BOARD MEETING

REVISED AGENDA

May 11, 2016
5:30 p.m.
Polk County Administration Bldg., Room 120
111 Court Ave., Des Moines

AGENDA

1) **Roll Call**
2) **Public Comments**
3) **Financial Report**
4) **Volunteer Presentation**
5) **Jester Park Nature Center Update**
6) **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.

7) **Action on Bill List:** Approving April 2016 bill list.
8) **Thomas Mitchell Park, Land Acquisition:** Authorizing Director or his designee to finalize sale and related instruments for the acquisition of 4590 N.E. 108th Street, Mitchellville, IA.
9) **Carney Marsh, Easement - City of Ankeny:** determines that granting an easement to the City of Ankeny at Carney Marsh will have no adverse effect on the use of the land for park purposes; and the further directs staff to forward a recommendation to the Board of Supervisors to grant the easement required for this trail connection to the City of Ankeny.
10) **Salary Increase, FY 2016-17:** approve a 3% base salary increase for full-time employees, effective July 1, 2016.
11) **Urban Deer Bow-Hunt Annual Report, 2015-16:** Receive and File the 2015-16 Urban Deer Bow-Hunt Annual Report.

ACTION ITEMS AGENDA

12) **Easter Lake Park, Watershed Improvements:** Approval of Change Order with Snyder & Associates, Inc. for a lump sum payment in the amount of $19,000.00 for Easter Lake Watershed design services and authorizing the Board Chair to sign said Change Order on behalf of the Polk County Conservation Board and further authorize the PCCB Director to enter into associated contracts and Memorandum of Agreement to construct sediment basin and stormwater wetland at Easter Lake Park in an amount not to exceed $126,000, subject to approval by Polk County Legal Department.
13) **Jester Park Equestrian Center, Contract for Services:** Approval of Equestrian Center Barn Operations Contract for Services with Anna Kurns in the amount of $3,750.00 per month for contract services to support barn and trail ride operations and authorizing the Board Chair to sign said Contract on behalf of the Polk County Conservation Board.
14) **Easter Lake Restoration, Contract Amendment - Iowa Dept. of Natural Resources:** Approval of Amendment 1 to the Cooperative Agreement with the Iowa Department of Natural Resources in the amount of $454,543 and authorizing the Board Chair to sign said Amendment on behalf of the Polk County Conservation Board.

BOARD DISCUSSION

15) Director's Report

* PCCB summer monthly meetings: June, Yellow Banks Park; July, Easter Lake Park; August, Fort Des Moines Park
  Suggested that Tours begin at 5:00 and meeting begin at 6:00

16) Board Chair and Members' Remarks

ADJOURNMENT

Upcoming Events

May 28: Music in the Park, Jester Park Amphitheater (Four Mile Creek Band)
June 5: Great Outdoors Foundation Backwoods Challenge
June 15: Great Outdoors Foundation Annual Best Shot Golf Tournament
July 2: Music in the Park, Jester Park Amphitheater (Dance of a ParrottHead)
July 22: Jazz in July, Jester Park Amphitheater (Bryan Schumaker Quartet)
September 4: Glow Wild
November 11: Buck Naked Need Dough - Locally Grown, Locally Brewed

For more information on agenda items or to receive an accommodation to participate in a meeting, hearing, service, program or activity conducted by this office, please contact Polk County Conservation Office at 515-323-5300 or visit the office (11407 NW Jester Drive, Granger, Iowa). The information identified on this agenda may be obtained in accessible formats by qualified persons with a disability. PCCB meeting 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 www.leadingyououtdoors.org or request to receive meeting notices and agendas by email by calling the office or sending their request via email to pccb_info@polkcountyiowa.gov

2015- 2016 Revenue Budget

- as of 04/30/16 (83.33% of budget year expired)

UNIT #	UNIT	Revenue Budget	Total Revenues Received	Balance Due	% Received
General - Fund 1					
0213	Equipment	$ 10,100	$ 10,149	$ (49)	100.5%
6006	Environmental Ed	$ 62,800	$ 53,439	$ 9,361	85.1%
6009	Natural Resources	$ 76,710	$ 94,931	$ (18,221)	123.8%
6101	Administration	$ 142,550	$ 113,290	$ 29,260	79.5%
6103	Community Outreach	$ -	$ -	$ -	0.0%
6104	Conservation Grants	$ 10,000	$ -	$ 10,000	0.0%
6110	Parks Advocacy Unit	$ 434,100	$ 322,596	$ 111,504	74.3%
6119	Construction/Maint.	$ 1,000	$ 168	$ 833	0.0%
6124	Equestrian Center	$ 300,000	$ 216,124	$ 83,876	72.0%
Sub-Total - General Fund 1		**$ 1,037,260**	**$ 810,696**	**$ 226,564**	**78.2%**
REAP - Fund 26					
0211	**Resource Enhancement**	**$ 171,700**	**$ 171,693**	**$ 7**	**100.0%**
Reserve - Fund 50					
0210-0214	**Special Projects**	**$ -**	**$ -**	**$ -**	**0.0%**
Bond - Fund 51					
0210	**Water & Land Dev & Trails**	**$ 2,612,500**	**$ 440,573**	**$ 2,171,927**	**16.9%**
Conservation Enterprises - Fund 286					
6121	Golf Course	$ 215,100	$ 187,591	$ 27,509	87.2%
6123	JP Cabins	$ 52,750	$ 63,045	$ (10,295)	119.5%
Sub-Total - Enterprises Fund 286		**$ 267,850**	**$ 250,636**	**$ 17,214**	**93.6%**
Grand Total - Conservation		**$ 4,089,310**	**$ 1,673,599**	**$ 2,415,711**	**40.9%**

2015-2016 Expense Budget

- as of 04/30/16 (83.33% of budget year expired)

UNIT #	UNIT	Expense Budget	Total Expended	Balance Remaining	% Expended
General - Fund 1					
0213	Equipment	$ 163,600	$ 111,099	$ 52,501	67.9%
6006	Environmental Ed	$ 409,465	$ 339,308	$ 70,157	82.9%
6009	Natural Resources	$ 674,688	$ 541,399	$ 133,289	80.2%
6101	Administration	$ 1,199,225	$ 959,646	$ 239,579	80.0%
6103	Community Outreach	$ 225,863	$ 182,873	$ 42,990	81.0%
6104	Conservation Grants	$ 10,000	$ -	$ 10,000	0.0%
6110	Parks Advocacy Unit	$ 493,169	$ 366,045	$ 127,124	74.2%
6119	Construction/Maint.	$ 1,293,853	$ 1,116,495	$ 177,358	86.3%
6124	Equestrian Center	$ 654,303	$ 536,405	$ 117,898	82.0%
Sub-Total - General Fund 1		**$ 5,124,166**	**$ 4,153,271**	**$ 970,895**	**81.1%**
General Supplemental - Fund 2					
All Units	**Benefits (IPERS/FICA/Ins, Etc.)**	**$ 1,087,384**	**$ 865,144**	**$ 222,240**	**79.6%**
Risk Management - Fund 3					
6100	**Insurance,Med., Work. Comp.**	**$ 127,200**	**$ 117,427**	**$ 9,773**	**92.3%**
REAP - Fund 26					
0211	**Resource Enhancement**	**$ 138,451**	**$ 120,126**	**$ 18,325**	**86.8%**
Reserve - Fund 50					
0210-0214	**Trails, Special Projects**	**$ 520,000**	**$ 30,420**	**$ 489,580**	**5.9%**
Bond - Fund 51					
0210	**Water & Land Dev & Trails**	**$ 9,948,000**	**$ 3,735,270**	**$ 6,212,730**	**37.5%**
Conservation Enterprises - Fund 286					
6121	Golf Course	$ 265,000	$ 54,832	$ 210,168	20.7%
6123	JP Cabins	$ 59,412	$ 89,517	$ (30,105)	150.7%
Sub-Total - Enterprises Fund 286		**$ 324,412**	**$ 144,349**	**$ 180,063**	**44.5%**
Grand Total - Conservation		**$ 17,269,613**	**$ 9,166,006**	**$ 8,103,607**	**53.1%**

PCWLL EXPENDITURES AS OF :

