



# BOARD MEETING

November 8, 2017

5:30 p.m.

Polk County Administration Building, Room 120  
111 Court Ave., Des Moines

## AGENDA

- 1) Roll Call
- 2) Public Comments
- 3) Financial Reports
- 4) Action on the Minutes of the Previous Meeting(s)

### CONSENT AGENDA

Note: These are routine items and will be enacted by one roll call vote without separate discussion unless a Board Member or member of the public requests an item be removed to be considered separately. Please notify a PCCB Member to have an item removed.

- 5) **Approving** October 2017 bill list.
- 6) **Approving** Addendum 1 to the Memorandum of Understanding with the Great Outdoors Foundation for fundraising and event management to support Polk County Conservation for graphic tee-shirt sales.
- 7) **Approving** Change Order #1 with RW Excavating for additional concrete thickness, temporary and final seeding, straw mat placement, and survey staking, for the grade work and side walk connector from the Trestle to Trestle Trail to the new Beaver Drive bridge over 35/80 in the amount of \$20,291.30.

### ACTION ITEMS

- 8) **Approving** Professional Services Agreement with Michael J. Benkusky, Inc., golf course architect for construction management to Jester Park Golf Course renovations. Cost: \$14,000.

### BOARD DISCUSSION

Director Remarks

Board Chair & Members Remarks

### CLOSED SESSION

- 9) Land Acquisition

### ADJOURNMENT

**Upcoming Events:** GOF Friends Celebration, Nov. 3; Stars & Stripes Gala, Nov. 3; GOF Board Mtg, Nov.

9

*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)*

## 2017- 2018 Revenue Budget

- as of 10/31/17 (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	\$ 6,029	\$ 52,971	10.2%
6009	Natural Resources	\$ 59,000	\$ 257	\$ 58,743	0.4%
6101	Administration	\$ 128,300	\$ 66,997	\$ 61,903	51.8%
6103	Community Outreach	\$ -	\$ -	\$ -	0.0%
6104	Conservation Grants	\$ -	\$ -	\$ -	0.0%
6110	Parks Advocacy Unit	\$ 508,000	\$ 271,921	\$ 236,080	53.5%
6119	Construction/Maint.	\$ 500	\$ -	\$ 500	0.0%
6124	Equestrian Center	\$ 300,000	\$ 47,977	\$ 252,023	16.0%
<b>Sub-Total - General Fund 1</b>		<b>\$ 1,059,800</b>	<b>\$ 392,581</b>	<b>\$ 667,219</b>	<b>37.0%</b>
<b>REAP - Fund 26</b>					
0211	Resource Enhancement	\$ 156,400	\$ 110,930	\$ 45,470	70.9%
<b>Reserve - Fund 50</b>					
0210-0214	Special Projects	\$ -	\$ -	\$ -	0.0%
<b>Bond - Fund 51</b>					
0210	Water & Land Dev & Trails	\$ 2,035,000	\$ 728,553	\$ 1,306,447	35.8%
<b>Conservation Enterprises - Fund 286</b>					
6121	Golf Course	\$ 226,500	\$ 63,811	\$ 162,689	28.2%
6123	JP Cabins	\$ 85,500	\$ 38,250	\$ 47,250	44.7%
<b>Sub-Total - Enterprises Fund 286</b>		<b>\$ 312,000</b>	<b>\$ 102,061</b>	<b>\$ 209,939</b>	<b>32.7%</b>
<b>Grand Total - Conservation</b>		<b>\$ 3,563,200</b>	<b>\$ 1,334,125</b>	<b>\$ 2,229,075</b>	<b>37.4%</b>

## 2017-2018 Expense Budget

- as of 10/31/17 (33.33% of budget year expired)

