



BOARD MEETING

April 13, 2022

5:30 p.m. – Polk County Administration Bldg., Room 120

111 Court Ave., Des Moines, IA

AGENDA

- 1) **Roll Call**
- 2) **Public Comments**
- 3) **Trail's End Mitigation Bank Presentation/Update – Adam Fendrick**
- 4) **Public Hearing approving plans, specifications, form of contract, engineer's estimate, and designating lowest responsible bidder for the construction of Trails End Mitigation Bank Wetland Restoration project to RW Excavating, LLC in a contract amount of \$7,175,181.06 plus a 5% contingency.**
 - a. **Action** approving plans, specifications, form of contract, engineer's estimate, and designating lowest responsible bidder for the construction of Trails End Mitigation Bank Wetland Restoration project to RW Excavating, LLC in a contract amount of \$7,175,181.06 plus a 5% contingency.
- 5) **New Employee Introduction**
 - a. **Doug Today – Natural Resources Technician**
- 6) **Financial Reports**
- 7) **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.

- 8) **Approving** bill list.
- 9) **Approving** agreement with Polk County Conservation and Coalition 375 to host an international skateboarding competition (The Dew Tour) at the Lauridsen Skatepark.
- 10) **Approving** Renda Electric to upgrade the electrical service at the Easter Lake shop to a 400-amp service in the amount of \$28,500 with a 10% contingency (\$2,850), not to exceed \$31,350.

ACTION ITEMS

- 11) **Approving** the Memorandum of Understanding between Polk County Conservation Board and the Great Outdoors Foundation to provide mutual support to raise private funds in support of the mission of Polk County Conservation through a Quasi-Endowment Fund.
- 12) **Approving** contract with Country Landscapes, Inc. to make repairs to the Jester Park Nature Playscape in a contract amount of \$109,868.88 plus a 20% contingency.
- 13) **Approving** the selection of the recommended consulting firms for the four discipline areas identified to provide bond project professional consulting services to Polk County Conservation for the next 10 years.
- 14) **Approving** the purchase of a 9.4-acre property within Chichaqua Bottoms Greenbelt from the Iowa Natural Heritage Foundation for \$502,653.40.

BOARD DISCUSSION

Director Remarks
Board Chair & Members Remarks

CLOSED SESSION

15) Land Acquisition

ADJOURNMENT

Upcoming Events

- April 20, 2022: PCC All Staff Meeting
- April 21, 2022: GOF Board Meeting, 8:00-10:00 AM
- April 30, 2022: Mayor's Bike Ride (goes through Easter Lake)
- May 7, 2022: Lauridsen Skatepark One-Year Anniversary Event, 11:00 AM – 5:00 PM
- May 11, 2022: PCC Board Meeting, 5:30 PM, Jester Park Nature Center, 12130 NW 128th St, Granger, IA 50109

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



Date

April 13, 2022

Item No.

ACTION

Roll Call No.

22-044a

Submitted by:

**Adam Fendrick
Park Planner**

AGENDA HEADING

Public Hearing approving plans, specifications, form of contract, engineer's estimate, and designating lowest responsible bidder for the construction of Trails End Mitigation Bank Wetland Restoration project to RW Excavating, LLC in a contract amount of \$7,175,181.06 plus a 5% contingency.

INFORMATION:

Conservation has been working with JEO Consulting to develop the Trails End site into a Wetland Mitigation Bank per Section 404 of the Clean Water Act. Plans call for the enhancement, restoration, and development of emergent and forested wetland credits, upland buffer credits, and stream credits. When complete, the Bank will generate approximately \$15M worth of credits available to purchase.

JEO Consultants prepared the construction plans to develop the six wetland basins as part of the Bank with an engineer's estimate of \$8.2M. Plans and specifications were prepared and distributed to bidders on March 7th and advertised in accordance to State Code. Sealed Bids were opened on April 6th where four bidders submitted bids. The lowest responsible bid was from RW Excavating, LLC in amount of \$7,175,181.06. JEO Consultants and staff recommends the Board to accept the bid proposal from RW Excavating, LLC.

