

September 13, 2023
Sleepy Hollow Sports Park
4051 Dean Ave, Des Moines, IA 50317
5:30 PM – PCC Board Meeting

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in person for regular session Wednesday, September 13, 2023. The meeting was called to order at 5:37 p.m.

- #23-0901 **Roll Call**
Members Present: **Lewis (departed 6:43 PM), Altringer, Mollenhauer**
Members Absent: **Cataldo, Crane**
- #23-0902 **Public Comments**
- #23-0903 **Sleepy Hollow Business Plan Presentation**
- #23-0904 **Financial Reports**
- #23-0905 **MOVED BY Lewis to approve the August 9, 2023 meeting minutes.**
SECONDED BY Mollenhauer
Vote Yea: **Lewis, Altringer, Mollenhauer**
Members Absent: **Cataldo, Crane**

CONSENT AGENDA

- #23-0906 **Approving** bill list.
- #23-0907 **Approving** a Federal Recreational Trails Grant application for the Great Western Trail Improvements project and providing a minimum of 20% matching funds from Polk County Conservation and other funding sources.
- #23-0908 **Approving** a Federal Recreational Trails Grant application for the Mountain Bike Park project and providing a minimum of 20% matching funds from Polk County Conservation and other funding sources.
- #23-0909 **Recommending** that the Polk County Board of Supervisors approve a Perpetual Easement for Private Ingress-Egress to Saga Communications for the ongoing inspection, repair and maintenance of guy wires associated with their communications tower located on Polk County land in Alleman, Iowa.
- #23-0910 **Approving** Polk County Conservation's participation in the Bird City Network and recommending that the Board of Supervisors approves the application.

LET THE RECORD SHOW it was moved by **Lewis** to approve the consent agenda.
SECONDED BY Mollenhauer

Vote Yea: **Crane, Lewis, Altringer, Mollenhauer**
Members Absent: **Cataldo, Crane**

ACTION ITEMS

#23-0911 **Approving** the revised Polk County Conservation (PCC) Procurement Policy.

LET THE RECORD SHOW it was moved by **Mollenhauer** to approve Action Item 23-0911.

SECONDED BY Lewis

Vote Yea: **Lewis, Altringer, Mollenhauer**
Members Absent: **Cataldo, Crane**

#23-0912 **Approving** a project budget for the Jester Park Nature Center Streamscape Renovation project in an amount not to exceed \$75,000.

LET THE RECORD SHOW it was moved by **Lewis** to approve Action Item 23-0912.

SECONDED BY Mollenhauer

Vote Yea: **Lewis, Mollenhauer, Altringer**
Members Absent: **Cataldo, Crane**

#23-0913 **Approving** contract with Botanical and Ecological Consulting to complete a comprehensive floristic survey on the Brenton Slough property in the amount of \$80,862.25.

LET THE RECORD SHOW it was moved by **Mollenhauer** to approve Action Item 23-0913

SECONDED BY Lewis

Vote Yea: **Lewis, Mollenhauer, Altringer**
Members Absent: **Cataldo, Crane**

#23-0914 **Approving** contract with JEO Consulting Group, Inc for engineering/design services for the Chichaqua Bottoms Greenbelt floodplain rehydration project in the amount of \$179,500.

LET THE RECORD SHOW it was moved by **Lewis** to approve Action Item 23-0914

SECONDED BY Mollenhauer

Vote Yea: **Lewis, Mollenhauer, Altringer**
Members Absent: **Cataldo, Crane**

#23-0915 **Approving** the Sleepy Hollow Renaissance Faire and Scream Park concessions contract to RMF, Inc. for the 2024 season.

LET THE RECORD SHOW it was moved by **Lewis** to approve Action Item 23-0915, *with the proposed amendments of reducing 2024 Spring & Fall Renaissance Faire PCC commissions to 12% in light of reduced parking and the elimination of Renaissance After Dark. Future commission rates will be renegotiated after completion of one year term.*

SECONDED BY Mollenhauer

Vote Yea: **Lewis, Mollenhauer, Altringer**
Members Absent: **Cataldo, Crane**

#23-0916 **Authorizing** additional funds for the Switchgrass and Lane wetland restoration project at

Chichaqua Bottoms Greenbelt, not to exceed \$75,000.

LET THE RECORD SHOW it was moved by Lewis to approve Action Item 23-0916

SECONDED BY Mollenhauer

Vote Yea: **Lewis, Mollenhauer, Altringer**

Members Absent: **Cataldo, Crane**

#23-0917 **Approving** purchase of native grass and wildflower seed in an amount not to exceed \$185,837 for 13 restoration/mitigation banking seeding projects on approximately 250 acres that will be completed between November 2023 and May 2024.

