichaqua land and recreation management. At the same time, the recreational profile of Chichaqua must become increasingly multi-dimensional. Chichaqua must be more than "public hunting ground." The real safety of the non-hunting public is of paramount importance, and so is the perception of safety by non-hunters who long to connect with wildness. The very sound of gunfire may prevent some people from embracing Chichaqua as fully as desired by the stakeholders of this planning effort. Chichaqua must be managed in a way that balances hunting with the needs of non-hunters.

Fishing

Polk County has an abundance of quality public angling opportunities outside Chichaqua. Due to a relative scarcity of permanent deep-water habitat, Chichaqua is not currently a popular fishing destination. Moreover, it is not likely that dependable fisheries can be cost-effectively restored to the historic riparian corridor. Improvement of angling opportunity was not identified by the stakeholders as a key need at Chichaqua. However, as permanent deep-water habitat is established for other ecological purposes, appropriate fisheries should also be established as an additional amenity.

Ecology first

All consumptive uses, whether of game or fish or edible plants, must be managed in a way that protects the ecological integrity of Chichaqua. Any activity that threatens the ecological stability or sustainability of the resources of Chichaqua shall be limited or shall cease until the resource is secure.

Commercial Harvest

Commercial harvest of any plant or animal species is forbidden with exception of land management activities directed by management personnel.

Henslow's Sparrow

CHAPTER IV

Recommendations—Strategy and Facilities

Strategic Recommendations

One of Chichaqua's greatest contributions to American life should be to help us transcend the polarities of Agriculture vs. Nature, or City vs. Wilderness. An opportunity exists here for harmonious integration of natural interests with developed landscapes. Chichaqua could thus become a living example of countryside at peace with its neighboring communities.

The process of identifying the current and future needs of Chichaqua involves a synthesis of the information received throughout the process. This information was gathered through the Planning Advisory Committee, public meetings, input from other governmental agencies, natural resource assessments and additional data obtained by the staff and consultants. As a result, a clear picture of the needs of Chichaqua emerged. These needs fall into the categories discussed here.

Expansion & Interconnection

Grow and connect Chichaqua through partnerships and expanded protections.

We have already noted the historic growth of the public holdings that now constitute Chichaqua, and the significance of its current size as wild land in close proximity to agrarian and urban landscapes. The size of Chichaqua has been controversial. A minority public voice has questioned the acquisition and restoration, citing the conversion of farm land and the loss of property tax revenues.

Nevertheless, the project stakeholders concur on the need to *expand Chichaqua's influence,* and this may necessitate further geographic expansion. However, not all geographic expansion must occur through direct acquisition. Other kinds of partnerships that *interconnect Chichaqua with its urban and agricultural contexts* are crucial to fulfilling the stakeholders' vision for Chichaqua.

For example, the South Skunk River and its associated watershed exert tremendous impact on the Chichaqua experience. The water flowing through Chichaqua faces water quality challenges (excess sediment and nutrient loading). High-speed flows reaching Chichaqua cause erosion. Without good water quality, Chichaqua faces sediment-filled wetlands, damage to wildlife and habitat and dramatically reduced recreation opportunities. This situation challenges the future of Chichaqua (indeed, all of Iowa) since it is not reasonable to expect total control of the watershed through acquisition. It's impossible to ignore the influence of a developed landscape and the major influences that development has on "natural" areas.

Therefore, Chichaqua needs a renewed effort to interconnect with partners up and down the watershed. These partners include private landowners, developers and local, state and federal agencies. The stakes are high. Polk County Conservation Board, working with many partners, hopes to mitigate future impacts. The intent here is to express the need for public advocacy and the involvement necessary for Chichaqua to be a sustainable and valued natural area in the future.

The over-arching need to expand the influence of Chichaqua requires some or all of the following strategies:

- Develop a standing Chichaqua Bottoms Greenbelt Technical Advisory Committee.
- Establish a Friends of Chichaqua initiative to supplement technical expertise and provide advocacy for Chichaqua, including targeted philanthropy to create restricted dollars for research and management for Chichaqua.
- Through partnerships, maintain Chichaqua's integrity with watershed-scale protection initiatives, as well as Chichaqua buffering and vegetation management.
- Develop a community trail system engaging urban, rural, agricultural and Chichaqua partners.
- Brand the Chichaqua Valley Community to build recognition for the many neighbors.
- Develop an understanding that restoration and recovery of damaged ecosystems is possible even in the most damaged or altered landscape.
- Support and expand research opportunities focused on restoring/reclaiming historic functions of the Iowa landscape.
- Working with a host of partners, explore the viability of prairie as both protective and productive working landscape.
- Expand Chichaqua through voluntary land partnerships, easements and acquisition, for infill, buffering and connecting to Neal Smith National Wildlife Refuge and Lake Red Rock.
- More specifically, acquire lands, easements or cooperative agreements to the north and east to support expansion of habitat, to the south and west for buffer and additional public recreation/education opportunities.
- Support the development of an ecological corridor through partnerships with both private and public sectors, incorporating principles of conservation biology to make these connections.
- Update the Chichaqua ecology/management plan in accordance with this Master Plan and existing easements, and at least once every 3–5 years thereafter.
- Expand documentation of Chichaqua's existing conditions as an improved benchmark for measuring a range of successes.

Circulation

Improve visibility, access, wayfinding and safety at Chichaqua without diminishing the untamed experience it has to offer.

Vehicular

1. Improve signage and directional/wayfinding
2. Enhance public safety through the use of technology for monitoring and ample lighting that still maintains "dark skies"
3. Identify primary Welcome Portal and education/orientation station
4. Develop secondary welcome/information hubs
5. Improve parking access
6. Simplify vehicular roadways/network
7. Provide a continuous paved route to the primary Welcome Portal (Chichaqua Station).

Trails and Pathways

1. Expand accessibility
2. Improve aquatic access and develop paddling routes
3. Connect Chichaqua paved trail users to the greater greenbelt landscape for stewardship, education and expanded recreation
4. Connect trail systems and develop trails south of Highway 65
5. Enhance/expand footpaths and soft paths, including loops of varied lengths
6. Develop trailheads
7. Prohibit harmful activities such as motorized recreation

Entry portal

While we look to modify some of the roadway system through Chichaqua over time, we do not envision a future for Chichaqua of one singular point of entry. Instead, we see primary and secondary portals, intending to give a strong sense of "you have arrived." That element is largely missing from the Chichaqua experience today.

But these portals provide more than a good feeling. They're intended to educate Chichaqua-goers about:

- Events and recreation opportunities
- Science advancements and research
- Self-directed and supported activities
- The role of hunting in the landscape and user safety
- Access points to landscape features and built facilities
- Ongoing "environmental literacy" information—from water to wildlife, climate to backyard conservation
- The larger Polk County Conservation system
- Chichaqua's role in Polk County, Iowa and Regional landscapes

And, perhaps most important, they're intended to help visitors find their way.

Wayfinding and Destination Signage

Chichaqua faces a dearth of directional signs. Attempting to find Chichaqua for the first time plagues the user with doubt ("I must have missed it somehow"). This reinforces a public perception that Chichaqua is a long way away. Once you have arrived at Chichaqua, the situation does not particularly improve.

An early "win" for this plan will come with the development of a comprehensive signing scheme for Chichaqua coupled with energetic execution of that plan. The size and scope of Chichaqua makes wayfinding critical for successful adventures.

At the same time, the wayfinding, such as for roads and trails, must enhance the experience and not pollute the visitor's ability to explore. Finding the right balance between safety through signage and uninterrupted immersion in the landscape requires careful system design and development.

Recreation

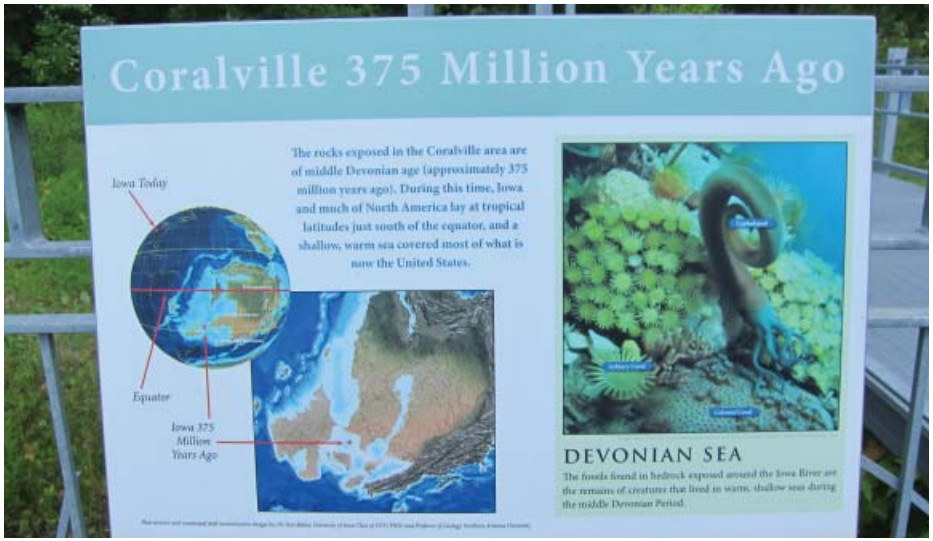
Reconnect the urban public to the intrinsic values of experiences in wild lands (also see "Trails and Pathways" above).

1. Develop recreational opportunities to fit the landscape
2. Develop unique overnight opportunities
3. Expand wildlife viewing and other recreation opportunities that leverage Chichaqua's biodiversity and outdoor skills-building
4. Encourage the use of Chichaqua as a resource that allows quiet self-reflection and is an artistic inspiration
5. Create a build-your-experience Chichaqua Bottoms Greenbelt App
6. Consider additional hunting regulation strategies—such as weapons restrictions where appropriate—to improve safety for the non-hunting public

Cultural Heritage and Preservation

We are just the latest generation to find this area alluring. Native American life, rural and agrarian interests and the history of an engineered river converge here.

1. Consider the following key heritage preservation components for education and celebration:
   - American Indian
   - Early European influences
   - Early farming and other industries
   - The manipulation of the Skunk River and Chichaqua's water management history
   - The story of rural life and Holy Cross Church
2. Integrate cultural celebration with experiential education at Chichaqua



Interpretation example

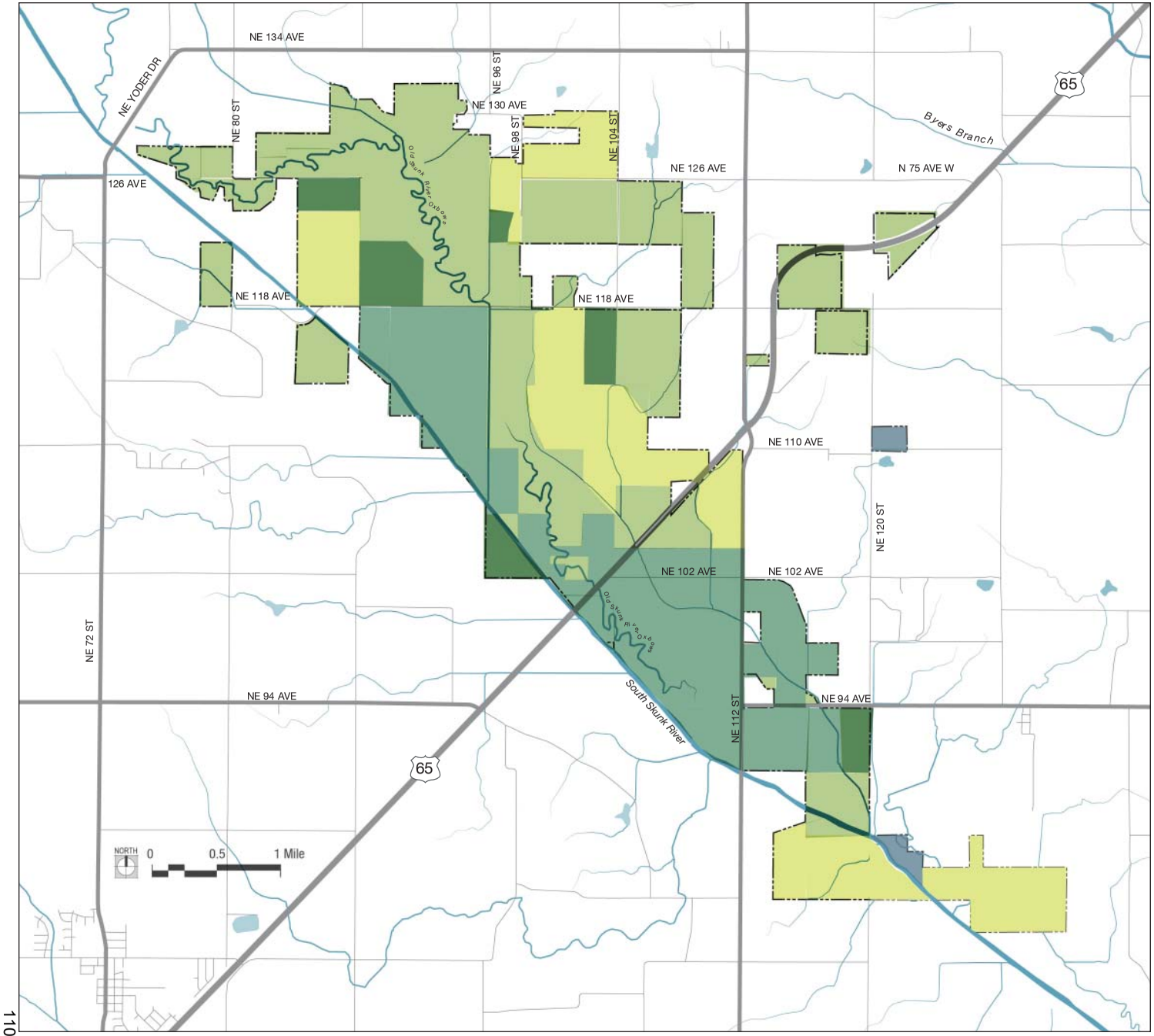
Interpretation, Education and Research

Provide unparalleled opportunities for ecological education, from immersive learning for elementary school children to meaningful research for doctoral candidates.

In addition to the cultural pieces identified in the previous section, a host of opportunities to interpret nature exist here:

- Landforms and Geologic Composition of the Des Moines Lobe
- Area Flora and Fauna
- Water Quality and Water Quantity
- Climate Change
- Environmental Trends
- Recreational Experiences
- Wildlife
- Habitat
- Outdoor Skills-Building
- Invasive Species

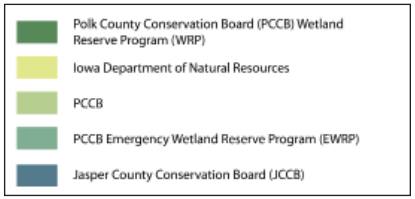
1. Continue and bolster partnerships with colleges & universities, private NGO's and agencies at all levels as a means to further strengthen the science and natural area management research occurring at Chichaqua
2. Promote learning through volunteer stewardship opportunities in support of habitat restoration
3. Emphasize the water management educational opportunities ever-present at Chichaqua, in light of water quality and flooding challenges
4. Employ technology (smart phone apps, electronic guides, etc.)
5. Use the creative arts to strengthen the human / nature relationship
6. Promote Chichaqua as a resource of economic and ecological value



Existing ownership partners

Improve and Expand Partnerships

- Chichaqua serves as a study in partnerships, both internal and external. Multiple agencies own land or easements at Chichaqua.
- Agency goals and functions may not always be consistent, but a cooperative spirit largely thrives here.
- Similarly, landowners/ neighbors often strive to support Chichaqua's conservation efforts.
- Still, Chichaqua faces an ongoing need for these various partners to understand each other. They must accept potentially conflicting goals, identify win-win collaborations and work toward consistent management.



Hydrology and Water Management:

Improve water quality and manage quantity, in order to enhance the ecological and recreational value of Chichaqua's hydrologic systems.

1. Partner with landowners in at least one sub-watershed to implement best management practices and demonstrate the effectiveness of responsible water management.
2. Without negatively impacting upstream landowners, seek opportunities to restore the flow of water through historic Skunk River meanders and oxbows.
3. Improve ecological function, reduce sediment transport, and stabilize erosion in upland draws.
4. Create new resources of permanent deep-water habitat.
5. Establish a water quality monitoring program to demonstrate the efficacy of Chichaqua's water management methods.
6. Restore natural hydrology on future acquired lands through the breaking of existing drain tile networks and removal of ditches, where practically and legally feasible.
7. Acquire properties when available, to create additional hydrologic connections and further opportunities for wetland habitat.