April 30, 2016

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	$ -	$ 885,171	$ 94,419	$ 839,196	$ 93,869	$ 175	$ (788,024)	$ 145,216	$ (94,616)
C06-6134	CBG SHAW ACQUISITION	$ 432,776	$ -	$ -	$ -	$ -	$ -	$ 691,636	$ (258,860)	$ 432,776	$ 0
C08-6142	JESTER PARK CABINS	$ 687,625	$ -	$ -	$ -	$ 687,625	$ -	$ -	$ -	$ 687,625	$ 0
C11-6205	CVT CONNECTOR-BROADWAY TO BONDURANT	$ 36,818	$ 1,258,916	$ 1,984,668	$ 131,607	$ 1,954,413	$ 131,607	$ 7,262	$ (797,548)	$ 1,295,734	$ (0)
C12-6213	CBG WELL REPLACEMENT	$ 73,859	$ -	$ 71,746	$ -	$ 71,746	$ 150	$ 1,963	$ -	$ 73,859	$ 0
C12-6214	CBG OBSERVATION DECK	$ 83,844	$ 5,196	$ -	$ 11,200	$ 77,840	$ 11,200	$ -	$ -	$ 89,040	$ (0)
C12-6218	JP EQUIPMENT MAINTENANCE BLDG RELOCATION	$ 420,241	$ -	$ -	$ -	$ 420,241	$ -	$ -	$ -	$ 420,241	$ (0)
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 NATURE CENTER	$ 2,404,200	$ 1,595,800	$ -	$ 1,445,722	$ -	$ 870,662	$ 38,940	$ (701,491)	$ 208,110	$ 3,791,890
C12-6222	CBG MASTER PLAN	$ 106,000	$ -	$ -	$ 98,368	$ -	$ 121,519	$ -	$ -	$ 121,519	$ (15,519)
C12-6223	ACKELSON TRAIL PHASE I (fkn EL Trail Phase I)	$ 1,083,651	$ -	$ 903,781	$ 176,108	$ 903,781	$ 176,108	$ 3,762	$ -	$ 1,083,651	$ (0)
C12-6224	ACKELSON TRAIL PHASE II (fka EL Trail Phase II)	$ 187,922	$ 227,871	$ 1,043,238	$ 205,658	$ 1,066,959	$ 218,505	$ 15,457	$ (560,000)	$ 740,920	$ (325,127)
C12-6225	ACKELSON TRAIL PHASE III (fka EL Trail Phase III)	$ -	$ 498,000	$ -	$ 159,534	$ 11,238	$ 91,738	$ -	$ -	$ 102,976	$ 395,025
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	$ 122,200	$ 175,237	$ 135,077	$ -	$ 432,514	$ 980,834
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	$ 19,784	$ 57,553	$ 226	$ (1,205)	$ 76,358	$ 767,642
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	$ 25,725	$ 12,000	$ 3	$ -	$ 37,728	$ 412,272
C12-6234	JP ENTRANCE RELOCATION	$ 586,000	$ 660,000	$ 279,839	$ 73,050	$ 319,689	$ 80,235	$ 3,649	$ -	$ 403,572	$ 842,428
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	$ -	$ -	$ -	$ -	$ 169,551	$ -	$ 169,551	$ 85,449
C12-6238	CBG WETLANDS/DRAINAGE RESTORATION	$ 104,476	$ 350,000	$ -	$ 103,626	$ -	$ 96,849	$ 30	$ -	$ 96,879	$ 357,597
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	$ -	$ -	$ -	$ -	$ -	$ 246,099	$ -	$ 246,099	$ (7,412)
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	$ 33,221	$ -	$ 127,832	$ (37,132)
C12-6250	YB PREIST PROPERTY ACQUISITION	$ 1,500	$ -	$ -	$ -	$ -	$ -	$ 333,415	$ -	$ 333,415	$ (331,915)

PCWLL EXPENDITURES AS OF :

April 30, 2016

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
C12-9999	MISC MINOR IMPROVEMENTS	$ 78,633	$ 150,000	$ -	$ -	$ -	$ 23,600	$ 338	$ -	$ 23,938	$ 204,695
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	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,356	$ -	$ 4,356	$ (4,356)
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	$ -	$ -	$ -	$ -	$ -	$ 288,807	$ (92,209)	$ 196,598	$ (8,913)
C13-6263	MALLY'S CVT & GLW TRAIL CONNECTOR	$ -	$ 307,017	$ -	$ 54,384	$ 82,843	$ 46,361	$ 10,544	$ -	$ 139,748	$ 167,269
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	$ 1,581,343	$ 667,246	$ 38,230	$ (220,440)	$ 2,066,379	$ (641,379)
C14-6269	FDM OUTDOOR CLASSROOM	$ 11,201	$ 100,000	$ -	$ 7,908	$ -	$ -	$ 7,600	$ -	$ 7,600	$ 103,601
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	$ -	$ -	$ -	$ -	$ 24,673	$ (12,604)	$ 12,069	$ 7,931
C14-6274	CONSERVATION CORPS	$ -	$ 201,600	$ 201,600	$ -	$ -	$ -	$ 140,698	$ -	$ 140,698	$ 60,902
C14-6275	GWT-BILL RILEY TRAIL/FEASIBILITY STUDY	$ -	$ 44,804	$ 136,783	$ 35,750	$ 127,458	$ 35,750	$ 44	$ -	$ 163,252	$ (118,448)
C14-6276	CBG SMITH PROPERTY	$ -	$ -	$ -	$ -	$ -	$ -	$ 159,425	$ -	$ 159,425	$ (159,425)
C14-6277	WATER QUALITY	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,809	$ -	$ 2,809	$ (2,809)
C15-6278	CBG HALE POND REPAIR	$ -	$ -	$ -	$ -	$ 33,825	$ 226	$ -	$ -	$ 34,051	$ (34,051)
C15-6281	TM PROPERTY #13	$ -	$ -	$ -	$ -	$ -	$ -	$ 18,475	$ -	$ 18,475	$ (18,475)
	LAND ACQUISITIONS	$ 71,946	$ 2,000,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,071,946
	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**	**$ 8,416,286**	**$ 4,210,542**	**$ 11,554,398**	**$ 3,521,054**	**$ 8,083,990**	**$ (5,840,881)**	**$ 17,318,562**	**$ 12,622,491**

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, April 13, 2016. The meeting was called to order at 5:30 p.m.

#16-0401 Roll Call
Members Present: Johnson, Levis, Smith, Cataldo, Northway

#16-0402 Public Comments
None

#16-0403 Financial Reports.

#16-0404 **MOVED BY** Levis to approve the February 10, 2016 meeting minutes.
Vote Yea: Smith, Levis, Johnson, Northway, Cataldo
Vote Abstain: Smith, Johnson

MOVED BY Smith to approve the March 9, 2016 meeting minutes.
Vote Yea: Smith, Johnson, Levis
Vote Abstain: Cataldo, Northway

CONSENT AGENDA

#16-0405 **MOVED BY** Cataldo to approve the March 2016 bill list.
Vote Yea: Cataldo, Smith, Northway, Johnson, Levis

#16-0406 **MOVED BY** Cataldo to approve the Park/Park Facility Naming Policy.
Vote Yea: Cataldo, Smith, Northway, Johnson, Levis

#16-0407 **MOVED BY** Cataldo to approve the professional services contract for the Four Mile Creek Master Plan through Snyder and Associates, Inc. in the amount of $58,000.
Vote Yea: Cataldo, Smith, Northway, Johnson, Levis

#16-0408 **MOVED BY** Cataldo to approve the March 2016 3rd Quarter budget amendment as submitted to the Polk County Budget Staff for the fiscal year 2015-2016..
Vote Yea: Cataldo, Smith, Northway, Johnson, Levis

#16-0409 **MOVED BY** Cataldo to approve authorizing staff to purchase the necessary equipment to outfit the four new park ranger vehicles and one existing vehicle in an amount not to exceed $60,000.
Vote Yea: Cataldo, Smith, Northway, Johnson, Levis

#16-0410 **MOVED BY** Cataldo to approve authorizing Polk County Conservation's Parks Superintendent to execute Campground Host Contract for Services agreements on behalf of the Polk County Conservation Board.
Vote Yea: Cataldo, Smith, Northway, Johnson, Levis

ACTION ITEMS

#16-0411 **MOVED BY Northway** to receive and file Board communication and staff presentation on position review and succession planning processes.
Vote Yea: Northway, Levis, Cataldo, Smith, Johnson

#16-0412 **MOVED BY Levis** to declare that land transfer (relocation of a portion of the Great Western Trail to accommodate commercial and infrastructure development adjacent to the Hwy. 5 Bypass and Veterans Parkway in exchange for an equal portion of private land to maintain the Great Western Trail) does not have a negative impact to Polk County Conservation and that the land exchange is supported by the Board; and approves the Land Exchange and Development Agreement and authorize the PCCB Chair to sign said document; and the Board further directs staff to submit the necessary documents for Board of Supervisor action to complete this land transaction.
Vote Yea: Levis, Johnson, Northway, Cataldo, Smith

BOARD DISCUSSION

#16-0413 Director's Report
*Update on Golf Course RFP

#16-0414 Board Chair and Member's Remarks
*Summer meeting locations
* April 21 Jester Park Nature Center Launch Party

Adjournment
Meeting adjourned at 6:06 p.m.

POLK COUNTY CONSERVATION	**Date**	May 11, 2016
	Agenda Item No. **CONSENT** **Roll Call No.** **16-0508** **Submitted by:** **Loren Lown** **Park & Natural Area Planner**	

AGENDA HEADING:
Authorize Director to finalize sale and related instruments for the acquisition of 4590 N.E. 108th Street, Mitchellville, IA.

SYNOPSIS:
Authorization of the Polk County Conservation Director or his designee to final the acquisition of 4590 N.E. 108th Street, Mitchellville, IA, which is adjacent to Thomas Mitchell Park.

FISCAL IMPACT:

Amount: $360,000

Funding Source: Polk County Water & Land Legacy Bond

ADDITIONAL INFORMATION:
On March 9, 2016 by Roll Call No. 16-0319, the Board authorized the Polk County Conservation Director or Natural Areas Planning Administrator to pursue property discussed in closed session. Staff made the offer approved by the Board which was accepted by the selling party. The approximately two acres of land which includes a single family home sits on the interior border of N.E. 46th Avenue and N.E. 108th Street.

This land acquisition will establish roadway boundaries on the NW corner of Thomas Mitchell Park an open up additional park space that was under-utilized due to having a private residence next to the park. Additionally, this acquisition will allow expanded opportunities for park improvements next to the pond which provide some of the most scenic views within the park.

PREVIOUS BOARD ACTION:
Date: March 9, 2016
Roll Call: 16-0319
Action: Authorized Director or Natural Areas Planning Administrator to pursue property at the priced discussed in closed session.

