



BOARD MEETING

October 12, 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) Jester Park Nature Center Update
- 5) Pollinator Presentation
- 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) **Approving** September 2016 bill list.
- 8) **Approving** the price quote for the purchase of a Concrete Buggy from Star Equipment. - \$12,049.00.
- 9) **Approving** purchase of Class-A limestone shouldering material for the Chichaqua Valley Trail for \$44,000 from Martin Marietta.
- 10) **Approving** Agreement with City of Des Moines for removal of fill material from the City's clean landfill.
- 11) **Approving** investing \$30,000 toward an Engineering Study that is a part of implementing the forthcoming Metropolitan Planning Organization's Greater Des Moines Water Trails and Greenways Plan.

ACTION ITEMS

- 12) **Approving** Agreement with Century Link to install fiber to the Jester Park Administration office and the Jester Park Nature Center in 2018. - \$87,000.
- 13) **Approving** Supplemental Agreement with Snyder & Associates, Inc. for design services and construction management of Phase III of the Mark A. Ackelson Trail, West Side Bridge, Evergreen Avenue and sidewalk and construction management services. - \$412,194 with \$74,022 to be reimbursed by the City of Des Moines.
- 14) **Approving** policy designed to manage and protect archeological resources within Polk County Conservation Board managed lands.

BOARD DISCUSSION

- 15) Director's Report
- 16) Board Chair and Members' Remarks

CLOSED SESSION

- 17) Land Acquisition

ADJOURNMENT

Upcoming Events

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 08/31/15 (16.67% of budget year expired)

UNIT #	UNIT	Revenue Budget	Total Revenues Received	Balance Due	% Received
General - Fund 1					
0213	Equipment	\$ 5,000	\$ -	\$ 5,000	0.0%
6006	Environmental Ed	\$ 59,000	\$ 4,622	\$ 54,379	7.8%
6009	Natural Resources	\$ 78,710	\$ 57	\$ 78,653	0.1%
6101	Administration	\$ 145,000	\$ 14,546	\$ 130,454	10.0%
6103	Community Outreach	\$ -	\$ -	\$ -	0.0%
6104	Conservation Grants	\$ -	\$ -	\$ -	0.0%
6110	Parks Advocacy Unit	\$ 409,100	\$ 152,431	\$ 256,669	37.3%
6119	Construction/Maint.	\$ 1,000	\$ -	\$ 1,000	0.0%
6124	Equestrian Center	\$ 300,000	\$ 48,387	\$ 251,613	16.1%
Sub-Total - General Fund 1		\$ 997,810	\$ 220,043	\$ 777,767	22.1%
REAP - Fund 26					
0211	Resource Enhancement	\$ 156,400	\$ 33	\$ 156,367	0.0%
Reserve - Fund 50					
0210-0214	Special Projects	\$ -	\$ -	\$ -	0.0%
Bond - Fund 51					
0210	Water & Land Dev & Trails	\$ 2,612,500	\$ 235,324	\$ 2,377,176	9.0%
Conservation Enterprises - Fund 286					
6121	Golf Course	\$ 218,500	\$ 68,032	\$ 150,468	31.1%
6123	JP Cabins	\$ 85,500	\$ 17,565	\$ 67,935	20.5%
Sub-Total - Enterprises Fund 286		\$ 304,000	\$ 85,597	\$ 218,403	28.2%
Grand Total - Conservation		\$ 4,070,710	\$ 540,997	\$ 3,529,713	13.3%

2015-2016 Expense Budget

- as of 08/31/15 (16.67% of budget year expired)