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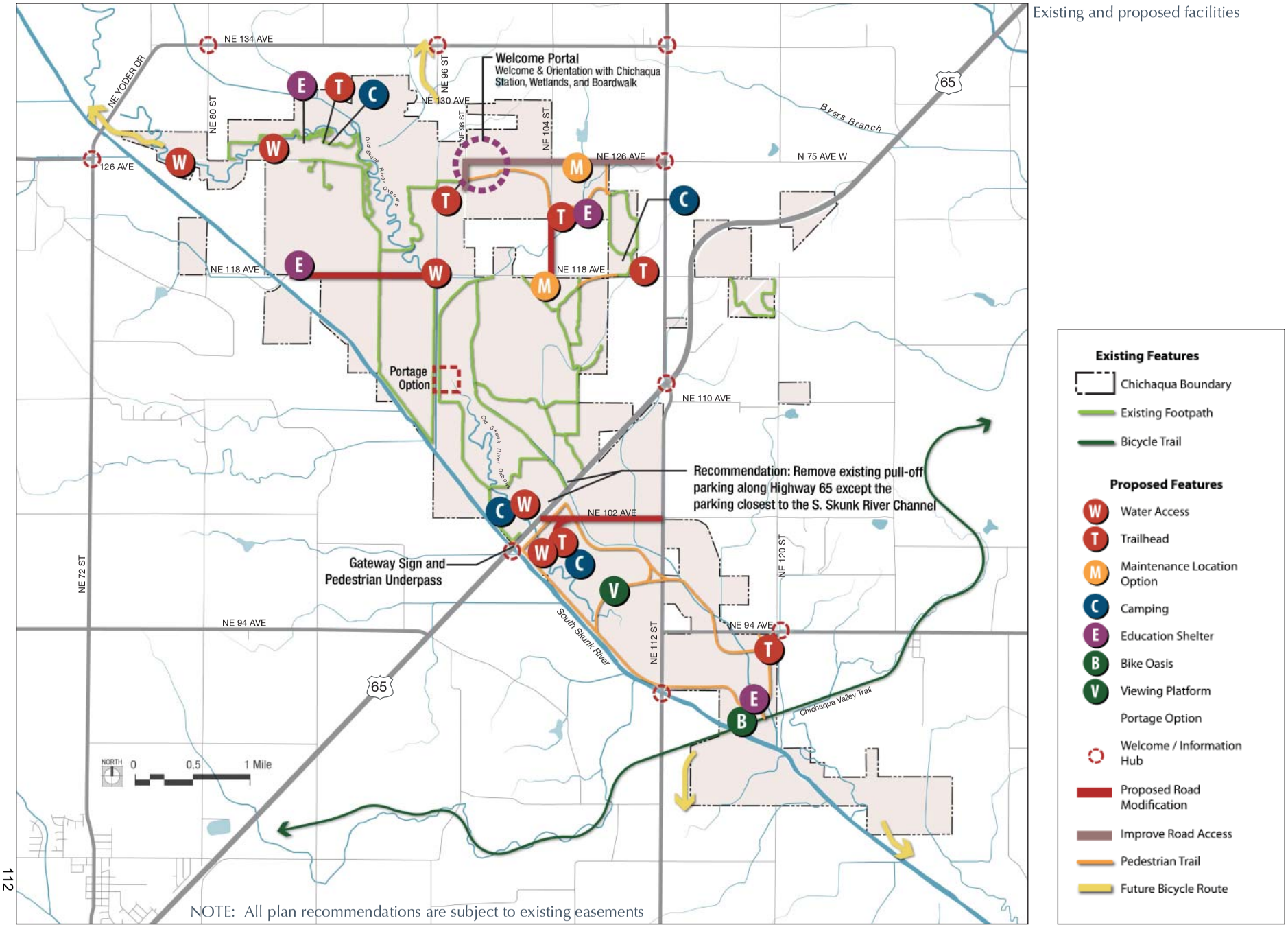
Facilities/Master Plan Recommendations

The strategic facility recommendations listed here are further demonstrated through the series of maps and commentary following.

Facilities

1. Establish Chichaqua Station—a primary education and research center with flexible, multi-use spaces. This facility will integrate education, site, research lab, access to arts and social connections and provide a point of welcome to Chichaqua.
2. Disperse education hubs. These hubs should echo the aesthetics and expand program options presented at Chichaqua Station.
3. Expand footpaths for hiking, birding, cross-country skiing and snow-shoeing.
4. In particular, establish back-country walks of various lengths, as well as links and loops that do not sacrifice ecological integrity (see below) Note: Such a facility will need excellent wayfinding/signage.
5. Expand footpaths for connections to key geologic features, select wetlands, hunting and viewing blinds, paddling course(s) and incoming education/ research facilities.
6. Locate a gateway portal/bike oasis from the current Chichaqua Valley Trail as it passes through Chichaqua, directly connecting paved trail users to the larger greenbelt landscape.
7. Develop access without further fragmentation of habitat.
8. Remove or modify roadways that break continuous habitat.
9. Create lodging/support for unique experiential camping and riverside campgrounds.
10. Address/adapt the current built footprint of Chichaqua—the current site is well-used, but located in a zone prone to flooding. Secure additional land for future development so that facilities do not intrude on restored lands.
11. Establish a close-in, distinctive Welcome Portal, preferably in combination with Chichaqua Station (see #1, above).
12. Create appropriate-scale recreation destinations, e.g., expanded/accessible viewing/photo blinds and platforms, boardwalks and footpaths, labyrinths, fishing access, wildlife monitoring cams, elevated overview site(s), etc.
13. Improve and potentially expand scattered parking options.

Overview of Proposed Facilities Recommendations



Existing and proposed facilities

NOTE: All plan recommendations are subject to existing easements

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Circulation Overview

Chichaqua's circulation system relies heavily on the farm-to-market roadways primarily using the car for connection. This access is not always compatible with Chichaqua's goals to return to a more wild character.

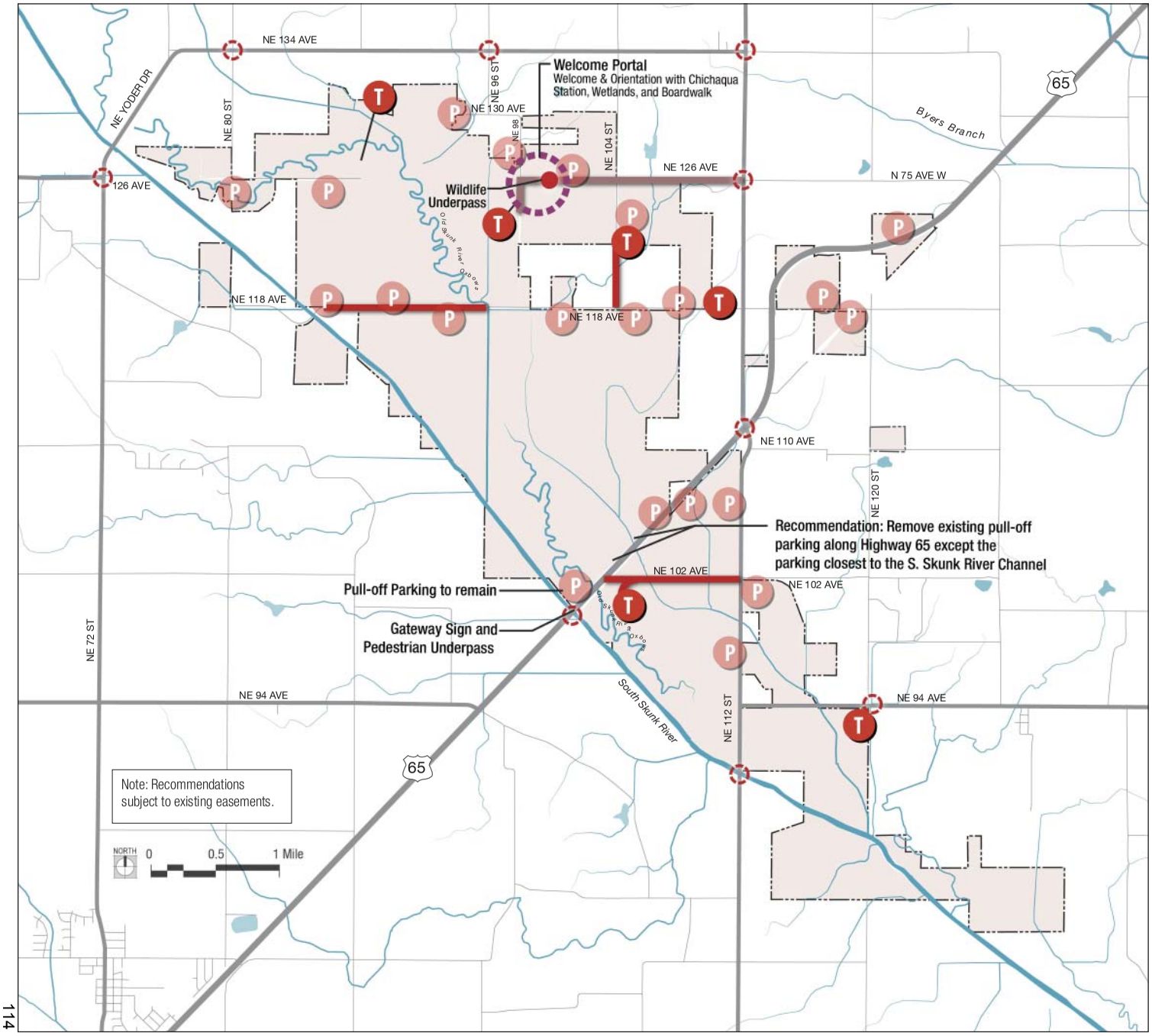
Fortunately, Chichaqua has also been at the forefront of the state's growing trails movement. The Skunk River water trail routinely delivers paddlers along Chichaqua's western fringe. The Chichaqua Valley Trail similarly takes pedals and pedestrians across the Chichaqua landscape.

In both instances, however, these pathways have not led to exploration of Chichaqua's interior. Instead, paddlers stay on the edge, while woodland buffers stop the cyclist from seeing the lands surrounding, let alone providing access.

The circulation system proposed here finds a more appropriate balance between auto, footpath, multi-use trail and waterways, while promoting pathways for exercise and exploration.

At the same time, we must set limits to accessing Chichaqua that protect the resource.

- ATV's or other off-road mechanized means are prohibited except when needed and pre-approved for ADA accommodation.
- Equestrian use is prohibited.
- Bicycles are only allowed on specified pathways.



Proposed vehicular circulation

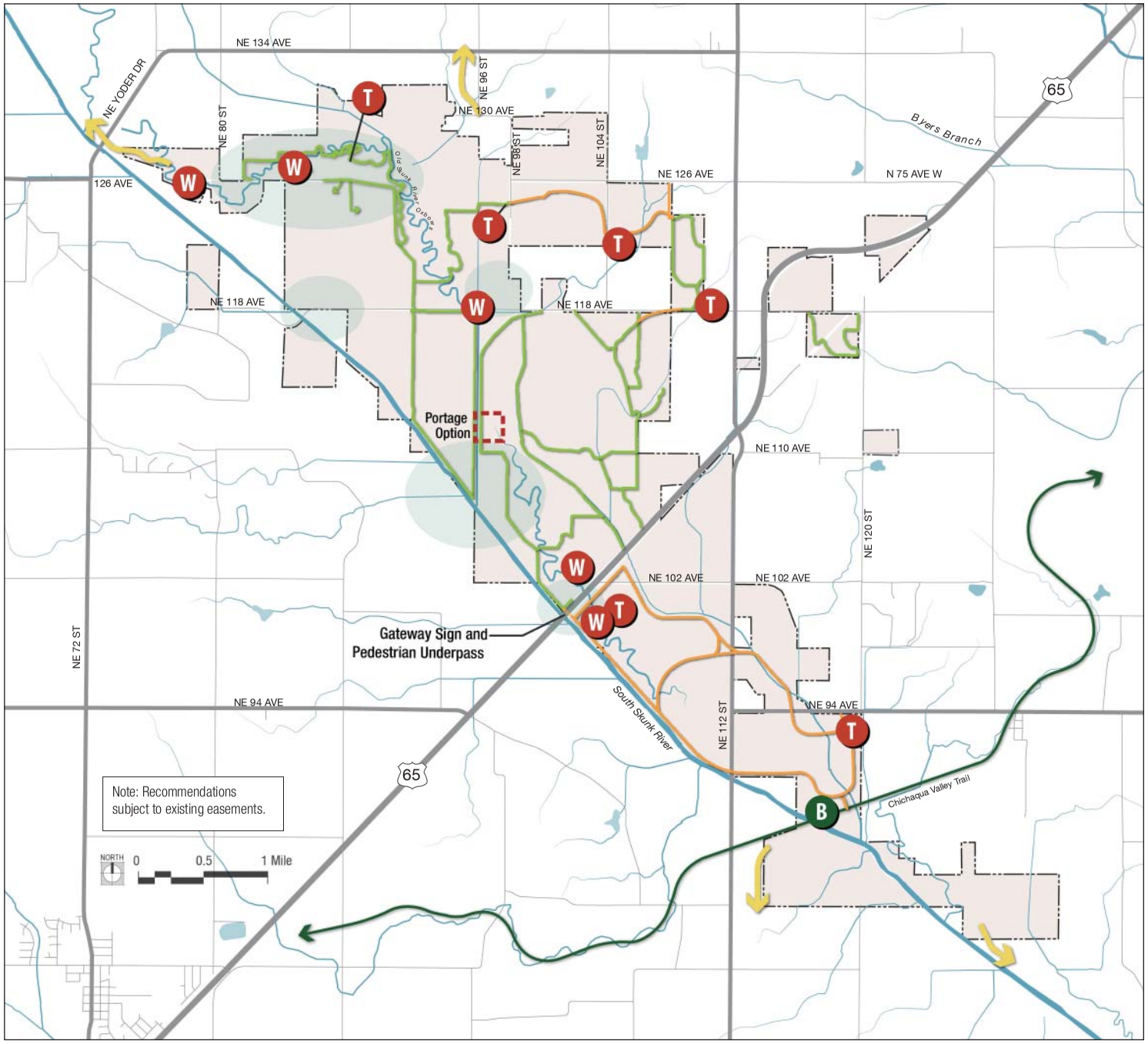
Vehicular Circulation

Recommendation:

Long-term roadway management or modification to increase the mass of habitat tracts

- Greater access to Chichaqua from outside its boundaries through improved portals of varying scales, increased in number
- Improvements in existing parking areas, including associating them with an increased number of trailheads/footpaths
- Use of primary portals to achieve a sense of arrival and inform the user's overall experience
- All recommendations must heed ongoing concerns over the safety of the public and wildlife. This plan's proposed modifications of 102 Ave., for example, are not intended to promote greater development along this route which could lead to increased wildlife morbidity.

Chichaqua Boundary
Existing Parking
Proposed Trailhead
Proposed Road Modification
Improve Road Access
Welcome / Information Hub



Proposed trail circulation

Trail Circulation

Recommendation:

Develop a series of loops for increased safety and exploration of Chichaqua's interior

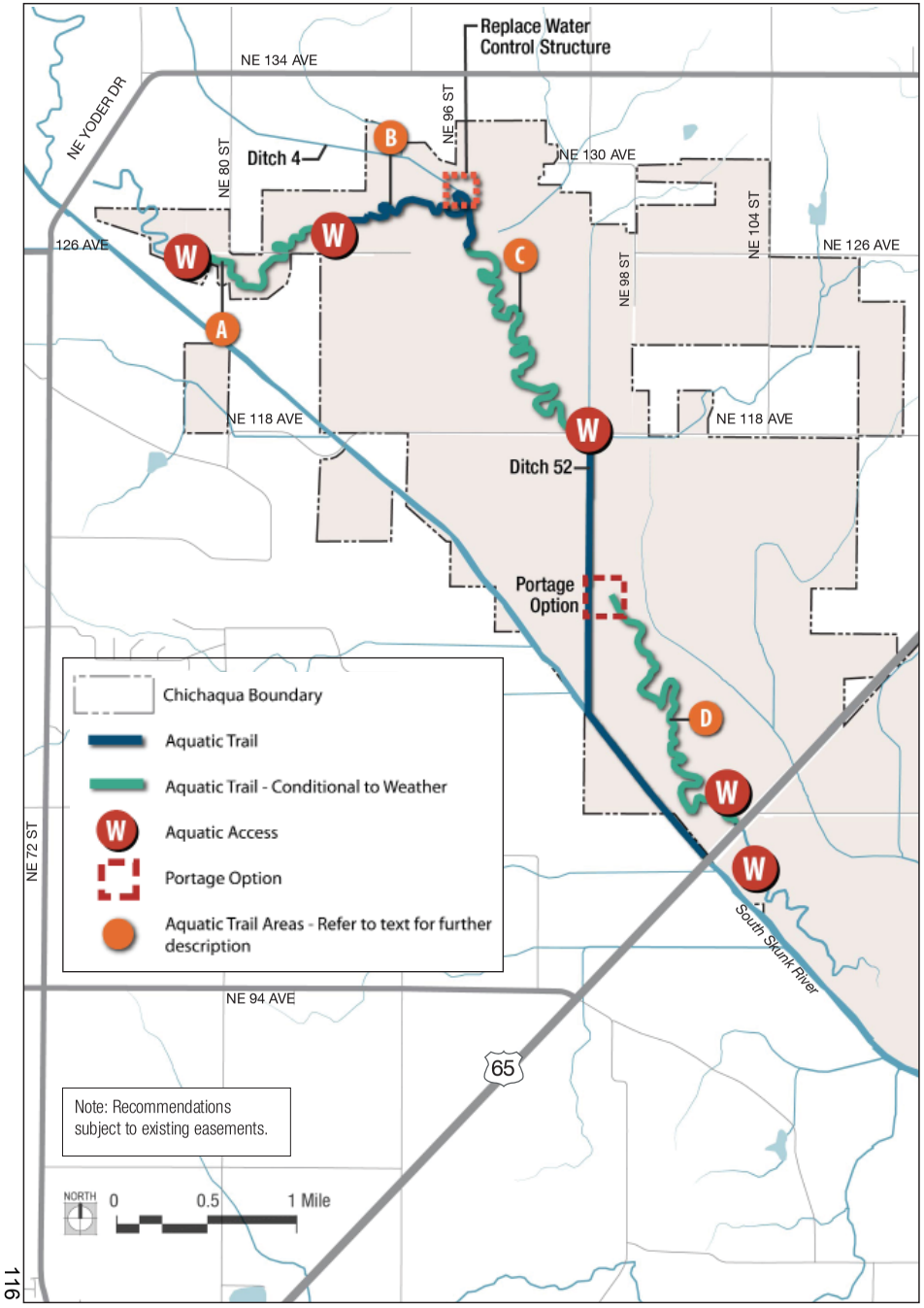
- Connect pedestrian paths to dispersed education sites and Welcome Portal
- Link footpaths and trailheads to enhanced parking sites (see Vehicular Circulation)
- Connect current Chichaqua Valley Trail users directly to the Chichaqua landscape for exploration and recreation
- Improve access to Chichaqua's interior for water trail users/river campers
- Fill-in "missing links" between existing footpaths
- Prepare to connect Chichaqua by multi-use trail to additional external trails
- Provide for improved/expanded trail crossings over waterways
- Connect north and south "halves" of Chichaqua through footpath under Highway 65
- Trailheads include appropriately scaled parking

Existing Features

- Chichaqua Boundary
- Existing Footpath
- Bicycle Trail (Chichaqua Valley Trail)

Proposed Features

- Pedestrian Trail
- Future Bicycle Route
- Trailhead
- Aquatic Access
- Portage Option
- Bike Oasis
- Trail Crossing Improvements



Proposed aquatic circulation

Aquatic Circulation

Paddling opportunities are limited at Chichaqua. Most of the old river channels are greatly diminished by siltation and obstructed by fallen trees. Some sections are too narrow for paddling, while others are a labyrinth of unconnected, dead-end oxbows. Area B, on the map at left, is presently the only paddling opportunity at Chichaqua. This area has been excavated and maintained for paddling. Although current does not flow through it, Area B offers about two miles of out-and-back paddling when water levels are sufficient. In dry years, even Area B may be devoid of water.