FISCAL IMPACT:

Amount:

\$7,175,181.06	Contract Amount
\$ 358,759.05	5% Contingency
\$7,533,940.11	Not to Exceed

Funding Source:

Polk County Conservation Land & Water Legacy Bond (2022)

PREVIOUS BOARD ACTION(S):

Date: September 10, 2020

Roll Call Number: 20-0910 **(Yea – 5)**

Action: Public Hearing approving plans, specifications, form of contract documents, engineer's estimate and designating lowest responsible bidder for the construction of the Trails End Mitigation Bank Stream Restoration project to Keller Excavating, Inc. in a contract amount of \$998,193.50 plus a 10% contingency.

Date: February 13, 2019

Roll Call: 19-0209 **(4 Yea/1 Absent)**

Action: Waiving the Boards purchasing authority and authorizing Director or Deputy Director to sign agreements related to mitigation banking planning.

Date: October 10, 2018

Roll Call: 18-1010 **(4 Yea/1 Absent)**

Action: Approving Master Services Agreements with Impact 7G (HR Green); JEO Consulting Group, Snyder Engineering and WHKS for mitigation banking services and authorizing the Director or Deputy Director to sign said Agreements upon Legal review.

RECOMMENDATION:

Public Hearing approving plans, specifications, form of contract, engineer's estimate, and designating lowest responsible bidder for the construction of Trails End Mitigation Bank Wetland Restoration project to RW Excavating, LLC in a contract amount of \$7,175,181.06 plus a 5% contingency and authorizing the Board chair or his designee to sign said agreement.



ENGINEERING ■ ARCHITECTURE ■ SURVEYING ■ PLANNING

April 7, 2022

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

RE: Trails End Mitigation Bank
Recommendation of Award

Dear Mr. Lawrence:

On April 6, 2022, four (4) bids were received by the Polk County Conservation for the above referenced project.

The low bidder is RW Excavating, submitting a total price of \$7,175,181.06.

Based on our review of the bids received, it is our recommendation to the County Board to accept the low bid and award the contract to RW Excavation at the bid price of \$7,175,181.06.

If you have any questions about the recommendation, please feel free to contact me.

Sincerely,

Daniel Sturm, P.E.
Project Manager

JEO CONSULTING GROUP INC

1909 Dakota Avenue | South Sioux City, Nebraska 68776-2737 | p: 402.494.7019 | f: 402.494.1702

www.jeo.com



Bid Tab

PROJECT | Trails End Mitigation Bank Wetland Restoration

JEO PROJECT NO. | 181163.00

LOCATION | Polk County, IA

LETTING | April 6, 2022 @ 3:00 PM

OPINION OF PROBABLE COST | \$8,316,320.00

Bidder	Total Bid Items	Start Date
RW Excavating Solutions Prairie City, IA	\$7,175,181.06	
C.J. Moyna & Sons, LLC Elkader, IA	\$7,951,514.35	
Wenthold Excavating, LLC Elkhart, IA	\$8,279,867.85	
McAninch Coroporation Des Moines, IA	\$8,621,854.20	



