



# BOARD MEETING

November 9, 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) Presentation on Local Watershed Management Authorities
- 5) 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.

- 6) **Approving** October 2016 bill list
- 7) **Approving** the Fiscal Year 2015-2016 Polk County Conservation Annual Report
- 8) **Approving** execution of contract with RW Excavating for 2 culvert extensions, grade work, and sidewalk for the Trestle to Trestle trail connector to the new Beaver Drive bridge over I- 35/80 in an amount not to exceed \$55,748.32

### ACTION ITEMS

- 9) **Approving** funding package and authorizing moving forward with bid package for Jester Park Nature Center of \$10,375,000.
- 10) **Approving** remaining elements within the Yellow Banks Park Capital Improvement Plan in an amount not to exceed \$1.8 million, with a dedication of \$1.3 million in bond funds; waiving the Board's procurement approval process and authorizing staff to implement said plan following the Procurement policy threshold levels.
- 11) **Approving** to recommend to the Polk County Board of Supervisors to grant an easement to the City of Ankeny to manage storm water on the PCCB managed High Trestle Trail (HTT).

### BOARD DISCUSSION

- 12) Director's Report
- 13) Board Chair and Members' Remarks

### ADJOURNMENT

### Upcoming Events

November 6: 1-4 PM, Native American History Day at Yellow Banks Park  
November 10: 8-10 AM, Great Outdoors Foundation Board Meeting at UnityPoint  
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](http://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](mailto:pccb_info@polkcountyiowa.gov)*

## 2016- 2017 Revenue Budget

- as of 10/31/16 (33.33% of budget year expired)

UNIT #	UNIT	Revenue Budget	Total Revenues Received	Balance Due	% Received
<b>General - Fund 1</b>					
0213	Equipment	\$ 5,000	\$ -	\$ 5,000	0.0%
6006	Environmental Ed	\$ 59,000	\$ 8,559	\$ 50,442	14.5%
6009	Natural Resources	\$ 78,710	\$ 84	\$ 78,626	0.1%
6101	Administration	\$ 145,000	\$ 25,620	\$ 119,380	17.7%
6103	Community Outreach	\$ -	\$ -	\$ -	0.0%
6104	Conservation Grants	\$ -	\$ 4,584	\$ (4,584)	0.0%
6110	Parks Advocacy Unit	\$ 409,100	\$ 275,639	\$ 133,461	67.4%
6119	Construction/Maint.	\$ 1,000	\$ -	\$ 1,000	0.0%
6124	Equestrian Center	\$ 300,000	\$ 108,452	\$ 191,548	36.2%
<b>Sub-Total - General Fund 1</b>		<b>\$ 997,810</b>	<b>\$ 422,837</b>	<b>\$ 574,873</b>	<b>42.4%</b>
<b>REAP - Fund 26</b>					
0211	Resource Enhancement	\$ 156,400	\$ 148,327	\$ 8,073	94.8%
<b>Reserve - Fund 50</b>					
0210-0214	Special Projects	\$ -	\$ -	\$ -	0.0%
<b>Bond - Fund 51</b>					
0210	Water & Land Dev & Trails	\$ 2,612,500	\$ 2,288,212	\$ 324,288	87.6%
<b>Conservation Enterprises - Fund 286</b>					
6121	Golf Course	\$ 218,500	\$ 76,667	\$ 141,833	35.1%
6123	JP Cabins	\$ 85,500	\$ 30,975	\$ 54,525	36.2%
<b>Sub-Total - Enterprises Fund 286</b>		<b>\$ 304,000</b>	<b>\$ 107,642</b>	<b>\$ 196,358</b>	<b>35.4%</b>
<b>Grand Total - Conservation</b>		<b>\$ 4,070,710</b>	<b>\$ 2,967,118</b>	<b>\$ 1,103,592</b>	<b>72.9%</b>

## 2016-2017 Expense Budget

- as of 10/31/16 (33.33% of budget year expired)

UNIT #	UNIT	Expense Budget	Total Expended	Balance Remaining	% Expended
<b>General - Fund 1</b>					
0213	Equipment	\$ 188,500	\$ 175,233	\$ 13,267	93.0%
6006	Environmental Ed	\$ 407,974	\$ 147,100	\$ 260,874	36.1%
6009	Natural Resources	\$ 787,090	\$ 230,158	\$ 556,932	29.2%
6101	Administration	\$ 1,054,907	\$ 387,554	\$ 667,356	37.7%
6103	Community Outreach	\$ 205,289	\$ 40,318	\$ 164,971	19.6%
6104	Conservation Grants	\$ -	\$ -	\$ -	0.0%
6110	Parks Advocacy Unit	\$ 1,039,639	\$ 481,982	\$ 557,657	46.4%
6119	Construction/Maint.	\$ 989,886	\$ 351,785	\$ 638,101	35.5%
6124	Equestrian Center	\$ 611,818	\$ 284,182	\$ 327,636	46.4%
<b>Sub-Total - General Fund 1</b>		<b>\$ 5,285,103</b>	<b>\$ 2,108,308</b>	<b>\$ 3,176,795</b>	<b>39.9%</b>
<b>General Supplemental - Fund 2</b>					
All Units	Benefits (PERS/FICA/Ins, Etc.)	\$ 1,163,201	\$ 388,491	\$ 774,710	33.4%
<b>Risk Management - Fund 3</b>					
6100	Insurance, Med., Work. Comp.	\$ 96,300	\$ 37,867	\$ 58,433	39.3%
<b>REAP - Fund 26</b>					
0211	Resource Enhancement	\$ 160,175	\$ 97,239	\$ 62,936	60.7%
<b>Reserve - Fund 50</b>					
0210-0214	Trails, Special Projects	\$ 520,000	\$ -	\$ 520,000	0.0%
<b>Bond - Fund 51</b>					
0210	Water & Land Dev & Trails	\$ 12,470,000	\$ 3,548,430	\$ 8,921,570	28.5%
<b>Conservation Enterprises - Fund 286</b>					
6121	Golf Course	\$ 265,000	\$ 2,018	\$ 262,982	0.8%
6123	JP Cabins	\$ 60,442	\$ 21,038	\$ 39,404	34.8%
<b>Sub-Total - Enterprises Fund 286</b>		<b>\$ 325,442</b>	<b>\$ 23,055</b>	<b>\$ 302,387</b>	<b>7.1%</b>
<b>Grand Total - Conservation</b>		<b>\$ 20,020,221</b>	<b>\$ 6,203,391</b>	<b>\$ 13,816,830</b>	<b>31.0%</b>

PCWLL EXPENDITURES AS OF :