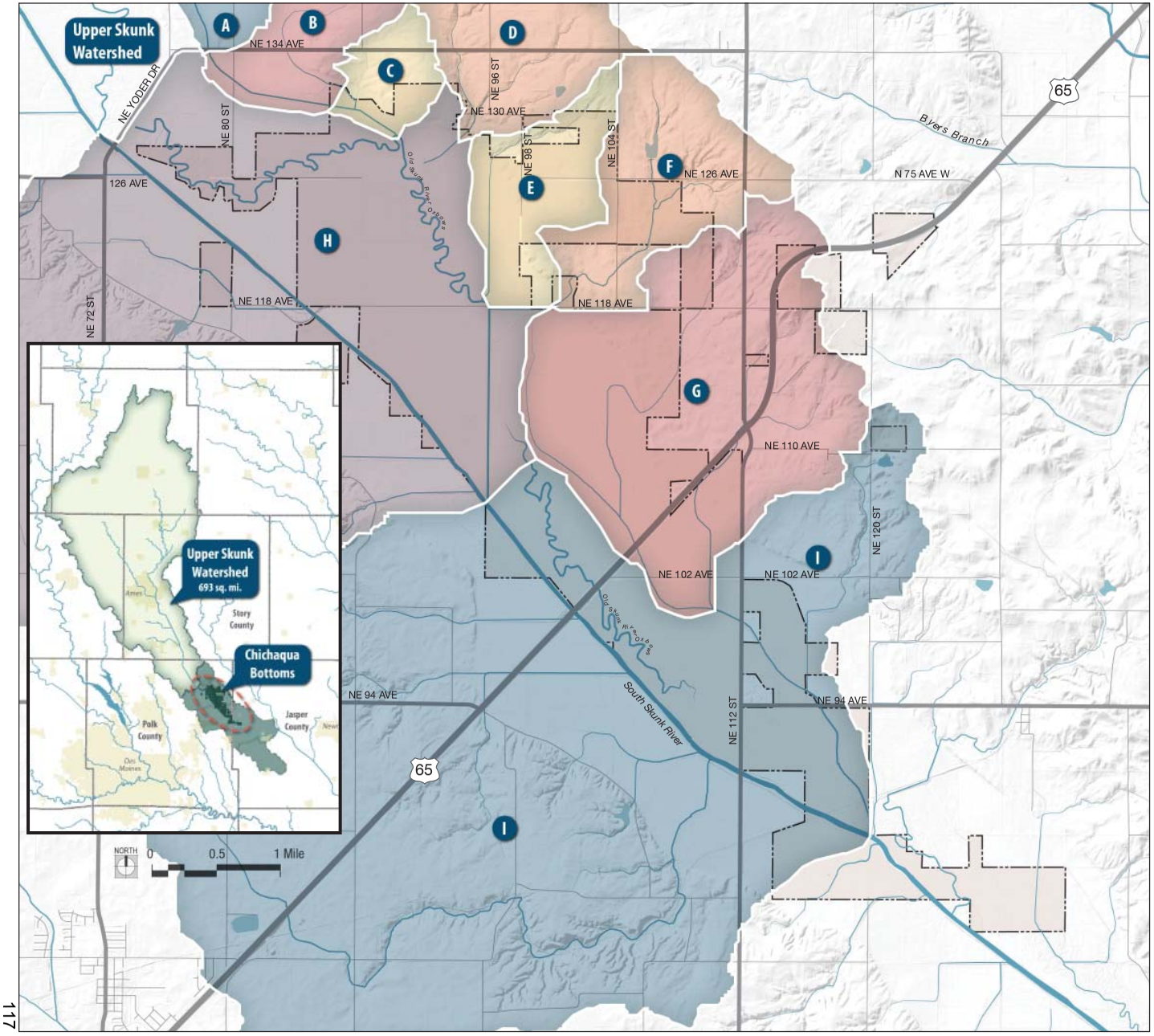
NEAR-TERM RECOMMENDATIONS

- Expand paddling opportunities in Area B with minor excavation and clearing in select locations. This could provide up to a mile of additional paddling, and provide paddlers with better access to wooded sections of the historic river bottom.
- Replace the water control structure between Area B and Ditch #4. This structure is currently in disrepair, and may allow water to escape too freely from Area B.
- If a deep-water habitat area is constructed north of Area B, provide a short excavated channel to connect it with Area B.

LONG-TERM CONSIDERATIONS

- The re-meandering of the South Skunk River through its ancient channels is practically and politically unfeasible.
- In areas labeled A, C and D, significant excavation and clearing are needed to restore the old channels as a viable and continuous paddling route. This work would be costly, and the resulting paddling route would require active long-term maintenance.
- Areas C and D could be linked via Ditch #52 if a water diversion structure and portage route were constructed as shown on the map.

Even with these improvements, paddling opportunities at Chichaqua will remain seasonal and dependent upon fluctuations in the water table.



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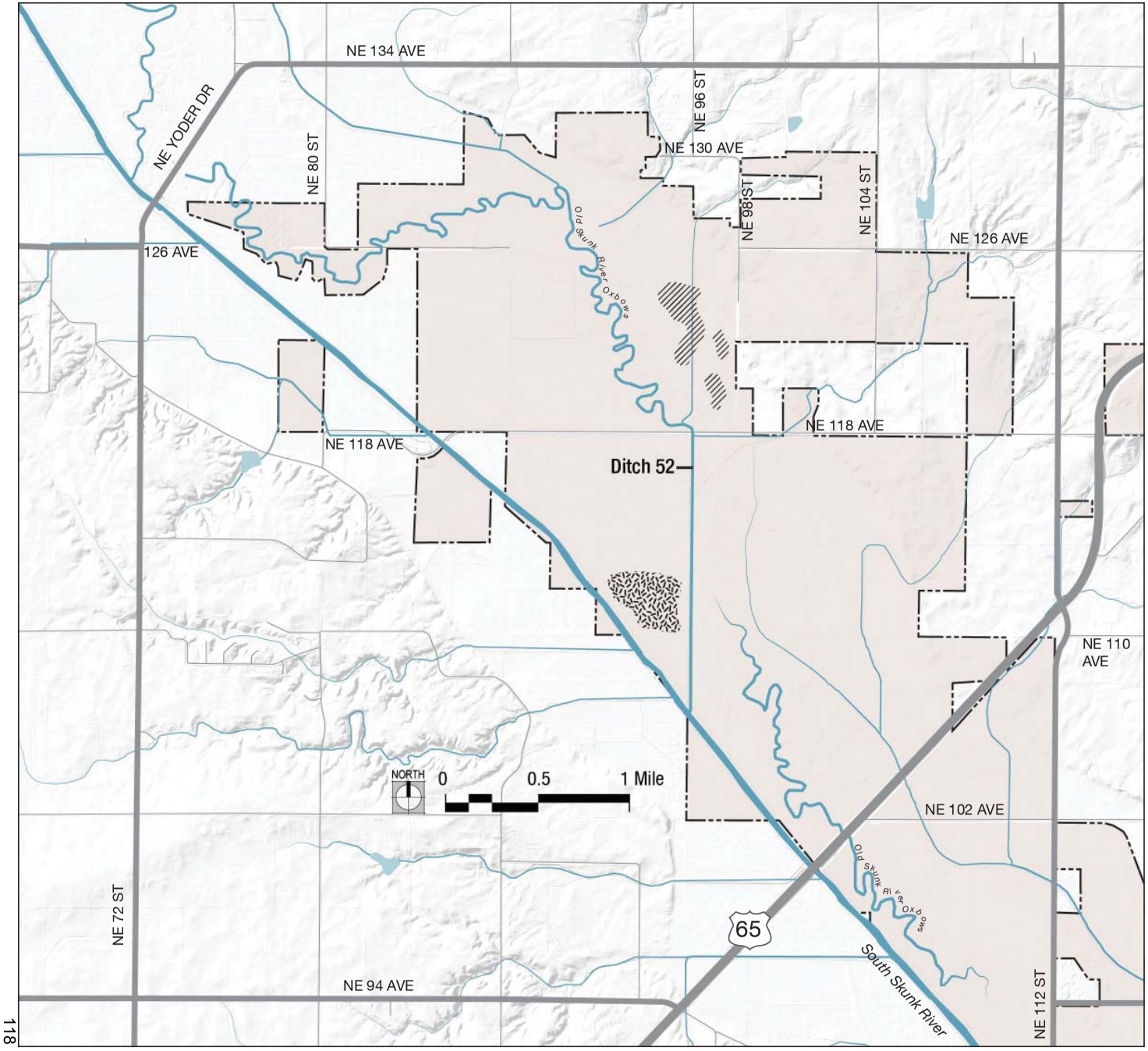
Water quality

Water Quality

Chichaqua receives runoff from nine watersheds, here labeled A through I. Soil erosion in these watersheds adversely impacts water quality entering Chichaqua.

Recommendation:

- Establish partnerships with landowners in at least one watershed to implement best management practices and demonstrate the effectiveness of responsible watershed management.
- Watersheds C and D are the areas of greatest need, but partnerships in any of watersheds A through F would be beneficial.
- Restore natural hydrology on future acquired lands, as much as possible without adverse impact on upstream landowners.



Water Quantity

Drainage ditch networks and permeable soils limit the availability of water for wildlife habitat at Chichaqua.

Recommendation:

- Without an adverse impact on upstream landowners, use water from the existing drainage ditch network to improve wetland habitat in the historic river channels. For example, it may be possible to divert a portion of flow from Ditch 52 east into the adjacent channels of the old Skunk River, and west to shallow wetlands.
- Excavate deep-water habitat in Zook silty clay soils.
- Focus future wetland mitigation projects in areas of clay soils, in order to increase drought resiliency.
- Proposed excavations are subject to archaeological review.

Chichaqua Boundary
Possible site for deep-water habitat (Excavated in zook silty clay soils)
Possible site for shallow wetland improvement (Diverting flow from Ditch 52)

118 Water quantity

Education

Welcome Portal with Chichaqua Station

This plan recommends a Welcome Portal to the whole of Chichaqua that will orient the public to its exceptional:

- Habitat and recreation efforts
- Hydrologic status and history
- Cultural, social and archaeological story
- Recreation/exploration opportunities

At the same time, we see this portal also showcasing Chichaqua's education and research mission through Chichaqua Station.

Chichaqua Station

We recommend a primary research and education facility here to parallel Chichaqua's potential for world-class stature. Chichaqua intends to lead in context-sensitive restoration. Simple but effective facilities must support that potential. Science and restoration of the altered landscape is essential to Chichaqua's success. Chichaqua already serves major universities well as a research site, but with no facilities designed to support these efforts, Chichaqua cannot fulfill its promise as a research and education resource.

We envision a facility built for:

- **Flexibility.** Research and education needs change with the assignments and the progress of Chichaqua over time. We picture movable furniture and equipment, adjustable storage, and infrastructure that anticipates growth and changes in technology.
- **Endurance.** At some point the mess of hands-on outdoor research and education gets tracked indoors. This facility will need to be accommodating and "built tough" with mud rooms and washable labs for washable kids.
- **Committed Workers and Interns.** Overnight stays of AmeriCorps teams or passionate researchers must be accommodated here. This also affords opportunity for artist residencies or other creative means of telling the Chichaqua story and providing educational options.
- **Technology.** Of the present and future. See Flexibility above.
- **Complementary Design.** This center proves most effective when it's developed to complement the K-12 environment and other research/education institutions in the area. It's conceived as the apex of an education triangle within the PCCB system (Jester Park and Easter Lake facilities anticipated) while also complementing labs, K-12 and other education/research institutions in Central Iowa.
- **Educational Site.** Chichaqua Station rests in a network of education-oriented wetlands/diverse habitats, boardwalks and viewing platforms.

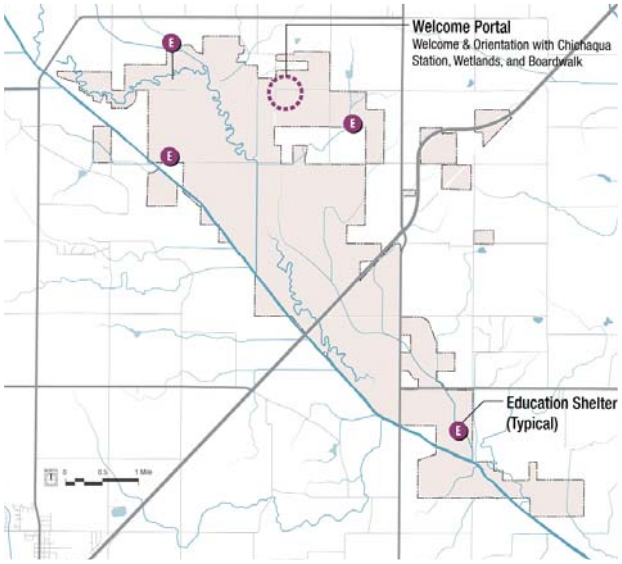
Chichaqua Welcome Portal and Chichaqua Station concept

Chichaqua has a diverse topography from wetland to dry sand prairie. Education about the diverse native landscape should take advantage of this wealth of outdoor learning environments.

Dispersed Education

The Welcome Portal with Chichaqua Station is intended as a focal point—a true "You are Here!" indicator for the Chichaqua visitor and as a hub to satellite education sites dispersed throughout Chichaqua. With Chichaqua's many ecological highlights, the whole education experience cannot be captured at one site. We recommend a series of secondary education hubs throughout. These can be used by classroom teachers and naturalists, scout leaders, other informal educators, resident artists and any visitors. With the advent of technology and interpretive signage at Chichaqua, this will give visitors of the future an enriched, comprehensive approach to knowing their Chichaqua.