UNIT #	UNIT	Expense Budget	Total Expended	Balance Remaining	% Expended
General - Fund 1					
0213	Equipment	\$ 188,500	\$ 175,233	\$ 13,267	93.0%
6006	Environmental Ed	\$ 407,974	\$ 85,259	\$ 322,715	20.9%
6009	Natural Resources	\$ 787,090	\$ 145,292	\$ 641,798	18.5%
6101	Administration	\$ 1,054,907	\$ 201,549	\$ 853,358	19.1%
6103	Community Outreach	\$ 205,289	\$ 31,302	\$ 173,987	15.2%
6104	Conservation Grants	\$ -	\$ -	\$ -	0.0%
6110	Parks Advocacy Unit	\$ 1,039,639	\$ 196,362	\$ 843,277	18.9%
6119	Construction/Maint.	\$ 989,886	\$ 228,637	\$ 761,249	23.1%
6124	Equestrian Center	\$ 611,818	\$ 150,162	\$ 461,656	24.5%
Sub-Total - General Fund 1		\$ 5,285,103	\$ 1,213,795	\$ 4,071,308	23.0%
General Supplemental - Fund 2					
All Units	Benefits (PERS/FICA/Ins, Etc.)	\$ 1,163,201	\$ 205,794	\$ 957,407	17.7%
Risk Management - Fund 3					
6100	Insurance, Med., Work. Comp.	\$ 96,300	\$ 35,096	\$ 61,204	36.4%
REAP - Fund 26					
0211	Resource Enhancement	\$ 160,175	\$ 77,973	\$ 82,202	48.7%
Reserve - Fund 50					
0210-0214	Trails, Special Projects	\$ 520,000	\$ -	\$ 520,000	0.0%
Bond - Fund 51					
0210	Water & Land Dev & Trails	\$ 12,470,000	\$ 1,545,870	\$ 10,924,130	12.4%
Conservation Enterprises - Fund 286					
6121	Golf Course	\$ 265,000	\$ 1,481	\$ 263,519	0.6%
6123	JP Cabins	\$ 60,442	\$ 11,968	\$ 48,474	19.8%
Sub-Total - Enterprises Fund 286		\$ 325,442	\$ 13,448	\$ 311,994	4.1%
Grand Total - Conservation		\$ 20,020,221	\$ 3,091,976	\$ 16,928,245	15.4%

PCWLL EXPENDITURES AS OF :

AUGUST 31, 2016

SUB- LEDGER	PROJECT	DECEMBER 2013 BOND ISSUANCE	JUNE 2015 BOND ISSUANCE	CONSTRUCTION COSTS	CONTRACTED CONSTRUCTION EXPENDITURES	ENGINEERING & MISC. COSTS	CONTRACTED ENGINEERING EXPENDITURES	ACTUAL CONSTRUCTION EXPENDITURES	ACTUAL ENGINEERING EXPENDITURES	ACTUAL MISCELLANEOUS EXPENDITURES	ACTUAL 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	\$ -	\$ 865,150	\$ 94,142	\$ -	\$ 175	\$ (788,024)	\$ 171,445	\$ (120,845)
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	\$ -	\$ -	\$ -	\$ -	\$ 420,053	\$ -	\$ -	\$ -	\$ -	\$ 420,053	\$ 188
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	\$ -	\$ -	\$ 1,045,190	\$ -	\$ 96,041	\$ (981,539)	\$ 159,692	\$ 3,840,308
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	\$ 138,401	\$ -	\$ -	\$ -	\$ 149,638	\$ 348,362
C12-6226	FDM POND IMPROVEMENTS & SEDIMENT BASIN	\$ 854,903	\$ -	\$ 723,989	\$ 132,209	\$ -	\$ 769,399	\$ 136,036	\$ -	\$ 23,016	\$ (200,000)	\$ 728,451	\$ 126,452
C12-6227	FDM PARK IMPR-SHELTER/TRAILS/PENINSULA	\$ 81,179	\$ 1,332,169	\$ -	\$ 59,245	\$ -	\$ 744,245	\$ 187,159	\$ -	\$ 181,922	\$ -	\$ 1,113,325	\$ 300,023
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	\$ -	\$ 613	\$ (5,000)	\$ 51,297	\$ 325,703
C12-6233	TRAIL IMPROVEMENTS ALL AREAS	\$ 100,000	\$ 350,000	\$ -	\$ 12,000	\$ -	\$ 27,750	\$ 12,000	\$ -	\$ 3	\$ -	\$ 39,753	\$ 410,247
C12-6234	JP ENTRANCE RELOCATION	\$ 586,000	\$ 660,000	\$ 279,839	\$ 73,050	\$ -	\$ 439,192	\$ 80,235	\$ -	\$ 3,649	\$ -	\$ 523,076	\$ 722,924
C12-6235	CBG WOOSLEY PROPERTY-NO SALE	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,075	\$ -	\$ 3,075	\$ (1,875)
C12-6236	CBG MENDENHALL ACQUISITION	\$ 676,267	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 681,167	\$ -	\$ 681,167	\$ (4,900)
C12-6237	CXT VAULT TOILETS	\$ 75,000	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 170,940	\$ -	\$ 170,940	\$ 84,060
C12-6238	CBG WETLANDS/DRAINAGE RESTORATION	\$ 104,476	\$ 350,000	\$ -	\$ 103,626	\$ -	\$ 120,274	\$ 110,147	\$ -	\$ 30	\$ -	\$ 230,451	\$ 224,025
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	\$ -	\$ -	\$ -	\$ 278,527	\$ -	\$ -	\$ -	\$ -	\$ 278,527	\$ 751,473
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	\$ -	\$ 33,075	\$ -	\$ 127,686	\$ (36,986)
C12-6250	YB PREIST PROPERTY ACQUISITION	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 333,415	\$ -	\$ 333,415	\$ (331,915)
C12-9999	MISC MINOR IMPROVEMENTS & INTEREST	\$ 78,633	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 23,600	\$ -	\$ 99,215	\$ (47,221)	\$ 75,594	\$ 153,039