Tab Sheet

PROJECT | Trails End Mitigation Bank Wetland Restoration

JEO PROJECT NO. | 181163.00

LOCATION | Polk County, IA

				RW Excavating Solutions, LLC		CJ Moyna & Sons, LLC		Wenthold Excavating, LLC		McAninch Corp	
BID ITEMS											
Item	Description	Qty.	Unit	Unit Price	Total	Unit	Total	Unit	Total	Unit	Total
1	CLEARING AND GRUBBING	1.1	AC	\$12,000.00	\$13,200.00	\$32,000.00	\$35,200.00	\$30,000.00	\$33,000.00	\$29,580.00	\$32,538.00
2	EXCAVATION, CLASS 10, ROADWAY AND BORROW	315,101	CY	\$4.70	\$1,480,974.70	\$3.20	\$1,008,323.20	\$6.00	\$1,890,606.00	\$10.20	\$3,214,030.20
3	EXCAVATION, CLASS 10, WASTE	124,104	CY	\$13.20	\$1,638,172.80	\$12.10	\$1,501,658.40	\$15.00	\$1,861,560.00	\$15.50	\$1,923,612.00
4	LOCATING TILE LINES	14	STA	\$500.00	\$7,000.00	\$800.00	\$11,200.00	\$1,500.00	\$21,000.00	\$2,600.00	\$36,400.00
5	TOPSOIL, STRIP, SALVAGE AND SPREAD	89,765	CY	\$5.78	\$518,841.70	\$7.00	\$628,355.00	\$10.00	\$897,650.00	\$6.65	\$596,937.25
6	SURFACING, DRIVEWAY, CLASS A CRUSHED STONE	2,279	TON	\$36.54	\$83,274.66	\$32.80	\$74,751.20	\$58.00	\$132,182.00	\$34.00	\$77,486.00
7	APRON, CONCRETE, 18 IN. DIA.	6	EA	\$2,647.50	\$15,885.00	\$3,750.00	\$22,500.00	\$5,500.00	\$33,000.00	\$2,700.00	\$16,200.00
8	CULVERT, CONCRETE ENTRANCE PIPE, 18 IN. DIA.	200	LF	\$48.00	\$9,600.00	\$100.00	\$20,000.00	\$145.00	\$29,000.00	\$380.00	\$76,000.00
9	MANHOLE ADJUSTMENT, MAJOR	1	EACH	\$3,500.00	\$3,500.00	\$5,500.00	\$5,500.00	\$2,500.00	\$2,500.00	\$7,500.00	\$7,500.00
10	SUBDRAIN OUTLET, DR-305	1	EACH	\$456.00	\$456.00	\$775.00	\$775.00	\$2,500.00	\$2,500.00	\$4,145.00	\$4,145.00
11	STORM SEWER GRAVITY MAIN, TRENCHED, POLYVINYL CHLORIDE PIPE (PVC) 12 IN.	608	LF	\$37.04	\$22,520.32	\$78.00	\$47,424.00	\$90.00	\$54,720.00	\$105.00	\$63,840.00
12	ENGINEERING FABRIC	6,510	SY	\$1.06	\$6,900.60	\$3.70	\$24,087.00	\$7.00	\$45,570.00	\$2.35	\$15,298.50
13	REMOVAL OF RECREATIONAL TRAIL	27	SY	\$25.00	\$675.00	\$60.00	\$1,620.00	\$20.00	\$540.00	\$57.00	\$1,539.00
14	RECREATIONAL TRAIL, PORTLAND CEMENT CONCRETE, 6 IN.	27	SY	\$80.00	\$2,160.00	\$140.00	\$3,780.00	\$95.00	\$2,565.00	\$265.00	\$7,155.00
15	PEDESTRIAN CHANNELIZER	90	LF	\$8.00	\$720.00	\$8.00	\$720.00	\$10.00	\$900.00	\$8.00	\$720.00
16	TRAFFIC CONTROL	1	LS		\$6,168.25		\$18,000.00		\$7,000.00		\$6,000.00
17	MOBILIZATION	1	LS		\$250,000.00		\$960,000.00		\$200,000.00		\$851,600.00