Education Hub concept



Proposed Education and Welcome Portal Site

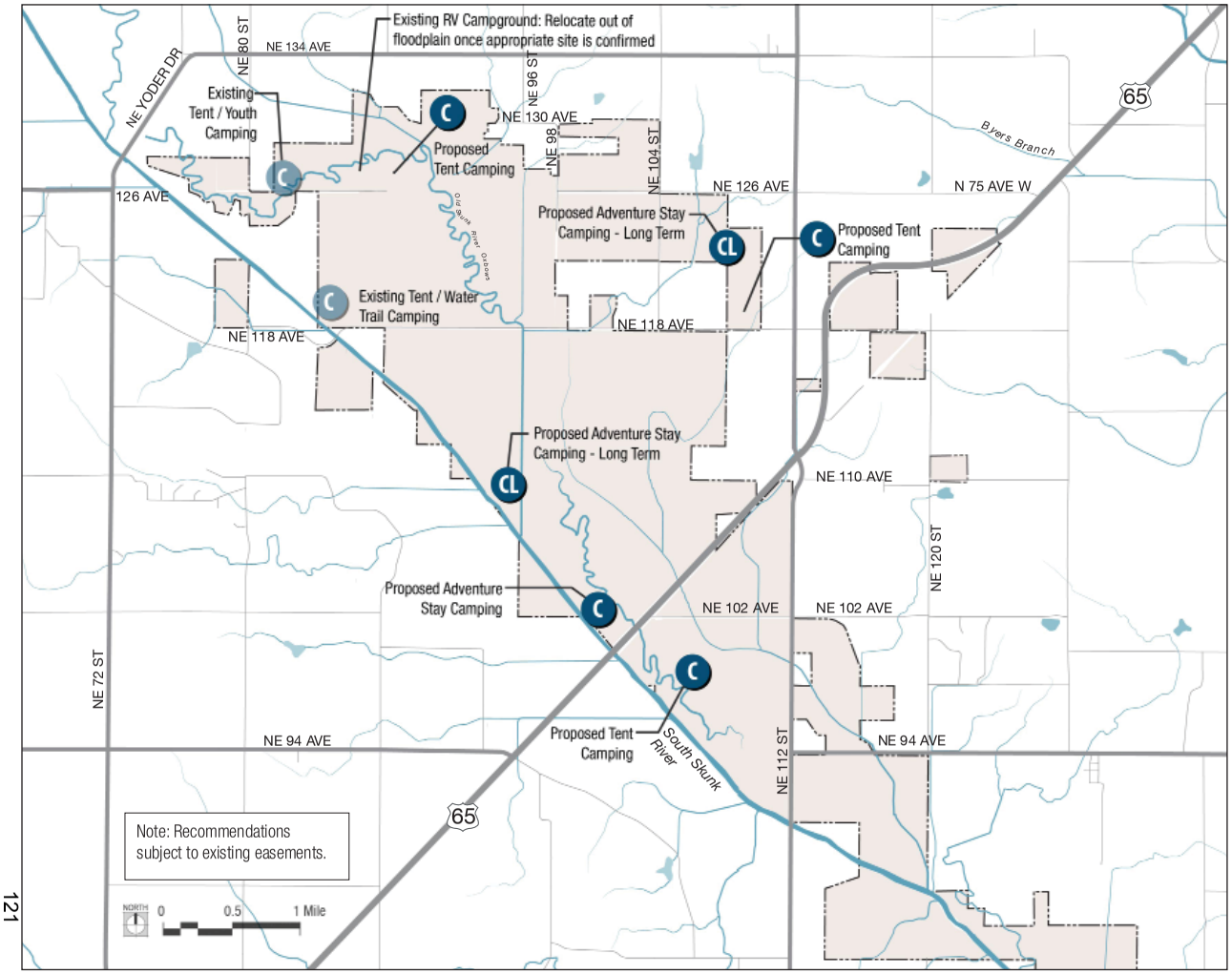
Camping

Overnight Stay

We anticipate relocating the current RV Campground due to flooding. This plan also recommends exploring more unique and culturally sensitive opportunities for overnight stay at Chichaqua, to complement the standard RV excursion. We envision true adventure stay here. While, as always, sensitivity to landscape damage must remain the primary driver, adventure stay certainly shows great potential along some of the remnant meanders of the original South Skunk river and along Chichaqua's edge without necessarily interfering with the more pristine habitat tracts.

Youth Camping

Chichaqua of the future provides a focus on youth in a concentrated area. Despite an obvious youth "zone," the scale of Chichaqua allows us to bring youth together without restricting their options for adventure. Instead, we increase the safety of hiking, paddling, camping and exploring Chichaqua for scouts, school groups, service clubs and others.



Tent Camping

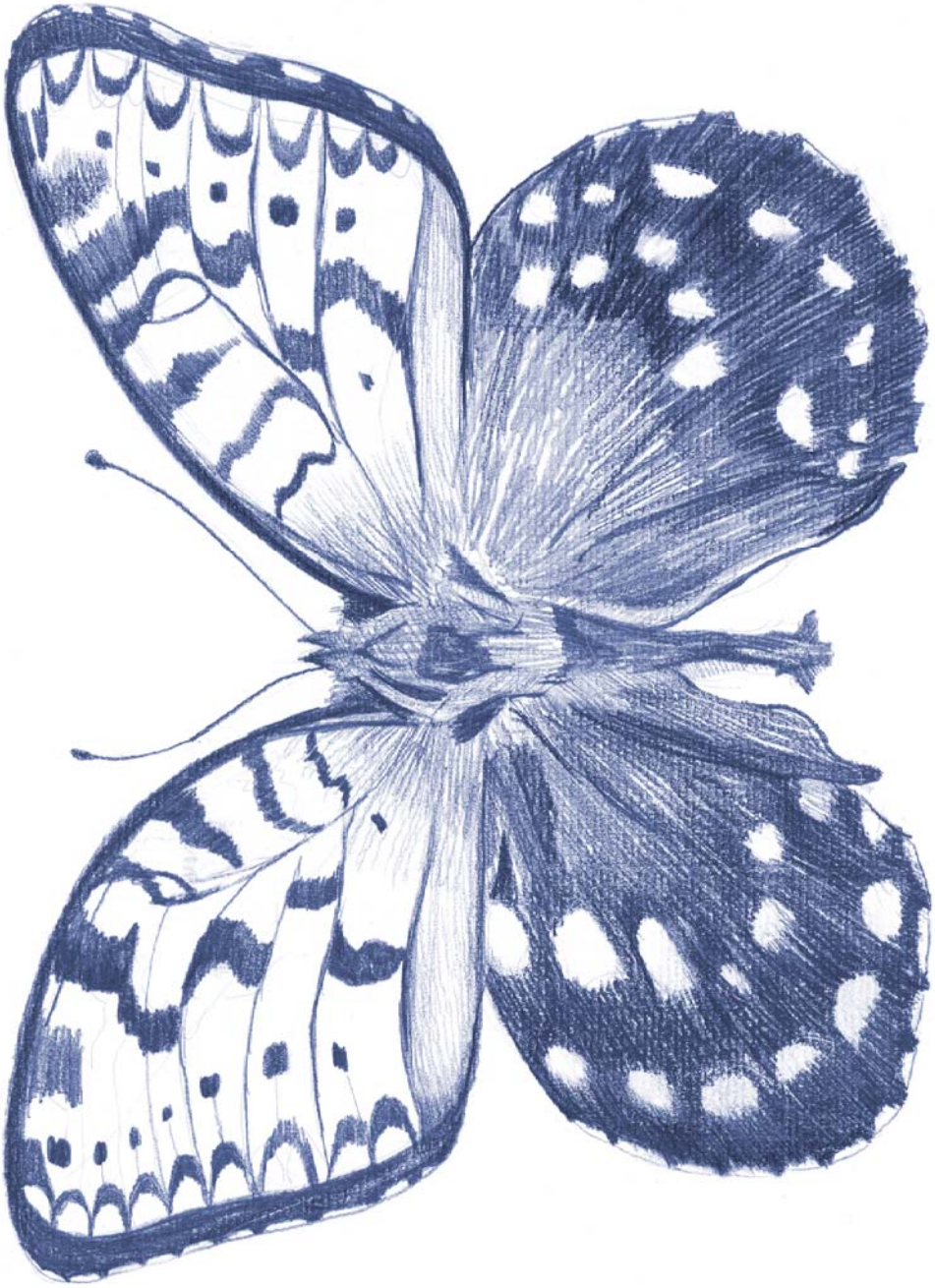
Adventure Camping, Long Term

Proposed camping diagram

Recommendation:

- Relocate RV campgrounds and maintenance facilities to sites that free them from the flood plain and that are developed in a manner that is supportive of the natural and restored landscape
- Create a focal point of youth activity at Chichaqua's northwest corner, repurposing flood-prone facilities to support youth camping
- Add adventure camping into the experiential mix
- Proposed excavations are subject to archaeological review

122 Adventure Camping—structural element/concept



CHAPTER V

Proposed Priorities and Cost Estimates

Chichaqua Implementation

Part One: Description and Cost Estimates for Phase One Projects

This implementation section focuses on an initial set of improvements that should help achieve the following:

- Increased awareness of and access to Chichaqua through enhanced directional signage and wayfinding
- Recognition of a "sense of arrival" at Chichaqua, including greater orientation and interpretation through an "early Welcome Portal" in the vicinity of the proposed Chichaqua Station site
- Increased ***interior*** access to key points within Chichaqua through road/parking improvements and trail access, initial wayfinding improvements and interior directional/on-course marker signage

While these elements are important, this early phase also improves experiences for both people and wildlife using Chichaqua. The means to that end include:

- Habitat improvements through implementing an ecology/management plan (referenced below) and deep-water excavation
- Recreation enhancements to camping, canoeing and exploration/hiking
- The first installation of an education shelter to assist naturalists in bringing school groups, families and others into the landscape (four such shelters are envisioned all together in addition to Chichaqua Station)

The items listed here to achieve those goals have been budgeted with some detail based on current thoughts related to the work and materials required but these numbers should be vetted when concepts gain greater clarity and design/engineering gets underway. These are early target numbers only.

Finally, Phase One work intends to improve the overall land and cultural management of Chichaqua by completing two key planning efforts:

- The ecology/management plan, and
- A Cultural Resource Management Plan.

Note: It's important that the Cultural Resource Management Plan precede (or at least parallel) the deep water excavation project. Chichaqua managers need full confidence the excavation site will not conflict with cultural preservation.

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PHASE ONE FACILITIES AND ANTICIPATED COSTS:

Item	Description/Elements	Quantity	Low Cost	High Cost
Deep-water habitat	Pond excavation, waste handling; clearing and grubbing; wetland/native seeding; water control structures; contingency	1.5 acres	139,000	152,000
NE 126th Avenue improvements	Mobilization, surfacing, shoulder and sub-bases, pavement markings, culvert replacement, driveway culvert clean and reset, ditch shaping and seeding	1.75 miles	440,000	484,000
Area B Channel improvements (aquatic circulation, paddling)	Class 10 channel excavation, waste; clearing and grubbing; wetland/native seeding; removing/replacing water control structure	See aquatic circulation map	100,000	110,000
Information hubs/kiosks	Per State Park Design Guidelines; associated with trail heads; Phase One anticipates 4 installed; price range 10-40K per (current DNR costs 15K)	4	40,000	160,000
Information panels	Basic interpretive element; 4-6K per	4	16,000	24,000
Regulatory/ wayfinding signs	Phase One signage addresses perimeter, directions to welcome portal and education hub; Phase One estimate accounts for ten signs, $500-800 each	10	5,000	8,000
Adventure camping	Support structure; cost range reflects variety of configurations, conditions, materials	2	8,000	40,000
Educational shelter	Shelter facility and associated at-site interpretation; stone seating, crushed aggregate paving; associated landscaping	1	15,000	40,000
Early welcome portal	Quality of materials and anticipated longevity impact costs greatly; estimate anticipates potential to remodel existing on-site grain storage unit; requires structural and foundation enhancements; furniture/fixtures/ equipment; crushed aggregate site paving; landscaping	1	60,000	80,000
Subtotals			823,000	1,098,000
Additional services	35% estimate for design, engineering, permitting, survey, geotechnical, and construction contingency		288,050	384,300
TOTAL		N/A	**1,111,050**	**1,482,300**

Additionally, two priority studies are recommended for Phase One:

- Ecology/management plan: $10–12,000.
- Cultural Resources Management Plan (scope requires additional definition for cost estimate).

Part Two: Measuring Success

The full story of the success of this master plan will be told over time with a series of measures honing in on the partners' capacity to meet the vision and mission outlined in the strategic framework of this document. This plan recommends PCCB and its partners focus on a discrete suite of indicators, tracked over time, to understand Chichaqua's progress in terms of restoration, recreation, education and overall services.

RECREATION AND PUBLIC SERVICES MEASURE:
TRACKING USE OF AND ATTITUDE TOWARDS CHICHAQUA

Monitor use through drop box surveys, installed counters and/or random intercept studies. Work with social research experts (e.g., ISU's CARD) to identify qualitative and additional quantitative measures for tracking use and appreciation. Track seasonal changes in use. Focused qualitative work with current primary and incoming users (hunters, birders, scouting groups and educational field trips) can provide an excellent foundation for ongoing understanding.

Additionally, we want to track Chichaqua's impact on neighbors and nearby communities (e.g., Bondurant, Farrar) to help ensure Chichaqua remains sensitive to the surrounding context.

RESTORATION/HABITAT MEASURES:
SPECIES PORTFOLIO, DISTURBANCE MONITORING, WATER QUALITY MONITORING

PCCB is already taking the lead county-wide on developing water quality monitoring data for incoming watershed management authorities. PCCB's expertise can be extended to PCCB lands, particularly Chichaqua. The ecology/management planning process should fine-tune this portion of the measurement scheme, but it makes sense to build on the work Keith Summerville has already started and potentially develop a portfolio of species to assess at the landscape scale. At the same time, more practice-based or "output" measures can aid in interpreting progress. For example, random sites could be monitored for the number of disturbances achieved over a five-year period or distribution of different habitat types can be analyzed. These measures, however, are likely weaker than the more outcome-based measures of understanding the vitality and populations of a variety of species on the landscape – or in the general region.

RESILIENCE MEASURES:
GROWTH IN CHICHAQUA'S WATER-HOLDING CAPACITY

This is again a practice/output-based measure, but it speaks directly to expanded habitat, overall improved landscape-scale management and enhancing Chichaqua's ability to withstand climate and development pressures.

This might take the form of models addressing questions like how much water can Chichaqua hold and how long can it hold it? 100 year events? 500 year events? What needs to be done to restore the system to reduce down-watershed impacts of 500 year events? These measures will not only demonstrate progress at Chichaqua but should help inform eventual water quality and quantity management studies/approaches.

EDUCATION MEASURE:
ENHANCED ADVOCACY/AWARENESS OF PROGRAM PARTICIPANTS

From March 2008 to March 2009, PCCB's environmental education (EE) program conducted a cost-effective online survey to measure EE program impacts on participant attitudes, advocacy and behavior. EE can conduct a similar study (or studies) in the future, assessing the impact of programs at Chichaqua on participants and perhaps in comparison to other PCCB programs. Growth in Chichaqua's EE programs and participation overall serves as a baseline output measure.

APPENDIX

Habitat Suitability Modeling

Habitat Suitability Modeling for Six Species of Conservation Concern within Chichaqua Bottoms Greenbelt, Polk County, Iowa

Keith S. Summerville, Andrew Rupiper, and Mary Brucker
Department of Environmental Science and Policy
Drake University, Des Moines, Iowa 50311
Contact: keith.summerville@drake.edu

Introduction

Chichaqua Bottoms Greenbelt (CBGB) is a 3,000 ha grassland and wetland nature preserve located in south-central Iowa near the Wisconsin glacial terminus, or the Des Moines Lobe physiographic region (41o46'22N 93o23'06W). Recent glacial history dramatically influenced the geomorphology of the region; CBGB occurs within a landscape of poorly drained, shallow wetlands adjacent to broad alluvial bottomlands. Floodplains within CBGB are virtually level lowlands of alluvial soils deposited by glacial melt water and, more recently, the Skunk River which flows along the western boundary of the preserve. Prior to settlement, the vegetation of CBGB was primarily mixed prairie, with mesic grasslands favored in glacial kettles and lowlands and more xeric prairie communities found on sandier soils or aeolian deposits.

Draining of wetlands and mesic grassland habitats for row crop agriculture resulted in a loss of 98% of the original vegetation within CBGB after settlement, and most prairie habitats currently present at the site reflect active restoration efforts to decrease cover of cool season grasses such as *Bromus inermis* and *Phalaris arundinacea* and increase the prevalence of conservative Tallgrass prairie grasses, sedges, and forbs (Chichaqua Bottoms Greenbelt Comprehensive Conservation Plan 2004). Wetland habitats throughout the preserve are also the product of restoration activities, including active removal of tile lines, alteration of surface water drainage patterns, and construction of open water wetlands through mitigation. Prescribed burning is the dominant form of disturbance used to manage the vegetation of CBG, with an average of 750 ha burned annually over the last decade. In general, few parcels are burned in consecutive years.

The goal of this project was to develop a series of habitat suitability models that (i) identified patches of habitat that are highly suitable for each of six rare species within Chichaqua Bottoms Greenbelt and (ii) predicted locations of additional suitable habitat outside the boundaries of CBGB. Identifying critical habitat within the boundaries of Chichaqua Bottoms is critical to the construction of a site Master Plan and a more strategic management plan. In addition, identifying areas of critical habitat outside the boundaries of the preserve is critical to developing acquisition or outreach efforts that enhance the conservation efforts of Polk County Conservation Board.

SELECTION OF SPECIES

Six species were selected for habitat suitability modeling: Plains Pocket Mouse, Henslow's Sparrow, Bobolink, Blanding's Turtle, Regal Fritillary, and Sandhill Crane. These species represent a range of ecological niches and have been described as indicators of habitat quality (e.g., Schlict et al. 2007, Summerville et al. 2011). The species also possess different dispersal abilities, ranging from the Sandhill Crane, which likely passes through most habitats at Chichaqua Bottoms Greenbelt to the Henslow's Sparrow, which is restricted to Tallgrass prairie patches with thick thatch and a relatively disturbance-free management history. Each species is described briefly below.

Plains Pocket Mouse (Perognathus flavescens)

The plains pocket mouse is a heteromyid rodent species that occurs on grassland systems of midwestern North America It ranges from southwestern Minnesota and southeastern North Dakota to northern Texas east of the Rockies, and from northern Utah and Colorado to northern Chihuahua west of the Rockies (Geluso 2009). They are adapted to patches of habitat with bare ground and very sandy soil. The mouse's diet is restricted to seeds and, occasionally, the foliage of grasses. Some food found in their cheek pouches are: seeds of needle grass (*Stipa*), bind weed, sandbur grass, a small bean (probably *Astragulus*), and sedge (*Cyperus*). Even those caught in corn or bean fields usually have their pouches filled with weed seeds. Their breeding season is July - August and the females tend to have 4 offspring per year.

This species is considered endangered in the state of Iowa. There are historic records of plains pocket mouse from the collections of Dr. Jim Christensen dating to the early 1980's. Summerville discovered a single individual on Sandhill Prairie in 2008. The larger distribution throughout Chichaqua Bottoms Greenbelt is unknown. In Nebraska, plains pocket mice can be found in roadside medians as long as soils are sandy (Geluso 2009). Thus, even small patches of suitable habitat may be appropriate for this species.