PCWLL EXPENDITURES AS OF :

AUGUST 31, 2016

SUB- LEDGER PROJECT	DECEMBER 2013 BOND ISSUANCE	JUNE 2015 BOND ISSUANCE	CONSTRUCTION COSTS	ENGINEERING & MISC. COSTS	CONTRACTED	ACTUAL CONSTRUCTION EXPENDITURES	ACTUAL ENGINEERING EXPENDITURES	ACTUAL MISCELLANEOUS EXPENDITURES	ACTUAL REVENUES AND DONATIONS	GRANT	ACTUAL COSTS TO DATE	ACTUAL BALANCE REMAINING
C12-9999 CONSTRUCTION EQUIPMENT & SUPPLIES	\$ 291,367	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 392,888	\$ -	\$ -	\$ 392,888	\$ 48,479
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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,329	\$ -	\$ -	\$ 4,329	\$ (4,329)
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 HITT 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	\$ -	\$ 87,283	\$ 49,957	\$ 10,544	\$ -	\$ -	\$ 147,784	\$ 159,233
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	\$ -	\$ 2,010,399	\$ 725,457	\$ 41,340	\$ (468,268)	\$ -	\$ 2,308,928	\$ (883,928)
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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,874	\$ (22,478)	\$ -	\$ 6,396	\$ 13,604
C14-6274 CONSERVATION CORPS	\$ -	\$ 201,600	\$ 201,600	\$ -	\$ -	\$ -	\$ -	\$ 225,898	\$ -	\$ -	\$ 225,898	\$ (24,298)
C14-6275 GWT-BILL RILEY TRAIL/FEASIBILITY STUDY	\$ -	\$ 44,804	\$ 136,783	\$ 35,750	\$ -	\$ 138,984	\$ 44,285	\$ 44	\$ -	\$ -	\$ 183,313	\$ (138,509)
C14-6276 CBG SMITH PROPERTY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 159,425	\$ -	\$ -	\$ 159,425	\$ (159,425)
C14-6277 WATER QUALITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,552	\$ -	\$ -	\$ 10,552	\$ (10,552)
C15-6278 CBG HALE POND REPAIR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,825	\$ 226	\$ -	\$ -	\$ -	\$ 37,051	\$ (37,051)
C15-6279 DNR WATER REC ACCESS GRANT-FDM	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,896	\$ -	\$ -	\$ 18,896	\$ (18,896)
C15-6281 TM STROSAHL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 355,502	\$ -	\$ -	\$ 355,502	\$ (355,502)
C16-6282 4-MILE CREEK MASTER PLAN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,000	\$ -	\$ -	\$ -	\$ -	\$ 32,000	\$ (32,000)
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 IMPROVEMENTS	\$ -	\$ 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	\$ 12,970,323	\$ 3,870,079	\$ 8,817,897	\$ 19,227,447	\$ (6,430,852)	\$ -	\$ 10,713,605	

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in regular session on Wednesday, September 14, 2016. The meeting was called to order at 5:34 p.m.

- #16-0901 Roll Call
Members Present: Levis, Smith, Northway, Baratta, Cataldo
- #16-0902 Public Comments
None
- #16-0903 Financial Reports
- #16-0904 Director Leopold gave brief update on status of the Jester Park Nature Center.
- #16-0905 **MOVED BY** Cataldo to approve the July 13, 2016 meeting minutes.
Vote Yea: Smith, Levis, Cataldo,
Vote Abstain: Northway, Baratta
- MOVED BY** Levis to approve the August 10, 2016 meeting minutes.
Vote Yea: Baratta, Northway, Levis, Smith
Vote Abstain: Cataldo

CONSENT AGENDA

- #16-0906 Approve the July 2016 bill list.
- #16-0907 Approve appointment of Katherine Mary Jones for the open committee position on the Trails and Greenways Advisory Committee for a two year term.
- #16-0908 Receive and file proposed policy designed to manage and protect archeological resources within Polk County Conservation Board managed lands and to place this item on the October 2016 PCCB meeting agenda for approval.
- #16-0909 Approve commitment of Polk County Water and Land Legacy bond funds of up to an additional \$51,000 to leverage Natural Resources Conservation Service DNR 319 funds related to the Easter Lake watershed project, subject to annual grant awards.