UNIT #	UNIT	Expense Budget	Total Expended	Balance Remaining	% Expended
<b>General - Fund 1</b>					
0213	Equipment	\$ 188,500	\$ 211,943	\$ (23,443)	112.4%
6006	Environmental Ed	\$ 404,446	\$ 147,687	\$ 256,759	36.5%
6009	Natural Resources	\$ 740,412	\$ 240,282	\$ 500,130	32.5%
6101	Administration	\$ 1,136,789	\$ 405,428	\$ 731,361	35.7%
6103	Community Outreach	\$ 154,978	\$ 37,533	\$ 117,445	24.2%
6104	Conservation Grants	\$ -	\$ -	\$ -	0.0%
6110	Parks Advocacy Unit	\$ 1,196,247	\$ 449,586	\$ 746,661	37.6%
6119	Construction/Maint.	\$ 975,013	\$ 364,074	\$ 610,939	37.3%
6124	Equestrian Center	\$ 701,073	\$ 205,339	\$ 495,734	29.3%
<b>Sub-Total - General Fund 1</b>		<b>\$ 5,497,458</b>	<b>\$ 2,061,873</b>	<b>\$ 3,435,585</b>	<b>37.5%</b>
<b>General Supplemental - Fund 2</b>					
All Units	Benefits (PERS/FICA/Ins, Etc.)	\$ 1,269,121	\$ 401,873	\$ 867,248	31.7%
<b>Risk Management - Fund 3</b>					
6100	Insurance, Med., Work. Comp.	\$ 94,300	\$ 40,595	\$ 53,705	43.0%
<b>REAP - Fund 26</b>					
0211	Resource Enhancement	\$ 160,150	\$ 15,013	\$ 145,137	9.4%
<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	\$ 13,387,000	\$ 5,265,413	\$ 8,101,587	39.5%
<b>Conservation Enterprises - Fund 286</b>					
6121	Golf Course	\$ 265,000	\$ 24,886	\$ 240,114	9.4%
6123	JP Cabins	\$ 53,139	\$ 14,437	\$ 38,702	27.2%
<b>Sub-Total - Enterprises Fund 286</b>		<b>\$ 318,139</b>	<b>\$ 39,322</b>	<b>\$ 278,817</b>	<b>12.4%</b>
<b>Grand Total - Conservation</b>		<b>\$ 21,246,168</b>	<b>\$ 7,844,090</b>	<b>\$ 13,402,078</b>	<b>36.9%</b>

PCWLL EXPENDITURES AS OF :