OCTOBER 31, 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-ANKENI)	\$ 50,600	\$ -	\$ 885,171	\$ 94,419	\$ 865,150	\$ 94,142	\$ 175	\$ (809,974)	\$ 149,494	\$ (98,894)
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	\$ -	\$ 1,131,718	\$ 122,873	\$ (1,062,807)	\$ 191,784	\$ 3,808,216
C12-6222 CBG MASTER PLAN	\$ 106,000	\$ -	\$ -	\$ 98,368	\$ -	\$ 124,894	\$ -	\$ -	\$ 124,894	\$ (18,894)
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	\$ 841,340	\$ 190,647	\$ 223,400	\$ -	\$ 1,255,387	\$ 157,961
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	\$ 2,085	\$ (5,000)	\$ 52,769	\$ 324,231
C12-6233 TRAIL IMPROVEMENTS ALL AREAS	\$ 100,000	\$ 350,000	\$ -	\$ 12,000	\$ 27,750	\$ 13,350	\$ 3	\$ -	\$ 41,103	\$ 408,897
C12-6234 JP ENTRANCE RELOCATION	\$ 586,000	\$ 660,000	\$ 279,839	\$ 73,050	\$ 439,192	\$ 81,035	\$ 3,649	\$ -	\$ 523,876	\$ 722,124
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)
C12-6238 CBG WETLANDS/DRAINAGE RESTORATION	\$ 75,000	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ 170,940	\$ -	\$ 170,940	\$ 84,060
C12-6239 YB DAM REPAIRS	\$ 104,476	\$ 350,000	\$ -	\$ 103,626	\$ 120,274	\$ 110,147	\$ 30	\$ -	\$ 230,451	\$ 224,025
C12-6240 BEAVER CREEK LAND ACQUISITION	\$ 797,000	\$ -	\$ 775,964	\$ 112,525	\$ 775,964	\$ 112,507	\$ 9,626	\$ -	\$ 898,097	\$ (101,097)
C12-6242 ROAD & PARKING LOT RESURFACING ALL AREAS	\$ 93,469	\$ -	\$ -	\$ -	\$ 457	\$ -	\$ 93,012	\$ -	\$ 93,469	\$ 0
C12-6243 CAMP CREEK-MILLER/RIST LAND ACQUISITION	\$ 200,000	\$ 830,000	\$ -	\$ -	\$ 278,527	\$ -	\$ -	\$ -	\$ 278,527	\$ 751,473
C12-6244 CBG AIRPORT 16 ACQUISITION	\$ 342,197	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 342,197	\$ -	\$ 342,197	\$ -
C12-6245 YB ALITZ PROPERTY ACQUISITION	\$ 75,588	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,588	\$ -	\$ 75,588	\$ -
C12-6246 CBG FREELAND LAND ACQUISITION	\$ 298,950	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 298,950	\$ -	\$ 298,950	\$ 0
C12-6247 CBG AIRPORT 60 LAND ACQUISITION	\$ 204,437	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 204,437	\$ -	\$ 204,437	\$ -
C12-6248 CBG EVERLY PROPERTY-NO SALE APPRAISAL ONLY	\$ 238,687	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 246,099	\$ -	\$ 246,099	\$ (7,412)
C12-6249 BROWN'S WOODS TRAILHEAD IMPROVEMENTS	\$ 1,200	\$ -	\$ -	\$ 5,000	\$ 89,387	\$ 5,225	\$ 1,200	\$ -	\$ 1,200	\$ -
C12-6250 YB PREIST PROPERTY ACQUISITION	\$ 90,700	\$ -	\$ 48,320	\$ -	\$ -	\$ -	\$ 33,075	\$ -	\$ 127,686	\$ (36,986)
C12-9999 MISC MINOR IMPROVEMENTS & INTEREST	\$ 1,500	\$ 150,000	\$ -	\$ -	\$ -	\$ 23,600	\$ 333,415	\$ (55,957)	\$ 333,415	\$ (331,915)
C12-9999 CONSTRUCTION EQUIPMENT & SUPPLIES	\$ 78,633	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 134,070	\$ -	\$ 101,713	\$ 126,920
	\$ 291,367	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 396,044	\$ -	\$ 396,044	\$ 45,323

PCWLL EXPENDITURES AS OF :

OCTOBER 31, 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
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 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 CONNECTOR	\$ -	\$ 307,017	\$ -	\$ 54,384	\$ 87,283	\$ 49,957	\$ 11,487	\$ -	\$ 148,727	\$ 158,290
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	\$ 3,573,666	\$ 755,349	\$ 91,496	\$ (2,409,202)	\$ 2,011,309	\$ (586,309)
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	\$ -	\$ -	\$ -	\$ 270,298	\$ -	\$ 270,298	\$ (68,698)
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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,052	\$ -	\$ 15,052	\$ (15,052)
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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 360,475	\$ -	\$ 360,475	\$ (360,475)
C16-6282 4-MILE CREEK MASTER PLAN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,000	\$ -	\$ -	\$ 32,000	\$ (32,000)
C16-6283 TM PROPERTY #14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	\$ 1,500	\$ (1,500)
C16-6284 YB PROPERTY #15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ 2,500	\$ (2,500)
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	\$ 14,630,685	\$ 3,995,512	\$ 9,034,662	\$ (8,483,740)	\$ 19,177,120	\$ 10,763,933

## PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in regular session on Wednesday, October 12, 2016. The meeting was called to order at 5:30p.m.

- #16-1001     Roll Call
- Members Present: Northway, Baratta, Cataldo  
Members Absent: Levis, Smith
- #16-1002     Public Comments  
None
- #16-1003     Financial Reports
- #16-1004     Director Leopold gave brief update on status of the Jester Park Nature Center.
- #16-1005     Heidi Anderson, Naturalist, gave presentation on Polk County Conservation's Pollinator program that came about through a REAP-CEP grant.
- #16-1006     **MOVED BY** Cataldo to approve the September 14, 2016 meeting minutes.  
**Vote Yea:** Cataldo, Baratta, Northway

### CONSENT AGENDA

- #16-1007     Approving the September 2016 bill list.
- #16-1008     Approving the purchase of a Concrete Buggy in the amount of \$12,049 from Star Equipment and authorizing the Director or his designee to sign the Quote from Star Equipment.
- #16-1009     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.
- #16-1010     Approving Agreement with City of Des Moines for removal of fill material from the City of Des Moines' clean landfill and authorizing the Board Chair to sign said agreement on behalf of the Board.

- #16-1011 Approving 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.