Blanding's Turtle (Emys blandingii)

Blanding's Turtles is a medium-sized, hard-shelled turtle indigenous to Iowa's wetland and river complexes throughout the central and eastern parts of the state. The species has a unique phenotype. The shell is rounded and hump-shaped and, occasionally, speckled with yellow dots. The neck and throat are bright yellow. Blanding's turtles are mostly predaceous, feeding on insect larvae, snails, leeches, small fish and frogs.

Preferred habitat for Blanding's turtle is wetlands – both permanent and ephemeral, although habitat use becomes restricted to deeper freshwater impoundments during droughts. Streams and river channels are also used, but Blanding's turtles appear to avoid areas with high current. Marshes and wetlands with thick emergent vegetation and some downed logs are highly valued for protection and basking, especially by juvenile turtles. Importantly, wetlands covered by cattails are avoided by Blanding's turtles.

Blanding's turtle home range varies from 1.5 ha to 63 ha and most individuals will move > 500 meters every couple of weeks. The species population structure thus fits classic metapopulation expectations, with individuals occupying a single wetland impoundment for only a short time before moving to a new wetland. This process repeats itself over the summer; individuals can move up to 7 kilometers over a few months' time. Within

a wetland complex, however, Blanding's Turtles display a high level of philopatry (e.g., Barker and King 2012). During dispersal, flooded woodlands and oxbows are used for feeding and resting.

Summerville has recorded Blanding's turtles in controlled wetlands adjacent to the main office at Chichaqua Bottoms, in prairie pothole wetlands on and south of Sandhill prairie, and along ditch 52. Blanding's turtles were not seen at all during the droughts in 2012 when wetland drawdown removed most freshwater habitat throughout the preserve. Rupiper document basking juvenile Blanding's turtles in several wetland potholes on Sandhill Prairie in June and July 2013. The species is considered threatened in Iowa.

Henslow's Sparrow (Ammodramus henslowii)

An inconspicuous and rare emberiizid, the Henslow's Sparrow breeds in grasslands of the east-central United States. Its population numbers have declined steadily over the past few decades, largely because of habitat loss (Kent and Dinsmore 1996). Ideal habitat is large, flat prairies with no woody plants. Dominant vegetation is tall, dense grass (e.g., *Andropogon; Sorghastrum*), a dense litter layer, and standing dead vegetation (Pruitt 1996). Nesting occurs in an open bowl of loosely woven dry grasses, placed in layer of grass litter just off the ground. Henslow's Sparrow has been identified as the highest priority for grassland bird conservation in eastern and Midwestern North America by Partners in Flight (PIF), a cooperative effort of many organizations dedicated to bird conservation (see also Jackson et al. 1996).

Summerville et al. (2011) detected Henslow's sparrow in a number of habitat patches across Chichaqua Bottoms Greenbelt, especially Sandhill Prairie, Mountain Farm, and areas of unburned prairie east of state route 65. There is a clear inverse correlation between grassland seral state and abundance of Henslow's sparrow (USDA 2003). Management activities that reduce thatch, thin vegetation, or promote shrubby / tree recruitment will diminish the value of habitat for Henslow's sparrow. This species is considered threatened in Iowa.

Bobolink (Dolichonyx oryzivorus)

The Bobolink is another bird restricted to grassland systems in the Midwestern and Eastern United States, but its habitat requirements are near opposite of Henslow's sparrow (e.g., Jackson et al. 1996). Adult males are easily recognized because it is black underneath and white on the back. This coloring makes the male stand out while he is performing his displays. The species breeds in open grasslands and hay fields, but tends to avoid areas with overly thick thatch and tends to select fields with a more balanced grass:forb ratio than does Henslow's sparrow (Kent and Dinsmore 1996). The diet of bobolinks is seeds, with both grass and forb species utilized. Nesting is close to the ground in a cup constructed from available vegetation.

Bobolinks are regular migrants through Chichaqua Bottoms (Summerville et al. 2011), but numbers of this bird increased annually on Bolton-Hay prairie as a result of the introduction of grazing management. Ideal breeding habitat is 10-30 hectares with little woody edge. Management of grassland patches through burning, mowing, or grazing should be done on a 3-6 year rotation in order to limit woody vegetation and provide adequate amounts of mid-successional grassland (USDA 2003). Bobolinks tend to next a little later than many migratory birds, so planned disturbances should be avoided until after July 15th (which is consistent with regulations governing actions such as haying NRCS easements).

Sandhill Crane (Grus canadensis tabida)

The Sandhill Crane (*Grus canadensis*) is among the largest of all crane species, ranging across North America and into northeastern portions of Russian Siberia. Adults are marked with a characteristic plumage: gray body, white cheek feathers, and a reddish wash to the forehead. In the Midwestern United States, Sandhill Crane migrations are massive events, with upwards of a half million birds arriving in the Nebraska Sandhills and Platte River valley each year. These migration events are popular among bird enthusiasts and nature lovers. During breeding season, Cranes prefer to feed in open grasslands, meadows, and wetlands, with nesting occurring in partially emergent wetlands with ample habitat cover. In these habitats, birds feed on a wide range of food items, including amphibians, insects, grains (including crops such as corn and, to a lesser extent, soybeans), and occasionally small rodents (see Archibold and Meine 1996).

The greater Sandhill Crane (*Grus canadensis tabida* L.) was a common nesting species in Iowa prior to the onset of human settlement in the mid-1800's, but the species was extirpated from the state by 1900 (Dinsmore 1994). The rapid loss of breeding populations of Sandhill Cranes has been variously linked to unregulated hunting practices, conversion of grassland habitat to agriculture and widespread draining of wetland habitats where nesting occurs (Tacha et al. 2006). Since 1980, the Sandhill Cranes gradually have begun to recolonize the state; first as the occasional migrating group used Iowa's wetlands as a stopover location and later as breeding pairs began to return to northeastern and east-central Iowa counties (e.g., Poggensee 1992, Jackson et al. 1996). Sightings of Sandhill Cranes in Iowa have now been confirmed from ≈ 2/3 of Iowa's counties, with nesting documented in northeastern Iowa for the last decade (Dinsmore and Kent 2002).

Regal Fritillary (Speyeria idalia)

The Regal Fritillary is a nymphalid butterfly found among restored and remnant tallgrass and mixed-grass prairies in the east-central United States. Flight occurs from approximately June to September and adults tend to be swift in flight, coasting close to the ground (Schlict et al. 2007). The larval food source for the regal fritillary is violets (*Viola* spp.) (Selby 2007). The violets are an extremely important component of habitat sustainability for the regal fritillary and there is a correlation between the number of violets present and the number of butterflies found in a given area (Kelly and Debinski 1998). Violet species that the larvae feed on include *Viola pedata* (bird's-foot violet), *V. pedatifida* (blue prairie violet), *V. papilionacea* (common blue violet), *V. lanceolata* (lance-leafed violet), *V. nuttallii* (Nuttall's Violet) (Kelly and Debinski 1998), *V. sagittata* (arrowleaf violet), and *V. tricolor* (Johnny Jumpup) (Selby 2007). Adults feed on a variety of nectar plants and their availability throughout the summer flight time can be as important as the presence of larval food plants in determining whether an area can support populations of butterfly species (Selby 2007). Milkweeds, thistles, coneflowers, blazing-stars, bergamots, clovers, goldenrods, and ironweeds are some of the most important nectar sources for adult regal fritillaries.

This species is considered special concern in Iowa and has been found on Bolton-Hay,

Sandhill, and Mountain Farm prairies at Chichaqua Bottoms Greenbelt. In 2012, regal fritillaries were found in large numbers (> 40 individuals detected in June and July), but most annual observations are restricted to a single or a few individuals per year (e.g., see Elmer et al. 2012).

CONSTRUCTION OF GIS MODELS

All models were constructed using habitat assessments published in the primary literature, Iowa DNR GIS data, and field observations made during the spring-summer 2013 season. All models were created with the same initial step. We began by constructing a base map that consisted of high resolution land cover data. This high resolution land cover product was derived from three dates of aerial imagery, and from elevation information derived from LiDAR elevation data. It has a spatial resolution of one meter, and a class resolution of 15 classes. The target year for the interpretation of the classification is 2009. The Imagery sources are the 2008 NAIP imagery, the 2009 NAIP imagery, and the Four band Spring imagery collected in 2007, 2009 and 2010. Three dates were used because previous experimentation had shown that using fewer dates lacked sufficient spectral information to produce a reasonably consistent classification at the level required (Iowa DNR metadata).When two land cover classes graded into each other, we used a weighing algorithm to create ecotones between cover classes. In addition, we developed weighting rules to prioritize specific aspects of a species microhabitat preference. For example, when a species will utilize both the southern and western aspects of a hill, but prefers the western, greater weight was placed on that aspect. This allows for intermediate habitat to be scored as marginally suitable for each species (a strictly binary habitat model it would classify marginal habitat as unsuitable).

The first species habitat suitability model presented in this report is the plains pocket mouse (*Perognathus flavescens*). Three primary environmental attributes were utilized in the construction of this model, percent sand within soils, hill aspect, and vegetative land cover. The first pass of the model took the existing high resolution land cover and removed any attribute not associated with cool and warm season grasses. After separating the target land cover types a 3 meter digital elevation model was utilized to produce an aspect layer. This layer isolated southern and western faces of the topography within a 1 mile buffer of existing park boundaries. Primary literature describes *P. flavescens* as consistently maintaining an affinity toward primarily the southern aspect, while utilizing the western aspect, albeit less frequently.

The final model filter for the study area, in regards to plains pocket mouse, is soil type. This data set consists of georeferenced digital map data and computerized attribute data. The map data are in a 3.75 minute quadrangle format and include a detailed, field verified inventory of soils and nonsoil areas that normally occur in a repeatable pattern on the landscape and that can be cartographically shown at the scale mapped (Iowa DNR GIS). Surgo soil polygon files were sorted into a binary system referencing the percent sand within the surface horizon. Soils with >%45 sand were maintained, discarding the remaining polygons. After polygon selection and elimination, the existing shapefiles were converted to raster data in order to perform the final analysis.

The resulting layer file was then assessed for error and corrections were made in order to remove over estimations within existing agriculture land. Fencerows, road right of ways, and field terraces meeting the requirements above were maintained in the model due to the potential utilization of these small discontinuous habitat areas. There was a distinct pattern in spatial arrangement from this model with the northern and eastern reaches of CBG and the surrounding area displaying potential suitable habitat, while the southern and western reaches showed little to none.

Each additional habitat models will follow the same initial coarse filter landcover removal steps, but will vary in fine filter attribute selection.

The second species assessed in this habitat suitability model was the Blanding's turtle (*Emys blandingii*). This model used a scoring system developed by Barker and King (2012) for wetland complexes. Barker and King approach modeling building for Blanding's turtle using orthophotos to weight habitat attributes using four variables: wetland area (larger wetlands receive a higher ordinal score), percent emergent vegetation (higher values receive lower ordinal scores), percent vegetation around the perimeter of a wetland (higher values receive higher ordinal scores), and number of basking sites (more site receive higher ordinal scores). Habitat suitability is then calculated for each wetland as the numeric average of the four habitat values.

Henslow's sparrow (*Ammodramus henslowii*) and regal fritillary (*Speyeria idalia*) are presented together due to their affinity for similar habitat structure (e.g., see Beilfuss and Harrington 2001; USDA 2003). In order to maintain viable populations both species require unburned, ungrazed, grasslands with a maintained litter depth of at least 3 cm. These models included areas of warm and cool season grasses 3-5 years post burn, with 50 meter buffers from standing woody vegetation. Henslow's sparrows and regal fritillaries will adapt more readily to restoration practices than some other grassland birds and butterflies, such as bobolinks and upland sandpipers. Studies to determine regal fritillary larval host food preference are ongoing, with the current assumption that, Iowa, the species prefers ovipositing on prairie violets (*Viola peditifida*) under question (Selby 2007). In 2012, Rupiper experimentally planted prairie violets on Sandhill Prairie to assess Regal Fritillary foraging. The location of this site is annotated on the resulting habitat suitability map.

The bobolink (*Dolichonyx oryzivorus*) habitat suitability model consists of two primary elements; one spatial and one management history. The first filter was a 50 meter buffer from woodlands, roads, and permanent standing water (open ponds and rivers). Bobolink abundance is generally negatively correlated with woody vegetation, forested areas, and heavy forb cover and positively correlated with percent canopy cover of grass and litter presented 1-3 years post burn. The second filter omitted land cover burned within the last year and more than 4 years past. While management practices are not the target of this study, the models produced will help target activities such as burning, vegetative removal and supplementation, and future construction of habitat.

Finally, the habitat suitability assessment for Sandhill Crane was developed by modifying the approach of Downs et al. (2008). The process is broken down into four separate steps. First, we broke the Chichaqua Bottoms basemap into a grid with 25 x 25 meter subunits so that each subunit could be analyzed separately. Second, we categorized each cell in the 25 x 25 meter grid based on whether that cell contained breeding habitat. After Downs et al. (2008) we used wetlands with emergent vegetation that were ≥ than 0.5 ha as breeding habitat (Tacha et al. 2006). Habitat subunits in the landscape

that meet this standard were scored a "1"; all others are scored "0". Third, we scored all cells based on whether they met the feeding, roosting, and cover preferences for Sandhill Cranes. For example, wetlands within 750 meters of nesting habitat are highly valued for feeding, as are corn fields within 1000 meters (Downs et al. 2008). Grasslands with vegetative cover > 1.5 meters tall provide important cover for young birds and adults (Tacha et al. 2006). Habitats that are wetland or Tallgrass prairie receive a "1"; corn fields receive a 0.5, and all other habitat types receive a "0". Fourth, we calculated a habitat suitability index value for each 25 x 25 meter subunit on the landscape grid. To do this, the following formula was used:

$$\text{Habitat Suitability Index Score} = \frac{(\text{Nesting Score} * 2) + \text{Feeding Score} + \text{Cover Score}}{3}$$

Nesting habitat score was given higher weight in the calculation than the other two habitat types because breeding success is the most limiting factor on crane recovery in the agricultural Midwest (Tacha et al. 2008). Because each subunit in the landscape map receives its own score, this method allows for easy visual identification of habitat that should be managed for Cranes.

GROUND TRUTHING THE MODELS

In August and September 2013, we used targeted site visits within and, especially, outside of the boundaries of Chichaqua Bottoms Greenbelt to try and validate some of the model predictions. For example, soils, slope, and aspect variables often indicated area of suitable habitat for species but existing land uses were inconstant with what ecologist would consider higher quality habitat. When we observed this variance in model prediction and field reality, we modified our maps to account for the error. In addition, soils and land cover classes are often mapped at a larger scale that actual field-level observation would confirm. Thus, we update land cover classes and other coarse scale data with field observations as appropriate. Field truthing these maps continues.

Additionally, simply because a habitat suitability map reveals patterns in distribution of quality habitat does not indicate that actual populations of the six species occur in an area. Consider effort will need to be made to document populations of these rare species, especially in the regions that lie outside of the boundaries of Chichaqua Bottoms Greenbelt. The largest two priority species for field sampling should be **Plains Pocket Mouse** and **Blanding's Turtle**. In the case of the mouse, the species is at the edge of its range in eastern Polk County and thus is likely characterized by a small population size with high inter-annual variability. Populations outside of the protection of CBGB should also be documented. In the case of Blanding's turtle, emphasis on regional inventory is important because (i) the species moves throughout the entire preserve and (ii) recent droughts have likely stresses extant populations as wetlands have been drawn down to near zero in 2012 and, to a lesser extent, 2013.

RESULTS

Below, we present the visual results of each habitat suitability model and discuss the major results for each species.

Plains Pocket Mouse

Habitat suitable for plains pocket mouse is limited to the northeastern and eastern fringes of CBGB where soils are sandy and exposure favors warmer microclimates. Considerable suitable habitat extends outside of the preserve in the form of wind-blown sands and glacial till. Overall, only about 7.6% of the current acreage within CBGB is suitable for Plains Pocket Mouse.

