



AGENDA OUTLINE/MINUTES TEMPLATE

November 13, 2024

Athene North Shore at Easter Lake - Event Center

2816 Shoreline Road, Des Moines, IA 50320

RM 120 5:30 PM

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD (ESTABLISHED 1956)

The Polk County Conservation Board met in person for regular session Wednesday, October 9, 2024. The meeting was called to order at **5:30** p.m.

#24-1101 **Roll Call**

Members Present: **Mollenhauer, Crane, Lewis**

Members Absent: **Altringer, Feltner**

#24-1102 **Public Comments**

#24-1103 **Public Hearing – Intent to Award Contract for Vegetation and Debris Removal in the Fourmile Creek Greenway**

#24-1104 **Financial Reports** (pg 3)

#24-1105 **Action on the Minutes of the Previous Meeting(s)** (pg 6)

MOVED BY Lewis to approve the October 9, 2024 meeting minutes.

SECONDED BY Crane

Vote Yea: **Mollenhauer, Crane, Lewis**

Members Absent: **Altringer, Feltner**

CONSENT AGENDA

#24-1106 **Approving** bill list.

#24-1107 **Approving** 2025 user fee rate adjustments. New fees apply effective on January 1, 2025. (pg 10)

#24-1108 **Approving** Iowa Department of Natural Resources Wildlife Habitat Stamp grant resolution requirement for a woodland restoration project at Brenton Slough. (pg 13)

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

SECONDED BY Lewis

Vote Yea: **Mollenhauer, Crane, Lewis**

Members Absent: **Altringer, Feltner**

ACTION ITEMS

- #24-1109 **Approving** the Professional Service Agreement with Snyder and Associates for the Design/Engineering for the Polk City Junction Trail project in an amount not to exceed \$85,000.00. (pg 15)

LET THE RECORD SHOW it was moved by Crane to approve Action Item 24-1109.

SECONDED BY Lewis

Vote Yea: **Mollenhauer, Crane, Lewis**

Members Absent: **Altringer, Feltner**

- #24-1110 **Approving** a 60' x 24' extension to the north side of the Fleet Shop for a total cost of \$215,625.34 with a 10% contingency. (pg 26)

LET THE RECORD SHOW it was moved by Lewis to approve Action Item 24-1110.

SECONDED BY Crane

Vote Yea: **Mollenhauer, Crane, Lewis**

Members Absent: **Altringer, Feltner**

- #24-1111 **Awarding** of Contract for the plans, specifications, form of contract, and cost estimates for Vegetation and Debris Removals in the Fourmile Creek Greenway to Des Moines Dirt Worx in a contract amount of \$105,000.00 plus a 10% contingency. (pg 34)

LET THE RECORD SHOW it was moved by Crane to approve Action Item 24-1111.

SECONDED BY Lewis

Vote Yea: **Mollenhauer, Crane, Lewis**

Members Absent: **Altringer, Feltner**

- #24-1112 **Approving** Change Order 5 for the Sleepy Hollow Improvement project for the pond repairs in an amount Not to Exceed \$79,843.00. (pg 44)

LET THE RECORD SHOW it was moved by Crane to approve Action Item 24-1112.

SECONDED BY Lewis

Vote Yea: **Mollenhauer, Crane, Lewis**

Members Absent: **Altringer, Feltner**

BOARD DISCUSSION

Director Remarks

Handout: Fourmile Greenway Stormwater Best Management Practices – kudos to PCC staff who have been working on Fourmile!

Handout: Athene North Shore at Easter Lake Donor Letter – sent to previous donors and potential donors in an effort to raise an additional \$100,000 by March 2025 to fund operations. Will also be sent to park users and residents in the area.

Lewis: what will the \$100,000 used for?

Rankin: it will be used to pay Devon Boes salary in addition to funding on-site training for programming with partner organizations.

Leopold:

The ICON site on the Racoon River in West Des Moines is progressing. Pics coming in December and the site is almost completed with dedication planned for spring 2025.

