



BOARD MEETING

October 13, 2021

**5:30 p.m. - Polk County Administration Bldg., Room 120
111 Court Ave., Des Moines, IA**

AGENDA

- 1) Roll Call**
- 2) Public Comments**
- 3) Brown's Woods Management Plan Presentation – Cassie Cook**
- 4) Financial Reports**
- 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** bill list.
- 7) Ratifying** approval of Polk County COVID Vaccination and Testing Policy adoption to be effective 9-14-21 for all Polk County Conservation staff.
- 8) Recommending** to the Polk County Board of Supervisors to dispose of Polk County property to Cole Scheffler as this sale does not interfere with the intent or purpose of park use and directing staff to negotiate price and terms with Mr. Scheffler.
- 9) Awarding** the lowest compliant bid for Phase 1 Archaeological Surveys at five sites in the Chichaqua Bottoms Greenbelt to the Office of the State Archaeologist in a contracted amount of \$28,998.

ACTION ITEMS

- 10) Approving** the Change Order with Roger's Septic Inc. to add lighting at the Jester Park RV Dump Station in an amount not to exceed \$26,231.00.

BOARD DISCUSSION

Director Remarks

Board Chair & Members Remarks

CLOSED SESSION

- 11) Land Acquisition**

ADJOURNMENT

Upcoming Events

- October 21: GOF Bi-monthly Zoom Meeting 8:00 AM
- October 28: GOF Annual Dinner @ Blank Park Zoo
- November 2: Election Day-Polk County Water & Land Legacy Bond Referendum Vote
- November 6: Horses Helping Heroes Reflection Area Dedication @ Equestrian Center: 10:00-11:00 AM
- November 10: PCC Board Meeting, 5:30 PM, Polk Co Admin Bldg, Rm 120

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 (12130 NW 128th St, Granger, Iowa). The information identified on this agenda may be obtained in accessible formats by qualified persons with a disability. PCCB meeting agendas are available to the public at the Polk County Conservation Office on Monday afternoon preceding Wednesday's Board meeting. Citizens can also view the Board agenda on Agency's website at www.leadingyououtdoors.org or request to receive meeting notices and agendas by email by calling the office or sending their request via email to pccb_info@polkcountyiowa.gov

2021- 2021 Revenue Budget
- as of 09/30/21 (25.0% of budget year expired)

UNIT #	UNIT	Revenue Budget	Total Revenues Received	Balance Due	% Received
General - Fund 1					
0213	Equipment	\$ 5,000	\$ -	\$ 5,000	0.0%
6006	Environmental Ed	\$ 80,000	\$ 13,832	\$ 66,168	17.3%
6009	Natural Resources	\$ 64,000	\$ 55,167	\$ 8,833	86.2%
6101	Administration	\$ 2,000	\$ 27,474	\$ (25,474)	1373.7%
6103	Community Outreach	\$ -	\$ -	\$ -	0.0%
6104	Conservation Grants	\$ -	\$ -	\$ -	0.0%
6110	Parks Advocacy Unit	\$ 582,500	\$ 292,714	\$ 289,786	50.3%
6118	Fleet Services	\$ 10,000	\$ 3,166	\$ 6,834	
6119	Construction/Maint.	\$ -	\$ 6,100	\$ (6,100)	0.0%
6124	Equestrian Center	\$ 215,000	\$ 34,842	\$ 180,158	16.2%
Sub-Total - General Fund 1		\$ 958,500	\$ 433,295	\$ 525,205	45.2%
Conservation Special Projects- Fund 6					
6125	JP Lodge	\$ 100,000	\$ 31,869	\$ 68,131	0.0%
6126	Mitigation Banking	\$ -	\$ -	\$ -	0.0%
6127	Miscellaneous	\$ 1,000	\$ 2,980	\$ (1,980)	298.0%
6128	Cabins	\$ 110,000	\$ 34,885	\$ 75,115	31.7%
6129	Laurisden Skatepark	\$ 2,000	\$ 19,446	\$ (17,446)	0.0%
Sub-Total - General Fund 6		\$ 213,000	\$ 89,180	\$ 123,820	41.9%
REAP - Fund 26					
0211	Resource Enhancement	\$ 111,000	\$ 292	\$ 110,708	0.3%
Reserve - Fund 50					
0210-0214	Special Projects	\$ -	\$ -	\$ -	0.0%
Bond - Fund 51					
0210	Water & Land Dev & Trails	\$ 320,000	\$ 114,844	\$ 205,156	35.9%
Conservation Enterprises - Fund 286					
6121	Golf Course	\$ 304,000	\$ 146,727	\$ 157,273	48.3%
Sub-Total - Enterprises Fund 286		\$ 304,000	\$ 146,727	\$ 157,273	48.3%
Grand Total - Conservation		\$ 1,906,500	\$ 784,338	\$ 1,122,162	41.1%

2020 - 2021 Expense Budget
- as of 09/30/21 (25.0% of budget year expired)

UNIT #	UNIT	Expense Budget	Total Expended	Balance Remaining	% Expended
General - Fund 1					
0213	Equipment	\$ 280,000	\$ 60,283	\$ 219,717	21.5%
6006	Environmental Ed	\$ 692,549	\$ 147,481	\$ 545,068	21.3%
6009	Natural Resources	\$ 1,112,522	\$ 263,081	\$ 849,441	23.6%
6101	Administration	\$ 1,055,172	\$ 362,312	\$ 692,860	34.3%
6103	Community Outreach	\$ 211,875	\$ 51,405	\$ 160,470	24.3%
6104	Conservation Grants-2018 Flood	\$ -	\$ 43,896	\$ (43,896)	0.0%
6110	Parks Advocacy Unit	\$ 1,272,823	\$ 376,468	\$ 896,355	29.6%
6118	Fleet Services	\$ 538,527	\$ 148,820	\$ 389,707	27.6%
6119	Construction/Maint.	\$ 683,430	\$ 178,016	\$ 505,414	26.0%
6124	Equestrian Center	\$ 612,471	\$ 171,302	\$ 441,169	28.0%
Sub-Total - General Fund 1		\$ 6,459,369	\$ 1,803,064	\$ 4,656,305	27.9%
6125	JP Lodge	\$ 75,000	\$ 1,497	\$ 73,503	2.0%
6126	Mitigation Banking	\$ 0	\$ 0	\$ 0	0.0%
6127	Miscellaneous	\$ 25,000	\$ 582	\$ 24,418	2.3%
6128	JP Cabins	\$ 61,028	\$ 15,462	\$ 45,566	25.3%
6129	Laurisden Skatepark	\$ 100,000	\$ 61,265	\$ 38,735	0.0%
Sub-Total - General Fund 6		\$ 261,028	\$ 78,806	\$ 182,222	30.2%
General Supplemental - Fund 2					
All Units	Benefits (IPERS/FICA/Ins, Etc.)	\$ 1,560,175	\$ 360,034	\$ 1,200,141	23.1%
Risk Management - Fund 3					
6100	Insurance, Med., Work. Comp.	\$ 94,300	\$ 142,136	\$ (47,836)	150.7%
REAP - Fund 26					
0211	Resource Enhancement	\$ 107,069	\$ 5,000	\$ 102,069	4.7%
Reserve - Fund 50					
0210-0214	Trails, Special Projects	\$ -	\$ -	\$ -	0.0%
Bond - Fund 51					
0210	Water & Land Dev & Trails	\$ 2,524,641	\$ 985,026	\$ 1,539,615	39.0%
Conservation Enterprises - Fund 286					
6121	Golf Course	\$ 335,000	\$ 87,030	\$ 247,970	26.0%
Sub-Total - Enterprises Fund 286		\$ 335,000	\$ 87,030	\$ 247,970	26.0%
Grand Total - Conservation		\$ 11,341,582	\$ 3,461,096	\$ 7,880,486	30.5%

PCWLL EXPENDITURES AS OF :