**LET THE RECORD SHOW** that it was moved by Cataldo to approve the consent agenda.  
**Vote Yea:** Baratta, Northway Cataldo

#### ACTION ITEMS

- #16-1012 **MOVED BY** Cataldo to approve 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.  
**Vote Yea:** Northway, Cataldo, Baratta
- #16-1013 **MOVED BY** Baratta to approve the 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.  
**Vote Yea:** Cataldo, Baratta, Northway
- #16-0914 **MOVED BY** Cataldo to approve the Archeological Resource Protection Policy.  
**Vote Yea:** Baratta, Northway, Cataldo

#### BOARD DISCUSSION

- #16-1015 Director's Report  
\*Bond analysis and forecasting ahead  
\*Campgrounds  
\*Update on status of conceptual design for Jester Park Golf Course
- #16-1016 Board Chair and Member's Remarks  
\*Amazed at how much PCC staff do

#### CLOSED SESSION

- #16-1017 **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 be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.  
**Vote Yea:** Northway, Cataldo, Baratta

**Moved by Baratta** that the Board approve staff proceeding as discussed in closed session.

**Vote Yea:** Baratta, Cataldo, Northway

Adjournment

Meeting adjourned at 6:50 p.m.

	<b>Date</b>	November 9, 2016
	<b>Item No.</b> <b>Roll Call No.</b> <b>Submitted by:</b>	<b>CONSENT</b> <b>16- 1107</b> <b>Kami Rankin</b> <b>Community Outreach</b> <b>Supervisor</b>

**AGENDA HEADING:**

Approving the Fiscal Year 2015-2016 Polk County Conservation Annual Report.

**INFORMATION:**

Attached is the FY '15-'16 Polk County Conservation Board Annual Report. The report includes organizational highlights, financials, and pertinent facts and figures from July 1, 2015 to June 30, 2016. With board approval, the report will be printed and distributed. Distribution destinations include the Polk County Board of Supervisors, PCC website, and by request from the general public.

**FISCAL IMPACT:**

Amount: \$700 (design/layout fees & printing)

Funding Source: PCC Operational Budget

**PREVIOUS BOARD ACTION(S): N/A**

**RECOMMENDATION:**

Approval of the Fiscal Year 2015-2016 Polk County Conservation Annual Report.



# ANNUAL REPORT

# 2016

JULY 1, 2015 – JUNE 30, 2016



Richard Leopold  
*Director*  
 Polk County Conservation

Founded in 1956, Polk County Conservation is proud to celebrate 60 years of dedicated service to the people and land of central Iowa. Since the organization's inception, population trends in central Iowa have reflected a steady increase as our county continues to develop and flourish. Polk County's population has increased considerably from roughly 250,000 in 1956 to the nearly 470,000 residents we serve today.

Our organization has embraced this expansion and followed suit according to the needs of a robust and dynamic population through increased opportunities made available to both residents and visitors alike. Whether it be trails, park amenities, or recreational opportunities, Polk County Conservation's main objective has been to continue growth and development of our mission statement to provide each visitor in our parks and along our trails with quality outdoor recreation, conservation education and protection of Polk County's natural heritage.

The organization's continued dedication to conservation of local parks, trails, greenways and waterways, as well as our commitment to providing a vast array of opportunities available to the people of central Iowa exemplifies our adaptability to a diverse and expanding county. It is loyalty to the public and continued enhancement that is the driving force behind what we at Polk County Conservation strive to achieve.





# YEAR AT A GLANCE

## PARTNERSHIP BUILDS OPPORTUNITIES

At the top of a list of objectives lies the Jester Park Nature Center. This facility will vastly expand environmental programming and recreational opportunities made available through Polk County Conservation by providing a gateway to the outdoors for visitors of all ages at Jester Park. As the Center's final planning details came to a close this year, securing a Campaign Leadership Team to tackle the essential task of raising the remaining funds needed for this \$10 million enterprise began in full force. This worthy project is an extraordinary example of a public/private partnership at its finest.

## TRAILS CONNECT COMMUNITIES

Expansion of connections throughout the county has been a top priority, and Polk County trails provide the perfect avenue to bring communities and citizens together. Integrating trail extensions to further extend linkages between central Iowa trails has provided trail users with better access not only to nearby trails but to park amenities as well. This access connects nearby residents and those from afar to the larger web of trails which has created a more accessible trail community for all.

## RENOVATION IMPROVES ENVIRONMENT

Focus on the future of particular parks has also become a vital part of Polk County Conservation's overall growth. Major renovations to Easter Lake began in late 2015 with the goal of this project to expand and improve upon water quality, wildlife habitat, and fishing and recreational opportunities in this suburban lake setting. Fort Des Moines Park resource and amenity enhancements, currently underway, will also improve upon the already existing opportunities available.

*Polk County Conservation's mission has been to provide each visitor in our parks and along our trails with quality outdoor recreation, conservation education and protection of Polk County's natural heritage.*

# ANNUAL HIGHLIGHTS



## ORGANIZATIONAL DEVELOPMENT

A reorganization took place in 2016 that centralized daily park and trail operations within the newly named Parks Division. A Parks Superintendent was hired to oversee this unit. Conducted simultaneously, along with the reorganization, was the development of an internal succession plan that addressed future turnover within the organization and the growth and training of existing staff to fill future vacancies.

Polk County Conservation welcomed:

- Shawn Warren, *Natural Resources Technician* (July 2015)
- Michael Sledd, *Parks Superintendent* (March 2016)

New hires at the Jester Park Equestrian Center include:

- Molly Mellinger, *Program Coordinator* (November 2015)
- Liz Beatty, *Barn Supervisor* (May 2016)

- The 2016 Conservation Corps of Iowa crew began their 10-month term in our family of parks and trails earlier this year. Improvement of natural areas has been a priority with a focus on restoration of woodlands, wetlands and prairies.



2016 Conservation Corps of Minnesota and Iowa crew.

## INFRASTRUCTURE

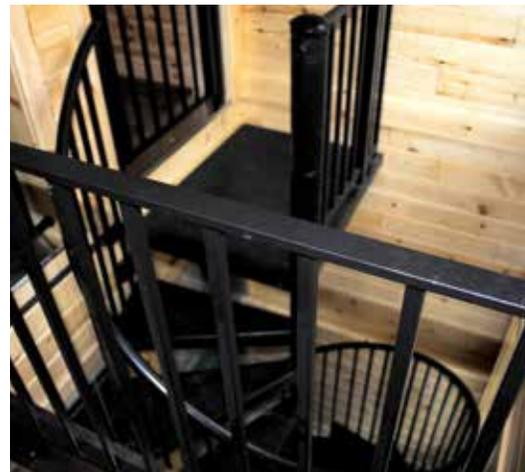
### Restroom Additions

New CXT restrooms were placed at:

- Jester Park: *Shelter #2 and Camp Area #2*
- Thomas Mitchell Park: *pond area*
- Yellow Banks Park: *tent camping area*

### Cabin Interior Stairways

The upper and lower floors of the Jester Park cabins were made more easily accessible through the addition of interior stairways connecting the two floors.



Interior stairwells installed in the Jester Park cabins.



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



*Expansion of connections throughout the county has been a top priority, and Polk County trails provide the perfect avenue to bring communities and citizens together.*

## RECREATION ENHANCEMENT

### Extension to Chichaqua Valley Trail

A trail extension connecting Mally's Park in Berwick to the Chichaqua Valley Trail was completed.

