

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in regular session on Wednesday, October 9, 2013. The meeting was called to order at 5:30 p.m.

#1 – Roll Call

Board Present: Levis, Smith, Kurovski, Johnson, Cataldo

#1b – Action on the Minutes of the Previous Meeting(s)

IT WAS MOVED BY CATALDO THAT THE POLK COUNTY CONSERVATION BOARD SHALL APPROVE THE SEPTEMBER 11, 2013 MEETING MINUTES AS WRITTEN.

VOTE YEA: CATALDO, SMITH, LEVIS, KUROVSKI, JOHNSON

#2 – Consent Agenda

Discussion was held on the bill list in regards to credit card payment identification. Carlson, Accountant, indicated she would contact Kurovski to discuss the matter further.

George Lentz, Eq. Maint. Supt., identified two additions to the list of items to go to the county auction (2d): one trailer and one mower.

IT WAS MOVED BY CATALDO THAT THE POLK COUNTY CONSERVATION BOARD APPROVE THE FOLLOWING CONSENT AGENDA ITEMS WITH AMENDMENT TO ITEM 2D - COUNTY AUCTION LIST TO INCLUDE ADDITIONAL TRAILER AND MOWER:

A) PCCB SEPTEMBER 2013 BILL LIST;

B) MODIFIED FAMILY MEDICAL LEAVE ACT POLICY AS PRESENTED AND APPROVE ADOPTING THE DISTRACTED DRIVING POLICY AS PRESENTED AND MAKING EACH A PART OF THE PCCB EMPLOYEE MANUAL;

C) RATIFIES ACTION DIRECTING STAFF TO PUBLISH NOTICE OF PUBLIC HEARING PURSUANT TO IOWA CODE 331.305 THAT A PUBLIC HEARING WILL BE HELD AT THE PCCB'S OCTOBER 2013 MEETING ON THE PLANS,

SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATED COST OF THE YELLOW BANKS PARK DAM REHABILITATION PROJECT;

D) THE PRESENTED LIST OF OF SURPLUS ITEMS TO BE SOLD AT THE POLK COUNTY FALL AUCTION ON 10/19/2013;

E) STAFF SUBMITTING A REAP/CEP GRANT (DISCOVER YOUR WATERSHED) ON NOVEMBER 1, 2013, WITH THE AMOUNT TO BE DETERMINED AND APPROVE THE USE OF \$3,000 FOR CASH MATCH FROM THE PCWLL FUNDS; AND FURTHER AUTHORIZES THE PCCB DIRECTOR TO SIGN SAID GRANT IF AWARDED;

F) JESTER PARK CABIN RENTAL RATES OF \$80/NIGHT FOR THE SMALLER CABINS AND \$110/NIGHT FOR THE LARGER CABIN AND APPROVE THE CABIN RENTAL CONTRACT AGREEMENT AS PRESENTED; HOWEVER, GRANT THE PCCB DIRECTOR PERMISSION TO MAKE MODIFICATIONS TO THE CONTRACT IF DEEMED NECESSARY.

VOTE YEA: LEVIS, SMITH, KUROVSKI, JOHNSON, CATALDO

#3 – Capital Crossroads & Tomorrow Plan Panel Presentation

Pat Boddy, RDG Planning and Design; Angela Connolly, Polk County Board of Supervisors; Tom Hadden, Director – Metro Waste Authority; and Mark Ackelson, President Emeritus - Iowa Natural Heritage Foundation, were present to speak to the Board on the Tomorrow Plan and Capital Crossroads.

Information only.

#4 – PCWLL December 2013 Bond Issuance

Director Parker distributed Polk County Water and Land Legacy Bond proposed project list for CY 2013 through CY 2015.

IT WAS MOVED BY JOHNSON THAT THE POLK COUNTY CONSERVATION BOARD REQUESTS THE POLK COUNTY BOARD OF SUPERVISORS TO APPROVE THE PROPOSED COUNTY DECEMBER 2013 BOND ISSUANCE AMOUNT OF \$18M FOR PCWLL CY 2013 AND 2014 PROJECTS AS PRESENTED AND FURTHER SUPPORT ADDING \$900,000 TO THE LIST FOR THE HIGH TRESTLE UP ANKENY TRAIL CORRIDOR PURCHASE SUBJECT TO CITY OF ANKENY PARTNERING ON THIS PROJECT.