September 30, 2021

SUB- LEDGER	PROJECT	DECEMBER 2013 BOND ISSUANCE	JUNE 2015 BOND ISSUANCE	JUNE 2019 BOND ISSUANCE	ACTUAL CONSTRUCTION EXPENDITURES	ACTUAL ENGINEERING EXPENDITURES	ACTUAL MISCELLANEOUS EXPENDITURES	GRANT REVENUES AND DONATIONS	ACTUAL COSTS TO DATE	ACTUAL BALANCE REMAINING	TO BE RECEIVED
C05-R003	GAY LEA WILSON TRAIL CONNECTION (DSM-ANKEN)	\$ 49,851	\$ 99,643	\$ -	\$ 865,150	\$ 94,142	\$ 175	\$ (809,974)	\$ 149,494	\$ (0)	DONE
C06-6134	CBG SHAW ACQUISITION	\$ 432,776	\$ -	\$ -	\$ -	\$ -	\$ 691,636	\$ (258,860)	\$ 432,776	\$ 0	DONE
C08-6142	JESTER PARK CABINS	\$ 687,625	\$ -	\$ -	\$ 687,625	\$ -	\$ -	\$ -	\$ 687,625	\$ 0	DONE
C11-6205	CVT CONN-BONDURANT TO NE 29TH	\$ 1,265,051	\$ 30,683	\$ -	\$ 1,954,413	\$ 131,607	\$ 7,262	\$ (797,548)	\$ 1,295,734	\$ (0)	DONE
C12-6213	CBG WELL REPLACEMENT	\$ 73,859	\$ -	\$ -	\$ 71,746	\$ 150	\$ 1,963	\$ -	\$ 73,859	\$ 0	DONE
C12-6214	CBG OBSERVATION DECK	\$ 89,040	\$ -	\$ -	\$ 77,840	\$ 11,200	\$ -	\$ -	\$ 89,040	\$ (0)	DONE
C12-6218	JP EQUIPMENT MAINTENANCE BLDG RELOCATION	\$ 406,291	\$ 13,762	\$ -	\$ 420,053	\$ -	\$ -	\$ -	\$ 420,053	\$ (0)	DONE
C12-6219	EC IMPROVEMENTS	\$ 10,671	\$ -	\$ -	\$ 7,253	\$ 3,418	\$ -	\$ -	\$ 10,671	\$ 0	DONE
C12-6220	4-MILE CREEK WATERSHED	\$ 20,309	\$ -	\$ 1,077,061	\$ -	\$ 20,309	\$ -	\$ -	\$ 20,309	\$ 0	DONE
C12-6221	JP NATURE CENTER	\$ 363,349	\$ 3,636,651	\$ 1,000,000	\$ 8,077,560	\$ 2,073,148	\$ 510,936	\$ (4,242,785)	\$ 6,418,858	\$ (918,858)	\$ 25,480
C12-6222	CBG MASTER PLAN	\$ 87,000	\$ 484,185	\$ 303,709	\$ 201,148	\$ 369,249	\$ 1,560	\$ -	\$ 571,956	\$ (0)	
C12-6223	ACKELSON TRAIL PHASE I (fkn EL Trail Phase I)	\$ 1,083,651	\$ -	\$ 189	\$ 903,781	\$ 176,108	\$ 3,951	\$ -	\$ 1,083,840	\$ 0	DONE
C12-6224	ACKELSON TRAIL PHASE II (fka EL Trail Phase II)	\$ 644,718	\$ 93,918	\$ -	\$ 1,066,959	\$ 216,221	\$ 15,457	\$ (560,000)	\$ 738,636	\$ (0)	DONE
C12-6225	ACKELSON TRAIL PHASE III (fka EL Trail Phase III)	\$ 52,661	\$ 941,136	\$ 475,000	\$ 3,906,577	\$ 580,827	\$ 9,891	\$ (1,940,951)	\$ 2,556,344	\$ (0)	\$ -
C12-6226	FDM POND IMPROVEMENTS & SEDIMENT BASIN	\$ 679,065	\$ 49,386	\$ -	\$ 769,399	\$ 136,036	\$ 23,016	\$ (200,000)	\$ 728,451	\$ 0	DONE
C12-6227	FDM PARK IMPR-SHELTER/TRAILS/PENINSULA	\$ 121,175	\$ 1,364,205	\$ -	\$ 1,044,826	\$ 203,713	\$ 340,277	\$ (103,437)	\$ 1,485,380	\$ 0	DONE
C12-6228	JP PARK IMPROVEMENTS-CAMP AREA #2 ELECTRIC	\$ 382,911	\$ -	\$ -	\$ 336,945	\$ 30,450	\$ 15,516	\$ -	\$ 382,911	\$ (0)	DONE
C12-6229	HTT CONNECTOR TO GLW (fka Neal Smith)	\$ 9,800	\$ 1,404	\$ 350	\$ -	\$ 11,554	\$ -	\$ -	\$ 11,554	\$ (0)	DONE
C12-6230	TM CAMP CREEK STABILIZATION	\$ 1,027,125	\$ 38,682	\$ -	\$ 867,694	\$ 198,000	\$ 113	\$ -	\$ 1,065,807	\$ (0)	DONE
C12-6231	TM PARK IMPROVEMENTS& SHOWER HOUSE	\$ 56,574	\$ 57,371	\$ 160,055	\$ 43,175	\$ 57,553	\$ 24,712	\$ (1,205)	\$ 124,236	\$ (0)	
C12-6232	YB PARK IMPROVEMENTS	\$ 55,797	\$ 626,772	\$ 500,000	\$ 802,982	\$ 204,245	\$ 174,577	\$ (209,981)	\$ 971,822	\$ 345,499	
C19-6323	YB SHOP BUILDING				\$ 79,758		\$ 5,490		\$ 85,247	\$ (70,113)	
C19-6338	YB CABINS	\$ -	\$ -	\$ -	\$ -	\$ 17,109	\$ 1,280	\$ -	\$ 18,389	\$ (18,389)	
C12-6233	TRAIL IMPROVEMENTS ALL AREAS	\$ 33,720	\$ 126,863	\$ 491,282	\$ 121,539	\$ 20,500	\$ 8,052	\$ (3,002)	\$ 147,089	\$ 3,002	DONE
C12-6234	JP ENTRANCE RELOCATION	\$ 352,768	\$ 743,313	\$ -	\$ 946,670	\$ 122,707	\$ 37,197	\$ -	\$ 1,106,573	\$ 0	DONE
C12-6235	CBG WOOSLEY PROPERTY	\$ 2,200	\$ 516,683	\$ -	\$ -	\$ -	\$ 518,883	\$ -	\$ 518,883	\$ (0)	DONE
C12-6236	CBG MENDENHALL ACQUISITION	\$ 681,167	\$ -	\$ -	\$ -	\$ -	\$ 681,167	\$ -	\$ 681,167	\$ 0	DONE
C12-6237	CXT VAULT TOILETS	\$ 64,133	\$ 106,807	\$ 144,060	\$ -	\$ -	\$ 268,927	\$ -	\$ 268,927	\$ 46,073	
C12-6238	CBG WETLANDS/DRAINAGE RESTORATION	\$ 67,221	\$ 303,836	\$ 277,474	\$ 521,244	\$ 147,214	\$ 10,421	\$ (100,000)	\$ 578,878	\$ (0)	DONE
C12-6239	YB DAM REPAIRS	\$ 898,097	\$ -	\$ -	\$ 775,964	\$ 112,507	\$ 9,626	\$ -	\$ 898,097	\$ 0	DONE
C12-6240	BEAVER CREEK LAND ACQUISITION	\$ 93,469	\$ -	\$ -	\$ -	\$ 457	\$ 93,012	\$ -	\$ 93,469	\$ 0	DONE
C12-6242	ROAD & PARKING LOT RESURFACING ALL AREAS	\$ 200,237	\$ 615,221	\$ 829,542	\$ 1,155,983	\$ 8,219	\$ -	\$ -	\$ 1,164,203	\$ 470,305	
C12-6243	CAMP CREEK-MILLER/RIST LAND ACQUISITION	\$ 342,197	\$ 3,408	\$ -	\$ -	\$ -	\$ 345,605	\$ -	\$ 345,605	\$ -	DONE
C12-6244	CBG AIRPORT 16 ACQUISITION	\$ 75,588	\$ -	\$ -	\$ -	\$ -	\$ 75,588	\$ -	\$ 75,588	\$ -	DONE
C12-6245	YB ALITZ PROPERTY ACQUISITION	\$ 298,950	\$ -	\$ -	\$ -	\$ -	\$ 298,950	\$ -	\$ 298,950	\$ 0	DONE
C12-6246	CBG FREELAND LAND ACQUISITION	\$ 204,437	\$ -	\$ -	\$ -	\$ -	\$ 204,437	\$ -	\$ 204,437	\$ -	DONE
C12-6247	CBG AIRPORT 60 LAND ACQUISITION	\$ 242,087	\$ (60,638)	\$ -	\$ -	\$ -	\$ 246,099	\$ (64,650)	\$ 181,449	\$ 0	DONE
C12-6248	CBG EVERLY PROPERTY-NO SALE APPRAISAL ONLY	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	\$ 1,200	\$ -	DONE