OCTOBER 31, 2017

SUB-LEDGER PROJECT	DECEMBER 2013 BOND ISSUANCE	JUNE 2015 BOND ISSUANCE	JUNE 2018 BOND ISSUANCE	CONSTRUCTION COSTS CONTRACTED	ENGINEERING & MISC. COSTS CONTRACTED	ACTUAL CONSTRUCTION EXPENDITURES	ACTUAL ENGINEERING EXPENDITURES	ACTUAL MISCELLANEOUS EXPENDITURES	ACTUAL GRANT REVENUES AND DONATIONS	ACTUAL COSTS TO DATE	ACTUAL BALANCE REMAINING
C05-R003 GAY LEA WILSON TRAIL CONNECTION (DSM-ANKEN)	\$ 84,400	\$ 65,094		\$ 865,150	\$ 94,419	\$ 865,150	\$ 94,142	\$ 175	\$ (809,974)	\$ 149,494	\$ (0)
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	\$ 420,053					\$ 420,053				\$ 420,053	\$ (0)
C12-6219 EC IMPROVEMENTS	\$ 10,671					\$ 7,253	\$ 3,418			\$ 10,671	\$ 0
C12-6220 WATERSHED MANAGEMENT AUTHORITY	\$ 340,725	\$ 1,050,000			\$ 22,500		\$ 20,309			\$ 20,309	\$ 1,370,416
C12-6221 JP NATURE CENTER	\$ 2,404,200	\$ 1,595,800		\$ 7,061,146	\$ 1,850,567	\$ 1,821,792	\$ 1,532,830	\$ 195,486	\$ (1,940,499)	\$ 1,609,607	\$ 2,390,393
C12-6222 CBG MASTER PLAN	\$ 106,000	\$ 18,894			\$ 148,368		\$ 124,894	\$ 2,500		\$ 127,394	\$ (2,500)
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	\$ 552,998		\$ 1,043,238	\$ 215,423	\$ 1,066,959	\$ 218,505	\$ 15,457	\$ (560,000)	\$ 740,920	\$ 0
C12-6225 ACKELSON TRAIL PHASE III (fka EL Trail Phase III)	\$ 126,640	\$ 172,873			\$ 563,963	\$ 1,537,330	\$ 450,809	\$ 2,000		\$ 1,990,139	\$ (1,690,626)
C12-6226 FDM POND IMPROVEMENTS & SEDIMENT BASIN	\$ 728,451			\$ 723,989	\$ 132,209	\$ 769,399	\$ 136,036	\$ 23,016	\$ (200,000)	\$ 728,451	\$ 0
C12-6227 FDM PARK IMPR-SHELTER/TRAILS/PENINSULA	\$ 92,380	\$ 1,425,064			\$ 67,153	\$ 1,044,826	\$ 203,713	\$ 340,277	\$ (103,437)	\$ 1,485,380	\$ 32,064
C12-6228 JP PARK IMPROVEMENTS-CAMP AREA #2 ELECTRIC	\$ 382,911			\$ 336,945	\$ 29,200	\$ 336,945	\$ 30,450	\$ 15,516		\$ 382,911	\$ (0)
C12-6229 HTT CONNECTOR TO GLW (fka Neal Smith)	\$ 9,800	\$ 1,404			\$ 9,800		\$ 11,204			\$ 11,204	\$ (0)
C12-6230 TM CAMP CREEK STABILIZATION	\$ 1,065,807			\$ 876,665	\$ 194,600	\$ 867,694	\$ 198,000	\$ 113		\$ 1,065,807	\$ (0)
C12-6231 TM PARK IMPROVEMENTS& SHOWER HOUSE	\$ 119,000	\$ 225,000			\$ 57,630	\$ 19,784	\$ 57,553	\$ 6,226	\$ (1,205)	\$ 82,358	\$ 261,642
C12-6232 YB PARK IMPROVEMENTS	\$ 87,000	\$ 290,000			\$ 241,750	\$ 93,455	\$ 63,167	\$ 109,854	\$ (5,000)	\$ 261,476	\$ 115,524
C12-6233 TRAIL IMPROVEMENTS ALL AREAS	\$ 100,000	\$ 350,000			\$ 12,000	\$ 87,977	\$ 20,500	\$ 7,290		\$ 115,767	\$ 334,233
C12-6234 JP ENTRANCE RELOCATION	\$ 586,000	\$ 660,000		\$ 279,839	\$ 81,050	\$ 660,549	\$ 117,730	\$ 29,686		\$ 807,964	\$ 438,036
C12-6235 CBG WOOSLEY PROPERTY-NO SALE	\$ 3,075							\$ 3,075		\$ 3,075	\$ -
C12-6236 CBG MENDENHALL ACQUISITION	\$ 681,167							\$ 681,167		\$ 681,167	\$ 0
C12-6237 CXT VAULT TOILETS	\$ 75,000	\$ 180,000						\$ 170,940		\$ 170,940	\$ 84,060
C12-6238 CBG WETLANDS/DRAINAGE RESTORATION	\$ 104,476	\$ 294,055			\$ 121,501	\$ 277,107	\$ 124,579	\$ 2,239		\$ 403,925	\$ (5,394)
C12-6239 YB DAM REPAIRS	\$ 833,033			\$ 775,964	\$ 112,525	\$ 775,964	\$ 112,507	\$ 9,626		\$ 898,097	\$ (65,064)
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				\$ 320,338				\$ 320,338	\$ 709,662
C12-6243 CAMP CREEK-MILLER/RIST LAND ACQUISITION	\$ 345,562							\$ 345,562		\$ 345,562	\$ -
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 FREELEND LAND ACQUISITION	\$ 204,437							\$ 204,437		\$ 204,437	\$ -
C12-6247 CBG AIRPORT 60 LAND ACQUISITION	\$ 246,099							\$ 246,099		\$ 246,099	\$ 0
C12-6248 CBG EVERLY PROPERTY-NO SALE APPRAISAL ONLY	\$ 1,200							\$ 1,200		\$ 1,200	\$ -
C12-6249 BROWN'S WOODS TRAILHEAD IMPROVEMENTS	\$ 90,700	\$ 36,986		\$ 48,320	\$ 5,000	\$ 89,387	\$ 5,225	\$ 33,075		\$ 127,686	\$ (0)
C12-6250 YB PREIST PROPERTY ACQUISITION	\$ 21,481	\$ 311,934						\$ 333,415		\$ 333,415	\$ -
C12-9999 MISC MINOR IMPR, EQUIP & INTEREST	\$ 370,000	\$ 300,000					\$ 25,700	\$ 554,051	\$ (116,868)	\$ 462,883	\$ 207,117
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