This connection offers trail users easier access to the amenities within the park as well as providing another port of entry to the Chichaqua Valley Trail from the park.



*The connection from the Chichaqua Valley Trail into Mally's Park provides trail users with better access to park amenities.*

### Great Western & Bill Riley Trails Connect

A trail extension to provide an all-weather connection between the Great Western Trail and the Bill Riley Trail was completed. This accessible section runs 1.25 miles from the parking lot south of George Flagg Parkway to 30th Street in Des Moines.

### Mark C. Ackelson Trail Progress

Phase II of the Mark C. Ackelson Trail around Easter Lake is now complete and officially open to the public.

This section encompasses approximately 1.75 miles of paved trail on the north side of the lake from Ewing Park to Evergreen Avenue, and provides safe trail use off the park road as well as improved trail access to adjacent neighborhoods. Trail design for Phase III is underway.

# ANNUAL HIGHLIGHTS



## LAND PROTECTION & RESTORATION

- Chichaqua Habitat Restoration**  
In partnership with the Iowa Department of Natural Resources and the U.S. Fish and Wildlife Service, a 311-acre property acquisition at Chichaqua Bottoms Greenbelt was restored to a native landscape with wetlands and sprouting prairie providing habitat to returning wildlife.



Partnerships with local organizations and access to natural resources funding through the PCWLL Bond allows for critical land protection and restoration across the county.

- Chichaqua Addition to Save Watershed**  
Thanks to swift, decisive action coupled with the ease of available natural resources funding through the Polk County Water and Land Legacy Bond, an ecologically sensitive 27-acre in-holding property within Chichaqua Bottoms Greenbelt is now officially a part of this important reconstructed area. Acquisition of this property prevented what could have been a serious impact to water quality and wildlife habitat.
- Easter Lake Sediment Removal**  
A tract of land, totaling 258 acres just north of the Des Moines River and Easter Lake Park, was acquired as part of the Easter Lake dredging project. This site is currently being utilized as a repository for the removed sediment from the lake. Future plans for this location include valuable habitat for wildlife, parkland and new space for the paddlesport community.

## EDUCATION AND OUTREACH

- Jester Park Nature Center Launch Party**  
The plan to build central Iowa's year-round playground destination, the Jester Park Nature Center, was announced to the public at a Launch Party in April. Hosted by Polk County Conservation and the Great Outdoors Foundation, event attendees learned about the project's design plans, construction timeline and the impact on Iowa's economic future and quality of life. *(Photo of the future Nature Center found on page 7)*
- Jester Park Nature Center Campaign**  
A Campaign Leadership Team was formed in an effort to raise the remaining funds needed to bring the Jester Park Nature Center to life. This campaign sought to raise the necessary \$2 million in remaining funds following design revisions which downsized the building to 17,700 square feet.
- Brown's Woods Enhancement**  
A *Grand Reopening Celebration* of the new Brown's Woods trails and park facilities was held in October 2015. Participants grilled out and took part in several family activities following a ribbon cutting ceremony.

- PCC Honored with Awards**  
Polk County Conservation was awarded the *2015 Outstanding Environmental Education Program* by The Iowa Association of Naturalists and The Iowa Conservation Education Coalition for excellence in environmental education programming by a County Conservation Board. The Environmental Education department was also awarded the *2016 Partner of the Year* by Polk Soil and Water Conservation District for outstanding achievements in creating an awareness of conservation issues by teaching and motivating Polk County to improve and safeguard natural resources.

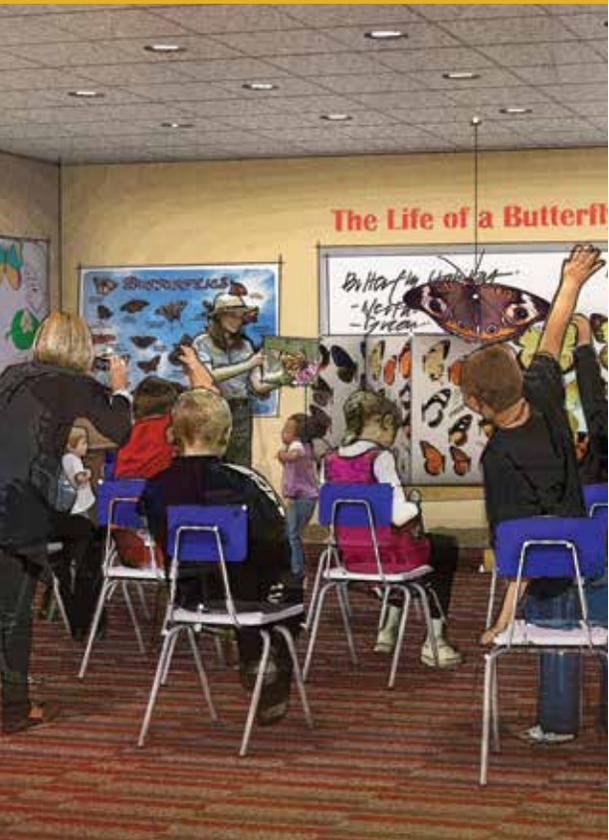


Polk County Conservation awarded 2016 Partner of the Year by Polk Soil and Water Conservation District



Coming in 2018, the Jester Park Nature Center will provide a gateway to the outdoors and an intersection where education, tourism, recreation and conservation meet.

Classrooms will provide visitors of all ages the opportunity to bring the outdoors inside for further exploration and study.



## RESOURCE ENHANCEMENT

### 💧 Easter Lake Dredging Project

Restoration plans for Easter Lake began in late 2015. The lake was lowered by 4 feet in preparation for dredging to remove an accumulation of sediment from the lakebed. The dredging process began in April with the machines running in 12 hour shifts, 7 days per week.



Dredging continues at Easter Lake Park as part of the lake restoration project.

### 💧 Easter Lake Rain Gardens Improve Watershed

Rain gardens have been placed throughout Easter Lake Park as a means to filter runoff from the road and parking lots around the lake before it enters into the lake. This was a partnership project with Polk Soil and Water Conservation District.

### 💧 Fort Des Moines Park Renovations

Fort Des Moines Park has gone through significant renovations throughout 2016. Resurfacing of the new hiking trails is now complete. Work on the peninsula, boardwalk, and park structures (*shelters, boat ramp, restroom facilities, etc.*) continue as part of the larger ongoing improvements within the park.



## GRANTS

The following are grants and reimbursements awarded during the FY 15-16. The annual amounts listed are the award totals. Depending upon the grant specifics the award may be received in one year or over a multi-year period.