- #16-0910 Approve authorizing the Director to apply for WRAC funding with overall PCCB funds not to exceed \$10,491 and authorize the Director to sign associated documents.
- #16-0911 Approve authorizing Director to sign quotation and purchase agreement for two bridges for the newly expanded trail system at Yellow Banks Park from Custom Manufacturing in an amount not to exceed \$51,700.
- #16-0912 Approve purchase of six (6) digital display speed limit signs in an amount not to exceed \$36,000 from Grainger Industrial Supply for installation at Chichaqua Bottoms Greenbelt, Easter Lake, Fort Des Moines, Jester, Thomas Mitchell and Yellow Banks parks, respectively.
- #16-0913 Approve ratifying action taken by poll vote authorizing execution of contract with RW Excavating for a 48 inch, 56 foot long culvert replacement along the Gay Lea Wilson Trail in an amount not to exceed \$24, 486, and authorizing Director to sign said agreement.
- #16-0914 Approve reimburseable electrical installation from Mid American Energy and related work to bring electricity and water to the pasture on N.W. 107th Street for Equestrian Center operations in an amount not to exceed \$15,000 and authorize the Director to sign same.

LET THE RECORD SHOW that it was moved by Cataldo to approve the consent agenda.

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

ACTION ITEMS

- #16-0915 **MOVED BY Smith** to approve staff seeking incorporation of the PCC Park Rangers into the Polk County Sheriff's Office Patrol Rifle Program and approve spending up to \$16,300 in initial costs and up to \$4,300 in recurring costs for related equipment including rifles, accessories required by the Polk County Sheriff's Office Patrol Rifle Program, and ammunition for equipment, training and recertification purposes subject to communication to and consent of Polk County Risk Management and Polk County Administrator (Board of Supervisors).
Vote Yea: Levis, Cataldo, Northway, Baratta, Smith
- #16-0916 **MOVED BY Smith** to approve the nominations of Northway for Chair and Levis for Vice-Chair for the remainder of 2016.
Vote Yea: Northway, Smith, Baratta, Cataldo, Levis
- #16-0917 **MOVED BY Levis** to receive and file staff presentation and provide direction regarding Guiding Principles; individual program/operation subsidies and implementation timeline.
Vote Yea: Baratta, Northway, Levis, Smith, Cataldo

BOARD DISCUSSION

- #16-0918 Director’s Report
 - *Easter Lake dredge picture
 - *Going through entire Bond document previously created
 - *Position modifications passed Board of Supervisors
 - *Succession planning update

- #16-0919 Board Chair and Member’s Remarks
 - None

CLOSED SESSION

#16-0920 **MOVED BY Cataldo** 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 b 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, Baratta, Smith, Levis, Northway

Chair stated Board was back into open session. As a result of the discussion, no action was taken.

Adjournment

Meeting adjourned at 8:45 p.m.

	Date	October 12, 2016
	Item No. Roll Call No. Submitted by:	CONSENT 16-1008 Wayne Johnson Construction Maintenance Manager

AGENDA HEADING:

Approving the price quote for the purchase of a Concrete Buggy from Star Equipment.
 - \$12,049.00.

INFORMATION:

The Construction & Maintenance Dept. will use the Buggy for pouring concrete at project sites where it is not possible to get a concrete truck to as well as this Buggy can be used for a variety of other material (rock, woodchips, etc.) handling projects. We purchased a Cimline Crack Router from Star Equipment about 5 years ago and we no longer need this piece of equipment and we can use it as a trade in on the purchase of the Buggy from Star Equipment.

FISCAL IMPACT:

<u>Amount:</u>	<u>\$18,995.00</u>	List Price
	(\$3,346.00)	Government discount
	(\$4,000.00)	Trade-in (Cimline Crack Router)
	<u>\$ 400.00</u>	Shipping
	\$12,049.00	Purchase Price

Funding Source: Capital Outlay Equipment

PREVIOUS BOARD ACTION(S): NA

Date: NA

Roll Call Number: NA

Action: NA

RECOMMENDATION:

Approving the purchase of a Concrete Buggy in the amount of \$12,049.00 from Star Equipment and authorizing the Director or his designee to sign the Quote from Star Equipment.