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September 30, 2021

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C12-6249	BROWN'S WOODS TRAILHEAD IMPROVEMENTS	\$ 49,882	\$ 77,804	\$ -	\$ 89,387	\$ 5,225	\$ 33,075	\$ -	\$ 127,686	\$ (0)	DONE
C12-6250	YB PRIEST PROPERTY ACQUISITION	\$ 321,640	\$ 11,775	\$ -	\$ -	\$ -	\$ 333,415	\$ -	\$ 333,415	\$ -	DONE
C12-9999	MISC MINOR IMPR, EQUIP & INTEREST	\$ 339,492	\$ 330,508	\$ 100,000	\$ 176,744	\$ 77,193	\$ 785,806	\$ (173,200)	\$ 866,544	\$ (112,291)	
C13-6251	OVERALL PROGRAM MANAGEMENT	\$ 43,095	\$ (3,095)	\$ 20,000	\$ -	\$ 43,095	\$ -	\$ -	\$ 43,095	\$ 0	DONE
C13-6252	EL LODGE CONSTRUCTION	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
C13-6253	TM ACCESSIBLE TRAIL AROUND POND	\$ 165,338	\$ -	\$ -	\$ 94,351	\$ -	\$ 70,987	\$ -	\$ 165,338	\$ (0)	DONE
C13-6254	TM OVERLIN PROPERTY ACQUISITION	\$ 74,257	\$ -	\$ -	\$ -	\$ -	\$ 74,257	\$ -	\$ 74,257	\$ -	DONE
C13-6255	MALLY'S STREAMBANK STABILIZATION	\$ 400	\$ (400)	\$ 400	\$ -	\$ 400	\$ 311	\$ -	\$ 711	\$ (0)	DONE
C13-6256	PCWLL PUBLIC AWARENESS	\$ 2,723	\$ (2,723)	\$ 11,797	\$ -	\$ -	\$ 36,797	\$ -	\$ 36,797	\$ (0)	
C13-6258	NATURAL AREA RESTORATIONS	\$ 8,481	\$ 289,156	\$ 1,479,125	\$ -	\$ 6,218	\$ 806,177	\$ (25,000)	\$ 787,395	\$ 771,487	
C13-6259	JP ORWC	\$ 4,200	\$ (4,200)	\$ 4,200	\$ -	\$ 4,200	\$ 23,983	\$ -	\$ 28,183	\$ 0	DONE
C13-6261	ANKENY HTT EXTENSION TO DSM	\$ 908,585	\$ -	\$ -	\$ -	\$ -	\$ 3,073,585	\$ (2,165,000)	\$ 908,585	\$ 0	DONE
C13-6262	EL J.C. WHITE PROPERTY	\$ 187,685	\$ 8,913	\$ 1,050	\$ -	\$ -	\$ 289,857	\$ (92,209)	\$ 197,648	\$ (0)	DONE
C13-6263	CVT SPUR TO MALLY'S	\$ 1,100	\$ 150,837	\$ -	\$ 87,283	\$ 49,957	\$ 14,697	\$ -	\$ 151,937	\$ 0	DONE
C13-6265	YB BANE PROPERTY	\$ 238,750	\$ 24,374	\$ -	\$ -	\$ -	\$ 263,124	\$ -	\$ 263,124	\$ (0)	DONE
C14-6268	EL DIKES/DREDGING/WATER QUALITY	\$ 230,289	\$ 2,364,456	\$ 255	\$ 6,530,936	\$ 1,136,944	\$ 486,867	\$ (4,478,758)	\$ 3,675,988	\$ (0)	
C14-6269	FDSM CLASSROOM	\$ 12,873	\$ (12,873)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	DONE
C14-6270	EL COVERED BRIDGE IMPROVEMENTS	\$ 62,714	\$ -	\$ -	\$ 56,920	\$ -	\$ 5,794	\$ -	\$ 62,714	\$ 0	DONE
C14-6271	CBG KAL-DEN FARMS PROPERTY (SWAN LAKE)	\$ 100,090	\$ (20,000)	\$ -	\$ -	\$ -	\$ 143,590	\$ (63,500)	\$ 80,090	\$ 0	DONE
C14-6272	EL RAIN GARDENS	\$ 15,379	\$ (8,983)	\$ -	\$ -	\$ -	\$ 28,874	\$ (22,478)	\$ 6,396	\$ (0)	DONE
C14-6274	CONSERVATION CORPS	\$ 48,898	\$ 152,702	\$ 483,238	\$ -	\$ -	\$ 816,004	\$ -	\$ 816,004	\$ 0	
C14-6275	GWT-BILL RILEY TRAIL	\$ 22,672	\$ 160,641	\$ -	\$ 138,984	\$ 44,285	\$ 44	\$ -	\$ 183,313	\$ 0	DONE
C14-6276	CBG SMITH PROPERTY	\$ 34,687	\$ 124,738	\$ -	\$ -	\$ -	\$ 159,425	\$ -	\$ 159,425	\$ -	DONE
C15-6277	WATER QUALITY	\$ -	\$ -	\$ 1,033,079	\$ -	\$ 158,311	\$ 1,655,865	\$ (120,000)	\$ 1,694,177	\$ (90,410)	DONE
C15-6278	CBG HALE POND REPAIR	\$ -	\$ 37,051	\$ -	\$ 36,825	\$ 226	\$ -	\$ -	\$ 37,051	\$ -	DONE
C15-6279	DNR WATER REC ACCESS GRANT-FDM	\$ -	\$ 7,105	\$ 45	\$ -	\$ -	\$ 28,600	\$ (21,450)	\$ 7,150	\$ -	DONE
C15-6281	TM STROSAHL	\$ -	\$ 360,475	\$ -	\$ -	\$ -	\$ 360,475	\$ -	\$ 360,475	\$ -	DONE
C16-6282	4-MILE CREEK MASTER PLAN	\$ -	\$ -	\$ 62,000	\$ -	\$ 62,000	\$ 1,407	\$ -	\$ 63,407	\$ 0	DONE
C16-6283	TM MURRAY PROPERTY	\$ -	\$ 211,045	\$ -	\$ -	\$ -	\$ 246,045	\$ (35,000)	\$ 211,045	\$ -	DONE
C16-6284	YB MILLER PROPERTY	\$ -	\$ 2,655	\$ 700	\$ -	\$ -	\$ 3,355	\$ -	\$ 3,355	\$ -	DONE
C16-6285	CBG KIMBERLY FARMS PROPERTY	\$ -	\$ 500	\$ -	\$ -	\$ 7,078	\$ (2,964)	\$ (64,000)	\$ (59,886)	\$ 60,386	DONE
C16-6286	EL DELANEY PROPERTY	\$ -	\$ 5,122	\$ -	\$ -	\$ -	\$ 5,122	\$ -	\$ 5,122	\$ -	DONE
C16-6287	EC MASTER PLAN IMPROVEMENTS	\$ -	\$ 500,000	\$ 17,866	\$ 468,119	\$ 2,526	\$ 47,221	\$ -	\$ 517,866	\$ 0	DONE
C16-6288	EL CHURCH PROPERTY	\$ -	\$ 35,615	\$ 92,019	\$ -	\$ -	\$ 127,634	\$ -	\$ 127,634	\$ -	DONE
C17-6289	4-MILE WILSON PROPERTY	\$ -	\$ 52,792	\$ -	\$ -	\$ -	\$ 52,792	\$ -	\$ 52,792	\$ -	DONE
C17-6290	CG CLUBHOUSE RENOVATIONS	\$ -	\$ 8,829	\$ 391,171	\$ 325,288	\$ 68,279	\$ 6,433	\$ -	\$ 400,000	\$ -	
C17-6291	4-MILE BAIN PROPERTY	\$ -	\$ 336,054	\$ 210,989	\$ -	\$ -	\$ 547,043	\$ -	\$ 547,043	\$ 0	DONE
C17-6292	CBG MORGAN PROPERTY	\$ -	\$ 372,200	\$ -	\$ -	\$ -	\$ 372,200	\$ -	\$ 372,200	\$ -	DONE