### DNR:

Water Recreation Access, Marine Fuel Tax, Fort Des Moines Park . . . \$21,450

### IDALS/PS&WCD:

Rain Garden, Easter Lake Park (Shelter 1) . . . . . \$ 5,246

Rain Garden, Easter Lake Park (Covered Bridge) . . . . . \$ 7,403

Timber Stand Improvement, Easter Lake Park . . . . . \$15,000

Sediment Basin, Easter Lake Park Watershed . . . . . \$100,000

**REAP CEP:** *Saving Pollinators One Garden at a Time* . . . . . \$30,639

**Prairie Meadows Legacy Grant:** Jester Park Nature Center . . . . \$100,000

### Land & Water Conservation Fund:

Jester Park Nature Center (Streamscape) . . . . . \$150,000

**REI:** Yellow Banks, Trail Expansion . . . . . \$ 5,000

## BUDGET SUMMARY

The General Basic funds expended for the various departments covered salaries, supplies and services. The General Supplemental funds covered employee benefits. The Insurance expenditures were for Unemployment Insurance, Workers' Comp Disability, Workers' Comp Medical Expense and Liability Insurance premiums. The reserve funds were for the purchase of a volunteer truck for use by PCCB volunteers in various areas.

Projects completed or continued with REAP (*Resource Enhancement and Protection*) funds were finding signs, various grant matches, support of a naturalist's salary for wildlife research, plus various supplies and equipment for the Nordic Ski Project. PCC also received a REAP CEP Grant, *Saving Pollinators One Garden at a Time*, for educating the general public on pollinators.

Projects completed or continued with the Polk County Water and Land Legacy (PCWLL) dollars have been highlighted throughout the annual report by the blue water drop designation.

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



*Polk County Conservation received a REAP (Resource Enhancement and Protection) CEP Grant, "Saving Pollinators One Garden at a Time", for educating the general public on pollinators.*

# FINANCIALS



## REVENUES

	General Basic	General Supp.	Insurance	Reserve	REAP	PCWLLBond	Enterprise Fund	TOTALS
Property Taxes	\$3,829,886	\$1,038,675	\$177,594	\$-	\$-	\$-	\$-	\$4,986,155
Recreational Fees	707,498	0	0	0	0	0	0	707,498
Concessions	64,175	0	0	0	0	0	0	64,175
Miscellaneous Federal Grants	0	0	0	0	0	66,062	0	66,062
Miscellaneous State Grants & Reimbursements	11,610	0	0	0	27,660	157,529	0	196,798
Land Rent	94,370	0	0	0	0	0	0	94,370
Building & Shelter Rentals	103,701	0	0	0	0	0	9,800	113,501
Equipment & Machinery Rentals	2,614	0	0	0	0	0	0	2,614
Firewood Sales	11,333	0	0	0	0	0	0	11,333
Miscellaneous Sale of Commodities	4,856	0	0	0	0	0	0	4,856
FEMA	0	0	0	0	0	0	0	0
Service Fees	1,665	0	0	0	0	0	0	1,665
Miscellaneous Contributions & Reimb. Other Govts	0	0	0	0	0	147,828	0	147,828
General Administration Fees	12,000	0	0	0	0	0	0	12,000
Fee Based Program Revenues	54,642	0	0	0	0	0	0	54,642
Commissions	1,055	0	0	0	0	0	0	1,055
Motor Vehicle Fuel Refunds	15,200	0	0	0	0	0	0	15,200
Miscellaneous Contributions & Donations	2,500	0	0	0	0	357,790	0	360,290
Miscellaneous Receipts	990	0	0	0	0	0	10	1,000
Fixed Assets Sold	10,149	0	0	0	0	0	0	10,149
Recoveries on Losses	0	0	0	0	0	0	0	0
REAP Annual Per Capita Payment	0	0	0	0	143,868	0	0	143,868
Bond Revenues	0	0	0	0	0	3,921,163	0	3,921,163
Golf Course Revenues	0	0	0	0	0	0	202,549	202,549
Jester Park Cabin Revenues	0	0	0	0	0	0	80,995	80,995
Transfers in from Enterprise Fund	205,059	0	0	0	0	0	0	205,059
Fund Balances Used	0	0	0	0	0	0	34,367	34,367
Fund Interest	0	0	0	0	232	37,887	1,519	39,638
<b>TOTAL REVENUES</b>	<b>\$5,133,303</b>	<b>\$1,038,675</b>	<b>\$117,594</b>	<b>\$-</b>	<b>\$171,759</b>	<b>\$4,688,258</b>	<b>\$294,873</b>	<b>11,478,829</b>

## EXPENDITURES

	General Basic	General Supp.	Insurance	Reserve	REAP	PCWLLBond	Enterprise Fund	TOTALS
Conservation Infrastructure/Equip.	\$200,745	\$-	\$-	\$-	\$-	\$-	\$-	\$200,745
Environmental Education	414,982	110,939	0	0	0	0	0	525,921
Natural Resources	685,124	196,555	0	0	0	0	0	881,679
Administration	1,135,995	180,018	0	0	0	0	0	1,316,013
Community Outreach	219,177	55,619	0	0	0	0	0	274,795
Conservation Grants/DNR Timber Stand Improvement	11,610	0	0	0	0	0	0	11,610
Parks Advocacy	495,635	134,988	0	0	0	0	0	630,623
Construction, Maintenance, Operations	1,328,087	271,470	0	0	0	0	0	1,599,557
Equestrian Center	641,947	89,087	0	0	0	0	0	731,034
Insurance, Unemployment, & Workers Comp. Medical	0	0	117,594	0	0	0	0	117,594
Conservation Special Projects & Development	0	0	0	0	0	0	0	0
Resource Enhancement & Protection	0	0	0	0	133,767	0	0	133,767
PCWLL Bond Expenditures	0	0	0	0	0	4,688,258	0	4,688,258
Enterprise Transfer to Operations & Reserve	0	0	0	0	0	0	205,059	205,059
Golf Course Minor Repairs & Maintenance	0	0	0	0	0	0	65,578	65,578
Jester Park Cabins Minor Repairs & Maintenance	0	0	0	0	0	0	96,596	96,596
<b>TOTAL EXPENDITURES</b>	<b>\$5,133,303</b>	<b>\$1,038,675</b>	<b>\$117,594</b>	<b>\$-</b>	<b>133,767</b>	<b>\$4,688,258</b>	<b>\$367,233</b>	<b>\$11,478,829</b>

# FACTS AND FIGURES

## PARK VISITATION (WHERE RECORDED)

Brown's Woods . . . . .	109,130
Carney Marsh . . . . .	19,551
Chichaqua Bottoms Greenbelt . . . . .	314,731
Chichaqua Valley Trail . . . . .	8,716
Easter Lake Park . . . . .	576,779
Fort Des Moines Park . . . . .	219,613
Four Mile Creek Greenbelt . . . . .	10,930
Gay Lea Wilson Trail . . . . .	18,755
Great Western Trail . . . . .	26,392
High Trestle Trail . . . . .	35,637