18	TRANSPORT AND STOCKPILE CLASS 10 EXCAVATION	315,101	CY	\$7.50	\$2,363,257.50	\$8.60	\$2,709,868.60	\$6.00	\$1,890,606.00	\$3.00	\$945,303.00
19	WATER CONTROL STRUCTURE	1	EA	\$3,221.37	\$3,221.37	\$9,500.00	\$9,500.00	\$5,000.00	\$5,000.00	\$6,500.00	\$6,500.00
20	DITCH LINER	60,044	SF	\$8.14	\$488,758.16	\$10.80	\$648,475.20	\$15.50	\$930,682.00	\$8.70	\$522,382.80
21	TEMPORARY TRAIL	27	SY	\$100.00	\$2,700.00	\$90.00	\$2,430.00	\$150.00	\$4,050.00	\$84.00	\$2,268.00
22	MULCHING	169.7	AC	\$600.00	\$101,820.00	\$450.00	\$76,365.00	\$500.00	\$84,850.00	\$459.00	\$77,892.30
23	NATIVE GRASS SEEDING (INSTALL ONLY)	123	AC	\$150.00	\$18,450.00	\$150.00	\$18,450.00	\$168.00	\$20,664.00	\$153.00	\$18,819.00
24	WETLAND GRASS SEEDING (INSTALL ONLY)	41.2	AC	\$150.00	\$6,180.00	\$150.00	\$6,180.00	\$168.00	\$6,921.60	\$153.00	\$6,303.60
25	SEEDING AND FERTILIZING (RURAL)	4.0	AC	\$150.00	\$600.00	\$1,000.00	\$4,000.00	\$1,150.00	\$4,600.00	\$1,020.00	\$4,080.00
26	SLOPE PROTECTION, WOOD EXCELSIOR MAT	100	SQ	\$35.00	\$3,500.00	\$15.00	\$1,500.00	\$17.00	\$1,700.00	\$15.00	\$1,500.00
27	STABILIZING CROP – SEEDING AND FERTILIZING	168.2	AC	\$100.00	\$16,820.00	\$225.00	\$37,845.00	\$250.00	\$42,050.00	\$229.00	\$38,517.80
28	SILT FENCE	11,400	LF	\$2.40	\$27,360.00	\$1.70	\$19,380.00	\$2.00	\$22,800.00	\$1.70	\$19,380.00
29	REMOVAL OF SOLT FENCE OR SILT FENCE FOR DITCH CHECKS	9,120	LF	\$1.00	\$9,120.00	\$0.05	\$456.00	\$0.10	\$912.00	\$0.05	\$456.00
30	MAINTENANCE OF SILT FENCE OR SILT FENCE FOR DITCH CHECKS	1,140	LF	\$0.50	\$570.00	\$0.05	\$57.00	\$0.10	\$114.00	\$0.05	\$57.00
31	STABILIZED CONSTRUCTION ENTRANCE, EC-303	150	LF	\$71.00	\$10,650.00	\$90.00	\$13,500.00	\$65.00	\$9,750.00	\$75.00	\$11,250.00
32	PERIMETER & SLOPE SEDIMENT CONTROL DEVICE, 12 IN. DIA.	12,820	LF	\$3.50	\$44,870.00	\$2.50	\$32,050.00	\$2.80	\$35,896.00	\$2.50	\$32,050.00
33	REMOVAL OF PERIMETER AND SLOPE OR DITCH CHECK SEDIMENT CONTROL DEVICE	10,255	LF	\$1.00	\$10,255.00	\$0.25	\$2,563.75	\$0.35	\$3,589.25	\$0.25	\$2,563.75
34	MOBILIZATIONS, EROSION CONTROL	1	EA	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$555.00	\$555.00	\$510.00	\$510.00
35	MOBILIZATIONS, EMERGENCY EROSION CONTROL	1	EA	\$5,000.00	\$5,000.00	\$3,000.00	\$3,000.00	\$835.00	\$835.00	\$1,020.00	\$1,020.00
TOTAL BID ITEMS					\$7,175,181.06		\$7,951,514.35		\$8,279,867.85		\$8,621,854.20