RECOMMENDATION:
Authorizing Director or his designee to finalize sale and related instruments for the acquisition of 4590 N.E. 108th Street, Mitchellville, IA.

POLK COUNTY CONSERVATION	**Date**	May 11, 2016
	Agenda Item No. **CONSENT** **Roll Call No.** **16-0509** **Submitted by:** **Loren Lown** **Park & Natural Area Planner**	

AGENDA HEADING:
Request from Ankeny for a trail easement at Carney Marsh.

SYNOPSIS:

The City of Ankeny wishes to connect a neighborhood to the Northwest of Carney Marsh to the Gay Lea Wilson Trail. The requested easement will cross the recently acquired UP Corridor between Primrose Lane and a county road adjacent to the Gay Lea Wilson Trail, approximately 80 feet..

FISCAL IMPACT: none. Ankeny will assume all construction and maintenance costs.

Amount: NA

Funding Source: NA

ADDITIONAL INFORMATION:

Ankeny is developing multiple connections between the growing metro trail system and needed connection improve safe non-motorized access to the Gay Lea Wilson Trail and to Carney Marsh. An easement for this property will require action by the Board of Supervisors.

PREVIOUS BOARD ACTION: N/A

RECOMMENDATION:

The PCCB determines that granting an easement to the City of Ankeny at Carney Marsh will have no adverse effect on the use of the land for park purposes; and the Board further directs staff to forward a recommendation to the Board of Supervisors to grant the easement required for this trail connection to the City of Ankeny.

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

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

EASEMENT PLAT

TRAIL EASEMENT

A PART OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 36, TOWNSHIP 80 NORTH, RANGE 24 WEST OF THE 5TH P.M., NOW INCLUDED IN AND FORMING A PART OF POLK COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF LOT "P" OF CASSIDY HEIGHTS PLAT 1, AN OFFICIAL PLAT; THENCE SOUTH 88°08'22" EAST ALONG THE NORTH LINE OF SAID LOT "P" EXTENDED EASTERLY APPROXIMATELY 79.8 FEET TO THE EAST LINE OF SAID SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 36 AND BEING THE EAST PROPERTY LINE CURRENTLY OWNED BY POLK COUNTY CONSERVATION BOARD; THENCE SOUTH ALONG SAID EAST LINE APPROXIMATELY 24 FEET TO THE INTERSECTION OF THE SOUTH LINE OF SAID LOT "P" EXTENDED EASTERLY AND SAID EAST LINE OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 36; THENCE NORTH 88°08'22" WEST ALONG SAID SOUTH LINE OF SAID LOT "P" EXTENDED EASTERLY APPROXIMATELY 82.9 FEET TO THE SOUTHEAST CORNER OF SAID LOT "P"; THENCE NORTHEASTERLY ALONG THE EAST LINE OF SAID LOT P AND ALONG A CURVE CONCAVE WESTERLY WHOSE RADIUS IS 3,767.55 FEET, WHOSE ARC LENGTH IS 24.12 FEET AND WHOSES CHORD BEARS NORTH 7°38'13" WEST, 24.12 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.04 ACRES (1,9525 S.F.) MORE OR LESS.

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

REQUESTED BY

CITY OF ANKENY

LEGEND

Survey	Found	Set
Section Corner	▲	△
1/2" Rebar, Cap # 11579 (Unless Otherwise Noted)	●	○
ROW Marker	■	□
ROW Rail	H	H
Control Point	⊙ CP	
Bench Mark	⊕	
Platted Distance	P	
Measured Bearing & Distance	M	
Recorded As	R	
Deed Distance	D	
Calculated Distance	C	
Minimum Protection Elevation	MPE	
Centerline		
Section Line		
1/4 Section Line		
1/4 1/4 Section Line		
Easement Line		

OWNER

POLK COUNTY CONSERVATION BOARD

LICENSED PROFESSIONAL LAND SURVEYOR
TERRY COADY
18643
IOWA

I hereby certify that this land surveying document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

4-6-2016

Terry Coady, PLS — Date

License Number 18643

My License Renewal Date is December 31, 2017

Pages or sheets covered by this seal:

CITY OF ANKENY

TRAIL EASEMENT

SNYDER & ASSOCIATES, INC.
Engineers and Planners

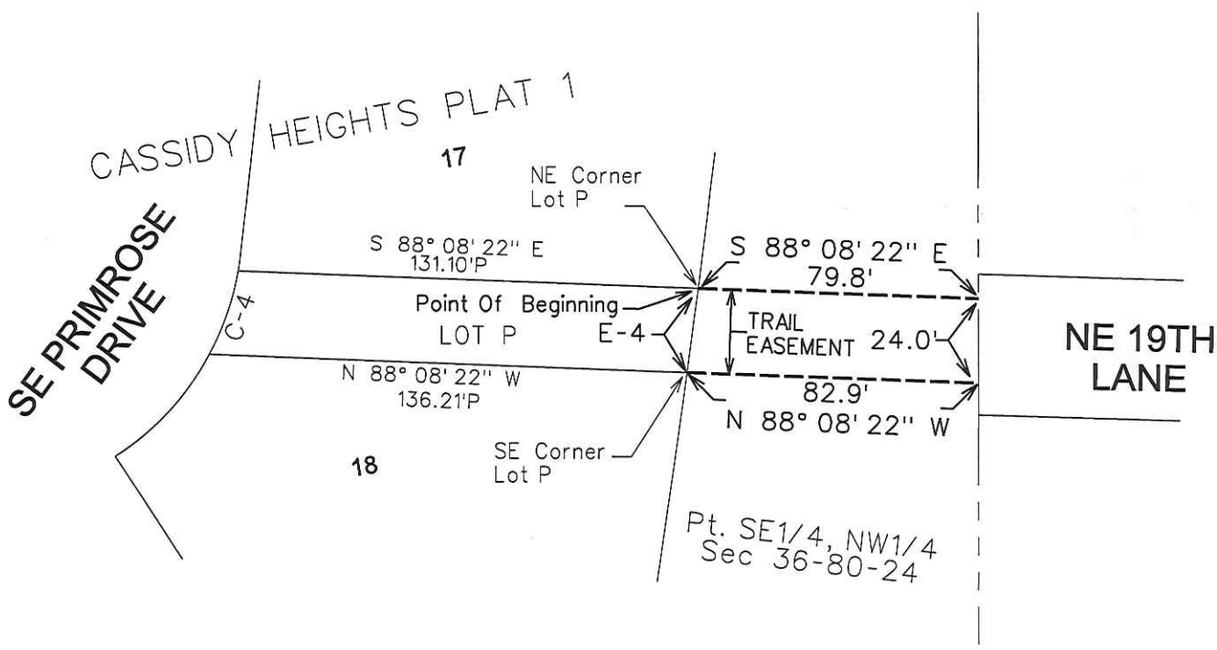
2727 S.W. SNYDER BLVD.
ANKENY, IA 50023 (515) 964-2020

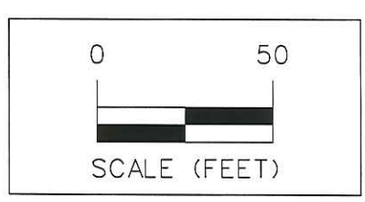
SHEET	1 OF 2
PN:	1160301
PM:	TLC
DATE:	04/04/16
TECH:	TLC

EASEMENT PLAT

CURVE TABLE

CURVE NO.	DELTA	RADIUS	ARC LENGTH	TANGENT	CHORD BEARING/DISTANCE	
C-4	18° 05' 34" RT	80.00'	25.26'	12.74'	S 19° 18' 25" W	25.16'
E-4	0° 22' 01" RT	3,767.55'	24.12'	12.06'	N 7° 38' 13" E	24.12'





CITY OF ANKENY

TRAIL EASEMENT

SNYDER & ASSOCIATES, INC.
Engineers and Planners

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

SHEET	2 OF 2
PN:	1160301
PM:	TLC
DATE:	04/04/16
TECH:	TLC

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Snyder

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4/6/2016
tlcoady

Trail Easement

April 15, 2016

1:5,000

0 0.05 0.1 0.2 mi

0 0.075 0.15 0.3 km

Generated by: Lorer
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POLK COUNTY CONSERVATION	**Date**	May 11, 2016
	Agenda Item No.	**CONSENT**
	Roll Call No.	**16-0510**
	Submitted by:	**Douglas C. Romig** **Deputy Director**

AGENDA HEADING:
Salary Increase, FY 2016-17

SYNOPSIS:
Approving a 3% base salary increase for Polk County Conservation Full-Time Employees.

FISCAL IMPACT: Costs incorporated in the FY 16/17 budget.
Amount:
Funding Source:

ADDITIONAL INFORMATION:

For pay and benefit purposes, Polk County Conservation full-time employees are considered "Management/Supervisory, Excluded, or Department Head".

The Board of Supervisors approved extending a 3% base salary increase (effective July 1, 2016) to Management/Supervisory employees, Excluded employees, and Department Heads on February 9, 2016. Salary and benefits for Polk County Conservation full-time employees are budgeted through funding from the Polk County Board of Supervisors as a part of the Conservation Board's annual operating budget.

PREVIOUS BOARD ACTION(S): NA
Date:
Roll Call Number:
Action:

RECOMMENDATION:

Approval of a 3% base salary increase for full-time employees, effective July 1, 2016.