VOTE YEA: JOHNSON, KUROVSKI, SMITH, LEVIS, CATALDO

#5 – Public Hearing & Award of Bid: Thomas Mitchell Park, Pond Improvements

Chair Smith opened the public hearing on the plans, specifications, cost estimate and form of contract for the Pond Accessible Trail & Amenities as part of the Thomas Mitchell Park, Pond Improvements project.

As there were no comments, the public hearing was closed.

**IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD APPROVES THE PLANS, SPECIFICATIONS, COST ESTIMATE AND FORM OF CONTRACT FOR THE POND ACCESSIBLE TRAIL & AMENITIES AS PART OF THE THOMAS MITCHELL PARK POND IMPROVEMENTS PROJECT AND APPROVE THE ENTIRE PROJECT COST NOT TO EXCEED \$175,000.
VOTE YEA: LEVIS, JOHNSON, CATALDO, KUROVSKI, SMITH**

**IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD APPROVES AWARDDING THE BID FOR COMPLETION OF THE TRAIL PORTION OF THE THOMAS MITCHELL PARK POND IMPROVEMENTS PROJECT TO RW EXCAVATING AT A BID OF \$66,255.76; AND AUTHORIZE THE PCCB CHAIR TO SIGN A CONTRACT DOCUMENTS WITH RW EXCAVATING SUBJECT TO SUCCESSFUL BONDING AND INSURANCE REQUIREMENTS BEING MET.
VOTE YEA: KUROVSKI, CATALDO, SMITH, LEVIS, JOHNSON**

#6 – Public Hearing & Award of Bid: Fort Des Moines Park, Pond Improvements

Chair Smith opened the public hearing on the plans, specifications, cost estimate and form of contract for the Pond Improvements within Fort Des Moines Park.

As there were no comments, the public hearing was closed.

**IT WAS MOVED BY LEVIS THAT THE POLK COUNTY CONSERVATION BOARD APPROVE THE PLANS, SPECIFICATIONS, COST ESTIMATE, AND FORM OF CONTRACT FOR FORT DES MOINES PARK POND & WATERSHED IMPROVEMENTS FOR A COST NOT TO EXCEED \$750,701 WHICH INCLUDES A 10% CONTINGENCY.
VOTE YEA: CATALDO, JOHNSON, SMITH, LEVIS, KUROVSKI**

**IT WAS MOVED BY LEVIS THAT THE POLK COUNTY CONSERVATION BOARD APPROVES AWARDDING THE BID FOR FORT DES MOINES PARK POND & WATERSHED IMPROVEMENTS TO REILLY CONSTRUCTION AT A COST OF \$682,456; AND AUTHORIZE THE PCCB CHAIR TO SIGN CONTRACT DOCUMENTS WITH REILLY CONSTRUCTION SUBJECT TO SUCCESSFUL BONDING AND INSURANCE REQUIREMENTS BEING MET.
VOTE YEA: CATALDO, JOHNSON, SMITH, LEVIS, KUROVSKI**

#7 – Public Hearing & Award of Bid: Jester Park, Entrance Road Relocation

Chair Smith opened the public hearing on the plans, specifications, cost estimate and form of contract for the Jester Park Entrance Road Relocation project.

As there were no comments, the public hearing was closed.

IT WAS MOVED BY CATALDO THAT THE POLK COUNTY CONSERVATION BOARD APPROVES THE PLANS, SPECIFICATIONS, COST ESTIMATE AND FORM OF CONTRACT FOR THE JESTER PARK ENTRANCE ROAD RELOCATION PROJECT AT AN ENGINEER'S ESTIMATED PROJECT COST OF \$225,659. VOTE YEA: SMITH, CATALDO, KUROVSKI, LEVIS, JOHNSON

IT WAS MOVED BY CATALDO THAT THE POLK COUNTY CONSERVATION BOARD APPROVE AWARDDING THE BID FOR ROAD CONSTRUCTION WORK AS PART OF THE JESTER PARK ENTRANCE ROAD PROJECT TO SANDSTONE MANAGEMENT AT A COST OF \$223,100 AND APPROVES A 10% CONTINGENCY AMOUNT OF \$22,310 FOR A TOTAL AMOUNT NOT TO EXCEED \$245,410; AND FURTHER AUTHORIZES THE PCCB CHAIR TO SIGN CONTRACT DOCUMENTS WITH SANDSTONE MANAGEMENT. FUNDING FOR THIS PROJECT IS PROVIDED FROM THE POLK COUNTY WATER & LAND LEGACY BOND. VOTE YEA: SMITH, CATALDO, KUROVSKI, LEVIS, JOHNSON

#8 – Public Hearing & Award of Bid: Yellow Banks Park, Dam Rehabilitation

Chair Smith opened the public hearing on the plans, specifications, cost estimate and form of contract for the Yellow Banks Park Dam Rehabilitation project.