PCWLL EXPENDITURES AS OF :

OCTOBER 31, 2017

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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	-	\$ -	\$ -	\$ -	\$ -	\$ 58,884	\$ -	\$ 58,884	\$ 401,116
C13-6259 JP CAMP STORE	\$ -	\$ -	-	\$ -	\$ 4,250	\$ -	\$ 4,200	\$ -	\$ -	\$ 4,200	\$ (4,200)
C13-6261 ANKENY HITT EXTENSION TO DSM	\$ 8,585	\$ 900,000	-	\$ -	\$ -	\$ -	\$ -	\$ 3,073,585	\$ (2,165,000)	\$ 908,585	\$ 0
C13-6262 EL J.C. WHITE PROPERTY	\$ 196,598	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ 288,807	\$ (92,209)	\$ 196,598	\$ (0)
C13-6263 MALLY'S CVT CONNECTOR	\$ -	\$ 307,017	-	\$ -	\$ 54,384	\$ 87,283	\$ 49,957	\$ 14,697	\$ -	\$ 151,937	\$ 155,080
C13-6265 YB BANE PROPERTY	\$ 263,124	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ 263,124	\$ -	\$ 263,124	\$ (0)
C14-6268 EL DIKES/DREDGING/WATER QUALITY	\$ 25,000	\$ 1,400,000	-	\$ -	\$ 753,800	\$ 4,989,670	\$ 862,208	\$ 193,024	\$ (4,123,727)	\$ 1,921,175	\$ (496,175)
C14-6270 EL COVERED BRIDGE IMPROVEMENTS	\$ 62,714	\$ -	-	\$ 57,220	\$ -	\$ 56,920	\$ -	\$ 5,794	\$ -	\$ 62,714	\$ 0
C14-6271 CBG KAL-DEN FARMS PROPERTY	\$ 100,090	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ 143,590	\$ (43,500)	\$ 100,090	\$ 0
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	\$ -	\$ -	\$ -	\$ 338,850	\$ -	\$ 338,850	\$ (137,250)
C14-6275 GWT-BILL RILEY TRAIL	\$ -	\$ 183,313	-	\$ 136,783	\$ 35,750	\$ 138,984	\$ 44,285	\$ 44	\$ -	\$ 183,313	\$ 0
C14-6276 CBG SMITH PROPERTY	\$ 64,542	\$ 94,883	-	\$ -	\$ -	\$ -	\$ -	\$ 159,425	\$ -	\$ 159,425	\$ -
C14-6277 WATER QUALITY	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ 66,342	\$ -	\$ 66,342	\$ (66,342)
C15-6278 CBG HALE POND REPAIR	\$ -	\$ 37,051	-	\$ -	\$ -	\$ 36,825	\$ 226	\$ -	\$ (21,450)	\$ 7,150	\$ (45)
C15-6279 DNR WATER REC ACCESS GRANT-FDM	\$ -	\$ 7,105	-	\$ -	\$ -	\$ -	\$ -	\$ 28,600	\$ -	\$ 360,475	\$ -
C15-6281 TM STROSAHL	\$ -	\$ 360,475	-	\$ -	\$ -	\$ -	\$ -	\$ 360,475	\$ -	\$ 360,475	\$ -
C16-6282 4-MILE CREEK MASTER PLAN	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ 62,000	\$ -	\$ (35,000)	\$ 211,045	\$ (62,000)
C16-6283 TM MURRAY PROPERTY	\$ -	\$ 211,045	-	\$ -	\$ -	\$ -	\$ -	\$ 246,045	\$ -	\$ 211,045	\$ -
C16-6284 YB MILLER PROPERTY	\$ -	\$ 2,655	-	\$ -	\$ -	\$ -	\$ -	\$ 2,655	\$ -	\$ 2,655	\$ -
C16-6285 CBG KIMBERLY FARMS PROPERTY	\$ -	\$ 2,500	-	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ 2,500	\$ -
C16-6286 EL DELANEY PROPERTY	\$ -	\$ 5,122	-	\$ -	\$ -	\$ -	\$ -	\$ 5,122	\$ -	\$ 5,122	\$ -
C16-6287 EC MASTER PLAN IMPROVEMENTS	\$ -	\$ 500,000	-	\$ -	\$ -	\$ 336,623	\$ 2,526	\$ 37,580	\$ -	\$ 376,729	\$ 123,271
C16-6288 EL CHURCH PROPERTY	\$ -	\$ 2,500	-	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ 2,500	\$ -
C17-6289 4-MILE WILSON PROPERTY	\$ -	\$ 52,792	-	\$ -	\$ -	\$ -	\$ -	\$ 52,792	\$ -	\$ 52,792	\$ -
C17-6290 CG CLUBHOUSE RENOVATIONS	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ 36,505	\$ -	\$ 36,505	\$ (36,505)
C17-6291 4-MILE BAIN PROPERTY	\$ -	\$ 4,800	-	\$ -	\$ -	\$ -	\$ -	\$ 4,800	\$ -	\$ 4,800	\$ -
C17-6292 CBG MORGAN PROPERTY	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
C17-6293 4-MILE TRAILS END PROPERTY	\$ -	\$ 3,500	-	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ -	\$ 3,500	\$ -
LAND ACQUISITIONS	\$ -	\$ 947,794	\$ 10,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 947,794
GLW TRAIL CONNECTION TO MALLY'S	\$ -	\$ 8,007	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,007
BEAVER CREEK WATERSHED IMPROVEMENTS	\$ -	\$ 100,000	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
JESTER PARK CAMPGROUND #1 IMPROVEMENTS	\$ -	\$ 200,000	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
	\$ 13,969,680	\$ 15,971,373		\$ 15,457,411	\$ 5,173,757	\$ 20,498,023	\$ 4,939,688	\$ 10,072,341	\$ (11,296,755)	\$ 24,213,297	\$ 5,727,756