LET THE RECORD SHOW it was moved by Mollenhauer to approve Action Item 23-0917

SECONDED BY Lewis

Vote Yea: **Lewis, Mollenhauer, Altringer**

Members Absent: **Cataldo, Crane**

BOARD DISCUSSION

Director Remarks –

Adam Fendrick has been working with the IADOT to secure a State Recreational Trails Program grant – PCC was awarded \$400,000 to be put towards the Mountain Bike Park as a result of his efforts! Great job Adam!

The ELNS business plan is being worked on with Devon Boes & the Great Outdoors Foundation. Pros Consulting has been hired and it is anticipated that the completed plan will be done by Spring 2024.

Grow Wild is scheduled for this Saturday, 9-16-23 from 10:00 am – 4:00 pm. There will be a greater focus on outdoor recreation/environmental education vs. providing an evening entertainment venue for the public. Live music on the back patio, environmental education activities, an outdoor classroom, and several partners & vendors can be found at this family-friendly event at Jester Park Nature Center.

10-11-23 October PCC Board Meeting – there is a lot on the agenda! There will be a Two Rivers Park presentation from Mid-American Energy. Director Leopold and staff will be giving a summary on the Trails End Mitigation Bank and there will be a Mountain Bike Park review. The design specs/map of the Mountain Bike Park will be presented and discussed. The next Polk County budget cycle is here and Deb Anderson (Polk County Budget Manager) will be invited to speak to the PCC Board about how the budget cycle works.

11-8-23 November PCC Board Meeting – the Sustainability Committee has been working hard and hired Blue Dot to create a Sustainability Plan for PCC. They will be looking at all baselines and future sustainability plans. Blue Dot will be doing a presentation of their findings and recommendations at the November PCC Board Meeting.

Every 3 months Director Leopold and Deputy Director Rankin meet with Polk County leadership to review Bond spending patterns and progress. PCC is looking at doing an additional Bond ask this spring – Kami/Rich are working on spreadsheets to ask for \$5,000,000 - \$7,000,000 from Bond funds to secure capital for current projects that will extend into 2026.

ICON – Fleur Drive site – ICON will want another \$8,500,000 towards the end of the project (2026) so PCC doesn't need to ask for the \$8.5 million in Spring 2024 for additional Bond funds.

Minor Bond Projects – PCC staff submitted over \$700,000 in project requests but PCC only has \$250,000 to distribute. Director Leopold and Deputy Director Rankin will be reviewing and deciding on the final projects in the next few weeks.

Projects in Progress:

In Construction Phase right now:

- Sleepy Hollow
- Athene North Shore at Easter Lake
- Lauridsen Skatepark Parking Lot

2023 Late Fall Bid/Construction in 2024/Open in 2025:

- Single lane bike trails at the Mountain Bike Park
- New Construction/Maintenance/Operations (CMO) shop at Jester Park

Design/Engineering in 2024/Late 2024 Bid Letting/Construction in 2025/Open in 2026:

- ICON Fleur Drive site
- Polk City to High Trestle Trail connection

Director Leopold is planning to design a Gantt chart with project timelines for PCC Board Members to review and will present at the next PCC Board Meeting.

Please note: Infrastructure expenditures are funded first with Bond dollars, then Land Acquisition and Water Quality expenses are funded with Bond dollars later. PCC is currently navigating through building/infrastructure expenditures due to all the projects going on. Then land acquisition expenses and water quality expenses will be addressed. PCC will continue to track the projected pie chart expenditures outlined in the Bond promotion materials, to ensure alignment with public expectations of Bond spending.

Board & Chair Remarks –

Possibly have Oct board meeting at JPNC? With Mid-American Energy presenting it might be better to have it at the Polk County Administration building downtown. A notification for meeting location will be sent out once decided.

CLOSED SESSION
PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in closed session Wednesday, September 13, 2023 at _____ p.m.

MOTION: ***NO CLOSED SESSION***

#23-0918 **MOVED BY** _____ 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.
SECONDED BY _____

VOTE YEA:

Members Absent:

MEMBERS PRESENT:

MOTION: Moved by _____, Seconded by _____ to go back into open session.

VOTE YEA:

The Board returned to open session.

There was no action taken during closed session.

MOTION: Moved by Mollenhauer to adjourn.

VOTE YEA: **Mollenhauer, Altringer**

Members Absent: **Cataldo, Crane, Lewis**

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

Meeting adjourned at **6:54 PM**.