	Date	October 12, 2016
	Item No. Roll Call No. Submitted by:	CONSENT 16-1009 Wayne Johnson Construction Maintenance Manager

AGENDA HEADING:

Approving purchase of Class-A limestone shouldering material for the Chichaqua Valley Trail for \$44,000 from Martin Marietta.

INFORMATION:

This trail was paved approximately 18 years ago. The shoulder of the trail has settled an average of 2 to 4 inches. We will add material 24 to 30 inches wide to the edge of the trail. This material will come from the Martin Marietta Ames mine and includes the trucking haul rate.

FISCAL IMPACT:

Amount: **\$44,000.00**
 Cost Estimate: \$39,997.75
 10% Contingency: \$ 4,002.25

Funding Source: Bond Referendum

PREVIOUS BOARD ACTION(S): NA

Date: NA

Roll Call Number: NA

Action: NA

RECOMMENDATION:

Approving the purchase of shouldering material for an amount not to exceed \$44,000 from Martin Marietta and authorizing the Director or his designee to sign the quote from Martin Marietta on behalf of the Board.

	Date	October 12, 2016
	Item No. Roll Call No. Submitted by:	CONSENT 16-1010 Douglas C. Romig Deputy Director

AGENDA HEADING:

Approving Agreement with City of Des Moines for removal of fill material from the City's clean landfill.

INFORMATION:

Staff is requesting approval to enter into an Agreement with the City of Des Moines that would allow Polk County Conservation access to the City's clean landfill along Hartford avenue. This site is utilized by the City for depositing of broken concrete and clay materials that Polk County Conservation can utilize to support construction efforts without have to pay for the materials. This effort also assists the City of Des Moines in keeping this clean land fill open longer for their use.

One immediate example of the benefit of this agreement will be the access of this material for the completion of Phase III of the Mark Ackelson Trail at Easter Lake. The Project Engineer estimated over \$900,000 of riprap and clay materials would be needed for this upcoming project, which can now be offset through this agreement.

FISCAL IMPACT: N/A

Amount:

Funding Source:

PREVIOUS BOARD ACTION(S):

RECOMMENDATION:

Approving Agreement with City of Des Moines for removal of fill material from the City's clean landfill and authorizing the Board Chair to sign said agreement on behalf of the Board.

	Date	October 12, 2016
	Item No. Roll Call No. Submitted by:	CONSENT 16-1011 Richard Leopold Director

AGENDA HEADING:

Approve investing \$30,000 toward an Engineering Study that is a part of implementing the forthcoming Metropolitan Planning Organization's Greater Des Moines Water Trails and Greenways Plan.

INFORMATION:

The Des Moines Area Metropolitan Planning Organization (MPO) has been working on a regional water trails and greenway plan. The effort is seeking private funding as part of a public-private partnership to pay for an Engineering Study as a necessary and critical first step in establishing the fundraising goals to bring these ideas to fruition.

The Des Moines Area MPO is developing the Greater Des Moines Water Trails and Greenways Plan (the plan) on behalf of the Iowa Department of Natural Resources and in partnership with many other entities. When completed this year, the plan will become the first regional roadmap for developing an abundant network of water recreation for 150 miles of the region's creeks and rivers. The roadmap includes places for tubing, birding, hiking, paddling, boating, fishing, the establishment of area greenways, and improved habitat. The plan covers the Des Moines, Raccoon, South Skunk, North and Middle rivers, as well as Beaver, Fourmile, Mud and Walnut Creek's.

The Engineering Study is required to identify strategies and priorities for implementation. Attached is a document from Todd Ashby, Executive Director - Des Moines Area Metropolitan Planning Organization, that outlines the project and the need for the requested funding from Polk County Conservation. The MPO has had preliminary conversations with engineering firms to arrive at an initial cost estimate of \$500,000 for the Engineering Study and is requesting an investment of \$30,000.00 from Polk County Conservation.

FISCAL IMPACT:

Amount: \$30,000

Funding Source: Polk County Water & Land Legacy Bond

PREVIOUS BOARD ACTION(S):

Date: 07/13/16

Roll Call Number: #16-0407

Action: No action necessary. Presentation only.

RECOMMENDATION:

Approve contribution of \$30,000 to the Metropolitan Planning Organization toward an Engineering Study as a part of implementing the Greater Des Moines Water Trails and Greenways Plan.



420 Watson Powell Jr. Parkway, Suite 200
Des Moines, Iowa 50309
Phone: 515.334.0075
Email: info@dmampo.org
www.dmampo.org

September 29, 2016

Greater Des Moines Water Trails and Greenways

Implementing a shared vision for our rivers, creeks and greenways.