2021- 2022 Revenue Budget
- as of 3/31/22 (75.07% of budget year expired)

UNIT #	UNIT	Revenue Budget	Total Revenues Received	Balance Due	% Received
General - Fund 1					
0212	Conservation Infrastructure	\$ -	\$ -	\$ -	0.0%
0213	Equipment	\$ 5,000	\$ 35,671	\$ (30,671)	713.4%
6006	Environmental Ed	\$ 100,000	\$ 80,675	\$ 19,325	80.7%
6009	Natural Resources	\$ 72,000	\$ 124,886	\$ (52,886)	173.5%
6101	Administration	\$ 402,000	\$ 82,005	\$ 319,995	20.4%
6103	Community Outreach	\$ -	\$ -	\$ -	0.0%
6104	Conservation Grants	\$ 254,000	\$ 58,774	\$ 195,226	0.0%
6110	Parks Advocacy Unit	\$ 672,500	\$ 513,965	\$ 158,535	76.4%
6118	Fleet Services	\$ 10,000	\$ 3,166	\$ 6,834	
6119	Construction/Maint.	\$ -	\$ 10,387	\$ (10,387)	0.0%
6124	Equestrian Center	\$ 225,000	\$ 125,500	\$ 99,500	55.8%
Sub-Total - General Fund 1		\$ 1,740,500	\$ 1,035,029	\$ 705,471	59.5%
Conservation Special Projects- Fund 6					
6125	JP Lodge	\$ 100,000	\$ 77,190	\$ 22,810	0.0%
6126	Mitigation Banking	\$ -	\$ 418,424	\$ (418,424)	0.0%
6127	Miscellaneous	\$ 1,000	\$ 7,870	\$ (6,870)	787.0%
6128	Cabins	\$ 110,000	\$ 112,628	\$ (2,628)	102.4%
6129	Laurisden Skatepark	\$ 2,000	\$ 30,959	\$ (28,959)	0.0%
Sub-Total - General Fund 6		\$ 213,000	\$ 647,071	\$ (434,071)	303.8%
REAP - Fund 26					
0211	Resource Enhancement	\$ 111,000	\$ 115,808	\$ (4,808)	104.3%
Reserve - Fund 50					
0210-0214	Special Projects	\$ -	\$ -	\$ -	0.0%
Bond - Fund 51					
0210	Water & Land Dev & Trails	\$ 320,000	\$ 323,377	\$ (3,377)	101.1%
Conservation Enterprises - Fund 286					
6121	Golf Course	\$ 304,000	\$ 372,737	\$ (68,737)	122.6%
Sub-Total - Enterprises Fund 286		\$ 304,000	\$ 372,737	\$ (68,737)	122.6%
Grand Total - Conservation		\$ 2,688,500	\$ 2,494,022	\$ 194,478	92.8%

2021 - 2022 Expense Budget
- as of 3/31/22 (75.07% of budget year expired)

UNIT #	UNIT	Expense Budget	Total Expended	Balance Remaining	% Expended
General - Fund 1					
0212	Conservation Infrastructure	\$ 400,000	\$ 316,755	\$ 83,245	79.2%
0213	Equipment	\$ 280,000	\$ 213,776	\$ 66,224	76.3%
6006	Environmental Ed	\$ 708,752	\$ 430,645	\$ 278,107	60.8%
6009	Natural Resources	\$ 1,104,160	\$ 807,999	\$ 296,161	73.2%
6101	Administration	\$ 1,052,171	\$ 970,985	\$ 81,186	92.3%
6103	Community Outreach	\$ 212,372	\$ 132,884	\$ 79,488	62.6%
6104	Conservation Grants-2018 Flood	\$ 193,000	\$ 50,562	\$ 142,438	0.0%
6110	Parks Advocacy Unit	\$ 1,370,883	\$ 930,448	\$ 440,435	67.9%
6118	Fleet Services	\$ 538,046	\$ 449,391	\$ 88,655	83.5%
6119	Construction/Maint.	\$ 691,364	\$ 518,603	\$ 172,761	75.0%
6124	Equestrian Center	\$ 610,594	\$ 492,477	\$ 118,117	80.7%
Sub-Total - General Fund 1		\$ 7,161,342	\$ 5,314,525	\$ 1,846,817	74.2%
6125	JP Lodge	\$75,000	\$4,091	\$70,909	5.5%
6126	Mitigation Banking	\$0	\$6,625	(\$6,625)	0.0%
6127	Miscellaneous	\$25,000	\$8,687	\$16,313	34.7%
6128	JP Cabins	\$61,028	\$46,881	\$14,147	76.8%
6129	Laurisden Skatepark	\$100,000	\$112,403	(\$12,403)	0.0%
Sub-Total - General Fund 6		\$261,028	\$178,687	\$82,341	68.5%
General Supplemental - Fund 2					
All Units	Benefits (IPERS/FICA/Ins, Etc.)	\$ 1,524,848	\$ 1,087,224	\$ 437,624	71.3%
Risk Management - Fund 3					
6100	Insurance, Med., Work. Comp.	\$ 35,000	\$ 68,504	\$ (33,504)	195.7%
REAP - Fund 26					
0211	Resource Enhancement	\$ 107,069	\$ 5,850	\$ 101,219	5.5%
Reserve - Fund 50					
0210-0214	Trails, Special Projects	\$ -	\$ -	\$ -	0.0%
Bond - Fund 51					
0210	Water & Land Dev & Trails	\$ 2,524,641	\$ 2,222,695	\$ 301,946	88.0%
Conservation Enterprises - Fund 286					
6121	Golf Course	\$335,000	\$103,881	\$231,119	31.0%
Sub-Total - Enterprises Fund 286		\$ 335,000	\$ 103,881	\$ 231,119	31.0%
Grand Total - Conservation		\$ 11,948,928	\$ 8,981,366	\$ 2,967,562	75.2%

