

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in regular session on Wednesday, December 9, 2015. The meeting was called to order at 5:30 p.m.

- #15-1201 Roll Call
Members Present: Levis, Smith, Johnson, Cataldo
Members Absent: Northway
- #15-1202 Public Comments
None
- #15-1203 Financial Reports
No comments
- #15-1204 **MOVED BY** Smith to approve the November 4, 2015 meeting minutes as written.
Vote Yea: Smith, Levis, Johnson
Vote Abstain: Cataldo

CONSENT AGENDA

- #15-1205 **MOVED BY** Levis to approve the PCCB November 2015 bill list.
Vote Yea: Cataldo, Smith, Levis, Johnson
- #15-1206 **MOVED BY** Levis to approve the Fiscal Year 2014-2015 Polk County Conservation Annual Report.
Vote Yea: Cataldo, Smith, Levis, Johnson
- #15-1207 **MOVED BY** Levis to approve passing a resolution authorizing matching funds for the 2020 project should the MPO award TAP funding for the project.
Vote Yea: Cataldo, Smith, Levis, Johnson
- #15-1208 **MOVED BY** Levis to approve accepting the offered easement and authorize the PCCB 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.
Vote Yea: Cataldo, Smith, Levis, Johnson

- #15-1209 **MOVED BY** Levis to approve the Open Water Swim Permit to allow long-distance swimming within Polk County Conservation managed water areas.
Vote Yea: Cataldo, Smith, Levis, Johnson
- #15-1210 **MOVED BY** Levis to approve the Fee for Service Agreement with the Conservation Corps of Iowa and direct the Board Chair to execute said agreement.
Vote Yea: Cataldo, Smith, Levis, Johnson
- #15-1211 **MOVED BY** Levis to approve 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.
Vote Yea: Cataldo, Smith, Levis, Johnson
- #15-1212 **MOVED BY** Levis to approve authorizing 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.
Vote Yea: Cataldo, Smith, Levis, Johnson
- #15-1213 **MOVED BY** Levis to approve 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.
Vote Yea: Cataldo, Smith, Levis, Johnson
- #15-1214 **MOVED BY** Levis to approve reappointment of Chris McCarthy and Ginger Soelberg for a second term and Jeff Cook for an initial term for the period from November 2015 to November 17 to the Trails and Greenway Committee.
Vote Yea: Cataldo, Smith, Levis, Johnson
- #15-1215 **MOVED BY** Levis to approve 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.
Vote Yea: Cataldo, Smith, Levis, Johnson

#15-1216 **MOVED BY** Levis to approve 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 Park and authorizing the Board Chair to sign said agreement upon approval by Legal as to form.

Vote Yea: Cataldo, Smith, Levis, Johnson

#15-1217 **MOVED BY** Levis to approve 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 and a 10% contingency of \$11,721 for a total project amount not to exceed \$128,940 and authorizing the Board Chair to sign the contract document.

Vote Yea: Cataldo, Smith, Levis, Johnson

#15-1218 **MOVED BY** Levis to approve 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.

Vote Yea: Cataldo, Smith, Levis, Johnson

#15-1219 **MOVED BY** Levis to approve 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.

Vote Yea: Cataldo, Smith, Levis, Johnson

#15-1220 Number not used.

ACTION ITEMS

Public Hearing was held on awarding Guest Services Management contract. No one spoke for or against. Public Hearing closed.

#15-1221 **MOVED BY** Cataldo to approve 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.

Vote Yea: Smith, Cataldo, Johnson, Levis

#15-1222 **MOVED BY** Smith to approve authorizing 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 for contract costs over \$10,000 but under the published Iowa Department of Transportation Bid and Quote Thresholds for Iowa Counties that may change annually. Current amount is \$135,000
Vote Yea: Johnson, Levis, Cataldo, Smith

#15-1223 **MOVED BY** Levis to approve the Memorandum of Understanding (MOU) with the Great Outdoors Foundation and that the Board Chair is directed to execute said MOU.
Vote Yea: Levis, Johnson, Smith, Cataldo

Joe Corfits, GOF Board Chair, appeared before the Board on the MOU.

#15-1224 **MOVED BY** Cataldo to approve the Chichaqua Bottoms Master Plan.
Vote Yea: Cataldo, Smith, Levis, Johnson

#15-1225 **MOVED BY** Smith to 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.
Vote Yea: Smith, Cataldo, Johnson, Levis

#15-1226 **MOVED BY** Cataldo to approve the proposed FY 2016-17 Polk County Conservation operating budget and decision package to the Polk County Board of Supervisors.
Vote Yea: Johnson, Levis, Cataldo, Smith

#15-1227 **MOVED BY** Levis to approve the following nominations for PCCB Officers for the year 2016: Connie Johnson, Chair; Lance Northway, Vice-Chair; and Jim Cataldo, Secretary.
Vote Yea: Levis, Johnson, Smith, Cataldo

BOARD DISCUSSION

#15-1228 Director's Report
No comments

#15-1229 Board Chair and Member's Remarks

- Special Meeting by the Board, prior to holidays
- Olivia Apple was introduced – student from Merrell Middle School - attended meeting as part of school project

CLOSED SESSIONS

#15-1230 **MOVED BY** Smith that the Board go into closed session pursuant to Iowa Code Chapter 21.5(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.

Vote Yea: Cataldo, Smith, Levis, Johnson

MOVED BY Cataldo to approve allowing staff to proceed pursuant to information discussed in closed session on the dollar amount for the Lakewood Properties LLC acquisition.

Vote Yea: Smith, Johnson, Levis, Cataldo

#15-1231 Richard Leopold, Director, made request for Closed Session.

MOVED BY Cataldo that the Board go into closed session pursuant to Iowa Code Chapter 21.5(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

Vote Yea: Johnson, Cataldo, Levis, Smith

No further action was taken as result of discussion.

Adjournment

Meeting was adjourned at 7:30 p.m.