POLK COUNTY CONSERVATION	**Date**	May 11, 2016
	Agenda Item No.	**CONSENT**
	Roll Call No.	**16-0511**
	Submitted by:	**Brian Herrstrom, Park Ranger**

AGENDA HEADING:
2015-16 Urban Deer Bow-Hunt Annual Report

SYNOPSIS:
Board is asked to receive and file the 2015-16 Urban Deer Bow-hunt Annual Report

FISCAL IMPACT:
Amount: NA
Funding Source: NA

ADDITIONAL INFORMATION:
The 2015-2016 Urban Deer Bow-hunt concluded its 17th season on January 10, 2016. Attached is the Annual Report that was approved at the Deer Task Force meeting on Monday, April 25th. The report details hunt statistics for the 2015-2016 season.

Harvest numbers from 11 participating organizations totaled 324 antler-less and 29 Incentive bucks from this past season. This compares to 356 antler-less and 26 Incentive bucks from last season.

Harvest numbers in Polk County Conservation areas are slightly up from last season's numbers. Hunters harvested 76 antler-less and 6 bucks from our nine areas, compared to 73 antler-less and 8 bucks from last year. The Buck Incentive Program continues to interest bow-hunters.

The aerial survey was not conducted this year due to the weather conditions not optimal to conduct the surveys. While the number of available hunters remain strong, the lower harvest numbers indicate a lowering of the deer population. This positively reflects on the program's success and mission to maintain deer populations in Polk County at ecologically-acceptable levels.

PREVIOUS BOARD ACTION(S):
Date: 05/13/2015
Roll Call Number: #4c
Action: Approved 2014-15 Urban Deer Bow-Hunt Annual Report. (5- Yeas; 0-Nays)

RECOMMENDATION:

That the Board Receive and File the 2015-16 Urban Deer Bow-Hunt Annual Report.

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

May 2, 2016

Dear City Administrator / Manager, and Bow-Hunt Coordinators:

2015-2016 Urban Deer Management Bow-Hunt Harvest Report

The Polk County Deer Task Force (PCDTF) is once again pleased to report a successful urban deer hunt. A total of 356 antlerless deer were harvested in the Polk County Deer Management Zone for the 2015-2016 season, and 29 incentive bucks were also harvested. Once again, no complaints were received with regard to the program. This completes the 18th year of managing the deer herd via urban bow hunting.

For the second year in a row, the aerial survey was not completed. The issue this year was related to weather. There are no new population numbers to review. However, the PCDTF and the Iowa Department of Natural Resources (IDNR) encourages entities to continue efforts to expand public and private property bow-hunts.The PCDTF and IDNR are interested in any data that can be provided by each entity, such as car/deer collisions or landowner complaints, to help judge if the hunting should be expanded or maintained. As a reminder, the IDNR biologists indicate a harvest of approximately 30% of the doe population in a given area is necessary just to hold the population steady.

Archery Field & Sports and A&S Archery will continue offering the proficiency testing. A slight change in wording on the proficiency test has been approved to align with the common practice of using paper targets rather than 3D targets. Please adopt that wording change as appropriate. There are no known changes in the list of vendors providing zone 48 tags. Look for the final list in the hunt brochure later this year. The PCDTF thanks those vendors who provide services that allow the urban hunt to continue.

Cities are encouraged to promote private property hunts to reduce deer herd size. Contact the City of Des Moines for a copy of their ordinance with respect to the section dealing with bow-hunting private property. The feeding of deer in urban areas continues to be discouraged. Contact the City of Urbandale for a copy of their ordinance regarding the feeding of deer.

The PCDTF continues to emphasize, and asks each participating entity to support our efforts to ensure well qualified, law abiding, and ethical hunters are involved in the program. Please continue to use the watch list (to be distributed later) to make decisions regarding hunter participation in your program and contribute to the watch list if you have violations in your program. The IDNR conservation officers are committed to helping police the program. They have requested a list of hunters and hunt maps and I encourage you to provide those materials as well as to encourage your hunters to report any suspicious activity to the IDNR TIP line.

Amend Packing Company does not plan to participate in the HUSH program. Please advise hunters of this fact and the PCDTF suggests the hunters share names of those who may be interested in receiving any extra deer.

Thank you to each City for keeping amounts in their budget that directly fundthe annual Aerial Survey. The reports from these surveys are a vital tool in controlling our urban deer population and it is expected they will resume in 2017.

Thank you for your support of this program and our goal to maintain a healthy and controlled population of the White-tailed Deer in Central Iowa.

Sincerely,

Roger Jackson

Roger Jackson, Polk County Deer Task Force Chair

Polk County Controlled Bow-Hunt
2015-2016 Deer Report

Executive Summary
Post Season Reports
Aerial Survey Results
Bow-Hunt Administrators
Advisory Organizations

Compiled by the
Polk County Deer Task Force

The Polk County Deer Task Force believes that the White-tailed deer is a valuable part of our natural heritage. We support the perpetuation of the deer population in Polk County at ecologically acceptable levels.

-1997 Position Statement of the Polk County Deer Task Force

Executive Summary

Based on the following results, it is recommended that the Polk County Controlled Bow-Hunt should be continued for the 2015-2016 season throughout the Polk County Deer Management Zone. It is also recommended to continue expanding efforts in the following areas:

- Urbandale
- Brown's Woods and Walnut Woods
- West Des Moines
- Johnston - Beaver Creek corridor
- Pleasant Hill
- private property throughout the zone

Post Season Reports

Licenses Sold

-The Polk County Deer Management Zone is divided into two zones.
1000 licenses were available for zone 48 which includes all of the cities, Polk County Conservation areas and U.S. Army Corps of Engineers areas.
200 licenses were available in zone 61 which is comprised of mostly rural areas not included in zone 48. Hunters purchased 638 antlerless licenses in zone 48 and 21 antlerless licenses in zone 61 for use in the Polk County Deer Management Zone.

Hunting Season

-This year the IDNR allowed participating entities to use September 19, 2015 through January 10, 2016, for the Polk County Deer Management Zone bow-hunting season. Agencies could choose to use these dates for their season, or tailor their hunt to suit individual needs (as long as the dates were within the allowable season above). Pending approval from the Natural Resource Commission, the proposed hunt dates for the 2016 -2017 season will be September 17, 2016 through January 29, 2017.

Deer Harvest

-Agencies reported that 324 antlerless deer had been harvested during the 2015-2016 bow-hunt, which is a decrease from 367 in the 2014-2015 season.
-There was a total of 356 antlerless deer harvested in the Polk County Deer Management Zone (including antlerless deer harvested in Camp Dodge with shotgun/muzzle).
29 incentive bucks were harvested during the 2015-2016 bow-hunt
A total of *400 deer were harvested during the 2015-2016 season.
* Count includes Camp Dodge (shotgun and muzzle any sex-tags)

Proficiency Testing

- Archery Field and Sports and A & S Archery administered proficiency testing to hunt participants. 177 proficiency tests were taken by 170 hunters.

Safety Record

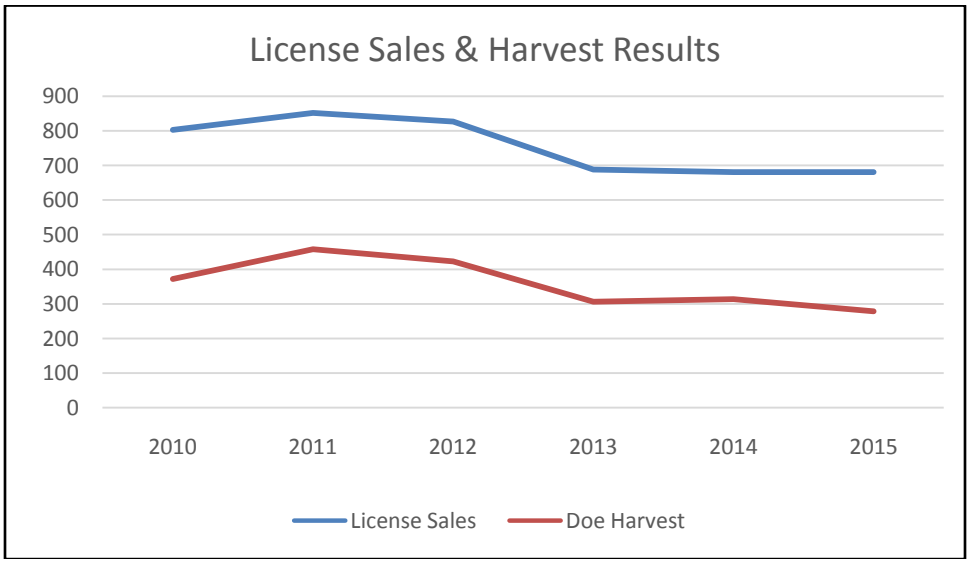
No injuries were reported from hunters, neighbors or park visitors

Polk County Aerial Deer Surveys: 2015

*by*Bill Bunger Iowa DNR

Helicopter surveys were not flown this year. Weather conditions were not optimal to conduct surveys this year. The following graph gives a simple depiction of license sales and resulting doe harvest in the Polk/Dallas deer management zone. Over the last six years, license sales and doe harvest have started to decline. It seems likely this reflects a reduction in harvest opportunity (over 50% success in 2011 to 40% success in 2015) due to lower deer numbers since the inception of this hunt. It should be noted that 40% success is similar to harvest success seen by bow hunters at the statewide level. The 'easy' harvest of deer may be past. While we are aware of small, localized areas where deer numbers remain elevated, the general state of deer numbers has improved over the course of this hunt. Any future change in hunting opportunities will be driven by local public interest.