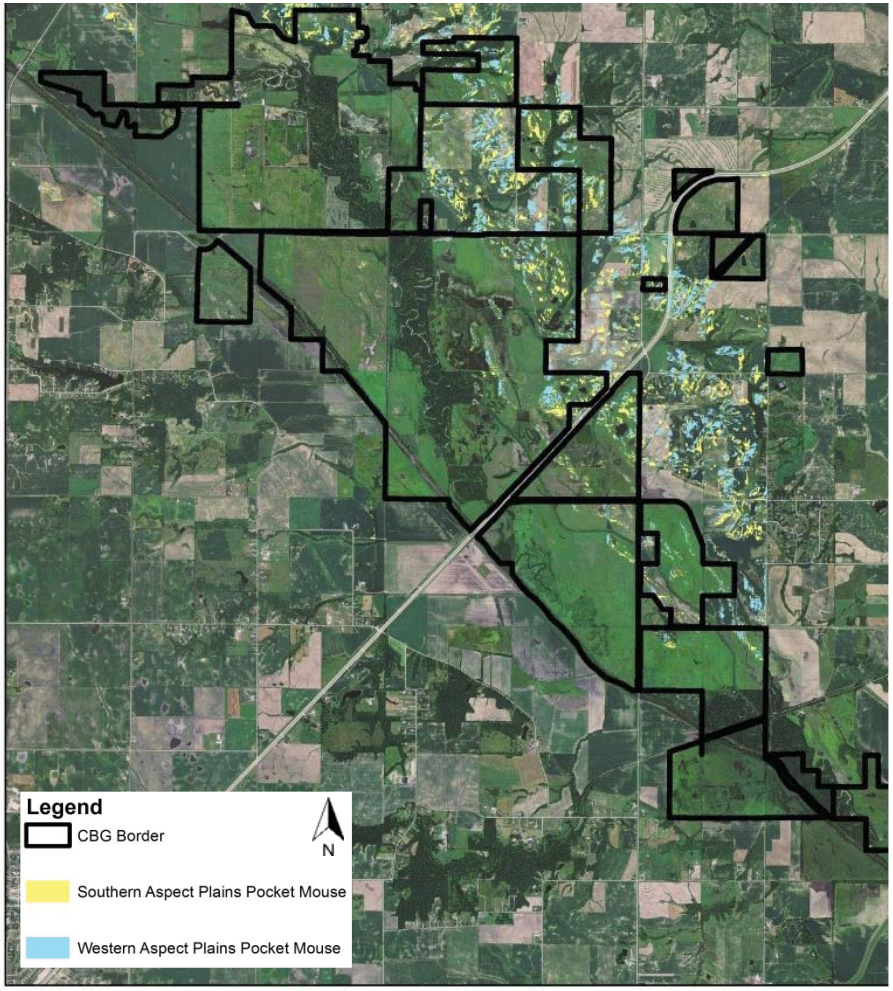

Figure 1: Habitat suitability map for Plains Pocket Mouse

0 0.5 1 2 Miles

Blanding's Turtle

The pond/wetland system within CBG scored relatively low across all instances due to a lack of basking sites (e.g., downed logs associated with wetlands to promote basking) and proper vegetative associations surrounding deep-water wetlands. These shortfalls could be easily addressed with targeted restoration practices. Pot-hole type wetlands that serve as Blanding's turtle habitat currently represent only 25% of the wetland cover classes across the CBGB system. Importantly, little suitable habitat exists outside of the CBGB boundary, so the long-term status of this species in the region will heavily depend on proper management of the CBGB system.

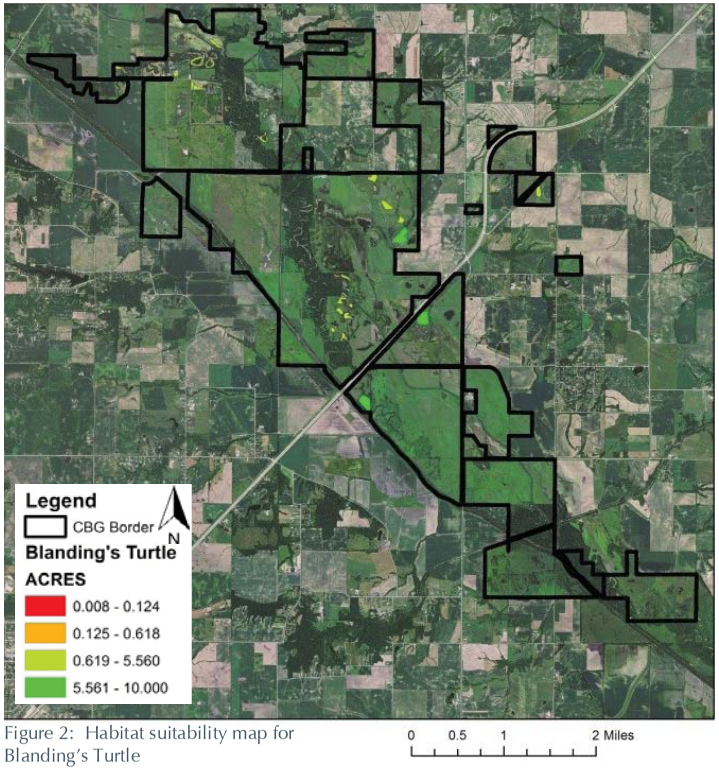

Figure 2: Habitat suitability map for Blanding's Turtle

Henslow's Sparrow and Regal Fritillary

Much of the habitat throughout CBGB is suitable for Henslow's Sparrow and Regal Fritillary. The soils (e.g., Clarion-Nicolette) and gentle topography favor native prairie vegetation and historic restoration efforts across the CBGB complex have created abundant habitat for each species. For both species, however, suitability of habitat in any particular year will be driven by management and development decisions. For example, burning rotations will both remove suitable habitat from the landscape (for a time) and will create the conditions that favor the successional development of suitable habitat in the future. The major threat to each species is habitat loss, so any land use change that removes tallgrass prairie from the CBGB complex will necessarily truncate the future distribution of each of these species. Because the distribution of suitable habitat for Henslow's sparrow and Regal Fritillary are so congruent, changes in habitat availability for one species will likely be correlated with changes in habitat suitability for the other.

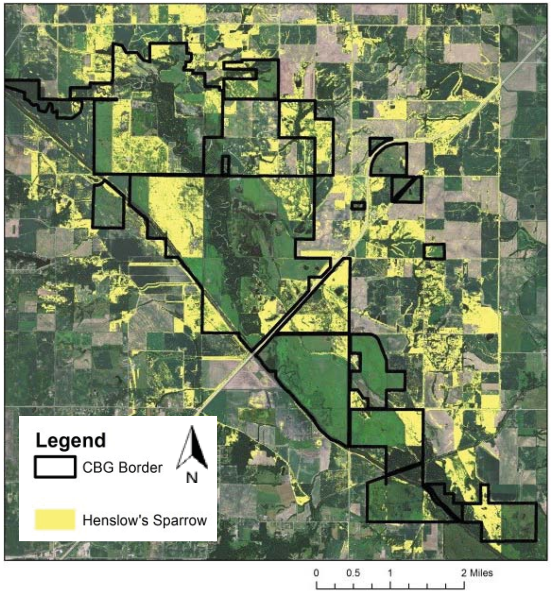

Figure 3: Habitat suitability map for Henslow's sparrow.

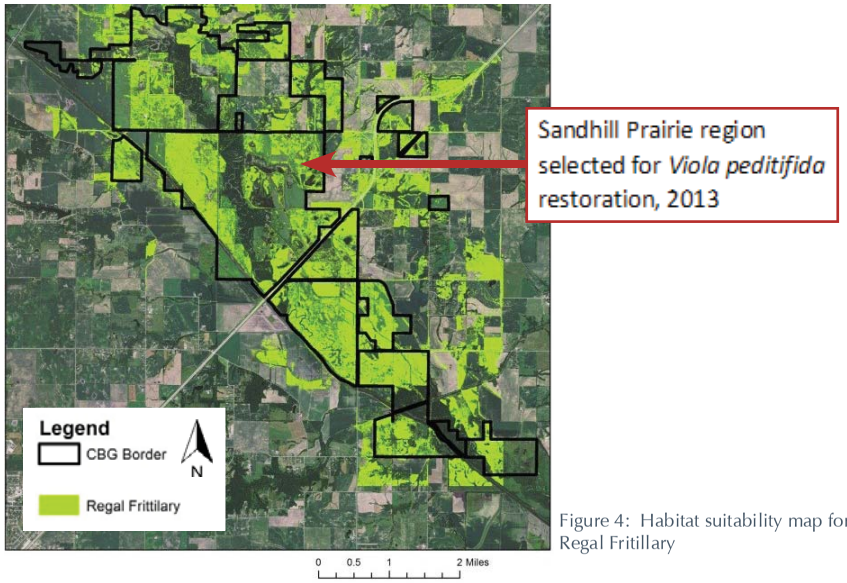

Figure 4: Habitat suitability map for Regal Fritillary

Bobolink

Bobolink's habitat is adequately provided by ongoing restoration and management within CBGB. Approximately 30% of the acreage of the prairie is currently suitable for the species, with most of the habitat provided along the southern reaches of the preserve. Little habitat is provided by the corn and soy fields that border the preserve, especially to the west and southwest of the Skunk River. Bobolinks seem to prefer the shorter prairie patches throughout the site as well as those with lesser thatch development.

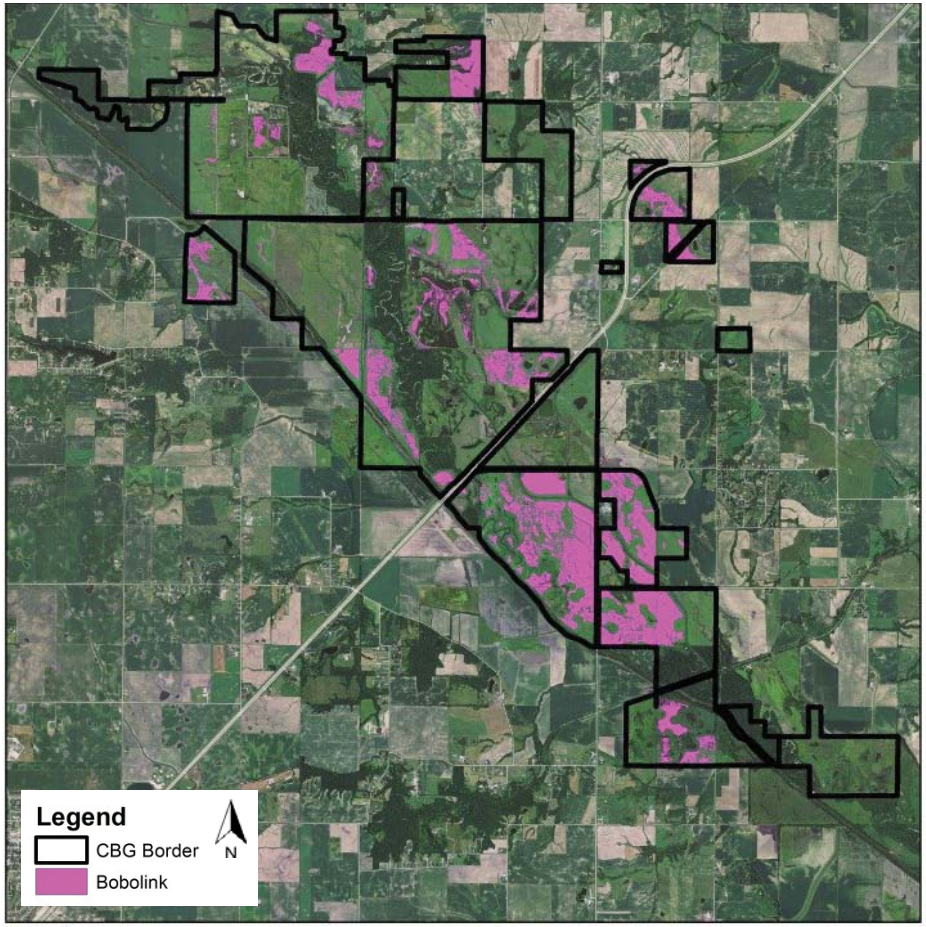

Figure 5: Habitat suitability map for Bobolink

0 0.5 1 2 Miles

Sandhill Crane

Sandhill Cranes fly and feed throughout the entire CBGB preserve, but our model suggests that little highly suitable breeding habitat occurs throughout the site. The reasons for the lack of breeding habitat are complex. Abundant ephemeral wetland habitats exist throughout the site, but the drought of 2012 killed most the emergent vegetation through the area. So while wetlands are present, they are not ideal for a large population of breeding cranes. The areas that were identified as highly suitable are precisely where nesting individuals likely occur each year.

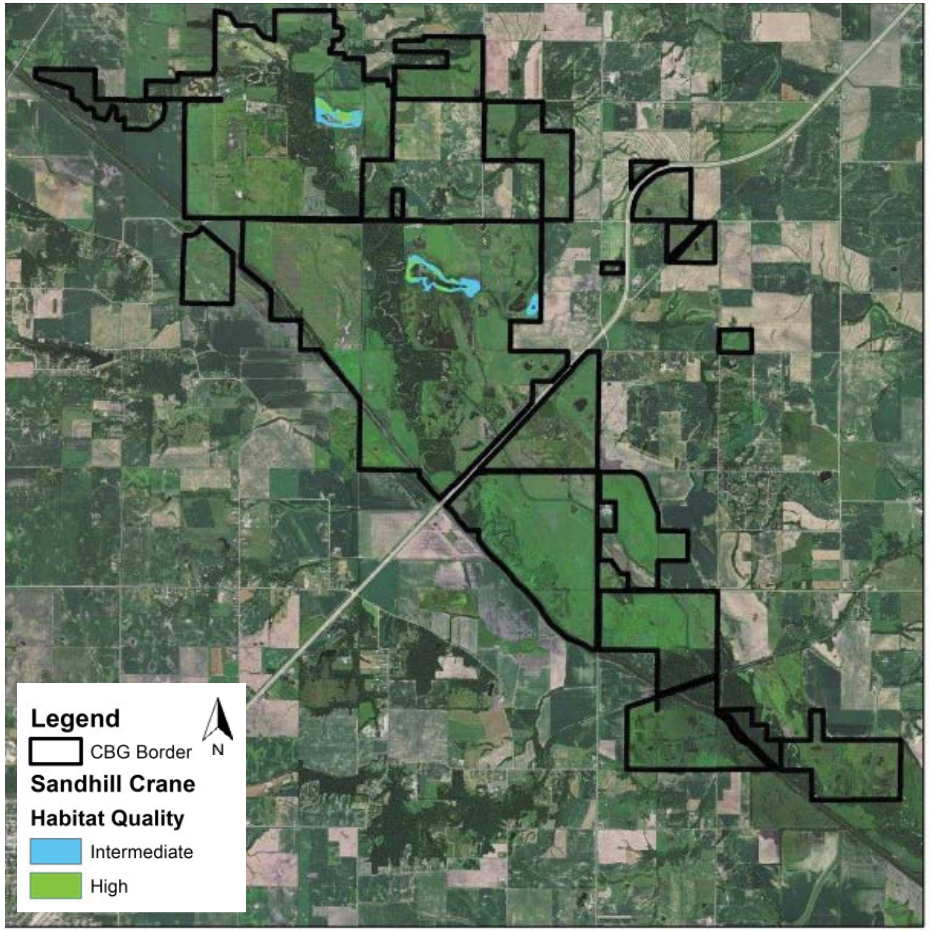

Figure 6: Habitat suitability map for Sandhill Crane

0 0.5 1 2 Miles

IMPLICATIONS FOR MASTER PLAN

The major implications for the Chichaqua Bottoms Greenbelt Master Plan are:

- Areas to the north and east of the preserve boundary contain the most potential for occurrence of the six species of modeled here. The soils and slopes associated with these areas are sandy (aeolian, glacial), which has created a system of gentle hillsides and small blufflands. These areas may have originally harbored (and may continue to do so still) all of the species modeled here except Blanding's Turtle. In contrast, areas to the south and, especially, west of the Skunk River appear less ecologically important to this subset of six species.

- Only very low impact recreation / research should be permitted in the areas identified using tan shading on the Integrated "Master" Habitat Suitability Map. These areas are mapped below (Figure 8). Each of the sensitive areas contain habitats suitable for at least four of the six species modeled in this study. To minimize potential edge effects associated with disturbance, each core area of sensitive habitat is buffered to 100 meters along the perimeter of a patch.

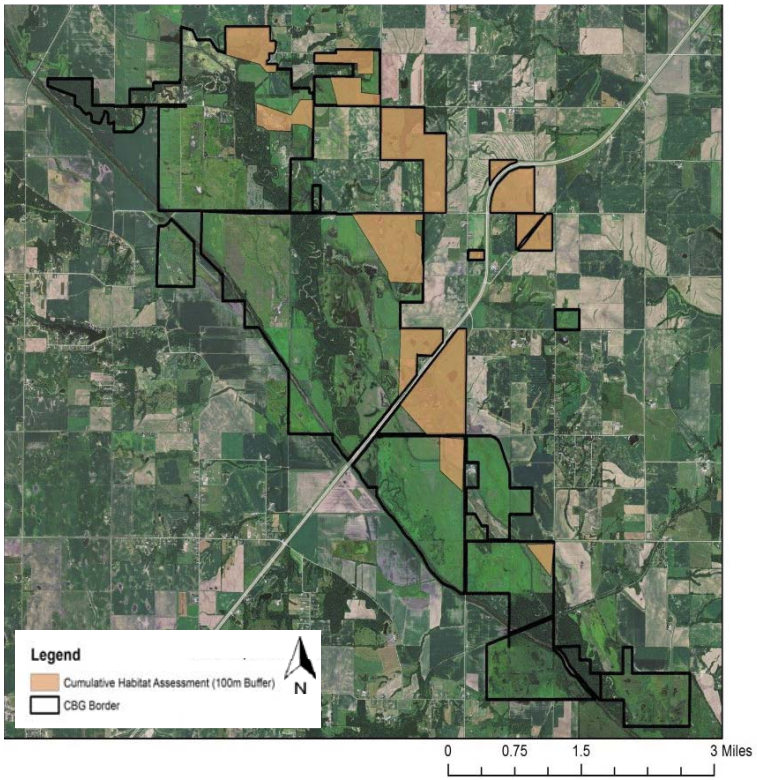

Figure 7: Integrated "Master" Habitat Suitability Map for six species of conservation concern. Areas that are illustrated in tan contain suitable habitat for ≥ 4 species and should remain low impact recreation / education / research. To minimize edge effects from adjacent disturbance into these sensitive areas, a 100 meter buffer zone has been added to all tan shaded areas. Note: additional areas at CBGB contain sensitive species / cultural resources and easement restrictions on development.