*(near PCC gazebo area)*

Jester Park . . . . . 509,722  
*(includes Mile Long Boat Ramp, Golf Course, Equestrian Center and Lodge)*

Mally's Park . . . . .	32,279
Thomas Mitchell Park . . . . .	154,120
Trestle to Trestle Trail . . . . .	16,043
Yellow Banks Park . . . . .	244,421

**Total Park Visitation . . . . . 1,895,856+**

*\*PCC is unable to accurately calculate total park visitation from traffic counters. The estimated visitation total of 1,895,856+ people reflects only those parks equipped with counters or alternative ways for tracking visitation.*

## RENTAL FACILITY RESERVATIONS

Chichaqua Longhouse . . . . .	94
Easter Lake Park Shelters #1 – #5 . . . . .	287
Fort Des Moines Park, Shelters #1 & #2 . . . . .	65
Jester Park Shelters, #2 – #6 . . . . .	282
Jester Park Lodge . . . . .	112
Mally's Park . . . . .	10
Rental Facility Reservations . . . . .	33
Thomas Mitchell Park, Shelters #1 & #2 . . . . .	128
Yellow Banks, Shelters #1 – #4 . . . . .	76
Jester Park Cabins . . . . .	286

**TOTAL Facility Reservations . . . . . 1,373**

## ENVIRONMENTAL EDUCATION

- 1,076 school programs involving 19,838 students
- 183 youth programs involving 3,922 youth
- 5 public camp programs involving 64 youth
- 53 adult programs involving 1,783 adults
- 76 family programs involving 2,313 participants
- 5 bus trips involving 233 participants

The Environmental Education staff connected with various audiences for a total of 35,668 hours.

## VOLUNTEER HOURS CONTRIBUTED

Hundreds of volunteers contribute thousands of hours to conservation efforts throughout our family of parks and trails. These dedicated individuals make up the various corporate groups, scout troops, park stewards, trail ambassadors, collegiate classes/clubs and others that put in over 10,000+ hours in total this past year with Polk County Conservation. This volunteer service equates to \$222,500 in financial value to our organization and is the equivalent of five additional staff.



*Creek Sweep volunteers work to clear Four Mile Creek of tires, trash and other debris.*



## POLK COUNTY CONSERVATION ADMINISTRATION OFFICE

11407 NW Jester Park Drive Granger, IA 50109  
ph: (515) 323-5300 • fax: (515) 323-5354  
pccb\_info@polkcountyia.gov • www.leadingyououtdoors.org



(\*Current as of October 2016)

### ADMINISTRATION

Richard Leopold, *Director*  
Douglas Romig, *Deputy Director*  
Loren Lown,  
*Parks & Natural Areas Planning Admin.*  
Carol Ann Carlson, *Senior Accountant*  
Cindy Lentz, *Administrative Supervisor*  
Melissa Ritter,  
*Accounting Clerk/Accounts Payable*  
Ginny Malcomson,  
*Accounting Clerk/Facility Reservationist*

### COMMUNITY OUTREACH

Kami Rankin,  
*Community Outreach Supervisor*

### ENVIRONMENTAL EDUCATION

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

### NATURAL RESOURCES

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

### BOARD MEMBERS

Lance Northway, *Chair*  
Tom Levis, *Vice Chair*  
Jim Cataldo  
Mike Smith  
Diana Barrata  
Connie Johnson  
*(served through June 2016)*

### PARKS DIVISION

Michael Sledd, *Parks Superintendent*  
Pat Spain, *Outreach Coordinator*  
Dean Bruscher, *Conservation Park Ranger*  
Brian Herrstrom, *Conservation Park Ranger*  
Charlie Finch, *Conservation Park Ranger*  
James Dotzler, *Conservation Park Ranger*  
Tim Wears, *Maintenance Technician*  
Tyler Naeve, *Maintenance Technician*  
Chance Patrick, *Maintenance Technician*

### CONSTRUCTION, MAINTENANCE, AND OPERATIONS

Wayne Johnson,  
*Construction & Maintenance Manager*  
Gary Halbersma,  
*Construction & Maintenance Supervisor*  
Stan Manning, *Special Services Technician*  
George Lentz,  
*Equipment Maintenance Superintendent*  
Ken Young, *Mechanic*  
Luke Harshbarger, *Mechanic*  
Steve Haefner, *Construction Technician*  
Barney Feezell, *Construction Technician*

### JESTER PARK EQUESTRIAN CENTER

Lela Mullen, *Equestrian Center Manager*  
Liz Beatty, *Barn Supervisor*  
Molly Mellinger, *Program Coordinator*  
Kelsey Freeman, *Riding Instructor*

*Expansion of quality  
recreation, environmental  
programming and space  
to roam provides park  
and trail users more  
opportunity to enjoy the  
great outdoors.*



# GET TO KNOW PCC!

## OVERVIEW

- Established in 1956
- 20 parks and trails
- 13,400 acres of parkland
- 42 miles of paved trails
- 40 miles of natural trails
- 1.8 million annual visitors
- 43 full-time employees; 72 seasonal employees; 5 board members
- 10,000+ annual hours of volunteer service
- Annual Operating Budget: \$1,303,417 revenues; \$6,289,572 expenditures
- Polk County Water and Land Legacy bond funds: \$50 million (2012-2032)



## FACILITIES AND SPECIAL AMENITIES

- 9 water access ramps
- 4 cabins
- 163 electric campsites; 145 primitive campsites; 5 youth campgrounds
- 21 picnic shelters
- 9 playgrounds
- 4 ballfields
- 100 acres of dog training land
- 2 bird blinds
- 13 waterfowl hunting blinds
- 8 miles of groomed cross-country ski trails
- 38 miles of streams
- 710 acres of lake, pond, and river
- Bison & Elk Educational Plaza
- Chichaqua Longhouse
- Chichaqua wildlife viewing platform
- Easter Lake covered bridge
- Easter Lake swimming beach
- Fort Des Moines Park Arboretum
- Golf Learning & Practice Facility
- Jester Park Amphitheater
- Jester Park Equestrian Center
- Jester Park Golf Course
- Jester Park Lodge
- Jester Park Natural Playscape
- Trap range



## PROGRAMS AND SPECIAL EVENTS

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



	<b>Date</b>	November 9, 2016
	<b>Item No.</b> <b>Roll Call No.</b> <b>Submitted by:</b>	<b>CONSENT</b> <b>16-1108</b> <b>Wayne Johnson</b> <b>Construction Maintenance</b> <b>Manager</b>

**AGENDA HEADING:**

Approving execution of contract with RW Excavating for 2 culvert extensions, grade work, and sidewalk for the Trestle to Trestle trail connector to the new Beaver Drive bridge over I- 35/80 in an amount not to exceed \$55,748.32.

