



AGENDA OUTLINE/MINUTES TEMPLATE

June 12, 2024
Fort Des Moines Park, Shelter #3
7200 SE 5th St, Des Moines, IA 50315
5:30 PM

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD (ESTABLISHED 1956)

The Polk County Conservation Board met in person for regular session Wednesday, June 12, 2024. The meeting was called to order at 5:37 p.m.

- #24-0601 **Roll Call**
Members Present: **Altringer, Lewis, Crane, Feltner**
Members Absent: **Mollenhauer**
- #24-0602 **Public Comments**
- #24-0603 **Public Hearing** – Great Western Trail Improvements

At this time, I'm going to open the Public Hearing awarding contract for the plans, specifications, form of contract documents, engineer's estimate, and designating the lowest responsible bidder for the Great Western Trail Improvements project to TK Concrete, Inc. in a contract amount of \$517,511.00 plus a 10% contingency.

Does anyone present have any comments?

If there are no (further) comments, the public hearing is closed.

- #24-0604 **Financial Reports** (pg 3)
- #24-0605 **Policy & Procedure Discussion Topic** – Storm Shelters/Storm Events – ~~PCC Park Rangers Charlie Finch~~ & David Weidt
- #24-0606 **Action on the Minutes of the Previous Meeting(s)** (pg 6)

MOVED BY Crane to approve the May 8, 2024 meeting minutes.

SECONDED BY Feltner

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

Members Absent: **Mollenhauer**

CONSENT AGENDA

- #24-0607 **Approving** bill list.
- #24-0608 **Awarding** the agreement for oak wilt survey at Brown's Woods with Jake's Woods, LLC in an amount not to exceed \$25,000. (pg 11)

- #24-0609 **Awarding** a contract to American Greens for the installation of additional run-out turf and artificial turf at the base area of the Sleepy Hollow Snowflex hill in an amount not to exceed \$72,600.00. (pg 12)

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

SECONDED BY Crane

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

Members Absent: **Mollenhauer**

ACTION ITEMS

- #24-0610 **Approving** the cooperative agreement between Polk County Conservation and the Iowa Department of Natural Resources (DNR) for the Easter Lake shoreline stabilization project, contingent on DNR approval. (pg 15)

LET THE RECORD SHOW it was moved by Lewis to approve Action Item 24-0610.

SECONDED BY Crane

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

Members Absent: **Mollenhauer**

- #24-0611 **Approving** the agreement for design and engineering of shoreline stabilization at Easter Lake with Snyder and Associates in an amount not to exceed \$65,250 plus a 10% contingency. (pg 27)

LET THE RECORD SHOW it was moved by Lewis to approve Action Item 24-0611.

SECONDED BY Crane

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

Members Absent: **Mollenhauer**

- #24-0612 **Awarding** the contract for well installation at Chichaqua Bottoms Greenbelt to Thorpe Water Development Company in a contract amount of \$143,635.48 plus a 10% contingency. (pg 28)

LET THE RECORD SHOW it was moved by Feltner to approve Action Item 24-0612.

SECONDED BY Crane

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

Members Absent: **Mollenhauer**

- #24-0613 **Approving** the purchase of a 79-acre property in the Chichaqua Bottoms Greenbelt from Kent Lehs. (pg 31)

LET THE RECORD SHOW it was moved by Crane to approve Action Item 24-0613.

SECONDED BY Lewis

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

Members Absent: **Mollenhauer**

- #24-0614 **Approving** Personal Leave to Permanent Part-Time employees who work 40+

hours per bi-weekly pay cycle. (pg 33)

LET THE RECORD SHOW it was moved by Lewis to approve Action Item 24-0614.

SECONDED BY Crane

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

Members Absent: **Mollenhauer**

- #24-0615 **Approving** Plans, Specifications, Engineer's estimate and form of Contract for the Great Western Trail Improvements project to TK Concrete, Inc. in a contract amount of \$517,511.00 plus a 10% contingency. (pg 35)

LET THE RECORD SHOW it was moved by Crane to approve Action Item 24-0615.

SECONDED BY Feltner

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

Members Absent: **Mollenhauer**

No: **Lewis**

- #24-0616 **Approving** the Mitigation Rights Purchase Agreement between Sandy Creek Partners, LLC (SCP) and the Polk County Conservation Board (PCC) and authorize the Director to sign said agreement. (pg 102)

LET THE RECORD SHOW it was moved by Crane to approve Action Item 24-0616.

SECONDED BY Feltner

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

Members Absent: **Mollenhauer**

BOARD DISCUSSION

Director Remarks –

Kudos to Doug Sheeley for taking the lead on arranging the Mitigation Banking agreement with Sandy Creek Partners, LLC!

Nature Summit – Oct9 & 10 – will sponsor in some way and host one of the events at JPNC

PCC Board Trails Tour – 6-18-24: 9 AM – 2 PM, start at Brown's Woods

Attending: Crane, Feltner, Lewis, Altringer possibly a little late, will check with Mollenhauer

EV Charging Stations – PCC is required to pay taxes on EV "fuel", PCC needs to start charging the public for electricity and taxes so there will be a board item presented at a future meeting. Polk County currently does not have any EV charging stations.

Sleepy Hollow update – SnowFlex - strong weekend traffic – no safety incidents – weekends higher traffic – temporary concession stand at base of hill successful – permanent solution in the works – June 5th 111 kids from SE Polk enjoyed 2.5 hrs of fun on SnowFlex hill.

Areas for improvement – increase marketing efforts, need more staffing, need more skilled staff to relieve FT & PPT staff, doing ski & snowboard testing soon (Wednesdays), pond needs to be repaired and filled (starting 6-24-24 work will begin to repair it)

Board Remarks –

Altringer – as a Board member truly appreciated invitation to attend all-staff potluck – brought a personal aspect to the event – thanks for all the work to prepare for that day!

After 11 years of Director Leopold not having a review, PCC Board Members gave him a review that took 2.5 hours. This will take care of 2024 and Mollenhauer did a great job compiling the data/input from staff. Things are going really well and there were some areas suggested for increased focused. One thing encouraged is to present more graphically projects that have been accomplished over a timeline. Appreciate organizing tours for PCC Board Members too!

Lewis – Rich hires great people and then gets out of their way! Regarding the pond at SH that is frustrating! Would like to see more projects completed before moving on to new projects. Has received feedback from constituents regarding maybe offering a longer day pass at Sleepy Hollow. Hiring Tammy Palazzo was a great hire for running concessions! We need more gates installed at parks to control after hours activity.

Leopold – regarding 4 Mile Mountain Bike Park – hired contractor who works on established timeline so have constituents

NO CLOSED SESSION

CLOSED SESSION PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in closed session Wednesday, May 8, 2024 at _____ p.m.

MOTION: _____

#24-0617 **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. (pg 36)

SECONDED BY _____.

VOTE YEA: **Lewis, Mollenhauer, Crane, Altringer, Feltner**
Members Absent:

MEMBERS PRESENT: **Lewis, Mollenhauer, Altringer, Crane, Leopold, Rankin, Cook, Stoklasa, McFarlane, no attendees via Webex**

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

VOTE YEA: **(Unanimous) Lewis, Mollenhauer, Crane, Altringer, Feltner**
_____ Members Absent:

The Board returned to open session.

_____ There was no action taken during closed session.



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

VOTE YEA: **(Unanimous) Lewis, Crane, Altringer, Feltner**
Members Absent: **Mollenhauer**

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

Meeting adjourned at 7:40 p.m.