- The situation for Blanding's Turtle is slightly different. Chichaqua Bottoms Greenbelt is rich in wetland habitat but short on permanent deeper-water wetlands that will sustain this species though periods of abnormal drought. Central Iowa has experienced two recent drought events in 2012 and 2013 that illustrate the fragility of maintain a system of ephemeral wetlands for species conservation. In 2012, virtually 95% of the wetland acreage dried down. In 2013, a similar dry-down occurred though it was less severe. Blanding's turtles are a metapopulation-type species. They require multiple permanent wetlands in order to maintain a viable population. Thus, if land acquisition is to be part of a Master Planning process, priority should be extended to areas with muck class soils – e.g., Palms; Zook soils (e.g., near the planned Airport mitigation). These muck soils hold water, and will be promising for creation of more resilient wetland complex. Within the boundary of CBGB, Zook and Palms soils should be considered as focal points for future wetland mitigation efforts (e.g., as is being proposed by Stanley Consultants for a portion of the Airport Mitigation). Distribution of these soil types is illustrated below.

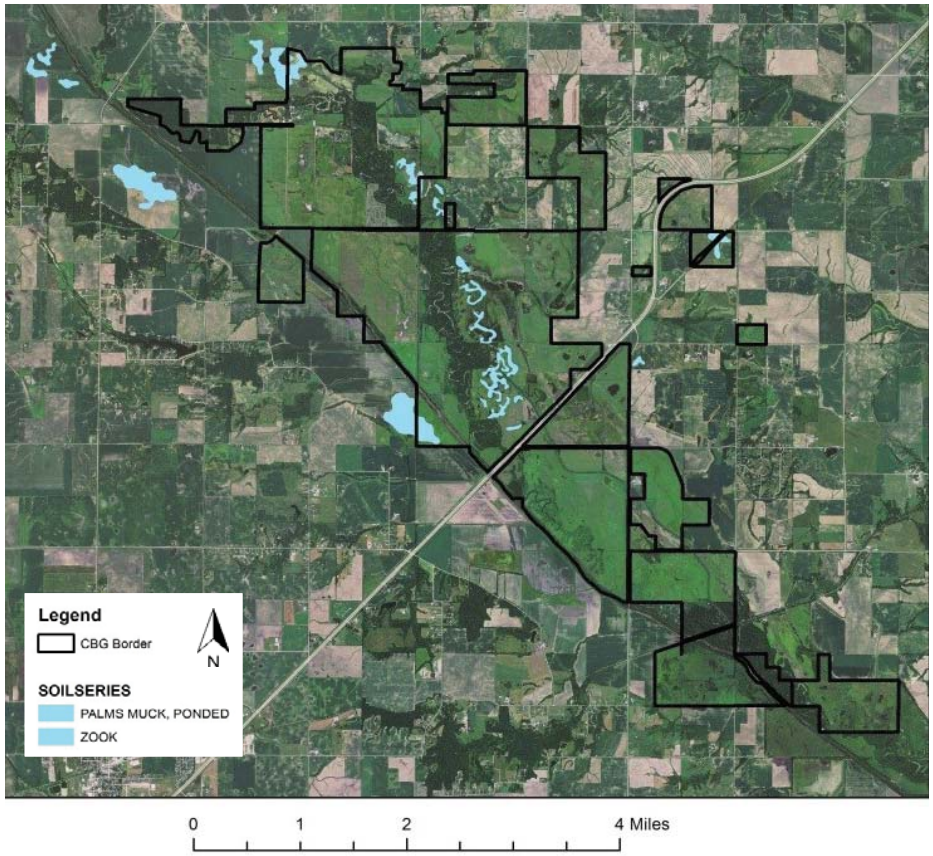

Figure 8: Distribution of soils with significant clay component (e.g., water holding capacity) throughout the Chichaqua Bottoms Greenbelt Preserve.

- Hydroperiod of extant wetlands will be one of the most important predictors of wetland species viability in years to come. Aside from the previously mentioned Blanding's Turtle, the presence of nesting Sandhill Cranes will be linked to presence of wetlands with emergent vegetation. If droughts such as 2012 and 2013 become the norm, then one of the most critical aspects of a Master Plan is to coordinate changes in such a way that adverse alterations to hydroperiod do not occur. This means that development south or west of CBGB might be more desirable than development immediately to the north. The long-term fate of the drainage district ditches is also a critical question because slowing the flow of water through CBGB will be critical to maintaining hydroperiods over time.

- Importantly, CBGB is also occupied by other species of conservation concern that are not mapped here: Western prairie fringed orchid, Graham's crayfish snake, Zabulon skipper, two- spotted skipper, smooth green snake and bull snake. The distribution of many of these species corresponds broadly to the oxbow wetlands in the old Skunk River channel, Turtlehead fen, and Engeldinger marsh. These wetland resources are too delicate to develop and are only suitable for low impact recreation. A population of ornate box turtles occurs on Sandhill Prairie. This site is highly valued by a number of species and should be protected from development.

- Ideally, any development adds alters land cover type increases access to large groups of people, or enhances the prevalence of invasive species should be restricted to the southern and western edges of the preserve or should be pursued on newly acquired land that has low potential for harboring significant biodiversity. This recommendation is derived from basic principles of conservation biology: (i) maintain integrity of a preserve's core, (ii) minimize edge effects, and (iii) aggregate disturbances in least sensitive zones. In the case of the CBGB landscape, much of the western floodplain of the Skunk River valley does not contain habitat suitable for rare, threatened, or endangered species. Building out recreation services on this type of land is least likely to impinge on the hydrology or biology of CBGB and thus is consistent with the conservation goals of Chichaqua Bottoms.

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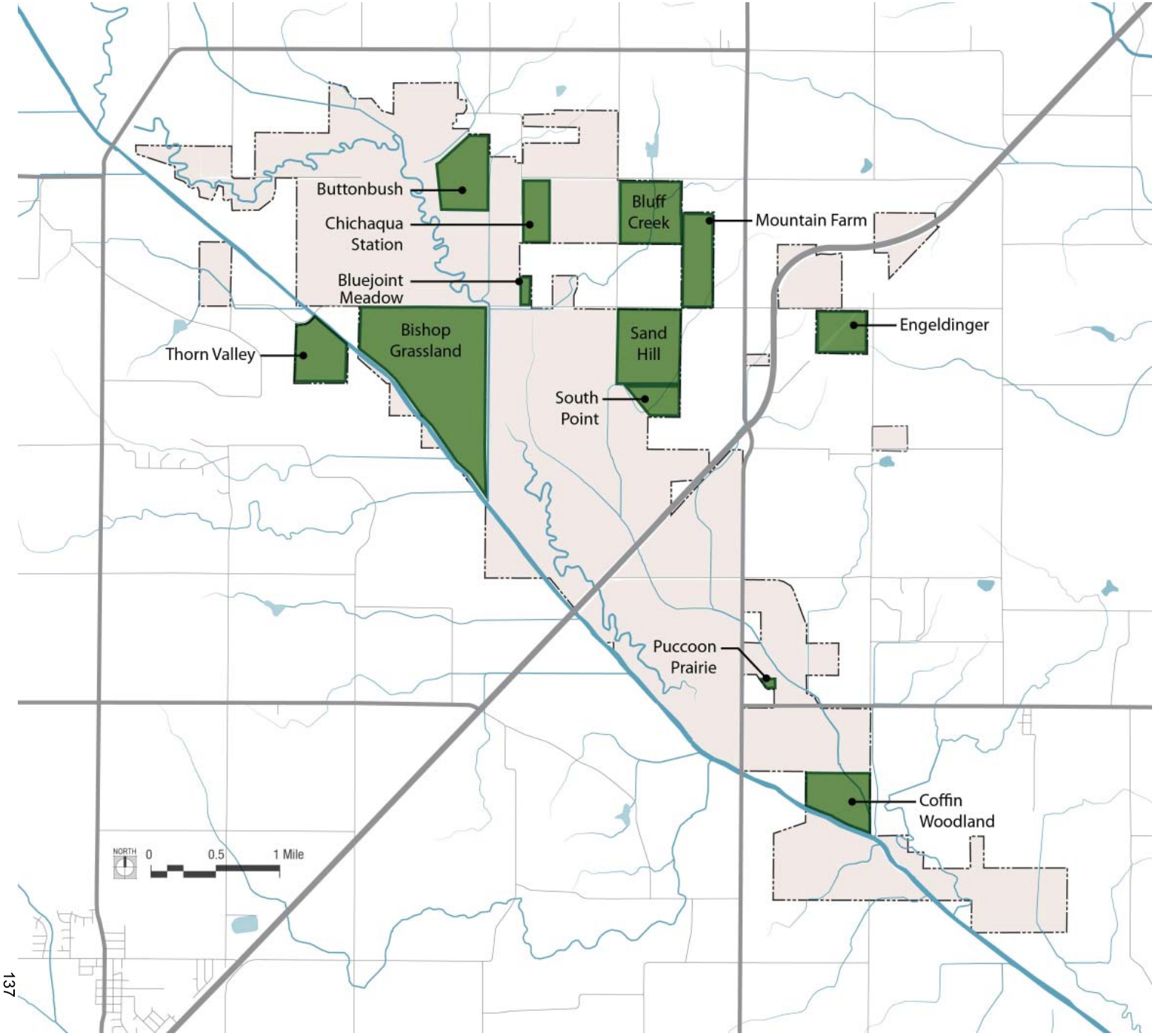

Current common area names

Document prepared by:

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 25 ACTION **Roll Call No. 15-1225** **Submitted by: Loren Lown** **Parks and Natural Areas Planner**	

AGENDA HEADING:
Approving contract with Keith Summerville and Drake University for the development of an ecological management Plan for Chichaqua Bottoms Greenbelt.

SYNOPSIS:
The master plan for Chichaqua is completed. Management of the project is a complicated task. Multiple agency ownership, easements, and a diverse and varied physical landscape requires that management of the area demands a thoughtful scientific approach. Dr. Summerville and associates will guide the development of the plan over the coming nine months. The process will involve agency "owners" and easement holders.

FISCAL IMPACT:

Amount: $13,000 Total dollar amount

$8,500 will be a contract with Dr. Summerville and the balance of $4,500 will be contracted through Drake University for the two consulting scientists.

Funding Source: Chichaqua Bottoms Greenbelt Enterprise Fund (Haying revenues)

ADDITIONAL INFORMATION:
A comprehensive management plan was identified as the single most important component within the Chichaqua Bottoms Greenbelt master plan. Dr. Summerville and two Drake University scientists are being contracted with to provide a land use management plan that will be the tool for restoration of the wildlife and landscape of Chichaqua. The Scope of Work will result in a plan that will guide the restoration of native biodiversity over the next 5-10 years at Chichaqua.

PREVIOUS BOARD ACTION(S):

Date: 11/11/15
Roll Call Number: 15-1104
Action: Received and Filed Chichaqua Bottoms Greenbelt master plan. **(4 Yeas, 1 Absent)**

RECOMMENDATION:

That the Board approve the contracts with Dr. Keith Summerville and Drake University and direct the Board Chair to execute said contracts for the Land Use Management plan for Chichaqua Bottoms Greenbelt.

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

Drake
DRAKE UNIVERSITY

DEPARTMENT OF BIOLOGY

Scope of Work, 2015-2016 Development of a Comprehensive Land Management Plan for Chichaqua Bottoms Greenbelt

Keith S. Summerville
Ellis and Noel Levitt Distinguished Professor
Dean, College of Arts and Sciences
Drake University
Des Moines, Iowa 50311

Introduction

The process that culminated in the completion of the Chichaqua Bottoms Greenbelt Master Plan included considerable discussion about the management of ecological resources embedded within the Chichaqua Bottoms landscape. Indeed, a commitment to the restoration and management of the ecological communities that comprise the greenbelt was a central, unifying theme that connected all of the recommendations present in the Master Plan. Management have traditionally been constructed as a series of recommended best practices for how disturbances will be returned to the landscape and how the redevelopment of native species assemblages will be enabled by species reintroductions (e.g., through seeding) and invasive species management. Complete land management plans should go beyond such a formulaic approach to ecological restoration. For example, actually restoring a native tall grass prairie system requires a plan that goes beyond stating when to use burning, over what extent, and how often. Specifying seed ratios and determining which herbicide to use is only a fraction of the work necessary to facilitate the development of wetland communities.

Our current understanding of land management plans for ecological restoration is that for particular allotments of habitat they should state a set of desirable objectives, management practices that should deployed on the landscape, and easily assessed performance measures that allow land managers to know if management is producing intended results. Many land management plans neglect to formalize this last step in the process, leaving 'success' to be

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judged by individual perceptions and gestalt. This approach to managing the landscape tends to produce only granular understanding of the effects of ecological restoration – we get something that looks very much like we suspect a prairie should look. We may have no quantifiable understanding for whether species are present in viable populations, whether ecosystems services are being delivered at their intended rates, and whether the system will respond in predictable ways to unplanned perturbations (e.g., sudden massive rain events or prolonged drought). The Vision established in the Master Plan states that Polk County Conservation Board is committed to making Chichaqua Bottoms Greenbelt a local, state, and national model for the healing of once wild lands. Adopting a comprehensive management plan for the Chichaqua Landscape is among the most important steps towards making that vision a reality.

Work Plan

I propose the following work plan to complete the comprehensive management plan. A small set of Polk County Conservation Board and Iowa Department of Natural Resources staff will convene with me (and, occasionally, my two consultants) as a working group to address the following:

January 2016-February 2016: Developing the Framework for Management

- The land management activities at Chichaqua Bottoms Greenbelt are performed by expert staff and applied to achieve appropriate outcomes (e.g., reduce cover of invasive species). The actual management responsibilities, however, are split between Polk County Conservation Board and the Iowa Department of Natural Resources. These agencies would be well served by articulating an integrated management philosophy that drives the actions of each stakeholder. Thus, the first major piece of work that needs done is to develop a clear statement of purpose for land management across the Chichaqua Bottoms landscape. Once an overall management philosophy is articulated, the tools used to achieve intended outcomes and the scale at which the tools are applied can begin to be defined.

- Much of the land management (and conservation research) performed at Chichaqua, however, occur at a local scale using a *plat-based* framework (management technique "X" is applied to the Bailey-Carpenter property / we plan to restore the Shaw property to a wet meadow community type). A more strategic approach to land management would involve either validating that managing at the parcel-level is achieving the intended outcomes at the landscape scale or, alternatively, designating ecologically defined management units across the landscape and assigning management outcomes at that scale. Obviously, a balance must be struck in delineating management units such that the heterogeneity of the landscape is captured but we do not create so many discrete units that we never see any complete a management cycle. A key outcome here is to define land management units that increase connectivity (i) among habitat types within Chichaqua Bottoms and (ii) among Chichaqua Bottoms and other natural areas in the region. Connectivity needs to include the usual concerns regarding species movement and inter-patch dispersal dynamics as well as the hydrologic connectivity that allows for both maintenance of base flow and rewetting of oxbows from the Skunk River. This will require the inclusion of experts in hydrology and geographic information systems technology (see the consultants included in the budget outline below).

February – April 2016: Defining objectives, practices and performance measures for each management unit.

- Once we have an agreed-upon framework for determining ecological management units, the next step is for each unit to craft management objectives (what do we want to accomplish?) and practices that will be used to achieve the objectives. The objectives will need to be crafted in such a way that they are informed by benchmark data on the current values of proposed performance measures. Practices should be described in terms of techniques used, how often, at what intensity, and over how large an area. For each management unit, a small set of

easily sampled performance measures should be articulated to facilitate continual monitoring to ascertain if objectives are being achieved.

- Part of the Master Plan calls for partnerships with willing landowners to support and engage in restoration activities outside of formal property boundaries of the preserve. During this phase (and the next), management activities should be prioritized based on the magnitude of their intended ecological (or social) impact on the management units within the preserve (or across the broader landscape).

April 2016-August 2016: Modeling the resilience of the management plan

- The steps outlined above (setting objectives, delineating acceptable practices, and defining performance measures) contribute to management cycles that are typically 5-10 years. After that point, if objectives are met, a new set of objectives, practices and performance measures are developed. A larger issue is the question regarding how to manage the Chichaqua landscape in a way that moves the system towards greater levels of resilience in the face of major perturbations (e.g., climate change). This work necessitates the construction of GIS models of the abiotic and biotic performance measures that the working group chooses are indicators of resilience and then manipulating those models to see how the system would respond to a 500-year flood or drought events (as an example). It is expected that this work would also identify additional data needs that the working group could prioritize for future research projects on the Chichaqua landscape.

The resulting management plan will comprise a written document that outlines for each management unit exactly which land management practices will be implemented on the landscape, the rationale for doing so, the intended outcome of the action, and the measures used to assess success. I will also compile all the information generated from the working group sessions into a database or Excel workbook that will allow staff to easily create data visualizations and perform analyses to track changes in performance measures over time.

Budget

In support of these research goals, I propose the following budget:

PI salary	(Dr. Keith Summerville, 85 hours at $100 / hr)	$8500
Consultant Services	(GIS expert, Bret Lang; 25 hours at $50/hr)	$1250
Consultant Services	(Hydrology, Dr. Peter Levi; 30 hours at $100/hr)	$3000
Travel		$250
TOTAL		**$ 13,000**

The primary costs connected with this project are associated with leveraging the expertise of consultants to assist with data visualization and modeling to link management activities deployed across the landscape with long-term resilience of the Chichaqua landscape. I append this proposal with my most recent *CV*. Bret Lang is a graduate student at Iowa State University and a frequent co-collaborator. His skills with ArcGIS vastly exceed my own and he will be engaged during the management planning process to develop models that president how long-term application of management practices will change community types across the Chichaqua landscape. Dr. Peter Levi is a restoration ecologisttrained in wetland and stream remediation. His expertise will be leveraged to help construct a portion of the management plan that will address strategies to manage the water resources across Chichaqua Bottoms to minimize flooding events in south of the preserve and maintain water on the landscape during severe droughts.