The success of this hunt remains in the hands of the cities and hunters who have made it successful. The dedication of city representatives to make this a safe event while bringing opportunity for individuals to address their concerns is admirable. In addition, hunters have volunteered their time and done so with respect for the landowners and the resource.



Bow-Hunt Administrators

- City of Des Moines: Mike Gaul (515)-248-6329
  -Administers public and private property bow-hunting

- City of Johnston: Jim Sanders (515) 727-7760
  -Administers public and private property bow-hunting

- Polk County Conservation: Brian Herrstrom (515) 967-4889, c (515) 249-1753

- US Army Corps of Engineers (Saylorville Lake): Daniel Clark (515) 276-4656 ext. 6507

- City of Urbandale: Andrew Dobbins (515) 331-6805
  -Administers public and private property bow-hunting

- Walnut Woods State Park (IDNR): Tim Gedler (515) 285-4502

- City of West Des Moines: Sally Ortegies (515) 222-3447
  -Administers public and private property bow-hunting

- City of Clive: Jeff Theilen (515) 238-0648, Joel Pasco (515) 210-7581
  -Administers public property bow-hunting

- City of Pleasant Hill: Heath Ellis (515) 208-5212, Rick Courcier (515) 208-8214
  -Administers public and private property bow-hunting

Advisory Organizations

The following organizations serve in an advisory capacity to the Polk County Deer Task Force (in addition to the organizations listed above).

- Iowa Dept. of Natural Resources: Bill Bunger (515) 975-8318
- City of Ankeny, City of Des Moines Animal Control, City of Grimes, City of Polk City, Dallas County Conservation Board, Des Moines Water Works

- Archery Field and Sports, A & S Archery, Des Moines Audubon, Des Moines Founders' Garden Club, Des Moines Izaak Walton League, IDNR Law Enforcement,
  Iowa Bow Hunters Assoc. (IBA), National Field Archery Association, Polk County Conservation Board, Polk County Board of Supervisors, Sierra Club and Westwood Neighborhood Association.

Table 1. Results from the helicopter deer surveys in Polk county, 1996 to present. **Survey not conducted in 2015 or 2016**.

Urban Areas Surveyed	Area (Square Miles)	Deer Sighted 1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Water Works Park Area	3.91	100	159	206	204	136	88	105	102	134	130	37	58	63	51	46	35	21	35	46
D.M, South of Grand	1.37			56	45	39	50	49	36	63	56	18	53	66	49	55	28	28	29	18
DSM airport west-63rd*	1.78												150	164	188	103	76	76	74	49
Browns & Walnut Woods	4.20	43	132	149	106	128	86	91	155	226	167	137	301	216	232	151	189	182	238	165
Easter Lake & DSM River East	6.74	26	43	58	135	145	110	163	132	146	239	84	418	233	209	254	195	142	174	112
Yellow Banks & DSM River	1.75	24	52	62	77	67	122	81	98	77	78	29	110	92	77	61	33	19	51	44
Four Mile Creek:																				
I80 -Des Moines River	5.29	7	41	51	99	79	39	83	87	100	107	118	174	165	179	164	87	113	114	91
*Pleasant Hill west**	0.93											*48*	*71*	*59*	*86*	*63*	*53*	*43*	*70*	*71*
Pleasant Hill east	2.27											25	31	150	162	128	90	71	138	123
North of I-80	4.45	58	128	128	158	117	103	86	80	104	127	16	124	202	136	177	125	71	98	167
Margo Frankel Woods	0.78	15	14	35	4	23	12	6	0	28	15	8	15	15	17	25	18	21	14	12
Rock Creek	2.91	26	74	38	51	49	79	24	39	44	27	52	66	92	58	47	41	46	34	33
Des Moines River:																				
Saylorville Dam-Riverview Park	4.66	83	115	83	150	124	122	162	209	296	184	153	278	238	143	155	150	123	193	148
*North of I-80**	2.81													*175*	*122*	*124*	*111*	*82*	*118*	*97*
*South of I-80**	1.85													*63*	*21*	*31*	*39*	*41*	*75*	*51*
Jordan Creek/South Woods	0.26									63	56	38	10	25	35	30	33	15	17	14
Quail Park- W. DSM	0.90																		101	92
Walnut Creek:																				
Raccoon River to I-80	0.79	0	1	7	5	23	14	14	25	42	19	30	50	19	40	40	27	22	13	11
*Clive Area; west of I-35**	0.30													*23*	*15*	*10*	*5*	*8*	6	4
Living History Farms	0.41				20	20	10	42	16	34	26	30	25	43	23	17	24	18	22	29
West of I-80	1.38	59	229	285	261	270	225	146	203	336	177	227	340	172	147	186	170	127	154	111
Beaver Creek (Johnston)	0.59													100	74	80	61	27	74	68
Polk City Barrier Dam Refuge	3.11	41	92	117	133	125	89	113	135	230	135	89	198	150	166	268	142	118	99	81
Total	**53.44**	**482**	**1,080**	**1,275**	**1,448**	**1,345**	**1,149**	**1,165**	**1,317**	**1923**	**1543**	**1091**	**2401**	**2205**	**1986**	**1987**	**1524**	**1240**	**1678**	**1418**
Rural Areas																				
Saylorville Reservoir																				
Camp Dodge	2.23	55	71	93	105	108	69	73	68	195	165	148	234	148	109	93	107	49	91	101
Dam to MLB (west side)	1.92		61	62	24	38	34	61	50	109	46	67	98	114	86	136	84	115	94	36
Dam to MLB (east side) ***a***	2.55		41	72	94	83	85	86	50	137	94	55	66	127	91	90	105	110	67	67
MLB to Hwy 17 (east side)	4.18		35	33	53	77	80	-	-		142	123	124	208	134	178	179	201	225	184
Jester Park, MLB to Bridge to Hwy 17	4.82	88	158	161	95	95	132	127	108	189	82	110	133	221	165	187	201	238	132	133
Total (excluding Barrier Dam Refuge)	**16**	**143**	**366**	**421**	**371**	**401**	**400**	**347**	**276**	**630**	**529**	**503**	**655**	**818**	**585**	**684**	**676**	**713**	**609**	**521**
Chichaqua & Skunk River		96	85		197	109	-	-	187	133	106	181	210	-	154	-	103	-	-	168

New survey area, 2007.** ***a **-** does not include Barrier Dam Refuge area

22

Table 1. Results from the helicopter deer surveys in Polk county, 1996 to present. **Survey not conducted in 2015 or 2016**.

Urban Areas Surveyed	Area (Square Miles)	Deer per Square Mile 1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	Change (2013 to 2014
Water Works Park Area	3.91	26	41	53	52	35	23	27	26	34	33	9	15	16	13	12	9	5	9	12	33%
D.M, South of Grand	1.37	0	0	41	33	28	36	36	26	46	41	13	39	48	36	40	20	20	21	13	-38%
DSM airport west-63rd*	1.78												84	92	106	58	43	43	42	28	-33%
Browns & Walnut Woods	4.20	10	31	35	25	30	20	22	37	54	40	33	72	51	55	36	45	43	57	39	-32%
Easter Lake & DSM River East	6.74	4	6	9	20	22	16	24	20	22	35	12	62	35	31	38	29	21	26	17	-35%
Yellow Banks & DSM River	1.75	14	30	35	44	38	70	46	56	44	45	17	63	53	44	35	19	11	29	25	-14%
Four Mile Creek:																					
I80 -Des Moines River	5.29	1	8	10	19	15	7	16	16	19	20	22	33	31	34	31	16	21	22	17	-23%
*Pleasant Hill west**	0.93											48	71	63	92	68	57	46	75	76	1%
Pleasant Hill east	2.27											26	31	66	71	56	40	31	61	54	-11%
North of I-80	4.45	13	29	29	36	26	23	19	18	23	29	4	28	45	31	40	28	16	22	38	73%
Margo Frankel Woods	0.78	19	18	45	5	29	15	8	0	36	19	10	19	19	22	32	23	27	18	15	-17%
Rock Creek	2.91	9	25	13	18	17	27	8	13	15	9	18	23	32	20	16	14	16	12	11	-8%
Des Moines River:																					
Saylorville Dam-Riverview Park	4.66	18	25	18	32	27	26	35	45	64	39	33	60	51	31	33	32	26	41	32	-22%
*North of I-80**	2.81													62	43	44	40	29	42	35	-17%
*South of I-80**	1.85													34	11	17	21	22	41	28	-32%
Jordan Creek/South Woods	0.26	0								242	215	146	38	96	135	115	127	58	65	54	-17%
Quail Park- W. DSM	0.90																		112	102	-9%
Walnut Creek:																					
Raccoon River to I-80	0.79	0	1	9	6	29	18	18	32	53	24	38	63	24	51	51	34	28	16	14	-13%
*Clive Area; west of I-35**	0.30													*77*	*50*	*33*	17	27	20	13	-35%
Living History Farms	0.41				49	49	24	102	39	83	63	73	61	105	56	41	59	44	54	71	31%
West of I-80	1.38	43	166	207	189	196	163	106	147	243	128	164	246	125	107	135	123	92	112	80	-29%
Beaver Creek (Johnston)	0.59													169	125	136	103	46	125	115	-8%
Polk City Barrier Dam Refuge	3.11	13	30	38	43	40	29	36	43	74	43	29	64	48	53	86	46	38	32	26	-19%
Total	**53.44**	**9**	**20**	**24**	**27**	**25**	**22**	**22**	**25**	**36**	**29**	**20**	**45**	**41**	**37**	**37**	**29**	**23**	**31**	**27**	**-13%**
Rural Areas																					
Saylorville Reservoir																					
Camp Dodge	2.23	25	32	42	47	48	31	33	30	87	74	66	105	66	49	42	48	22	41	45	10%
Dam to MLB (west side)	1.92	-	32	32	13	20	18	32	26	57	24	35	51	59	45	71	44	60	49	19	-61%
Dam to MLB (east side) ***a***	2.55	-	16	28	37	33	33	34	20	54	37	22	26	50	36	35	41	43	26	26	0%
MLB to Hwy 17 (east side)	4.18	-	8	8	13	18	19	-	-	-	34	29	30	50	32	43	43	48	54	44	-19%
Jester Park, MLB to Bridge to Hwy 17	4.82	18	33	33	20	20	27	26	22	39	17	23	28	46	34	39	42	49	27	28	4%
Total (excluding Barrier Dam Refuge)	**16**	**-**	**23**	**27**	**24**	**26**	**25**	**22**	**18**	**40**	**34**	**32**	**42**	**52**	**37**	**44**	**43**	**45**	**39**	**33**	**-15%**
Chichaqua & Skunk River																					