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C17-6293	4-MILE TRAILS END PROPERTY	\$ -	\$ 3,500	\$ 1,311,550	\$ -	\$ -	\$ 1,315,050	\$ -	\$ 1,315,050	\$ (0)	DONE
C17-6295	CVT CONN-NE 29TH TO BROADWAY	\$ -	\$ 83,885	\$ 429,000	\$ 302,302	\$ 131,525	\$ -	\$ -	\$ 433,827	\$ 0	
C17-6296	BEAVER CREEK WATERSHED IMPROVEMENTS	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	DONE
C17-6297	CBG-DYKSTRA PROPERTY	\$ -	\$ -	\$ 335,368	\$ -	\$ 21,297	\$ 590,416	\$ (268,033)	\$ 343,680	\$ 0	DONE
C17-6298	CBG-VEASMAN PROPERTY	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ 500	\$ -	\$ 500	\$ -	DONE
C17-6299	CBG-K KIMBERLY PROPERTY	\$ -	\$ -	\$ 592,623	\$ -	\$ -	\$ 594,851	\$ (232,102)	\$ 362,749	\$ 232,102	DONE
C18-6302	WETLAND BANKING	\$ -	\$ -	\$ 80,573	\$ -	\$ 140,341	\$ 158,720	\$ -	\$ 299,061	\$ 0	
C18-6303	CBG-PROPERTY 18	\$ -	\$ -	\$ 950	\$ -	\$ -	\$ 950	\$ -	\$ 950	\$ -	DONE
C18-6304	4-MILE O'MARA PROPERTY	\$ -	\$ -	\$ 4,400	\$ -	\$ -	\$ 4,400	\$ -	\$ 4,400	\$ -	DONE
C18-6305	YB PORTER PROPERTY	\$ -	\$ -	\$ 151,181	\$ -	\$ -	\$ 151,519	\$ -	\$ 151,519	\$ 0	DONE
C18-6306	YB JACK MILLER PROPERTY	\$ -	\$ -	\$ 1,500	\$ -	\$ -	\$ 1,500	\$ -	\$ 1,500	\$ -	DONE
C18-6307	EL HAGER PROPERTY	\$ -	\$ 512,416	\$ -	\$ -	\$ -	\$ 512,416	\$ -	\$ 512,416	\$ -	DONE
C18-6309	EAGLE ROOST GOODHUE	\$ -	\$ 2,421	\$ 79	\$ -	\$ -	\$ 2,500	\$ -	\$ 2,500	\$ -	DONE
C18-6310	EAGLE ROOST JOHNSON	\$ -	\$ 1,250	\$ -	\$ -	\$ -	\$ 1,250	\$ -	\$ 1,250	\$ -	
C18-6312	MISCELLANEOUS LAND	\$ -	\$ -	\$ 16,945	\$ -	\$ 4,317	\$ 60,447	\$ -	\$ 64,764	\$ 15,148	
C18-6313	EASTER LAKE CAMPGROUND	\$ -	\$ 4,336	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
C18-6314	JESTER PARK LODGE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (851)	\$ -	\$ (851)	\$ (0)	
C19-6318	NR SHOP	\$ -	\$ -	\$ 2,000,000	\$ 1,840,778	\$ 11,293	\$ 233,811	\$ -	\$ 2,085,883	\$ 0	
C19-6319	CBG - RANGER HOUSE	\$ -	\$ -	\$ -	\$ 287,149	\$ -	\$ 32,265	\$ -	\$ 319,414	\$ 0	
C19-6320	T2T BRIDGE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
C19-6324	4-MILE GREENWAY RESTORATION	\$ -	\$ -	\$ 14,634	\$ 6,048	\$ 19,204	\$ 1,460	\$ -	\$ 26,712	\$ 0	
C19-6325	CBG-SPRAGUE PROPERTY	\$ -	\$ -	\$ 116,099	\$ -	\$ 338	\$ 115,761	\$ -	\$ 116,099	\$ (0)	
C19-6327	EL - NORTH SHORE IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	\$ 9,567	\$ 51,703	\$ -	\$ 61,270	\$ 326,297	
C19-6328	MALLY'S WILLIAMSON	\$ -	\$ -	\$ 120,913	\$ -	\$ -	\$ 120,913	\$ -	\$ 120,913	\$ -	
C19-6330	YB - DEBOEF PROPERTY	\$ -	\$ -	\$ 57,836	\$ -	\$ -	\$ 57,836	\$ -	\$ 57,836	\$ 0	
C19-6331	YB- DEATON	\$ -	\$ -	\$ 59,804	\$ -	\$ -	\$ 60,176	\$ -	\$ 60,176	\$ 0	
C19-6334	CBG LANE PROPERTY	\$ -	\$ -	\$ 568,705	\$ -	\$ 862	\$ 592,966	\$ (53,381)	\$ 540,447	\$ 28,258	
C19-6337	JP BIOCELLS	\$ -	\$ -	\$ -	\$ 24,129	\$ -	\$ 19,020	\$ -	\$ 43,149	\$ (0)	
C20-6341	CBG/DAN MILLER PROPERTY	\$ -	\$ -	\$ 206,998	\$ -	\$ 2,100	\$ 204,898	\$ -	\$ 206,998	\$ 0	
C20-6342	YB/PUJA PROPERTY	\$ -	\$ -	\$ 10,224	\$ -	\$ -	\$ 10,224	\$ -	\$ 10,224	\$ -	
C20-6343	4-MILE/SLEEP HOLLOW	\$ -	\$ -	\$ 244,279	\$ -	\$ -	\$ 244,279	\$ -	\$ 244,279	\$ 1	
C20-6344	MALLY'S/RANKIN	\$ -	\$ -	\$ 2,652	\$ -	\$ -	\$ 2,652	\$ -	\$ 2,652	\$ -	
C20-6346	JESTER PARK CAMPGROUND #1 IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
C20-6349	COPPER CREEK	\$ -	\$ -	\$ 299,030	\$ -	\$ -	\$ 299,030	\$ -	\$ 299,030	\$ -	
C20-6351	EASTERN MOUNDS	\$ -	\$ -	\$ 35,200	\$ -	\$ -	\$ 35,200	\$ -	\$ 35,200	\$ -	

PCWLL EXPENDITURES AS OF :

September 30, 2021

SUB- LEDGER	PROJECT	DECEMBER 2013 BOND ISSUANCE	JUNE 2015 BOND ISSUANCE	JUNE 2019 BOND ISSUANCE	ACTUAL CONSTRUCTION EXPENDITURES	ACTUAL ENGINEERING EXPENDITURES	ACTUAL MISCELLANEOUS EXPENDITURES	GRANT REVENUES AND DONATIONS	ACTUAL COSTS TO DATE	ACTUAL BALANCE REMAINING	TO BE RECEIVED
LAND ACQ.	LAND ACQUISITIONS	\$ -	\$ -	\$ 4,125,501	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,249,778	
C18-6312	MISCELLANEOUS LAND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	
C19-6332	4-MILE GREINER PROPERTY	\$ -	\$ -	\$ 2,200	\$ -	\$ -	\$ 2,200		\$ 2,200	\$ -	
C19-6333	ADELPHI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	
C19-6335	BEAVER CREEK - SWAICH	\$ -	\$ -	\$ 1,800	\$ -	\$ -	\$ 1,800		\$ 1,800	\$ -	
		\$ 14,030,000	\$ 15,979,172	\$ 20,357,200	\$ 36,171,527	\$ 6,953,420	\$ 21,009,734	\$ (17,106,505)	\$ 47,028,177	\$ 3,338,278	\$ 25,480

Polk County Conservation Board
5:30 p.m. – **Jester Park Nature Center**
12130 NW 128th Street
Granger, IA 50109

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in person (and with a Zoom option) for regular session on Wednesday, September 8, 2021. The meeting was called to order at 5:40 p.m.