## **PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD**

The Polk County Conservation Board met in regular session on Wednesday, October 11, 2017. The meeting was called to order at 5:30p.m.

- #17-1001     Roll Call
- Members Present: Levis, Baratta, Northway, Altringer  
Members Absent: Cataldo
- #17-1002     Oath of Office was administered to new Board Member Jill Altringer.
- #17-1003     Public Comments
- #17-1004     Financial Reports
- #17-1005     Melissa Schmelling, Comm. Outreach Coordinator, and Erika Schoenberg, Naturalist, presented to the Board on the Polk County Conservation Youth Conservation Corps program.
- #17-1006     **MOVED BY** Levis to approve the September 13, 2017 meeting minutes.  
**Vote Yea:** Baratta, Levis, Northway  
**Vote Abstain:** Altringer
- MOVED BY** Baratta to approve the September 18, 2017 special meeting minutes.  
**Vote Yea:** Baratta, Northway, Levis  
**Vote Abstain:** Altringer

## CONSENT AGENDA

- #17-1007     Approving September 2017 bill list.
- #17-1008     Approving Agreement for Professional Consulting Services with Foth Infrastructure and Environment, LLC for third party peer review of the Easter Lake Dredging contract and dredge work for an amount not to exceed \$30,250 and authorizing the Board Chair to sign same.
- #17-1009     Approving the transition plan as outlined in the Board Communication and authorizing Director or his designee to finalize the transition plan negotiations and execute the same.