Summary: Through the leadership of the Des Moines Area Metropolitan Planning Organization (MPO), our region is preparing for the first phase of implementing the forthcoming Greater Des Moines Water Trails and Greenways Plan. The effort is seeking private funding as part of a public-private partnership to pay for an **Engineering Study** as a necessary and critical first step in establishing the fundraising goals to bring these ideas to fruition.

Background: The Des Moines Area MPO is developing the Greater Des Moines Water Trails and Greenways Plan (the plan) on behalf of the Iowa Department of Natural Resources and in partnership with many other entities. When completed this year, the plan will become the first regional roadmap for developing an abundant network of water recreation for 150 miles of the region's creeks and rivers. The roadmap includes places for tubing, birding, hiking, paddling, boating, fishing, the establishment of area greenways, and improved habitat. The plan covers the Des Moines, Raccoon, South Skunk, North and Middle rivers, as well as Beaver, Fourmile, Mud and Walnut creeks. To view maps and policy recommendations for the waterways, visit the *draft* [Greater Des Moines Water Trails and Greenways Plan](#). The Engineering Study is required to identify strategies and priorities for implementation.

Recommendations through Community Input and Stakeholder Discussions Identified in the Plan:

- Activating the Des Moines River in downtown Des Moines through dam mitigation, shoreline improvements, fishing nodes, tube and boat rentals, bird viewing areas and other amenities;
- Improve access for anglers, paddlers, tubers, birders and families;
- Branding three regional parks along Raccoon and Des Moines rivers by connecting network of existing parks;
- Greenway development through protection of the 100 year floodplain;
- Expanded programming, events and businesses along and in the river and creeks;
- Significant restoration of river and creek shoreline restoration and numerous quarries;
- Encouragement of improved water quality and flood mitigation efforts;
- Regional coordination across government entities and user groups;
- Economic development nodes;
- Additional soft trails and paved trail connections;
- Historic preservation and interpretation;
- Expansion of multi-modal options for river engagement; and,
- Create family-friendly amenities along creeks and rivers.

Next Steps: The draft plan is anticipated to be adopted in November, at which time the MPO, on behalf of the community, will transition to the Engineering Study for projects listed in the vision document. The approximately 12-month study will help communities further visualize the specific projects within their areas as well as develop more specific costs estimates. This will enable local governments to begin planning and budgeting for projects, as well as for fundraisers – led by Hubbell Realty CEO Rick Tollakson – to seek funding from the private sector.

Altoona • Ankeny • Bondurant • Carlisle • Clive • Dallas County • Des Moines • DART
Grimes • Johnston • Mitchellville • Norwalk • Pleasant Hill • Polk City • Polk County
Urbandale • Warren County • Waukee • West Des Moines • Windsor Heights

Fundraising: The MPO has had preliminary conversations with engineering firms to arrive at an initial cost estimate of \$500,000 for the Engineering Study. A large share of the cost will be to study the dam mitigation in downtown Des Moines, which will likely be examined separately as it will require unique skills and experience only found on a national level. The MPO plans to fund the study with public and private dollars. Each community in the region will be asked to contribute a share based on population, miles of rivers, and number of recommended projects – and to the dam mitigation as a regionally significant project. The MPO has received verbal commitments of financial support from the Greater Des Moines Convention and Visitors Bureau, Greater Des Moines Partnership, and Iowa Department of Natural Resources and is negotiating specific amounts.

Ask: At this early stage of fundraising, the MPO is hopeful that regional bodies such will raise upwards of half the funding necessary to complete the Engineering Study for this public-private partnership. We respectfully ask Polk County Conservation consideration of an investment of \$30,000 as a significant piece of the puzzle. This support would help launch of this region’s first plan to active its waterways. Many of the local communities are poised and excited to implement their projects once more details have been developed through this Engineering Study.

Thank you for your consideration of this request. We look forward to answering additional questions you may have.

Sincerely,



Todd Ashby, Executive Director

	Date	October 12, 2016
	Item No. Roll Call No. Submitted by:	ACTION 16-1012 Douglas C. Romig Deputy Director

AGENDA HEADING:

Approving Agreement with Century Link to install fiber to the Jester Park Administration office and the Jester Park Nature Center in 2018. - \$87,000.

INFORMATION:

Staff has been working with Polk County's Information Technology Department regarding upgrades to our internet system. We are currently operating on two paired T-1 bands and with the required bandwidth to complete tasks and GIS, AutoCAD our system is slow and unreliable.