- #21-0901 Roll Call
Members Present: **Crane, Lewis, Altringer**,
Members Absent: **Mollenhauer, Cataldo**
- #21-0902 Public Comments
- #21-0902a New Employee Introduction
 • Toni Christiansen-Robb, Equine Specialist/Riding Instructor
- #21-0902b Polk County Water & Land Legacy Presentation
- #21-0903 Financial Reports
- #21-0904 **MOVED BY Lewis, 2nd Altringer** to approve the August 11, 2021 meeting minutes.
Vote Yea: **Crane, Lewis, Altringer**
Members Absent: **Mollenhauer, Cataldo**

CONSENT AGENDA

- #21-0905 **Approving** bill list.
- #21-0906 **Approving** the High Trestle Trail emergency repair contract with Molitor Construction in an amount not to exceed \$24,627.20.
- #21-0907 **Approving** fee for service agreement with the Conservation Corps of Minnesota and Iowa (CCMI) in the amount of \$34,780 for an additional adult CCMI crew from October 6 through December 9, 2021.

LET THE RECORD SHOW it was moved by **Altringer** to approve the consent agenda.
Vote Yea: **Lewis, Cataldo, Altringer**
Members Absent: **Mollenhauer, Cataldo**

ACTION ITEMS

- #21-0907a **Approving** purchase of 49.6-acres of land near the Fourmile Greenway that is

owned and operated by Sleepy Hollow Sports Park, Inc. for \$3,500,000.

LET THE RECORD SHOW it was moved by **Altringer, 2nd Lewis** to approve Action Item 21-0907a.

Vote Yea: **Altringer, Lewis, Crane**

Members Absent: **Mollenhauer, Cataldo**

BOARD DISCUSSION

Director's Remarks

- Sleepy Hollow Press Conference: 9-14-21, Noon, Sleepy Hollow Lodge
- Great Western Trail – resolution of permanent easement situation and tunnel will be built under County Line Rd for Great Western Trail

Deputy Director's Remarks

- Easter Lake North Shore Improvement Project Update – incorporation of Universal Design principles, Campaign Leadership Team and Campaign Advisory Team formed, Ric Jurgens (Retired CEO HyVee) and Bob Myers (Retired CEO of Casey's) co-chairing project.

Board & Chair Remarks

- Great Western Trail tunnel will need lights
- Easter Lake North Shore Improvement Project sounds like it has good momentum and a fantastic list of members on the Campaign Leadership and Campaign Advisory Teams!

CLOSED SESSION

#21-0908 Moved by **Altringer** 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.

Vote Yea: **Crane, Altringer, Lewis**

Members Absent: **Mollenhauer, Cataldo**

Closed Session Attendees: Katie Stoklasa, Rich Leopold, Ryan Crane, Cassie Cook, Doug Sheeley, Kate Clark, Greg Lewis, Natalie McFarlane, Doug Romig, Jill Altringer

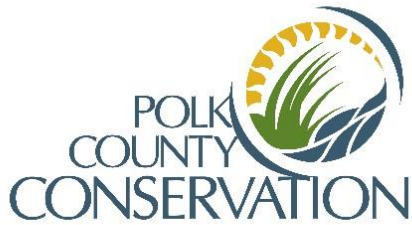
Action on closed session:

Moved by **Altringer** to return to open session.

Vote Yea: **Crane, Altringer, Lewis**

Members Absent: **Mollenhauer, Cataldo**

Adjournment - Meeting adjourned at 6:55 p.m.



Date

October 13, 2021

Item No. CONSENT
Roll Call No. 21-1007
Submitted by: Richard Leopold
Director

AGENDA HEADING:

Ratifying approval of Polk County COVID Vaccination and Testing Policy adoption to be effective 9-14-21 for all Polk County Conservation staff.

INFORMATION:

On September 14, 2021 the Polk County Board of Supervisors adopted the attached COVID-19 Vaccination and Testing Policy. PCC Director, Rich Leopold, forwarded the policy through email to all five PCC Board Members, asking them to vote on the PCC adoption of the policy, which resulted in **4-Yea, 1-Nay**.

This policy requires that if PCC employees do not submit proof that they are vaccinated by **September 30, 2021**, they will need to complete COVID-19 testing on a weekly basis. Unvaccinated individuals will also complete an educational training regarding COVID-19 vaccinations and other tools that help mitigate transmission of the virus.

PCC employees can submit proof of vaccination by emailing a photo/attachment of their COVID-19 vaccination card, clearly showing employee's name, dates of vaccination and vaccine manufacturer, to covidvac@polkcountyiowa.gov. Employees may also submit proof through one of the other methods identified in the policy. Please note that each employee is required to submit proof even if they have previously provided proof to their department/office.

If desired, employees can sign up for a COVID-19 vaccination appointment here <https://www.immunizepolk.com/> with the Polk County Health Department. Staff may also make an appointment with a provider that is licensed to administer COVID-19 vaccinations. Employees will be permitted a reasonable amount of paid time to get vaccinated and must work that out with their supervisor as it must be consistent with maintaining operational efficiency.

FISCAL IMPACT:

Amount:

Source:

PREVIOUS BOARD ACTION(S):

Date:

Roll Call:

Action:

RECOMMENDATION:

Ratifying approval of Polk County COVID Vaccination and Testing Policy adoption to be effective 9-14-21 for all Polk County Conservation staff.

		POLK COUNTY GOVERNMENT Board of Supervisors				
		Title/Subject:	COVID-19 Vaccination & Testing Policy			
		Applies to:	All employees of Polk County Government including, but not limited to, permanent, temporary, seasonal, summer and on-call status.		Effective Date:	September 14, 2021
					End Date:	Until Rescinded by Board of Supervisors
X	Policy	Approved by: Board of Supervisors		Policy #	110.101	
	Procedure			Procedure #	N/A	
	Other	Instruction:	No Action Required			
		Number of Pages:	6			

I. General Statement of Policy

Polk County government has an obligation to protect the health and safety of its employees and the public who access services and programs, or otherwise interface in any manner with employees of Polk County. In order to create and maintain a safe work environment that protects employees and the public from infection/transmission of SARS-CoV-2 (COVID-19), Polk County is adopting this COVID-19 vaccination and testing policy.

II. Definitions

Employee(s) – All employees of Polk County government, including permanent full and part-time, temporary, seasonal, summer and on-call status.

Exemption – An approved exception to COVID-19 vaccination and/or COVID-19 testing requirements based upon a medical/disability exemption or based upon a sincerely held religious belief, practice or observance.

Fully Vaccinated – An Employee is considered “fully” vaccinated when two weeks have passed since they completed a COVID-19 vaccine series (*e.g.*, one dose of the Janssen/J&J vaccine, or 2 doses within no more than twelve weeks of the Moderna or Pfizer vaccines); as well as any boosters consistent with manufacturer instructions and applicable federal agency approval, authorization or listing.

Partially Vaccinated – An Employee is considered “partially” vaccinated if they have begun a COVID-19 vaccine series but do not otherwise meet the definition of being Fully Vaccinated under this policy.

Required Mitigation Procedures (RMP) – Actions, other than getting vaccinated or pharmaceutical intervention, that Employees are required to take based upon the prevailing CDC guidance.

III. COVID-19 Vaccination Effective Date and Proof of Vaccination

1. ***Effective Date.*** Employees must provide proof they are Partially or Fully Vaccinated, or have an approved Exemption¹, on or before September 30, 2021. Employees who do not provide proof of vaccination in accordance with paragraph 2 of this Section, or have an approved Exemption, will be required to complete COVID-19 testing and education requirements set forth in Section VI. Partially Vaccinated Employees who do not become Fully Vaccinated on or before the expiration of eight (8) weeks from September 30, 2021, will be required to complete COVID-19 testing and education requirements set forth in Section VI.

- a. An Employee will be permitted sufficient time in paid status to receive a vaccination (including initial dose, second dose, or subsequent boosters as recommended by the CDC), free of charge, from the Polk County Health Department. Paid time away from work must be arranged with the Employee's supervisor and is subject to maintaining operational efficiency;
- b. An Employee may elect to receive a vaccination from a health care provider, pharmacy or other entity licensed to administer vaccines (including initial dose, second dose, or subsequent boosters as recommended by the CDC); however, paid time away from work will not be provided.