#17-1010 Approving to request of the Board of Supervisors that they grant two (2) easements to MidAmerican Energy Company to cross the High Trestle Trail along NW 44<sup>th</sup> and NW 36<sup>th</sup> Street for overhand and access purposes only and one (1) easement to the City of Ankeny, for sanitary sewer line along NW 26<sup>th</sup> Street as said easements will not have any negative impact on the use of the land for park purposes.

**LET THE RECORD SHOW** it was moved by Levis to approve the consent agenda.

**Vote Yea:** Levis, Northway, Baratta, Altringer

#17-1011 Public Hearing held on the plans, specifications, form of contract documents, engineers estimate and designating lowest responsible bidder for course improvements and irrigation replacement at Jester Park Golf Course & Learning Center.

**MOVED BY** Baratta to approve plans, specifications, form of contract documents, engineers estimate and designating Midwest Irrigation as lowest responsible bidder for course improvements and irrigation replacement at Jester Park Golf Course & Learning Center for the amount of \$2,760,800 plus a 5% contingency and designating the Board Chair or his designee to sign said Agreement.

**Vote Yea:** Baratta, Altringer, Northway, Levis

#17-1012 **MOVED BY** Levis to approve awarding a contract to Vanderpool Construction as the lowest compliant bidder for wetland restoration at Chichaqua Bottoms Greenbelt at a cost not to exceed \$120,447, previously known as the Mendenhall property and authorize the Director or his designee to sign said contract.

**Vote Yea:** Northway, Levis, Altringer, Baratta

#17-1013 **MOVED BY** Baratta to approve awarding a contract to Vanderpool Construction as the lowest compliant bidder for wetland restoration at Chichaqua Bottoms Greenbelt at a cost not to exceed \$60,265, previously known as the Flora Freeland property and authorize the Director or his designee to sign said contract.

**Vote Yea:** Altringer, Baratta, Levis, Northway

#### **Director's Remarks**

- Map of properties shown
- Connor Delaney property – Easter Lake
- Mini-golf course at Jester Park
- Equestrian trails at CBG
- Parks Superintendent resigned
- Budget time

**Board Chair & Member Remarks**

None

CLOSED SESSION

No Closed Session held.

Adjournment

Meeting adjourned at 6:32 p.m.



**Date**

November 8, 2017

**Agenda Item No.** CONSENT  
**Roll Call No.** 17-1106  
**Submitted by:** Douglas C. Romig  
Deputy Director

**AGENDA HEADING:**

Approving Addendum 1 to the Memorandum of Understanding with the Great Outdoors Foundation for fundraising and event management to support Polk County Conservation for graphic tee-shirt sales.

**INFORMATION:**

On March 8, 2017 by Roll Call No. 17-3010, the Board approved a Memorandum of Understanding (MOU) with the Great Outdoors Foundation in an effort to strengthen the relationship between the two entities and generate additional resources to support Polk County Conservation in capital and operations.

The Great Outdoors Foundation (GOF) is requesting approval to enter into a licensing agreement with Twin Forks Trading Company to produce graphic tee shirts with Polk County parks names and representative images. This will not include the use of the Polk County Conservation logo. A sample image is attached to this communication for your reference.

Under the terms and conditions, the Compensation and under this Addendum would be as follows:

- 1.1 All licensing payments will go to the Great Outdoors Foundation.
- 1.2 Revenues from merchandise sold by others (ex. Sporting Goods Stores) and not on Polk County managed properties will go to the Great Outdoors Foundation.
- 1.3 Merchandise sold by GOF on Polk County managed property either through the MOU or under separate agreement shall pay to PCCB 30% of all net sale revenues.
- 1.4 Merchandise sold by PCCB or a contracted third party of PCCB shall be able to acquire said merchandise at cost with no mark-up. PCCB shall retain all revenues.

**FISCAL IMPACT:**

Amount: TBD

Source: Revenues from graphic tee-shirts sales at County parks.

**PREVIOUS BOARD ACTION:**

Date: March 8, 2017

Roll Call No. 17-0310

Action: Approved Memorandum of Understanding with the Great Outdoors Foundation. (4-Yea; 1-Absent)

**RECOMMENDATION:**

Approving Addendum 1 to Memorandum of Understanding with the Great Outdoors Foundation and authorize the Board Chair to sign said Memorandum of Understanding.