Polk County Conservation requested proposals from Century Link, Mediacom and Unite Private Services. Mediacom did not respond to our request and United Private Services does not have fiber in close proximity to Granger and their build out cost were \$900,000 and a monthly fee of \$5,310 under a ten-year agreement. Century Link came in with the best proposal which would provide a 40Mb Metro Ethernet circuit between Jester Park and the Polk County IT system for a one-time construction cost of \$87,000 and a monthly fee of \$1,700 under a three-year contract. They would then pay for the installation of fiber to the new Nature Center in 2018 with a five-year service agreement.

In reviewing the options to upgrade our connectivity, Polk County Conservation and Polk County Information Technology agree that the proposal by Century Link is the best available option and recommend approving this agreement. Additionally, Polk County Conservation will pay for the build out cost (\$87,000) and IT will cover the annual operating costs for the service agreements.

FISCAL IMPACT:

Amount: \$87,000

Funding Source: Jester Park Nature Center Development Budget

PREVIOUS BOARD ACTION(S): None.

RECOMMENDATION:

Approving Agreement with Century Link to install fiber at a cost of \$87,000 to the Jester Park Administration office and the Jester Park Nature Center in 2018 and authorizing the Director or his designee to sign said agreement on behalf of the Board.

	Date	October 12, 2016
	Item No. Roll Call No. Submitted by:	ACTION 16-1013 Douglas C. Romig Deputy Director

AGENDA HEADING:

Approving Supplemental Agreement with Snyder & Associates, Inc. for design services and construction management of Phase III of the Mark A. Ackelson Trail, West Side Bridge, Evergreen Avenue and sidewalk and construction management services. - \$412,194 with \$74,022 to be reimbursed by the City of Des Moines.

INFORMATION:

Over the past several months, Polk County Conservation staff has been working with the City of Des Moines to coordinate the replacement of the spillway bridge along Evergreen Avenue, resurfacing Evergreen Avenue, construct the final phase of the Mark A. Ackelson Trail at Easter Lake, pave two gravel parking lots and construct sidewalk connections from the adjacent neighborhoods to access the trail. On June 8, 2016 by Roll Call No. 16-0814, the Board approved a Cooperative Agreement with the City of Des Moines to coordinate the management of the construction contracts in an effort to obtain more favorable bids.

In order to move this project forward we are recommending hiring Snyder & Associates, Inc. to complete the construction documents, assist with the bid letting and provide construction management services. The City of Des Moines will coordinate the construction of the spillway bridge replacement and Polk County Conservations cost estimate for the trail portion of the bridge is estimated at \$228,800. The estimated costs for Phase III of the Ackelson Trail, parking lots and trail connections to city sidewalks is estimated at \$3.65 million (this includes the bridge portion); 11% A&E fees and 10% contingency. Of that total staff has estimated \$750,000 in-kind from donated rip rap and clay materials and \$972,665 from a 2017 Transportation Alternatives Program (TAP) grant with an estimated \$1.93 in bond funding.

FISCAL IMPACT:

<u>Amount:</u>	\$412,194	Total Contact Cost
	<u>(\$74,022)</u>	Reimbursement from City of Des Moines
	\$338,172	Cost to Polk County Conservation

Funding Source: Polk County Water & Land Legacy Bonds

PREVIOUS BOARD ACTION(S):

Date: June 8, 2016
Roll Call: 16-0614
Action: Approving Cooperative Agreement, subject to Legal approval, by and between Polk County Conservation and the City of Des Moines for the design and construction of improvements for the Ackelson Trail, Evergreen

Avenue, sidewalk connections to Easter Lake Park and parking lots and authorizing the Board Chair to sign said Agreement on behalf of the Board. (5 - Yeas)

Date: February 12, 2014

Roll Call: Item #9

Action: Approving Phase II Contract Amendment with Snyder & Associates. (5 - Yeas)

Date: March 13, 2013

Roll Call: Item #7

Action: Approving initial design/development agreement with Snyder & Associates for three phases of development for the Mark C. Ackelson Trail. (4 - Yeas; 1 - Absent)

RECOMMENDATION:

Approving Supplemental Agreement with Snyder & Associates, Inc. for design services and construction management of Phase III of the Mark A. Ackelson Trail, West Side Bridge, Evergreen Avenue and sidewalk and construction management services in an amount not to exceed \$412,194 and authorizing the Board Chair to sign same.

	Date	October 12, 2016
	Item No. Roll Call No. Submitted by:	ACTION 16-1014 Loren Lown Parks and Natural Areas Planner

AGENDA HEADING:

Approving policy designed to manage and protect archeological resources within Polk County Conservation Board managed lands.