**INFORMATION:**

Staff is requesting approval to execute a contract with RW Excavating to extend 2 culverts, grade work, 750' of 5' wide sidewalk from the Trestle to Trestle trail to the new Beaver Drive bridge over I 35/80. The new bridge has a pedestrian crossing on the west side. This will provide safe access from the south to north and Johnston sports field.

**FISCAL IMPACT:**

Amount:     **\$55,748.32** Not to exceed  
                  \$43,480.32 (base bid)  
                  \$7,200     (additional clay and dirt)  
                  \$5,068     (10% contingency)

Funding Source: Polk County Water & Land Legacy bonds (trails)

**PREVIOUS BOARD ACTION(S):** NA

**RECOMMENDATION:**

Approving execution of contract with RW Excavating for culvert extensions, grade work, sidewalk between the Trestle to Trestle trail and Beaver Drive bridge in an amount not to exceed \$55,748.32 and authorizing Director to sign said agreement.

	<b>Date</b>	November 9, 2016
	<b>Item No.</b> <b>Roll Call No.</b> <b>Submitted by:</b>	<b>ACTION</b> <b>16-1109</b> <b>Richard Leopold</b> <b>Director</b>

**AGENDA HEADING:**

Approving funding package and authorizing moving forward with bid package for Jester Park Nature Center of \$10,375,000.

**INFORMATION:**

The Jester Park Nature Center is nearing completion for planning, design, and engineering. It is understood that the final amount of the Nature Center is not to exceed \$10,375,000. This requested action is formal acceptance of the finance package that will be used in the building of the nature center.

**FISCAL IMPACT:**

Amount: \$10,375,000 total

Funding Source:

- \$5,000,000 Polk County Water and Land Legacy Bond
- \$3,405,000 Pledges, grants, and event proceeds. (approximately \$2.7M to date)
- \$1,000,000 Polk County Conservation Enterprise Fund
- \$970,000 Community Attractions and Tourism Grant (Vision Iowa)

**PREVIOUS BOARD ACTION(S):**

Date: June 23, 2015

Roll Call Number: Work Session - Jester Park Conservation Center Scenario Planning and Considerations and the potential building cost reductions

Action: No Action

Date: July 08, 2015

Roll Call Number: #15-0712

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

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

**RECOMMENDATION:**

Approve and authorize to move forward with bidding process of construction of the Jester Park Nature Center using the finance package proposed herein.

	<b>Date</b>	November 9, 2016
	<b>Item No.</b> <b>Roll Call No.</b> <b>Submitted by:</b>	<b>ACTION</b> <b>16-1110</b> <b>Wayne Johnson</b> <b>Construction Maintenance</b> <b>Manager</b>

**AGENDA HEADING:**

Approving remaining elements within the Yellow Banks Park Capital Improvement Plan in an amount not to exceed \$1.8 million, with a dedication of \$1.3 million in bond funds; waiving the Board's procurement approval process and authorizing staff to implement said plan following the Procurement policy threshold levels.

**INFORMATION:**

With the passage of the Polk County Water and Land Legacy Bond, Polk County Conservation worked to produce a series of projects important to water quality improvement and habitat protection, education initiatives, park enhancements and trail connections. The Yellow Banks Park planning process begun in 2011 through a series of public meetings between area residents, staff and Polk County Conservation Board Members.

During this process the Polk County Water and Land Legacy Bond was passed, thereby providing a funding stream for the related park improvements. Work has been completed regarding restoration of the dam; Volt toilet installation, archeological review and two trail bridges with **\$979,125** already invested into Yellow Banks Park. The remaining park improvements as identified in the park master plan are estimated to cost approximately \$1.8 million based on internal cost estimates with 8% for A&E and a 10% contingency.

Within the identified bond funds Polk County Conservation is recommending a bond allocation of \$1.3 million for implementation of the Yellow Banks Master Plan. The remaining estimated \$500,000 will be privately raised through gifts and grants. The following elements and timeline are being recommended in priority order:

**Construction Year 2017:**

- 1) Dam pond area improvements (road, parking, boat ramp, shelters and access path);
- 2) Utilities to shelters;
- 3) Campground #2 improvements (new entrance and two electrical sites);
- 4) Soft Trail construction;

**Construction Year 2018:**

- 1) New 20 site electrical campground;
- 2) Shop area improvements (Bane access, screening, outbuilding, fuel tanks);
- 3) Playground area: Natural playscape, parking and dump station screening);
- 4) Water quality improvements: (ponds, ditch checks, grading);

**Construction Year 2019:**

- 1) Priest Property: (house renovations for rental, cabins/Quonsets, Pole building renovations to community space);
- 2) Baseball site full rest room facility split with Four Mile Little League

**FISCAL IMPACT:**

Amount: \$1.8 million estimated for future improvements.

To date **\$868,525** has been expended on some park and the pond improvements which will bring the total investment at Yellow Banks Park to \$2,379,452.

Funding Source:

Polk County Water and Land Legacy Bond:	\$1,300,000
Other Sources:	<u>\$ 500,000</u>
<b>Total Estimated Funding:</b>	<b>\$1,800,000</b>

**PREVIOUS BOARD ACTION(S):**

Date: February 9, 2011

Roll Call #: Item #11

Action: Approved final master plan for Yellow Banks Park

**RECOMMENDATION:**

Approving remaining elements within the Yellow Banks Park Capital Improvement Plan in an amount not to exceed \$1.8 million, with a dedication of no more than \$1.3 million in bond funds; waiving the Board's procurement approval process and authorizing staff to implement said plan following the Procurement policy threshold levels.

## Yellow Banks Master Plan Implementation

Project	Cost	A & E	Contingency	Sub-Total	Assignment	Timeline
Archeological testing	\$ 10,000	\$ -	\$ -	\$ 10,000	Loren	2016
Dam Pond (road, parking, boat ramp, shelters, access path)	\$ 250,000	\$ -	\$ 25,000	\$ 275,000	Mark	2017
Shelter Utilities	\$ 10,000	\$ -	\$ 1,000	\$ 11,000	Wayne	2017
Campground # 2 improvements (new entrance & 2 new electric campsites)	\$ 15,000	\$ -	\$ 1,500	\$ 16,500	Wayne	2017
Trails (Soft)	\$ 135,000	\$ -	\$ 13,500	\$ 148,500	Mark	2017
Baseball Restroom (split with League)	\$ 100,000	\$ -	\$ 10,000	\$ 110,000	Wayne	2018
New 20 site campground	\$ 200,000	\$ 16,000	\$ 20,000	\$ 236,000	Mark/Wayne	2018
Shop (Bane access, screening, out building, fuel tanks)	\$ 75,000	\$ -	\$ 7,500	\$ 82,500	Wayne	2018
Playground Area (Natural playscape, parking, dump station screening)	\$ 25,000	\$ -	\$ 2,500	\$ 27,500	Mark/Wayne/ Michael	2018
Water Quality (ponds, ditch checks, grading)	\$ 240,000	\$ 19,200	\$ 24,000	\$ 283,200	Mark	2018
Priest Property (house renovations, cabins, Pole Building renovations-community space)	\$ 500,000	\$ 40,000	\$ 50,000	\$ 590,000	Mar	2019
<b>Sub-Total</b>	<b>\$ 1,560,000</b>	<b>\$ 75,200</b>	<b>\$ 155,000</b>	<b>\$ 1,790,200</b>		
Four Mile Little League Contribution	\$ 5,000	\$ -	\$ 500	\$ 5,500		
<b>Total</b>	<b>\$ 1,555,000</b>	<b>\$ 75,200</b>	<b>\$ 154,500</b>	<b>\$ 1,784,700</b>		
<b>Notes:</b> The anticipated bond funding for the above projects is \$1.3 million. We will require a 50/50 split with the Four Mile Little League for the restroom facility (\$55,000) and need to fundraise approximately \$500,000 to implement the full master plan.						