*****New survey area, 2007. ***a*** - does not include Barrier Dam Refuge area

2015 - 2016 Deer Harvest

POLK-DALLAS URBAN ZONE 48

A. **Polk County Conservation (PCC) Public Areas:** Brian Herrstrom 967-4889

	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Jester Park				
Incentive Buck (4 allotted)	3		1	6
Sycamore Trail (includes Area C in Johnston)				
Incentive Buck (2 allotted)				9
Easter Lake				
Incentive Buck (2 allotted)	2		3	12
Brown's Woods				
Incentive Buck (3 allotted)	1			25
Thomas Mitchell Park				
Incentive Buck (1 allotted)			1	5
Mally's Weh-Weh-Neh-Kee Park				
Incentive Buck (included with Thomas Mitchell)				
Four Mile Greenbelt				
Incentive Buck (included with Thomas Mitchell)			2	2
Yellow Banks Park				
Incentive Buck (0 allotted)				8
Gay Lea Wilson East Trail				
Incentive Buck 0 allotted)				2
Polk County Conservation (PCC) Harvest Total	**6**	**0**	**7**	**69**

B. **City of Clive Public Areas:** Jeff Theilen 238-0648 / Joel Pasco 210-7581

	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
West of I-80	1		3	2
Greenbelt Park: East of NW 114th				5
Incentive Buck (1 allotted)				
Sub-total	**1**	**0**	**3**	**7**
City of Clive Private Property				
None at present date				0
Sub-total	**0**	**0**	**0**	**0**
City of Clive Harvest Total	**1**	**0**	**3**	**7**

C. **City of Des Moines Public Areas:** Michael Gaul 248-6329

	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Cases Lake: Hartford Ave			1	5
Crocker Woods: Prospect Rd. & Hickman Rd.	1			7
Ewing Park			1	3
Laurel Hill Woods				3
MacRae Park				2
Pioneer Park				1
Ashworth Park	1	1	1	5
Incentive Buck (8 allotted)				
Sub-total	**2**	**1**	**3**	**26**

City of Des Moines Private Property

	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
SW / Airport Area	2		2	15
(South of Waterworks Park, West of Fleur to limits)				
SE / Easter Lake and Ewing Parks Area	4		9	26
(SE 14th east, South of DM River to Limits)				
South of Grand Area	4	1	2	19
(West of Terrace Hill to 63rd, South of University to Waterworks)				
MacRae Park Area				
Prospect / Beaverdale Park Area				6
East Area (East and Northeast area of city)	3		5	14
Incentive Buck (14 allotted)				
Sub-total	**13**	**1**	**18**	**80**
City of Des Moines Harvest Total	**15**	**2**	**21**	**106**

D. **City of Johnston Public Areas: Jim Sanders 727-7760**

	Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Area A: Army Corps of Engineers (See USACE totals)				
Area C: Sycamore Trail (See PCC totals)				
Area E: City of Johnston - 156 Acres				9
Incentive Buck (3 allotted)				
Sub-total	**0**	**0**	**0**	**9**
City of Johnston Private Property				
Private Property		1		14
Incentive Buck (3 allotted)				
Sub-total	**0**	**1**	**0**	**14**
City of Johnston Harvest Total	**0**	**1**	**0**	**23**

E. **City of Pleasant Hill: Heath Ellis 208-5212 / Rick Courcier 208-8214**

		Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Polk County Property	**(See PCC Totals)**				
City Property					
Private Property		2			**6**
Incentive Buck (2 allotted)					
City of Pleasant Hill	**Harvest Total**	**2**	**0**	**0**	**6**

F. **City of Urbandale Public Areas: Andrew Dobbins 331-6805**

		Incentive Buck	Shed Antlered Buck	Button Buck	Doe
City Parks					6
Incentive Buck (None allotted at this time)					
	Sub-total	**0**	**0**	**0**	**6**
City of Urbandale Private Property					
Living History Farms (LHF) (West of I-35)				1	4
Incentive Buck (5 allotted)					
Other Private Property		3		1	18
Incentive Buck (7 allotted)					
	Sub-total	**3**	**0**	**2**	**22**
City of Urbandale	**Harvest Total**	**3**	**0**	**2**	**28**

G. **City of West Des Moines Public Areas: Sally Ortgies 222-3447**

		Incentive Buck	Shed Antlered Buck	Button Buck	Doe
South Woods					12
Incentive Buck (2 allotted)					
	Sub-total	**0**	**0**	**0**	**12**
City of West Des Moines Private Property					
		1			7
	Sub-total	**1**	**0**	**0**	**7**
City of West Des Moines	**Harvest Total**	**1**	**0**	**0**	**19**

H. **USACE: (Corps of Engineers): 276-4656 Scott Rolfes ext. 6508; Daniel Clark ext. 6507**

		Incentive Buck	Shed Antlered Buck	Button Buck	Doe
Saylorville				2	21
(No Buck Incentive Issued for this area)					
Polk City Refuge					
(No Buck Incentive Issued for this area)					
USACE	**Harvest Total**	**0**	**0**	**2**	**21**

I. **Walnut Woods State Park: Tim Gedler 285-4502**

		Buck	Shed Antlered Buck	Button Buck	Doe
Walnut Woods State Park		1		1	6
(No Buck Incentive Issued for this area)					
Walnut Woods State Park	**Harvest Total**	**1**	**0**	**1**	**6**

Total Doe Harvested Zone 48	**285**
Total Incentive Bucks Harvested Zone 48	**29**
Total Shed Antlered Bucks Harvested Zone 48	**3**
Total Button Bucks Harvested Zone 48	**36**

Antler-less tags available zone 48:	**1200**	**Sold:**	**638**
Incentive Buck Tags available Zone 48:	**55**	**Sold:**	**53**

J. **IDNR ELECTRONIC LICENSING (ELSI)** **Zone 48**

		Buck	Shed Antlered Buck	Button Buck	Doe
Antlerless Only licenses		2	2	40	263
Incentive Licenses - Any Sex		**32**			**2**
ELSI	**Harvest Total**	**34**	**2**	**40**	**265**
		Total Deer Harvested			**341**

ELSI harvest totals for zone 48 are displayed to show reporting discrepancies by hunters to both administrating agencies and IDNR.

POLK-DALLAS RURAL ZONE 61

K. **Camp Dodge: Shannan Garretson 252-4648**

	Buck**	Shed Antlered Buck	Button Buck	Doe
Archery	8	0	0	13
Shotgun / Muzzle loader	7	0	0	9
Camp Dodge Total Harvest	**15**	**0**	**0**	**22**

**Buck (Normal seasons and any-sex tags allowed)

L. **IDNR ELECTRONIC LICENSING (ELSI) Zone 61**

	Buck	Shed Antlered Buck	Button Buck	Doe
			2	8
ELSI Total Harvest	**0**	**0**	**2**	**8**

Total Antlerless Deer Harvested Zone 61 **32**

Total Bucks Harvested Zone 61 **15**

Antler-less tags available zone 61: 400 **Sold: 21**

Antler-less Deer Harvested (Bow) **Total 337**

* Count including Camp Dodge (shotgun/muzzle) and ELSI zone 61 **356**

Incentive Bucks **Total 29**

Bucks: Camp Dodge and ELSI zone 61** **Total 15**

**Normal seasons (shotgun/bow) and any-sex tags allowed

Total Deer Harvested **400**

POLK COUNTY CONSERVATION	**Date**	May 11, 2016
	Item No.	**ACTION**
	Roll Call No.	**16-0512**
	Submitted by:	**Loren Lown** **Park & Natural Area Planner**

AGENDA HEADING:
Approving Change Order with Snyder & Associates, Inc. for design services within the Easter Lake Watershed and Authorizing Director to enter into a Memorandum of Agreement with the Polk Soil & Water Conservation District to construct improvements.

SYNOPSIS:
Approval of Change Order with Snyder & Associates for design services related to construction of a sediment basin forebay and stormwater wetland in the Easter Lake Watershed with Polk County Conservation serving as the project manager and obtaining reimbursement from the Polk Soil & Water Conservation District.