INFORMATION:

On past occasions, Polk County Conservation has inadvertently damaged archeological resources during construction or development projects. Our actions have impacted ancient habitation sites as well as one burial. Identification and protection of these sites is of cultural and historic importance.

A recent survey of lands in the Jester Park by an archeological consultant revealed that many sites remained undiscovered and undocumented, The potential for loss as a result of inadequate or non-existent information is high in many PCCB parks. Sites along waterways or associated bluff lands are of greatest concern.

Staff has worked with representatives of the State Historical Preservation Office and the Office of the State Archeologist to draft this policy for your consideration.

The policy determines how, prior to development, lands where there is potential for unknown archeological resources to exist will be cleared and/or how we will protect known archeological sites. Investigation of sites prior to development will help prevent unintended harm to existing resources.

FISCAL IMPACT:

Amount: Modest costs are associated with archeological clearance of a project and range from a few hundred to a few thousand dollars depending of the location and size of the site.

Funding Source: NA

PREVIOUS BOARD ACTION(S):

Date: September 14, 2016

Roll Call: 16-0908

Action: Received and File proposed policy designed to manage and protect archeological resources within Polk County Conservation Board managed lands. (5- Yeas)

RECOMMENDATION:

Approving Archeological Resource Protection Policy.



DRAFT

Polk County Conservation

Archaeological Management and the Protection of Potential
Archaeological Sites within PCC Managed Lands

2016

Polk County Conservation's manages over 14,000 acres of parkland in Polk County (2016). The majority is owned by the County and managed as natural area, parkland, and recreational facilities. A portion of the land is leased land from the US Army Corps of Engineers or the Iowa Department of Natural Resources and is adjacent to other County owned property.

Polk County Conservation mission is to provide the citizens of Polk County with quality outdoor recreation, conservation education, and long term protection of Polk County's natural heritage. The mission to educate and to protect the heritage of our land is inclusive of the history and culture of the peoples who inhabited the Iowa landscape for 13,000+ years prior to European settlement and those early settlers of the land which is now Iowa.

PCC managed properties contains dozens of recorded archeological sites and assuredly many unrecorded sites. These burial sites, mound sites, and habitation sites are indications of prehistoric and early historic lifeways; they are valuable resources that must be preserved and protected.

An archaeological management plan for PCC properties shall include areas of parkland that contain know archaeological resources, areas with potential for buried resources, and specific sites that contain culturally significant remains such as burials, mounds, and habitation sites.

The plan should contain well documented mapping, an inventory of known resources, and the procedures for managing and protecting any newly identified sites within PCC managed lands. It will be based on the Association of Iowa Archaeologist's Guidelines for Archaeological Investigation in Iowa.

Management Objectives

1. Manage and protect known historical and archaeological resources within Polk County Conservation Managed lands.
 - A. Conduct no ground disturbance activities at undisturbed sites without proper consultation and the direction of professional archaeologists. Consultation should be made with the State Historical Preservation Office (SHPO), and, if mounds or human burial issues are involved, the Bioarchaeological Program at the OSA.
 1. Prior to construction projects on undisturbed land or projects with deep excavations PCC staff shall contract for a phase IA reconnaissance survey or a Phase I intensive geomorphological and archaeological investigation as per Association of Iowa Archaeologists guidelines.
 2. If the results indicate the presence of cultural resources which are potentially eligible for listing on the National Register of Historic Places (NRHP), the site

should be avoided or a Phase II (NRHP eligibility testing) shall be conducted before continuing.

3. If the Phase II testing is positive and the site is eligible for NRHP status, there is no practicable alternative site, and the project is to proceed on the site: a Phase III data recovery operation shall be undertaken prior to construction occurring.

B. Monitor the condition of sites and features on a regular basis to measure impacts and threats to the resources.

2. Investigate the potential of and document sites on newly acquired properties when conditions indicate the areas may contain cultural resources and the continued documentation of original properties.

A. Coordinate with the OSA, SHPO, and cooperating agencies, the recording of all sites within PCC managed properties. Whenever there exists a potential for disturbing cultural resources - archaeologically survey and clear all areas of planned ground disturbances prior to construction activities.

B. Coordinate with the OSA, Corps and appropriate agencies to assemble a comprehensive understanding of all previous surveys on or adjacent to PCC managed lands.

3. In cooperation with cultural resource and educational experts develop interpretive materials and resource protection protocols.

A. Implement a collections management program with appropriate interpretive information.

4. Address the management of woody vegetation throughout the landscape and in particular at resource sites to promote stability of the sites. This may include removal of trees from some areas or actions required to arrest erosion.