As there were no comments, the public hearing was closed.

IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD APPROVE THE PLANS, SPECIFICATIONS, COST ESTIMATE AND FORM OF CONTRACT FOR YELLOW BANKS DAM REHABILITATION WITHIN YELLOW BANKS PARK FOR A COST NOT TO EXCEED \$741,820 WHICH INCLUDES A 10% CONTINGENCY. VOTE YEA: LEVIS, SMITH, JOHNSON, CATALDO, KUROVSKI

IT WAS MOVED BY KUROVSKI THAT THE POLK COUNTY CONSERVATION BOARD APPROVE AWARDDING THE BID FOR THE YELLOW BANKS PARK DAM REHABILITATION PROJECT TO RW EXCAVATING AT A COST OF \$674,382; AND FURTHER AUTHORIZES THE PCCB CHAIR TO SIGN CONTRACT DOCUMENTS WITH RW EXCAVATING SUBJECT TO SUCCESSFUL BONDING AND INSURANCE REQUIREMENTS BEING MET. VOTE YEA: LEVIS, SMITH, JOHNSON, CATALDO, KUROVSKI

#9 – Public Hearing: Great Western Trail, Permanent Easements

Chair Smith opened the public hearing on granting two easements to the City of Des Moines for replacement of the bridge over the Great Western Trail at Army Post Road.

As there were no comments, the public hearing was closed.

**IT WAS MOVED BY LEVIS THAT THE POLK COUNTY CONSERVATION BOARD DETERMINED THAT PROPERTY RELATED TO TWO PERMANENT EASEMENTS TO THE CITY OF DES MOINES FOR REPLACEMENT OF THE BRIDGE OVER THE GREAT WESTERN TRAIL AT ARMY POST ROAD WILL NOT INTERFERE WITH THE TRAIL AND DIRECT STAFF TO FORWARD SAME ON TO THE POLK COUNTY BOARD OF SUPERVISORS FOR THE CONVEYANCE OF THE EASEMENTS.
VOTE YEA: CATALDO, KUROVSKI, LEVIS, JOHNSON, SMITH**

#10 – Trails & Greenways Committee (TAG)

**IT WAS MOVED BY CATALDO THAT THE POLK COUNTY CONSERVATION BOARD APPOINT GINGER SOELBURG, CRAIG STAFFORD AND CHRIS MCCARTHY AS REPRESENTATIVES TO THE TRAILS AND GREENWAYS COMMITTEE TO REPRESENT POLK COUNTY CONSERVATION FOR A TWO YEAR TERM BEGINNING IN NOVEMBER OF 2013 AND FURTHER DIRECT STAFF TO CONTINUE INVESTIGATING POTENTIAL COMMITTEE MEMBERS AND RETURN TWO ADDITIONAL RECOMMENDATIONS FOR BOARD CONSIDERATION AT OUR REGULARLY SCHEDULED DECEMBER MEETING.
VOTE YEA: SMITH, JOHNSON, KUROVSKI, CATALDO, LEVIS**

#11 – Contract Amendments

No contracts to present.

#12 – Strategic Planning Updates

Richard Leopold, Deputy Director, gave brief update on status of strategic planning and future meetings to take place as part of the process. A Board retreat was scheduled for December 5 and 6, 3:00 p.m. to 7:00 p.m., location to be determined.

Information only.

#13 – Employees, Recent Hires

Information only.

#14 – Employee Introductions

Tyler Naeve, Maintenance Technician, and Carol Ann Carlson, Accountant, introduced themselves and told a little about themselves to the Board.

DISCUSSION ITEMS

- Director indicated Mark Wandro would be the new County Administrator
- Director distributed flyer on Conservation Center

ADJOURNMENT

The meeting was adjourned at 8:09 p.m.

Prepared by: Cindy Lentz

Approved: 11/13/13