Beyond the Management Plan

A key area of emphasis in the proposed management plan is the identification of performance measures that can be used to track whether management objectives are being attained. Collecting data on performance measures should be integrated into the process that Polk County Conservation Board uses to restore habitats. My lab is eager to serve as collaborators on projects that collect both pre- and post-restoration data. While the nature of particular projects will depend on the scope of management

outcomes contained in the plan, thinking ahead regarding the implementation of monitoring is a proactive step towards realizing the Mission of Chichaqua Bottoms.

Conclusion

Chichaqua Bottoms has never had a management plan that would function as both a tool to maintain - or increase - the native biodiversity across the landscape and as a longitudinal assessment metric that will allow Polk County Conservation Board to practice adaptive management over long time scales. The mission statement of the Chichaqua Bottoms Greenbelt Master Plan is to repair and restore the native landscape at Chichaqua through leadership in habitat reclamation, science and education, strategic expansion, public/stakeholder partnerships, and landscape sensitive recreation. Quite simply, a comprehensive management plan such as the one proposed here is essential to achieve this mission.

Sincerely,

Keith S. Summerville, Ph. D.
Ellis and Noel Levitt Professor, Environmental Science and Policy
Dean, College of Arts and Sciences
Drake University

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 26 ACTION **Roll Call No. 15-1226** **Submitted by: Douglas C. Romig** **Deputy Director**	

AGENDA HEADING:
Approving recommended FY16/17 Polk County Conservation operating and enterprise budgets and decision package to the Polk County Board of Supervisors

SYNOPSIS:
Approval of the proposed FY16/17 Polk County Conservation operating and enterprise budgets and decision package detailing estimated revenues and expenditures.

FISCAL IMPACT:

Amount: $11,974,056

Funding Source: Polk County Water and Land Legacy bond, fees and charges, grants and gifts and Polk County general fund subsidy.

ADDITIONAL INFORMATION:
Polk County Conservation staff have established the proposed budget for FY16/17 for Board consideration to be submitted to the Polk County Board of Supervisors. Expenditures and revenues were calculated based on five-year averages as this takes into account variations based on weather. A presentation will be made to the Board as a part of this communication in addition to a hand-out with budget details.

The gross revenues for FY16/17 are estimated to be just under $3.8 million which includes transfer of Polk County Water and Land Legacy bonds for bond related projects in addition to PCC's other revenue streams (rentals, user fees, etc.). The gross expenses are estimated to be just under $11.7 million.

A decision package (formal request for additional Polk County general fund dollars) in the amount of $475,000 has been prepared for County Administrator, Mark Wandro. A breakdown of how these additional funds will be used are detailed in a separate communication from Director, Richard Leopold

PREVIOUS BOARD ACTION(S): NONE

RECOMMENDATION:
Staff recommends Board approval of the proposed FY16/17 Polk County Conservation operating budget and decision package to the Polk County Board of Supervisors.

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

046 - CONSERVATION REVENUE	13/14 Actual	14/15 Actual	15/16 Budget Approved	16/17 Total Request	16/17 Variance to 15/16
00001 - GENERAL BASIC					
FIXED ASSETS SOLD	7,697	20,601	5,000	5,000	-
Total 0213 - CONSERVATION EQUIPMENT	**7,697**	**20,601**	**5,000**	**5,000**	**-**
CHARGES FOR SERVICES	55,897	57,917	56,000	59,000	3,000
MISCELLANEOUS REVENUES	10	2,500	-	-	-
Total 6006 - INTERPRETATIVE EDUCATION	**55,907**	**60,417**	**56,000**	**59,000**	**3,000**
INTERGOVERNMENTAL REVENUES	3,630	3,640	-	-	-
USE OF MONEY AND PROPERTY	103,902	45,278	75,710	75,710	-
MISCELLANEOUS REVENUES	1,570	1,973	1,000	3,000	2,000
Total 6009 - GREEN TM-NATURAL RES CONSERV	**109,102**	**50,892**	**76,710**	**78,710**	**2,000**
CHARGES FOR SERVICES	12,000	12,000	12,000	12,000	-
USE OF MONEY AND PROPERTY	202,075	115,134	119,750	122,000	2,250
FINES, FORFEITURES AND DEFAULTS	210	100	500	500	-
MISCELLANEOUS REVENUES	4,672	9,810	10,300	10,500	200
Total 6101 - ADMINISTRATION	**218,957**	**137,045**	**142,550**	**145,000**	**2,450**
CHARGES FOR SERVICES	150	1,060	600	600	-
CHARGES FOR SERVICES	334,650	378,431	345,000	350,000	5,000
USE OF MONEY AND PROPERTY	53,423	55,238	51,500	56,500	5,000
MISCELLANEOUS REVENUES	19,023	19,754	19,000	2,000	(17,000)
Total 6110 - PARKS ADVOCACY	**407,245**	**454,483**	**416,100**	**409,100**	**(7,000)**
MISC SALES OF COMMODITIES	512	203	1,000	1,000	-
Total 6119 - GRAY TM-MAINT AND OPNS	**512**	**203**	**1,000**	**1,000**	**-**
CHARGES FOR SERVICES	278,423	235,052	300,000	300,000	-
Total 6124 - RECREATION/EQUESTRIAN CENTER	**278,747**	**235,086**	**300,000**	**300,000**	**-**
Total 00001 - GENERAL BASIC	**1,078,166**	**958,726**	**997,360**	**997,810**	**450**
00026 - REAP					
INTERGOVERNMENTAL REVENUES	156,461	166,018	156,200	156,200	-
USE OF MONEY AND PROPERTY	140	59	200	200	-
MISCELLANEOUS REVENUES	5,272	20,000	-	-	-
Total 00026 - REAP	**161,873**	**186,077**	**156,400**	**156,400**	**-**

046 - CONSERVATION REVENUE	13/14 Actual	14/15 Actual	15/16 Budget Approved	16/17 Total Request	16/17 Variance to 15/16
00051 - CONSERVATION WATER & LAND IMPR					
INTERGOVERNMENTAL REVENUES	2,023,573	2,390,068	2,412,500	2,412,500	-
MISCELLANEOUS REVENUES	139,073	232,218	200,000	200,000	-
Total 00051 - CONSERVATION WATER & LAND IMPR	**2,162,647**	**2,622,287**	**2,612,500**	**2,612,500**	**-**
046 CONSERVATION REVENUES	**3,402,686**	**3,767,090**	**3,766,260**	**3,766,710**	**450**

046 - CONSERVATION EXPENSE 00001 - GENERAL BASIC	13/14 Actual	14/15 Actual	15/16 Budget Approved	16/17 Base Budget Request	16/17 Decision Package #1	16/17 Total Request	16/17 Variance to 15/16
Total 0213 - CONSERVATION VEHICLES & EQUIPMENT	**162,200**	**168,833**	**158,500**	**158,500**	**30,000**	**188,500**	**30,000**
PERSONAL SERVICES	325,780	330,277	336,151	359,721	-	359,721	23,570
SUPPLIES	5,691	3,303	5,725	5,725	-	5,725	-
OTHER SERVICES & CHARGES	52,668	53,130	51,825	55,825	-	55,825	4,000
Total 6006 - INTERPRETATIVE EDUCATION	**384,140**	**386,710**	**393,701**	**421,271**	**-**	**421,271**	**27,570**
PERSONAL SERVICES	647,755	577,160	603,159	644,268	-	644,268	41,109
SUPPLIES	35,547	48,774	35,125	36,025	-	36,025	900
OTHER SERVICES & CHARGES	25,040	32,412	41,150	40,250	165,000	205,250	164,100
Total 6009 - NATURAL RESOURCES	**708,342**	**658,347**	**679,434**	**720,543**	**165,000**	**885,543**	**206,109**
PERSONAL SERVICES	468,251	576,469	562,700	612,530	-	612,530	49,830
SUPPLIES	186,396	169,575	180,362	180,362	-	180,362	-
OTHER SERVICES & CHARGES	313,957	302,949	323,990	294,346	-	294,346	(29,644)
Total 6101 - ADMINISTRATION	**968,604**	**1,048,994**	**1,067,052**	**1,087,238**	**-**	**1,087,238**	**20,186**
PERSONAL SERVICES	148,828	153,970	155,746	165,666	-	165,666	9,920
SUPPLIES	5,194	10,260	5,500	5,400	25,000	30,400	24,900
OTHER SERVICES & CHARGES	62,969	41,907	59,025	59,125	25,000	84,125	25,100
Total 6103 - COMMUNITY OUTREACH	**216,991**	**206,137**	**220,271**	**230,191**	**50,000**	**280,191**	**59,920**
PERSONAL SERVICES	437,000	372,792	432,915	454,808	-	454,808	21,893
SUPPLIES	23,970	36,860	37,855	38,000	50,000	88,000	50,145
OTHER SERVICES & CHARGES	9,482	9,618	13,635	13,700	-	13,700	65
Total 6110 - PARKS ADVOCACY	**470,452**	**419,269**	**484,405**	**506,508**	**50,000**	**556,508**	**72,103**
PERSONAL SERVICES	805,126	831,913	841,237	901,488	-	901,488	60,251
SUPPLIES	274,813	288,645	234,400	261,400	80,000	341,400	107,000
OTHER SERVICES & CHARGES	32,799	61,060	202,200	52,200	-	52,200	(150,000)
Total 6119 - CONSTRUCTION & MAINTENANCE	**1,112,738**	**1,181,618**	**1,277,837**	**1,215,088**	**80,000**	**1,295,088**	**17,251**
PERSONAL SERVICES	282,652	380,336	294,511	318,946	-	318,946	24,435
SUPPLIES	149,065	179,916	108,200	113,700	68,000	181,700	73,500
OTHER SERVICES & CHARGES	56,182	70,676	45,450	39,950	32,000	71,950	26,500
Total 6124 - RECREATION/EQUESTRIAN CENTER	**487,899**	**630,928**	**448,161**	**472,596**	**100,000**	**572,596**	**124,435**
Total 00001 - GENERAL BASIC	**4,511,366**	**4,700,834**	**4,729,361**	**4,811,935**	**475,000**	**5,286,935**	**557,574**

046 - CONSERVATION EXPENSE	13/14 Actual	14/15 Actual	15/16 Budget Approved	16/17 Base Budget Request	16/17 Decision Package #1	16/17 Total Request	16/17 Variance to 15/16
00002 - GENERAL SUPPLEMENTAL-BENEFITS							
Total 6006 - INTERPRETATIVE EDUCATION	**107,294**	**113,899**	**113,268**	**123,803**	**-**	**123,803**	**10,535**
Total 6009 - GREEN TM-NATURAL RES CONSERV	**210,435**	**189,503**	**212,270**	**231,150**	**-**	**231,150**	**18,880**
Total 6101 - ADMINISTRATION	**137,373**	**147,294**	**181,773**	**199,320**	**-**	**199,320**	**17,547**
Total 6103 - COMMUNITY OUTREACH	**50,044**	**52,392**	**56,174**	**60,949**	**-**	**60,949**	**4,775**
Total 6110 - PARKS ADVOCACY	**143,665**	**124,409**	**151,792**	**170,235**	**-**	**170,235**	**18,443**
Total 6119 - GRAY TM-MAINT AND OPNS	**239,580**	**249,058**	**280,551**	**305,977**	**-**	**305,977**	**25,426**
Total 6124 - RECREATION/EQUESTRIAN CENTER	**70,242**	**77,975**	**84,336**	**93,294**	**-**	**93,294**	**8,958**
Total 00002 - GENERAL SUPPLEMENTAL-BENEFITS	**958,633**	**954,530**	**1,080,164**	**1,184,728**	**-**	**1,184,728**	**104,564**
00003 - GENERAL SELF-INSURANCE RESERVE							
71150 - UNEMPLOYMENT INSURANCE	36,133	48,960	29,200	29,200		29,200	-
71160 - WORKERS' COMP DISABILITY	9,191	10,578	16,000	16,000		16,000	-
71170 - WORKERS' COMP MEDICAL EXP	30,607	31,834	14,100	14,100		14,100	-
76940 - INSURANCE	40,190	31,283	37,000	37,000		37,000	-
Total 00003 - GENERAL SELF-INSURANCE RESERVE	**116,120**	**122,655**	**96,300**	**96,300**	**-**	**96,300**	**-**
TOTAL TARGET OPERATING BUDGET	**5,586,119**	**5,778,020**	**5,905,825**	**6,092,963**	**475,000**	**6,567,963**	**662,138**
00026 - REAP							
PERSONAL SERVICES	33,425	34,156	37,651	37,651	-	37,651	-
SUPPLIES	15,468	9,393	30,000	30,000		30,000	-
OTHER SERVICES & CHARGES	98,576	109,344	60,000	90,000	-	90,000	30,000
Total 00026 - REAP	**147,469**	**152,893**	**127,651**	**157,651**	**-**	**157,651**	**30,000**
0214 - CONSERVATION SPECIAL PROJ							
SUPPLIES	10,280	11,449	200,000	200,000	-	200,000	-
OTHER SERVICES & CHARGES	8,008	175	290,000	290,000	-	290,000	-
CAPITAL OUTLAYS	7,663	44,414	30,000	30,000	-	30,000	-
Total 00050 - CONS LAND ACQUISITION & DEV	**25,951**	**56,038**	**520,000**	**520,000**	**-**	**520,000**	**-**
00051 - CONSERVATION WATER & LAND IMPR							
0210 - CONS WATER & LAND DEV & TRAILS							
SUPPLIES	554,957	188,253	240,000	500,000	-	500,000	260,000
OTHER SERVICES & CHARGES	2,756,508	4,057,852	1,880,000	6,070,000	-	6,070,000	4,190,000
CAPITAL OUTLAYS	7,601,100	1,867,649	2,313,000	5,900,000	-	5,900,000	3,587,000
Total 00051 - CONSERVATION WATER & LAND IMPR	**10,912,565**	**6,113,754**	**4,433,000**	**12,470,000**	**-**	**12,470,000**	**8,037,000**
046 CONSERVATION EXPEDITURES	**16,672,104**	**12,100,704**	**10,986,476**	**19,240,614**	**475,000**	**19,715,614**	**8,729,138**

086 - GOLF COURSE/CABINS REVENUE	13/14 Actual	14/15 Actual	15/16 Budget Approved	16/17 Budget Request
00286 - CONSERVATION ENTERPRISES				
INTEREST ON INVESTMENTS	1,735	977	1,700	1,500
BUILDING RENT	8,400	10,050	8,400	12,000
GOLF COURSE - MGMT REIMB	200,194	195,002	205,000	205,000
Total 6121 - GOLF COURSE MANAGEMENT	**210,329**	**206,029**	**215,100**	**218,500**
BUILDING RENT	52,245	84,980	52,250	85,000
MISC RECEIPTS / REIMBURSEMENTS	-	-	500	500
Total 6123 - CABINS	**52,245**	**84,980**	**52,750**	**85,500**
Total 00286 - CONSERVATION ENTERPRISES	**262,574**	**291,009**	**267,850**	**304,000**

086 - GOLF COURSE/CABINS EXPENSE	13/14 Actual	14/15 Actual	15/16 Budget Approved	16/17 Budget Request
00286 - CONSERVATION ENTERPRISES				
SUPPLIES	2,767	103,595	60,000	60,000
OTHER SERVICES & CHARGES	3,872	17,222	5,000	5,000
OPERATING TRANSFERS	188,319	132,404	200,000	200,000
Total 6121 - GOLF COURSE MANAGEMENT	**194,957**	**253,220**	**265,000**	**265,000**
PERSONAL SERVICES	2,507	14,672	26,912	27,942
SUPPLIES	1,083	12,229	8,500	8,500
OTHER SERVICES & CHARGES	342	8,114	14,000	14,000
SALES TAX	2,025	8,388	10,000	10,000
Total 6123 - CABINS	**5,958**	**43,404**	**59,412**	**60,442**
Total 00286 - CONSERVATION ENTERPRISES	**200,915**	**296,624**	**324,412**	**325,442**

POLK COUNTY CONSERVATION	**Date**	December 9, 2015
	Agenda Item No. 27 ACTION **Roll Call No. 15-1227** **Submitted by: Cindy Lentz, Administrative Supervisor**	

AGENDA HEADING:
Approving nomination for Officers for 2016

SYNOPSIS:
Nominate and approve nominations for Chair, Vice Chair, and Secretary for 2016.

FISCAL IMPACT: N/A

ADDITIONAL INFORMATION:
According to the Bylaws 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.

Officers should be officially approved by the PCCB assuming these Board Members are willing to serve.

PREVIOUS BOARD ACTION(S):

Date: 12/10/14
Roll Call Number: Item #8
Action: Accepted the nomination of Connie Johnson to serve as Chair, Tom Levis to serve as Vice Chair and Sara Kurovski to serve as Secretary for 2015. (3 - Yeas; 2 - Absent)

Date: 02/11/15
Roll Call Number: Item #6
Action: Accepted the nomination of Jim Cataldo to serve as Secretary for 2015. (5 - Yeas)

RECOMMENDATION:

Acceptance of nominations proposed by 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