FISCAL IMPACT:
Amount: $145,000.00 - Not to exceed to project costs.
Funding Source: Reimbursement from Polk Soil & Water Conservation District

ADDITIONAL INFORMATION:
Polk Soil & Water Conservation District has worked closely with Polk County Conservation on water quality initiatives at Easter Lake and within the Easter Lake Watershed. Polk Soil & Water Conservation District has submitted an IDALS Request in the amount of $72,500 for design services and construction of a sediment basin and stormwater wetland for the N.E. corner of Easter Lake Park. The other half of the funding will come from DNR319 funds received by Polk Soil and Water.

The funding request is composed of two major components, a sediment basin forebay and stormwater wetland. For this project, drainage water will first enter the sediment basin where suspended sediment will be captured decreasing turbidity and insoluble phosphorous levels. Drainage water will then flow through the stormwater wetland where soluble nutrients and other pollutants will be removed before entering Easter Lake.

Polk County Conservation shall hire Snyder & Associates to complete the design detail including construction documents and also have them serve as the construction manager. Polk County Conservation shall also upfront the payments to Snyder and the awarded contractor which funds will be reimbursed by Polk Soil & Water Conservation District to cover the actual costs of the project that shall not exceed $145,000.00.

PREVIOUS BOARD ACTION(S):
Date: December 9, 2015
Roll Call: 15-1212
Action: 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 (4 - Yeas; 1 - Absent)

RECOMMENDATION:
Approval of Change Order with Snyder & Associates, Inc. for a lump sum payment in the amount of $19,000.00 for Easter Lake Watershed design services and authorizing the Board Chair to sign said Change Order on behalf of the Polk County Conservation Board and further authorize the PCCB Director to enter into associated contracts and Memorandum of Agreement to construct sediment basin and stormwater wetland at Easter Lake Park in an amount not to exceed $126,000, subject to approval by Polk County Legal Department.

Change Order for Additional Services

This change order authorizes Snyder & Associates, Inc. to proceed with the following described additional services.

Client:	Polk County Conservation		
Attention:	Doug Romig		
Project Name:	Easter Lake Restoration		
Project #:	114.0546.01	**Change Order Date:**	4/19/16

Description of Additional Services
See Attachment A, "Easter Lake Restoration Project, Sediment Basin Forebay and Stormwater Wetland, Supplemental Services No. 1".

☒ Lump Sum

☐ Hourly in accordance with the Snyder & Associates, Inc. current standard fee schedule.

☐ Document Attached

The undersigned, on behalf of the Client, understands and agrees that the services described in this Change Order are additional services, scope of which is not contained within the original scope of services defined in the original agreement. The Additional Services in this Change Order are subject to the general terms and conditions contained in the Original Agreement dated June 11, 2014.

Client Authorized Signature — Date

Allen Munsterman — 04/20/16

Snyder & Associates, Inc. Authorized Signature — Date

Route Executed Copy to: Darin Jacobs

ATTACHMENT A
Easter Lake Restoration Project
Sediment Basin Forebay and Stormwater Wetland
Supplemental Services No. 1

The following additional services are requested for the Easter Lake Restoration project.

PROJECT DESCRIPTION

This project addition includes construction of a sediment basin forebay and a stormwater wetland. These improvements will work together to reduce sediment and stormwater pollutants from entering Easter Lake where a 37 acre primarily urban drainage area is causing significant lake sedimentation and high nutrient levels.

This project will be completed through a Professional Services Agreement with the Polk County Conservation Board (***Client***) with a Cooperative Agreement between the ***Client*** and Polk Soil & Water Conservation District. The Polk County Conservation Board is the ***Client*** in this Scope of Services and Professional Services Agreement.

ENGINEERING SERVICES

The ***Consultant*** will provide the following Engineering Services:

Preliminary Design

1. Prepare designs, including drawings, specifications, and opinions of probable construction costs for the Project.

    1.1. Meet as required with ***Client*** staff to develop the project concept and details for various portions of the project.

    1.2. Submit the designs and cost estimate at 60% completion for ***Client's*** review and approval; ***Consultant*** shall meet with ***Client*** to present and discuss this preliminary design. ***Client*** shall provide any comments within ten business days of receipt, which ***Consultant*** shall incorporate or address in the final design drawing.

Final Design

2. Prepare designs, including drawings, specifications, and opinions of probable construction costs for the Project.

    2.1. Submit the designs and cost estimate at 90% completion, and including any ***Client*** comments from the 60% review, for ***Client's*** review and approval; ***Client*** shall provide any comments within ten business days of receipt, which ***Consultant*** will incorporate or address in the final design drawing.

2.2. Submit designs and cost estimate at 100% for ***Client's*** review and approval, and including any ***Client*** comments from the previous reviews, for ***Client*** review and approval and for incorporation into the bid documents described below. ***Consultant*** shall incorporate ***Client's*** comments into the final version of the design contract documents.

2.3. Prepare bid documents consistent with the designs described in the Preliminary Design Task and related reviews. ***Consultant*** shall deliver hard copies and one electronic pdf format copy of the Contract Documents as required by the ***Client.*** This final submission shall be signed and sealed, suitable for bidding. Snyder shall also provide to ***Client*** an updated opinion of probable construction costs based on final plans and specifications, and broken out by bid item.

Bidding Services

3. Provide project administration during the bidding process.

3.1. Conduct a pre-bid meeting for interested contractors, serving as the ***Client's*** design consultant.

3.2. Field questions about the plans and specifications developed by the ***Consultant,*** distribute addenda as needed, and notify potential contractors of the opportunity within the confines of the state law to maximize the bidder pool.

Construction Administration and Observation

4. Provide administration and observation during construction.

4.1. Conduct a preconstruction conference attended by representatives of the Contractor, ***Client,*** and affected stakeholders.

4.2. Review shop drawings and other submittals as required of the Contractor by the contract documents for conformance with the design concept of the project and compliance with the information given in the contract documents.

4.3. Answer design interpretation questions from the ***Client,*** Contractor, review staff and appropriate agencies.

4.4. Review and verify monthly pay quantities.

4.5. Perform construction site visits by design personnel at appropriate stages of construction to review the quality of work and to determine whether the work conforms to the contract documents.

4.6. Prepare and assist ***Client*** and Contractor in processing contract change orders.

4.7. Consider and evaluate Contractor's suggestions for modifications and report them with recommendations to the ***Client***.

4.8. Attend monthly construction meetings and conduct intraoffice administration and coordination of the project.

4.9. Participate in a field observation of the completed project with ***Client*** and review staff before a final application for payment is processed for the Contractor.

Construction Staking

5. Snyder & Associates, Inc. will provide staking for construction.

5.1. Provide horizontal and vertical control around project perimeter.

5.2. The staking will include the construction limits, clearing & grubbing limits, proposed structures, and earthwork. One set of stakes will be provided for each construction operation.

PROJECT SCHEDULE

All phases of the project, from design through construction, will be performed by the ***Consultant*** in accordance with a schedule mutually developed by ***Client*** and ***Consultant***.

- Notice to Proceed with Design – Anticipated prior to April 30, 2016
- Preliminary Design Complete – May 30, 2016
- Final Design Complete – July 15, 2016
- Notice of Bid Letting – September 1, 2016
- Begin Construction – October 1, 2016
- Construction Complete – June 30, 2017

The ***Client*** may request Additional Services from the ***Consultant*** not included in the Scope of Services as outlined. Additional Services may include, but not limited to, expanding the scope of the project and work to be completed; requesting the development of various documents; or extending the time to complete the project through no fault of the ***Consultant***.

COMPENSATION AND TERMS OF PAYMENT

The ***Client*** shall pay the Professional in accordance with the terms and conditions of the original Contract and this Supplemental Services Agreement.

COMPENSATION

As per the original agreement dated June 11, 2014, the engineering fee will be on the basis of a Lump Sum.

Preliminary Design	$5,000
Final Design	$8,500
Bidding	$2,000
Construction Administration And Observation	$2,000
Construction Staking	$2,500
TOTAL LUMP SUM FEE	$19,000

If the ***Consultant*** anticipates that actual engineering costs will exceed engineering costs, he shall immediately notify the ***County***, in writing, of such proposed increase and the reasons therefore. The ***County*** shall thereupon review such proposed increase and either accept or reject it.

SPECIFICATIONS

Services provided by the ***Consultant*** under this agreement shall be in conformity with the standard practices and requirements set in the original contract.

POLK COUNTY CONSERVATION	**Date**	May 11, 2016
	Item No. **ACTION** **Roll Call No.** **16-0513** **Submitted by:** **Douglas C. Romig** **Deputy Director**	

AGENDA HEADING:
Approving Contract for Services to assist with barn operations at the Jester Park Equestrian Center.

SYNOPSIS:
Approval of a one-year Contract for Services Agreement with Anna Kurns to provide assistance with barn operations at the Jester Park Equestrian Center

FISCAL IMPACT:
Amount: $45,000.
Funding Source: Equestrian Center Operating Budget

ADDITIONAL INFORMATION:
Polk County Conservation owns and operates the Jester Park Equestrian Center. While the initial intent for the Equestrian Center was to operate as an enterprise fund (self-sustaining), the initial business plan did not account for the overall operational needs of this complex 7-days a week, 365-days a year operation. Within the FY17 operating budget, staff has adjusted the "extra help" line item to more closely reflect actual operational needs. Additionally, staff is working on improving operational efficiencies, reducing expenses and increasing revenues in an effort to minimize the subsidy required to manage a 60 - 70 head equine facility with a robust programming component and boarding private horses.