The ICON site across from Gray's Lake is almost at 90% designed. The contract for bids will be going out in spring 2025.

Lauridsen Skatepark is mostly complete with the exception of the power being turned on (waiting on MidAmerican).

Fendrick: The Four Mile Mountain Bike Park is behind schedule, but the work that has been done is high quality and trails are living up to expectations. There will be a big push to complete the project by winter this year. All the trails on the east side of the creek are 99% done – the last 100 feet of the last trail needs completed yet. One trail line has been smoothed in around the dirt pile and two additional trail lines have been roughed in. Big boulders have been installed along with several additional trail features. Saturday, Nov 16th is the CITA community ride/soft opening of the park and PCC is hoping to gather feedback on the trails. Phase 2 of the park will encompass construction of the concrete parking lot and restroom in the spring 2025 with completion by end of summer 2025. Phase 2 contract bid will be on December PCCB meeting agenda. Solar lighting will also be installed.

PCC has been focused on planning the new '26/'27 fiscal year budget. ***Handout of Decision Package Packet and review***

January 21st, 2025, 10:00 AM will be the PCC budget hearing with the Polk County Board of Supervisors. Ongoing communications with Polk County leadership infer that nothing extra will be granted within the new fiscal year budgets, in response to the state legislation that created a cap for county growth. PCC has tempered its budget/decision package request accordingly.

Decision Package Contents:

1. **Operating Budget & Inflationary/Growth Requests**
2. **Extra Help Budget Reconciliation**
3. **2024 Storm & Flood CleanUp**
4. **Wage Adjustment for Youth Corps Program Assistant**
5. **Retention of PCC Rental Revenue to offset rental property costs**
6. **Approval of FTE from previous fiscal year**
7. **Sleepy Hollow Operations Budget**

Annual Budget Considerations:

1. **BodyCam Law Enforcement Connectivity with Polk County Sheriff's Office**
2. **Cell Phone Hot Spots & Upcoming Software Needs**
3. **Bridge & Culvert Rehabilitation Projects**
4. **Sleepy Hollow Fundraising Ask**
5. **EV Tax Credit Revenue**
6. **Future Staffing Needs**

Board Remarks –

Lewis – where are we at with Two Rivers Park?

Leopold – progress has stalled due to permitting challenges with the US Army Corps of Engineers. Construction may be finished in the next month or two. Grand Opening has been pushed to July/August 2025.

Mollenhauer – Agenda Item 24-1015 (October PCCB Meeting) was tabled and must be tabled again until the December PCCB Meeting (due to Altringer/Feltner absences today).

Leopold – I have put together a policy white paper and reviewed with new HR director, Josie Lewis and hopefully can achieve alignment with downtown HR/BOS. The terms have been fashioned per the input PCC Board Members provided at the October meeting.

Mollenhauer – PCC Board Chair, Jill Altringer, has won the election for the Polk County Board of Supervisor chair – congratulations!

CLOSED SESSION

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in closed session Wednesday, November 13, 2024 at 7:02 p.m.

MOTION:

#24-1113

MOVED BY Crane to go into closed session pursuant to Iowa Code Section 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. (pg 44)

SECONDED BY Lewis

VOTE YEA: **Mollenhauer, Crane, Lewis**

Members Absent: **Altringer, Feltner**

MEMBERS PRESENT: **Lewis, Mollenhauer, Crane, Leopold, Rankin, Cook, Stoklasa, Sheeley, Clark**

MOTION: Moved by Lewis Seconded by Crane to go back into open session.

VOTE YEA: **Mollenhauer, Crane, Lewis**

Members Absent: **Altringer, Feltner**

The Board returned to open session.

There was no action taken during closed session.

MOTION: Moved by Lewis to adjourn. Seconded by Crane.

VOTE YEA: **Mollenhauer, Crane, Lewis**

Members Absent: **Altringer, Feltner**

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD AND WITH NO OBJECTIONS, THIS MEETING IS ADJOURNED.

Meeting adjourned at 7:18 p.m.