2. *Proof of Vaccination.*

- a. **Type of Proof.** Employees must provide proof they are Partially Vaccinated and/or Fully Vaccinated by providing one of the following documents:
 - i. CDC COVID-19 Vaccination Record Card or photo of the card;
 - ii. Documentation of vaccination from a health care provider or electronic health record;
 - iii. State immunization information system record; or
 - iv. A reasonable equivalent of any of the above as determined by the Polk County Health Department.
- b. **Submission of Proof.** Employees will submit proof of vaccination through one of the following methods:
 - i. By sending an electronic copy to the following email (preferred): covidvac@polkcountyiowa.gov or by hardcopy to Polk County Human

¹ See Section IV(4) regarding submission of exemptions after September 30, 2021.

Resources (Attention Wellness Coordinator). Human Resources must receive hardcopy documentation by the deadline set forth above.

- ii. By signing a waiver permitting the Polk County Health Department to access Employee's COVID-19 vaccination record and provide them to Polk County Human Resources (See Appendix A – Waiver Form).
3. ***Vaccination After Effective Date.*** Employees who are not Partially or Fully Vaccinated by the deadline set forth in this policy, but who subsequently become Partially or Fully Vaccinated and provide proof of such in accordance with paragraph 2, above, will not be required to comply with the COVID-19 testing and education requirements set forth in Section VI.
- a. A Partially Vaccinated Employee must become Fully Vaccinated no more than eight (8) weeks after receiving the first dose in their respective vaccination series. If a Partially Vaccinate Employee does not become Fully Vaccinated, they will be required to comply with the COVID-19 testing and education requirements set forth in Section VI.

IV. Exemption Procedures

In order to be considered for an Exemption, Employees are required to fill out the respective Medical/Disability or Religious Exemption request form found in Appendices B and C to this policy.

1. Exemption request forms must be submitted by sending a completed electronic copy to the following email (preferred): humanres@polkcountyiowa.gov or by hardcopy to Polk County Human Resources (Attention Wellness Coordinator).
2. Exemption requests must be approved by the deadline set forth in Section III in order to be excused from compliance with the COVID-19 testing and education requirements set forth in Section VI. It is the Employees responsibility to submit the form in advance of the effective date so there is ample time to review and process the request.
3. Employees are permitted submit Exemption request forms at any time after the deadline set forth in Section III; however, the Employee is not excused from testing requirements until exemption paperwork is submitted.
4. Employees who do not have an approved Exemption are required to comply with the COVID-19 testing and education requirements, in addition to any other requirements, of this policy.

V. Required Mitigation Procedures

All Employees must follow Required Mitigation Procedures in the workplace, which may be dictated by their vaccination status. All Required Mitigation Procedures, as noted in the definition, are based upon prevailing CDC recommended guidance, and which will be communicated to Employees as such guidance changes. An Employee may be subject to progressive discipline up to and including termination of employment for noncompliance with Required Mitigation Procedures to the extent provided in any applicable collective bargaining or employee manual/handbook.

VI. Unvaccinated Employee Testing and Education

Any Employee who does not provide proof they are Partially or Fully Vaccinated by the effective date set forth in Section III(1)², or who do not have an approved Exemption, will be required to test weekly for COVID-19 in accordance with the procedures below. Employees will also receive educational information regarding COVID-19 vaccinations, which may be conveyed through written or verbal communication and may include required online or in-person training, from the Polk County Health Department.

1. ***Unvaccinated Employee Testing Procedure.*** Unvaccinated Employees (without an approved Exemption) will be required to submit COVID-19 test results weekly for any week in which the Employee performs work.
 - a. Polk County Human Resources will maintain a list of all Employees to which the procedures below apply and will provide notice to those Employees at the outset of the testing requirement through electronic mail.
 - b. Unvaccinated Employees will be required to submit the results of a polymerase chain reaction (PCR) diagnostic test (not an antibody test) once per week. The results must adhere to the following submission protocol:
 - i. PCR diagnostic test result documentation must be submitted to the following email address: covidtest@polkcountyiowa.gov (**hardcopy will not be accepted**). The results must not contain any extraneous medical information – only PCR test result information should be submitted.
 - ii. Test results must be received on or before **every Friday, 12:00 p.m. starting October 8, 2021.**
 - c. If an unvaccinated Employee does not comply with the test result submission requirement, a Notice of Testing Non-Compliance will be issued by Human Resources to the Employee and the Employee's supervisor.

² Under the authority set forth in this policy, Polk County may set additional deadlines for compliance with any CDC-recommended booster vaccination(s).

- d. **Employees may be subject to progressive discipline up to and including termination of employment, to the extent provided in any applicable collective bargaining agreement or employee manual/handbook, for non-compliance with the testing requirement.**
 - e. If an Employee who is subject to the testing requirement is on an approved leave of absence (regardless of pay status) and does not perform work for a full workweek, the Employee will not be subject to the testing requirement for that workweek.
 - f. Employees subject to the testing requirement who work remote must comply with the testing requirement even if they are not anticipating being present at the worksite for a full week as Employees may be called into the worksite due to operational need.
2. ***Unvaccinated Employee Education.*** The education requirement, which may be provided online, in-person, or a combination of both, will include, but will not necessarily be limited to, the following content:
- a. The potential health consequences of COVID-19 illness for themselves, family members and other contacts, coworkers and general public;
 - b. Occupational exposure to SARS-CoV-2;
 - c. The epidemiology and modes of transmission, diagnosis, and non-vaccine infection control strategies (such as the use of a face mask, personal protective equipment or personal hygiene);
 - d. The potential benefits of COVID-19 vaccination; and
 - e. The safety profile and risks of any COVID 19 vaccine.

VII. Paid Time Off for COVID-19 Positive Cases

Any Employee who tests positive for COVID-19 must immediately notify their supervisor and follow the prevailing CDC guidance for isolation. Employees who are Partially or Full Vaccinated, or who have an approved Exemption, and who test positive for COVID-19 requiring them to isolate (with inability to work remotely) will be eligible for paid leave of up to eighty (80) hours.

1. Paid leave under this Section is cumulative, meaning an employee is entitled to a total of eighty (80) hours for the duration this policy, and only applies to permanent Employees eligible for other leave accruals.
2. A permanent part-time Employee paid leave entitlement is prorated, meaning the Employee is entitled to cumulative paid leave equal to the Employee's average number of work hours in a two-week period.

3. Any paid leave provided under this Section shall not carry over beyond the duration this policy is in effect and Employees are not entitled to any payout of this leave upon separation of employment.

APPENDIX A – WAIVER FORM

Employee

Name: _____
(Last) (First) (MI)

Date of Birth: ____/____/____ **SS#** ____-____-____ **Record #:** _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Phone Number: _____-_____-_____

Purpose of Release: Per COVID-19 Vaccination Policy

RECORDS REQUESTED FROM (EMPLOYEE):

(Person/Organization)

(Address, City, State, Zip Code)

(Phone Number) (Fax Number)

SEND RECORDS TO:

POLK COUNTY HUMAN RESOURCES

(Person/Organization)

(Address, City, State, Zip Code)

(Phone Number) (Fax Number)

I hereby authorize Polk County Health Department to release the following medical information to the person/organization listed above.

☐ COVID-19 Immunization (Shot) records only

Initial to release: _____

This authorization is effective for the following length of time _____ (☐ days ☐ months) or no longer than 1 year from the date on which it is signed. I understand that I may revoke this authorization at any time, except to the extent that action has already been taken in reliance upon it, by giving written notice to the Chief Privacy Officer at Polk County Health Department. A photocopy or facsimile of this release shall have the same effect as an original. I understand I have the right to inspect the information to be disclosed, and include my written statement about the record, upon proper notification to and under appropriate conditions established by Polk County Health Department.

Signature of Employee Date Identity Verified (Staff Initial)

Witness: _____ Date Information Released: _____ Released By: _____

PROHIBITION OF REDISCLOSURE

Where information has been disclosed from records protected by federal law for alcohol/drug abuse records or by state law for mental health records, federal requirements (42.C.F.R. Part 2) and state requirements (Iowa Code Ch. 228) prohibit further disclosure without the specific written consent of the patient, or as otherwise permitted by such law and/or regulations. A general authorization for the release of medical or other information is not sufficient for these purposes. Civil and/or criminal penalties may attach for unauthorized disclosure of alcohol/drug abuse or mental health information. Understand all other information used and/or disclosed according to this authorization may be re-disclosed by the recipient of the information and may no longer be protected by federal law.