The Jester Park Equestrian Center is under-staffed to fulfill its mission and purpose. Current operations occur between 7:00 am and 7:00 p.m. Sunday - Saturday with some lessons, programs and special events occurring after 7:00 p.m. The management of the Jester Park Equestrian Center consists of the Equestrian Center Manager, Barn Supervisor, Program Coordinator and one full time Riding Instructor.

A total of 4,380 hours of operations (12 hours a day 365 days a year) are needed annually, excluding any programs/services provided after 7:00 p.m. Barn operation responsibilities alone show a deficit of 1,610 hours per year for the Barn Supervisor, due to the daily care of the horses and the facility. With specific duties and responsibilities of each of the full-time employees (lesson planning, marketing, training, scheduling, etc.) excluding holidays, sick days and vacations there is a need for one additional full-time position dedicated to the Equestrian Center both from a programmatic and an operational standpoint. Based on analysis and observations of the Equestrian Center, the Equestrian Center Manager and Barn Supervisor have to work between 120 - 150 hours combined per week to maintain operations. While assistance from the Program Coordinator and Riding Instructor who work between 40 and 50 hours weekly aid in maintaining Equestrian Center operations, staff will continue to get burned out resulting in poor performance, high turnover and frustrated employees all ultimately resulting in a degradation of the facilities, unhappy customers and loss of revenues.

Other operational impact items completed but not at 100% or not at the quality desired due to time constraints and prioritization include: staff training, project planning, requisition requests, documentation upkeep, personnel evaluations, oversight of trail operations, crew coordination (operations vs. programs), wagon program upkeep and planning, public/community outreach, increased boarder interactions/relationships, grant research/writing, marketing/promotions, timely evaluation of Jester Park Equestrian Center program horses, work with special interest groups, and supporting other Polk County Conservation activities through use of the Equestrian Center and program horses.

In an effort to correct this situation while maintaining a balanced budget, it is recommended that Polk County Conservation enters into a contract to support the Equestrian Center barn operations. Funding from the savings generated from the change of the Program Supervisor to Program Coordinator position and elimination of some "extra help" line item budget authority will cover the contract payments.

PREVIOUS BOARD ACTION(S): N/A

RECOMMENDATION:
Approval of Equestrian Center Barn Operations Contract for Services with Anna Kurns in the amount of $3,750.00 per month for contract services to support barn and trail ride operations and authorizing the Board Chair to sign said Contract on behalf of the Polk County Conservation Board.

POLK COUNTY CONSERVATION	**Date**	May 11, 2016
	Item No.	**ACTION**
	Roll Call No.	**16-0514**
	Submitted by:	**Douglas C. Romig** **Deputy Director**

AGENDA HEADING:
Approving Contract Amendment with Iowa Department of Natural Resources for Easter Lake restoration work.

SYNOPSIS:
Approval of Amendment Number 1 to the Cooperative Agreement with the Iowa Department of Natural Resources in the amount of $454,543 for Easter Lake restoration improvements.

FISCAL IMPACT:
Amount: **$5,436,739 Total**
$4,982,196 Cooperative Agreement (approved October 14, 2015)
$ 454,543 Amendment #1

Funding Source: Iowa Department of Natural Resources

ADDITIONAL INFORMATION:
On October 14, 2015 by Roll Call No. 15-1012, the Polk County Conservation Board approved the Cooperative Agreement with the Iowa Department of Natural Resources to support the Easter Lake Park lake restoration improvements. The original contract agreement provided approximately $4.98 million towards park watershed and lake restoration efforts.

The action before the Board is approval for Amendment 1 to the Cooperative Agreement in the amount of $454,543 from the Iowa Department of Natural Resources (IDNR) to support authorizing the final add alternate to Contract 2 with Dredge America and contract change orders.

The lake restoration work was broken down into multiple contracts to make improvements to the gate value control structure, spillway, erosion control improvements, water control structure, ditch checks and dredging. Contract 1a and 2 both came in under the engineers estimate with Contract 1b coming in above the Engineers estimate. The dredging contract was designed with a base bid and four add alternates. At the time of contract award, the Board approved the base bid and three of the four add alternates.

To date Contract 1a has had no additional expenses due to change orders; Contract #1b has had $5,426.00 on two change orders; and Contract 2 has had one change order per the request of the IDNR in the amount of $9,750. An overall 3% contingency was established in the budget which equates to $191,037. With the existing approved Change Orders, only $15,176 has been expended. The additional appropriation by the IDNR is within the 10% contingency authorized to their Director and also approved by the Polk County Conservation Board.

PREVIOUS BOARD ACTION(S):
Date: October 14, 2015
Roll Call No.: 15-1012
Action: Approved Cooperative Agreement with the Iowa Department of Natural Resources. (4 - Yeas; 1 - Absent)

Date: November 4, 2015
Roll Call No.: 15-1109 & 15-111-
Action: Approved Contract 1a with C.L. Carroll Company for Easter Lake restoration and Contract 1b with Jasper Construction Services for lake and park watershed improvements. (4 - Yeas; 1 - Absent)

Date: December 17, 2015 (Special Meeting)
Roll Call No.: 15-1202
Action: Approved Contract award to Dredge America in the amount of $5,165,526 (base bid) plus an amount not to exceed $711,577 for add alternates and contingency for dredging at Easter Lake. (3 - Yeas; 2 - Absent)

RECOMMENDATION:
Approval of Amendment 1 to the Cooperative Agreement with the Iowa Department of Natural Resources in the amount of $454,543 and authorizing the Board Chair to sign said Amendment on behalf of the Polk County Conservation Board.

IOWA DEPARTMENT OF NATURAL RESOURCES

Amendment Number 1 to
CONTRACT NUMBER 16CRDFBGANTO-0003

Between

IOWA DEPARTMENT OF NATURAL RESOURCES
And
POLK COUNTY CONSERVATION BOARD

IN WITNESS THEREOF, the parties hereto have executed this Contract Amendment on the day and year last specified below.

DEPARTMENT OF NATURAL RESOURCES

By: _____ Date: 5/9/16
Bruce Trautman, Deputy Director

POLK COUNTY CONSERVATION BOARD

By: _____ Date: _____
Connie Johnson, Board Chair

For DNR use only:

1. Retain the original contract in the project file and send a hardcopy with the first invoice.
2. Email scanned copy to your Division's Contract Rep:

	DIVISION	DIVISION CONTRACT REP
☐	Conservation & Recreation	Kim.Rasler@dnr.iowa.gov
☐	Director's Office	Karen.Fynaardt@dnr.iowa.gov
☐	Environmental Services	Jerah.Sheets@dnr.iowa.gov

If you do not have emailing capabilities, you may mail a copy of the contract to IA DNR, Wallace State Office Building, Attention: (your respective bureau's contract rep), 502 East 9th Street, Des Moines, IA 50319.

This Contract Amendment is entered into between the Iowa Department of Natural Resources (DNR) and Polk County Conservation Board (Polk CCB). The parties agree as follows:

Section 1 STATEMENT OF PURPOSE

1.1 Purpose. The purpose of the Contract Amendment is to add money to the Original Contract to complete the Original Tasks, without extending the time of performance previously allowed. Additional funding is needed so that payment by DNR for work performed according to the Original Contract reflects contracted amounts for Original Tasks rather than engineer estimates used to develop the Original Contract.

Section 2 DURATION OF CONTRACT AMENDMENT

2.1 Term of Contract Amendment. The term of this Contract Amendment shall be from June 1, 2016 through June 30, 2017 unless terminated earlier in accordance with the Termination section of the Original Contract. However, this Contract Amendment shall not begin until it has been signed by both parties.

Section 3 CONTRACT AMENDMENT STATEMENT OF WORK

3.1 Statement of Work. As part of this Contract Amendment, Contractor shall perform the Tasks by the Task Milestone Dates set out in Section 5.1 of the Original Contract.

Section 4 COMPENSATION

4.1 Source of Funding. DNR's source of funding for this Contract Amendment is Iowa Code 456A.33B Lake Restoration Plan and Report, known as the State Lake Restoration Program.

4.2 Not-to-exceed total amount of contract. Payment for work performed by the Contractor according to the terms of this Amendment shall not exceed $ 5,436,739.

Amount of Original Contract	$ 4,982,196
Amount of Current Amendment	$ 454,543
Total	$ 5,436,739

An original invoice shall be submitted to DNR by no later than 30 days following the completion of work performed according to this Amendment.

4.3 Budget. The budget for this Amendment shall be as follows:

DNR Contribution

Obligation	**Amount of Compensation Allotted to Task**
Task 1A: Fish Rearing Pond Reconstruction and Spillway Modification	Not to exceed $356,571, or 75% of the total task cost, whichever is the lesser amount.
Task 1B: Sedimentation Basins and Drainage Way Improvements	Not to exceed $386,051, or 75% of the total task cost, whichever is the lesser amount.
Task 2: Dredging	Not to exceed $4,506,277, or 75% of the total task cost, whichever is the lesser amount.
Task 3: Engineering Services	Not to exceed $187,840, or 75% of the total task cost, whichever is the lesser amount.
Total amount of DNR contribution	**Not to exceed $ 5,436,739**

The budget for each task may be adjusted by up to 10% as long as the total DNR contribution does not exceed $5,436,739. For any changes greater than 10%, Polk CCB must notify DNR in writing and receive DNR approval prior to the expenditure.

Section 5 OTHER AMENDMENT PROVISIONS

5.1 None.

Section 6 EFFECT OF AMENDMENT ON ORIGINAL AGREEMENT PROVISIONS

6.1 All provisions of the Original Contract shall remain in full force and effect unless specifically changed by this Contract Amendment.