**Date**

November 09, 2016

**Item No.**

**ACTION**

**Roll Call No.**

**16-1111**

**Submitted by:**

**Loren Lown**

**Parks and Natural Areas**

**AGENDA HEADING:**

Approving to recommend to the Polk County Board of Supervisors to grant an easement to the City of Ankeny to manage storm water on the PCCB managed High Trestle Trail (HTT).

**INFORMATION:**

The City of Ankeny is requiring a private developer to manage the outflow of a constructed storm water detention basin by installing a concrete flume to direct the runoff from the detention basin to an existing box culvert where the water flows beneath the HTT.

The City and the engineer for the developer have been in discussions with PCC staff to coordinate the public benefits of responsible storm water management and protect public recreational and environmental values inherent in the trail corridor.

As a public agency, we do not allow the private use of public resources and after this was explained to all parties, the City of Ankeny has agreed to incorporate this area into their storm water management system and take responsibility for the construction and maintenance of the concrete structure. The resulting publically managed and maintained storm water management purpose is compatible with our management of the resource.

The requested easement from the City of Ankeny will provide proper storm water management, provide a public service, and will not interfere with the use of the property for park purposes.

**FISCAL IMPACT:**

Amount: NA

Funding Source: NA

**PREVIOUS BOARD ACTION(S):** none

**RECOMMENDATION:**

Approving to recommend to the Board of Supervisors that they grant an easement to the City of Ankeny for the purpose of installing and maintaining storm water infrastructure on the Polk County Owned High Trestle Trail corridor at the easement area detailed in the attached documents

## MEMORANDUM

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**TO:** Loren Lown, Planning Administrator, Polk County Conservation  
**CC:** Paul Moritz, P.E., Mark Mueller, P.E.  
**DATE:** October 31, 2016  
**RE:** Agreement with Polk County Conservation Board

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### **A. Introduction**

Polk County Conservation Board owns the property that includes and is adjacent to High Trestle Trail (HTT) from NW 18<sup>th</sup> Street extending northwest beyond city limits for the City of Ankeny. A development is occurring upstream of an existing 6' x 6' reinforced concrete box culvert under HTT. Within this development is a large detention basin that has approximately 535 acres that directly drain to this detention basin with another 265 acres that drain to the basin, downstream of provided detention. See attached map for additional information. Prior to development, the existing box culvert handled 449CFS during a 100 year storm event and with this detention basin in place it will be reduced to 300CFS during a 100 year storm event.

### **B. 6" Reinforced Concrete Flume Details**

This 6" reinforced concrete flume will be located on the eastern half of the Polk County Conservation Board's property and will extend from the outlet structure of the detention basin which is twin 48" diameter reinforced concrete pipes to the existing 6' x 6' reinforced concrete box culvert that is under HTT. See attached pages from construction plans for additional information regarding the 6" reinforced concrete flume. The flume design was chosen over traditional rip-rap placement as it would provide better protection against erosion.

### **C. Purpose of Agreement**

This agreement is between the City of Ankeny and Polk County Conservation Board stating the City of Ankeny will take ownership and maintenance of this flume to ensure it remains operational in the future. The City of Ankeny also agrees to maintain positive flow across the 100' Polk County Conservation Board property for a width of 40' centered on the box culvert. See the attached legal description. The city will require the developers on both sides to install erosion control measures after all grading work is complete. This will include any necessary matting and hydro-mulching of the disturbed areas. Future maintenance of the storm water conveyance through Polk County Conservation Board property will be by the City of Ankeny as per a permanent easement document.

The City of Ankeny requests Polk County Conservation Board to accept this agreement to facilitate the construction of the flume at this time, so that it is in place before the winter shut-down of the construction season. This agreement is an interim document that will be superseded by a permanent easement as approved by the Polk County Conservation Board, Polk County Board of Supervisors, and accepted by the Ankeny City Council.

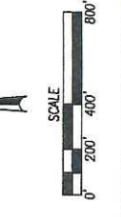
**POLK COUNTY CONSERVATION BOARD**  
**MAINTENANCE EASEMENT DESCRIPTION**

A PART OF THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 80 NORTH, RANGE 24 WEST OF THE FIFTH PRINCIPAL MERIDIAN BEING THE FORMER UNION PACIFIC RAILWAY RIGHT OF WAY IN THE CITY OF ANKENY, POLK COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF PARCEL '2016-69' AS SHOWN IN THE PLAT OF SURVEY RECORDED IN BOOK 15973 PAGE 428, POLK COUNTY, IOWA; THENCE NORTH 53°25'33" WEST ALONG THE SOUTHWESTERLY LINE OF SAID PARCEL '2016-69', A DISTANCE OF 139.90 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 37°18'53" WEST, 100.01 FEET TO THE NORTHEASTERLY LINE OF PARCEL '2016-77' AS SHOWN IN THE PLAT OF SURVEY RECORDED IN BOOK 15973 PAGE 427, POLK COUNTY, IOWA; THENCE NORTH 53°25'33" WEST ALONG SAID NORTHEASTERLY LINE, 40.00 FEET; THENCE NORTH 37°18'53" EAST, 100.01 FEET TO SAID SOUTHWESTERLY LINE; THENCE SOUTH 53°25'33" EAST ALONG SAID SOUTHWESTERLY LINE, 40.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 4,000 SQUARE FEET.







# TRESTLE CROSSING PLAT 1 EXISTING DRAINAGE MAP



CIVIL DESIGN ADVANTAGE  
ENGINEER: EKO  
3405 S.E. CROSSROADS DRIVE, SUITE G  
GRIMES, IOWA 50111  
PHONE: (515) 369-4400 FAX: (515) 369-4410  
TECH:

REVISIONS	DATE