Twin Forks Trading Co. – Graphic Tees





**Date**

November 8, 2017

**Item No.**

**CONSENT**

**Roll Call No.**

**17- 1107**

**Submitted by:**

**Wayne Johnson**

**Construction Maintenance  
Manager**

**AGENDA HEADING:**

Approving Change Order #1 with RW Excavating for additional concrete thickness, temporary and final seeding, straw mat placement, and survey staking, for the grade work and side walk connector from the Trestle to Trestle Trail to the new Beaver Drive bridge over 35/80 in the amount of \$20,291.30.

**INFORMATION:**

Staff is requesting the approval of a change order for the additional concrete from 4" thickness to 5" thickness for the side walk connector, temporary and final seeding, straw mat, survey staking, for the Trestle 2 Trestle Trail to the new Beaver Drive bridge over 35/80.

This project was approved at the November 9, 2016 Board Meeting for a total amount not to exceed \$55,748.32. RW Excavating contract amount was for \$43,480.32 and the amount of \$12,268 was for additional fill if needed and 10% contingency. When seeking bids, the initial thought was that some of the this work could be completed in-house. Once the project began, we ran into logistical issues with the various work elements and requested a Change Order from RW Excavating to complete the entire project so they could manage the coordination issues.

With this change order it will bring the final project amount to \$63,771.62.

**FISCAL IMPACT:**

Amount: \$20,291.30

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

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

Date: November 9, 2016

Roll Call Number: 16-1108

Action: Approved execution of contract with RW Excavating for culvert extensions, grade work, sidewalk between Trestle to Trestle trail and Beaver Drive bridge in an amount not to exceed \$55,748.32 and authorizing Director to sign said agreement. (4-Yea)

**RECOMMENDATION:**

Approving Change Order #1 with RW Excavating in the amount of \$20,291.30 for additional concrete thickness, temporary and final seeding, straw mat placement, and survey staking, for the grade work and sidewalk connector from the Trestle to Trestle trail to the new Beaver Drive over 35/80. Increasing the approved project amount from \$55,748.32 to \$63,771.62 and authorizing the Board Chair to sign the Change Order.



**Date**

November 8, 2017

**Item No.**                   **ACTION**  
**Roll Call No.**           **17-1108**  
**Submitted by:**       **Douglas C. Romig**  
   **Deputy Director**

**AGENDA HEADING:**

Approving Professional Services Agreement with Michael J. Benkusky, Inc., golf course architect for construction management to Jester Park Golf Course renovations. Cost: \$14,000.

**INFORMATION:**

As a part of the overall golf management Request For Proposals, staff identified several capital projects to enhance the Jester Park Golf Course operations and golfer experience. Capital improvement projects include replacement of the aging irrigation system, renovations to holes number 11 and 17 to improve playability and safety; and renovation/expansion of the clubhouse.

Polk County Conservation hired EC Design, Erik Christiansen to design the irrigation system and Michael Benkusky, Golf Course Architect to design the hole improvements. In order to ensure that the golf course renovations meet the design specifications, staff is recommending that Michael J. Benkusky, Golf Course Architect be retained for construction observation and management of the golf course renovations.

**FISCAL IMPACT:**

Amount:       \$14,000

Funding Source:     Golf Enterprise Fund

**PREVIOUS BOARD ACTION(S):**

Date: October 11, 2107

Roll Call Number:   17-1011

Action: Approving plans, specifications, form of contract documents, engineers estimate and designating Midwest Irrigation as lowest responsible bidder for course improvements and irrigation replacement at Jester Park Golf Course & Learning Center for the amount of \$2,760,800 plus a 5% contingency and designating the Board Chair or his designee to sign said agreement. (4-Yea)

**RECOMMENDATION:**

Approving Professional Services Agreement with Michael J. Benkusky, Inc., golf course architect for construction management to Jester Park Golf Course renovations at \$125.00 per hour for a total estimated cost of \$14,000; and authorize the Board Chair to sign said Agreement.