APPENDIX B

MEDICAL/DISABILITY EXEMPTION REQUEST FORM

Employee Name: Click or tap here to enter text.

Department/Office: Click or tap here to enter text.

Classification/Job Title: Click or tap here to enter text.

Email: Click or tap here to enter text.

Phone Number: Click or tap here to enter text.

Instructions: This form should be used by Polk County Employees to request a Medical/Disability Exemption for either the COVID-19 vaccination or COVID-19 testing requirement. **PLEASE NOTE** that, because Polk County COVID-19 Vaccination Policy does not create a vaccination mandate, this form will only be used with respect to Exemption for purposes of COVID-19 vaccination when determining eligibility for paid leave in accordance with Section VII of the policy.

Please check the appropriate box below and follow the instructions for the Certification from Health Care Provider information. Once completed, return the form to Human Resources.

COVID-19 TESTING REQUIREMENT

- ☐ I have a medical condition/disability, as certified in the following Certification from Health Care Provider, that precludes me from completing the COVID-19 weekly testing requirement set forth in the Polk County COVID-19 Vaccination Policy.
- ☐ I have been diagnosed with or treated for COVID-19 within the last 90 days and am requesting temporary Exemption for that period from the COVID-19 testing requirement set forth in the Polk County COVID-19 Vaccination Policy. This diagnosis/treatment is supported by the information contained in the following Certification from Health Care Provider.

COVID-19 VACCINATION (for purposes of paid leave eligibility only)

- ☐ I have a medical condition(s) for which contraindications or precautions to COVID-19 vaccination, as recognized by the CDC or by the vaccines' manufacturers, apply. This request for Exemption is supported by the following Certification from Health Care Provider.
- ☐ I have a disability, as defined by the Polk County Equal Employment Opportunity, Affirmative Action and Anti-Discrimination Policy (<https://www.polkcountyiowa.gov/media/ytjjj0j2/equal-employment-opportunity-affirmative-action-ada-policy.pdf>), for which it is medically indicated that I not receive a COVID-19 vaccination. This is supported by the following Certification from Health Care Provider.

CERTIFICATION

I verify the truth and accuracy of the information and representation I making by submission of this form.

Employee Signature _____ Date _____

Date Received by Human Resources (if submitted via hardcopy) _____

CERTIFICATION FROM HEALTH CARE PROVIDER

Health Care Provider Name:	License Type & Issuing State:
Full Name of Patient:	Patient Date of Birth:
Name of Physician:	

Instructions: Please complete Part A of this form if the patient requires exemption from COVID-19 testing requirements. Please complete Part B of this form if the patient requires exemption from COVID-19 vaccination for purposes of determining paid leave eligibility.

PART A – Medical/Disability Exemption for COVID-19 Testing

- ☐ I certify that the patient named above has a medical condition/disability which, in my professional opinion, makes it inadvisable for the patient to complete a polymerase chain reaction (PCR) diagnostic test for COVID-19.
- ☐ I certify that the patient named above has been diagnosed with and/or treated for COVID-19 within the last 90 days.
- ☐ My patient's COVID-19 diagnosis or last day of treatment (whichever is later) was on _____.
- ☐ My patient is begin actively treated for COVID-19. The expected end date of treatment is _____.

PART B - COVID-19 VACCINATION (for purposes of paid leave eligibility only)

- ☐ I certify that my patient has a medical condition(s) for which contraindications or precautions to COVID-19 vaccination, as recognized by the CDC or by the vaccines' manufacturers, apply.
- ☐ I certify my patient has a disability, defined as a physical or mental impairment that substantially limits a major life activity (e.g. s caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working), for which COVID-19 vaccination is not advisable in my professional opinion.

The disability is ☐ PERMANENT / ☐ TEMPORARY – Expected end date: _____

Signature of Health Care Provider

Date

APPENDIX C

RELIGIOUS EXEMPTION REQUEST FORM

Employee Name: Click or tap here to enter text.

Department/Office: Click or tap here to enter text.

Classification/Job Title: Click or tap here to

enter text.

Email: Click or tap here to enter text.

Phone Number: Click or tap here to enter text.

Instructions: This form should be used by Polk County Employees to request an Exemption due to a sincerely held religious belief, practice, or observance that conflicts with the Polk County COVID-19 Vaccination Policy. Once completed, return the form to Polk County Human Resources.

Based upon my sincerely held religious belief, practice, or observance, I am requesting an Exemption to the COVID-19 testing requirement or, for purposes of determining paid leave eligibility under Section VII of the Polk County COVID-19 Vaccination Policy, receiving a COVID-19 vaccination.

Please identify your sincerely held religious belief, practice or observance that is the basis for your request for an Exception as a religious accommodation. Click or tap here to enter text.

Please briefly explain how your sincerely held religious belief, practice or observance conflicts with the Polk County COVID-19 vaccination policy. Click or tap here to enter text.

Please attach any additional information you think may be helpful in processing your religious accommodation request.

CERTIFICATION

I verify the truth and accuracy of the information and representation I making by submission of this form.

Employee Signature _____

Date _____

Date Received by Human Resources (if submitted via hardcopy) _____

	Date	October 13, 2021
	Item No. Roll Call No. Submitted by:	CONSENT 21-1008 Adam Fendrick Park Planner

AGENDA HEADING

Recommending to the Polk County Board of Supervisors to dispose of Polk County property to Cole Scheffler as this sale does not interfere with the intent or purpose of park use and directing staff to negotiate price and terms with Mr. Scheffler.

INFORMATION:

Polk County acquired a piece of property in a voluntary buyout along Fourmile Creek. After taking ownership of this property, it was evident that a portion of the neighbor's garage was on our property. Discussions with the neighbor determined that it was preferable for PCC to sell him the land his garage encroached upon rather than have him relocate his garage. Discussions further revealed that he was interested in purchasing the garage on our property. Conservation staff reviewed the garage and determined we do not have any potential use for it and feel the best use would be to sell it to Mr. Scheffler.

Staff will negotiate a purchase price with Mr. Scheffler based on past purchases of land from the Fourmile Creek buyouts. If an agreement is reached, staff will work with the Polk County Board of Supervisors to hold a Public Hearing and finalize the purchase of this property.

FISCAL IMPACT:

Amount: \$_____ To be Determined

Funding Source: \$_____ Polk County General Fund

PREVIOUS BOARD ACTION(S): N/A

Date: October 10, 2018

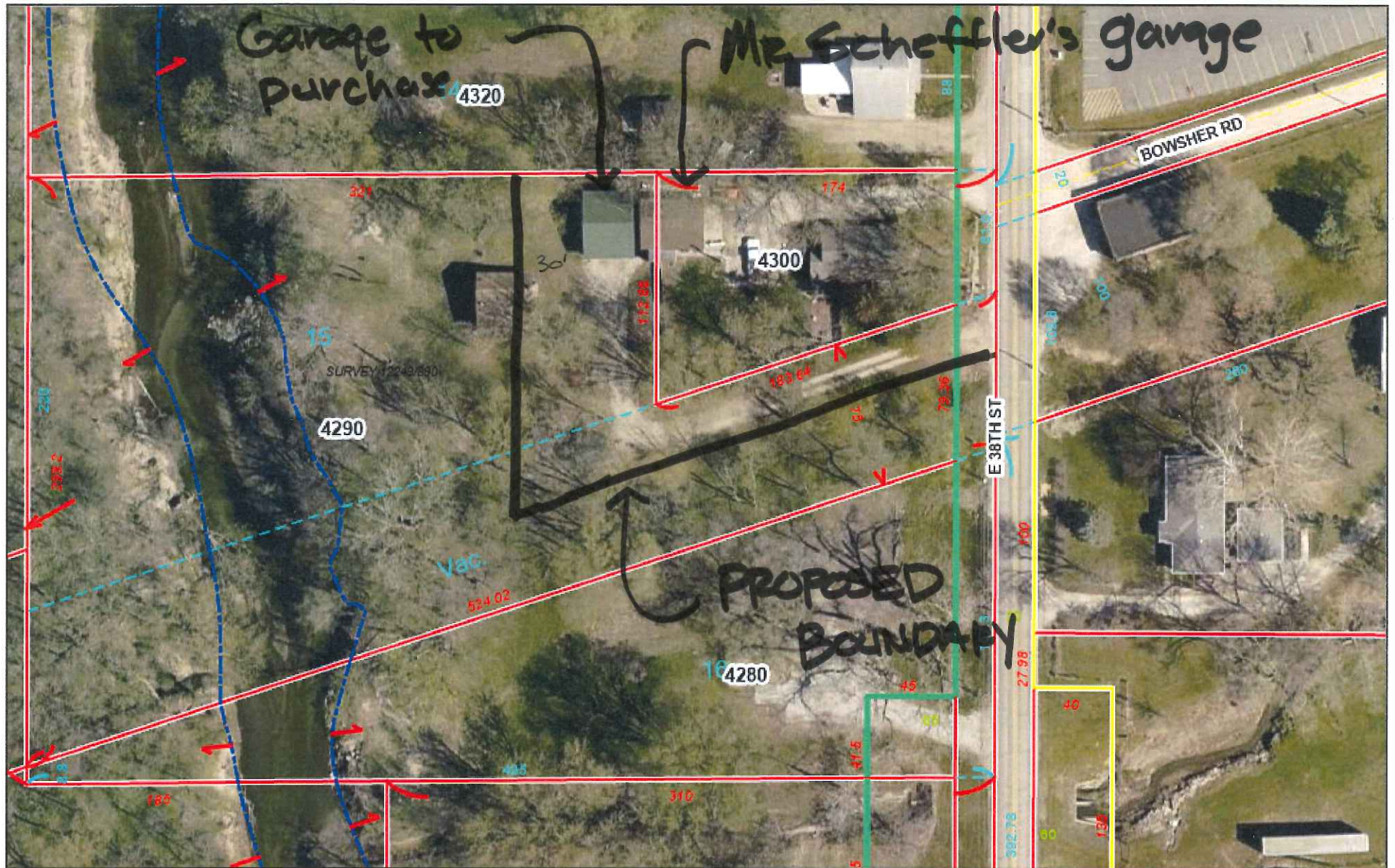
Roll Call Number: 18-1008 **(Yea-4; Absent-1)**

Action: Approving the purchase of two buyout properties within Fourmile Creek Greenbelt in partnership with Polk County Public Works at a cost of \$29,850.

RECOMMENDATION:

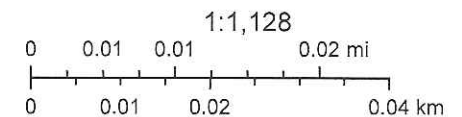
Recommending to the Polk County Board of Supervisors to dispose of Polk County property to Cole Scheffler as this sale does not interfere with the intent or purpose of park use and directing staff to negotiate price and terms with Mr. Scheffler and designating the Director or his designee to sign said agreement.

Real Estate Web Map



9/15/2021, 10:47:50 AM

Parcels	Lot Lines	Parcel Line	Section Line	Cartography
Polk County	Corp Line	Road Centerline	Water Line	Lot Dim Carto 100
	Lot Line	Road ROW		Parcel Blk Carto 100



Auditor's Office, Polk County, Iowa, Sources: Esri, TomTom, U.S. Department of Commerce, U.S. Census Bureau, Esri Community Maps Contributors, City

Polk County web app

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	Date	October 13, 2021
	Item No. Roll Call No. Submitted by:	CONSENT 21-1009 Cassandra Cook Conservation Ecologist

AGENDA HEADING:

Awarding the lowest compliant bid for Phase 1 Archaeological Surveys at five sites in the Chichaqua Bottoms Greenbelt to the Office of the State Archaeologist in a contracted amount of \$28,998.

INFORMATION:

Polk County Conservation put out a Request for Proposal for Phase 1 Archaeological Surveys at five future restoration sites in the Chichaqua Bottoms Greenbelt (see map). The scope of work includes activities such as field operations and research leading to a completed Phase 1 Archaeological Investigation and Report; determining if there are any archaeological resources on these sites. This work must be performed before any ecological site restoration (wetland excavation) can begin on these properties, per PCC policy.

A Request for Proposal was sent to three potential firms and two bids were received. The lowest compliant bid received was \$28,998.

Bid Results:	Office of the State Archaeologist	\$28,998.00
	Bear Creek Archaeology, Inc.	\$98,303.66
	Impact 7G	No Bid

FISCAL IMPACT:

Amount: \$28,998.00

Funding Source: 100% Bond

PREVIOUS BOARD ACTION(S): None

RECOMMENDATION:

Awarding the lowest compliant bid for Phase 1 Archaeological Surveys at five sites in the Chichaqua Bottoms Greenbelt to the Office of the State Archaeologist in a contracted amount of \$28,998 and authorize the Chair or their designee to sign the contract.

Project Locations



**Date**

October 13, 2021

Item No.**ACTION****Roll Call No.****21-1010****Submitted by:****Adam Fendrick
Park Planner****AGENDA HEADING**

Approving the Change Order with Roger's Septic Inc. to add lighting at the Jester Park RV Dump Station in an amount not to exceed \$26,231.00.

INFORMATION:

The dump station is currently under construction by Roger's Septic Inc. and will be completed in the coming weeks. The lighting for the dump station was anticipated to come at a later date. However, Roger's Septic Inc. is able to install the lighting needed for us now. Staff believes this is a good time to install the lighting to avoid having to come back at a later date to install footings.

FISCAL IMPACT:Amount:**\$ 26,231.00 Change Order**

\$231,933.00 Original Contract Amount

\$255,033.00 Not To Exceed

\$281,264.00 Amended Contract Amount

Funding Source:

Fund 6 (golf course, cabins, and lodge)

PREVIOUS BOARD ACTION(S): N/ADate:

July 14, 2021

Roll Call Number:21-0715 **(Yea-5)**Action:

Public Hearing awarding plans, specifications, form of contract documents, engineer's estimate, and designating lowest responsible bidder for the construction of the Jester Park RV Dump Station to Roger's Septic, LLC in a contract amount of \$231,933 plus a 10% contingency and designating the Director or his designee to sign said agreement.

Date:

June 10, 2020

Roll Call Number:20-0607 **(NO ACTION NEEDED)**Action:

Public Hearing rejecting all bids for the Jester Park RV Dump Station project.

RECOMMENDATION:

Approving the Change Order with Roger's Septic Inc. to add lighting at the Jester Park RV Dump Station in an amount not to exceed \$26,231.00 and designating the Director or his designee to sign said agreement.



Rogers Septic Maintenance & Repair Inc.
 401 NE 52nd Ave.
 Des Moines, IA 50313
 Office 515-282-0777
 www.RogersSeptic.com

Proposal

Date	Estimate #
9/30/2021	2908

Polk County Conservation
 Adam Fendrick
 12130 NW 128th St
 Granger, IA 50109

Polk County Conservation
 RV Dump Station
 Jester Park

515-323-5367

Adam.Fendrick@polkcountyiowa.g...

Description	Qty	Rate	Total
CHANGE ORDER REQUEST: ADD TWO LIGHT POLES TO RV DUMP STATIONS We propose to furnish and install two light poles with fixtures (per specs) with manual activated timers. INCLUDES: Two light poles by United: RPSQ-20-4-11-AB-D1-BK Two light fixtures by Lumark: PRV-C25-D-UNV-T4-SA-BK Two manual timers for light activation Electrical material and labor Boring Concrete Permit(s)	1	26,231.00	26,231.00
		Subtotal	\$26,231.00
		Sales Tax (7.0%)	\$0.00
		Total	\$26,231.00

Brad Rogers Brad@RogersSeptic.com

	Date	October 13, 2021
	Item No. Roll Call No. Submitted by:	CLOSED SESSION 21-1011 Cassandra Cook Conservation Ecologist

AGENDA HEADING:

Action from Closed Session discussion of land acquisition opportunities.

INFORMATION:

Polk County Conservation has the opportunity to acquire land with substantial potential for conservation and recreational opportunities. However, this potential will be at a high cost. Cost-share opportunities may be available from Polk County Board of Supervisors to assist with acquisition and restoration expenses. Potential exist for additional properties surrounding this property.

FISCAL IMPACT: TBD

PREVIOUS BOARD ACTION(S):

Date:

Roll Call:

Action:

RECOMMEDATION:

Direct staff to proceed on these land acquisition opportunities based on information presented and pursuant to Board discussion.