PCWLL EXPENDITURES AS OF :

March 31, 2022

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)	\$ -
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	\$ 504,608	\$ 1,066,422	\$ 204,745	\$ 176,032	\$ (209,981)	\$ 1,237,218	\$ 84,712	
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	\$ 488,280	\$ 121,539	\$ 20,500	\$ 8,052	\$ (3,002)	\$ 147,089	\$ (0)	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	\$ 97,987	\$ -	\$ -	\$ 268,927	\$ -	\$ 268,927	\$ 0	
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	\$ 706,624	\$ 1,303,352	\$ 8,219	\$ -	\$ -	\$ 1,311,571	\$ 200,019	
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

PCWLL EXPENDITURES AS OF :

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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	\$ 267,385	\$ 245,256	\$ 78,383	\$ 797,503	\$ (173,200)	\$ 947,942	\$ (26,304)	
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	\$ 1,378,389	\$ -	\$ 26,950	\$ 1,022,171	\$ (59,416)	\$ 989,704	\$ 468,442	
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	\$ -	\$ -	\$ 1,133,815	\$ -	\$ 189,775	\$ 1,709,070	\$ (170,900)	\$ 1,727,945	\$ (23,442)	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

PCWLL EXPENDITURES AS OF :

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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	\$ -	\$ 6,162	\$ 62,447	\$ -	\$ 68,609	\$ 11,303	
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	\$ -	\$ -	\$ -	\$ -	\$ 57,738	\$ 146,389	\$ (71,070)	\$ 133,057	\$ 254,510	
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	\$ -	\$ -	\$ 60,181	\$ -	\$ 60,181	\$ (5)	
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	\$ -	\$ -	\$ 259,203	\$ -	\$ 10,800	\$ 248,403	\$ -	\$ 259,203	\$ -	
C20-6344	MALLY'S/RANKIN	\$ -	\$ -	\$ 2,652	\$ -	\$ -	\$ 2,652	\$ -	\$ 2,652	\$ -	
C20-6346	JESTER PARK CAMPGROUND #1 IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
C20-6349	COPPER CREEK	\$ -	\$ -	\$ 301,972	\$ -	\$ -	\$ 301,972	\$ (6,691)	\$ 295,281	\$ 6,691	
C20-6351	EASTERN MOUNDS	\$ -	\$ -	\$ 35,200	\$ -	\$ -	\$ 35,200	\$ -	\$ 35,200	\$ -	
C20-6352	HTT TO POLK CITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6000-6000	\$ -	\$ -	\$ -	

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LAND ACQ.	LAND ACQUISITIONS	\$ -	\$ -	\$ 4,107,636	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,231,913	
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	\$ 36,650,847	\$ 7,068,122	\$ 21,395,840	\$ (17,269,582)	\$ 47,845,228	\$ 2,521,227	\$ -

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

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in person for regular session Wednesday, March 9, 2022. The meeting was called to order at 5:35 p.m.

- #22-0301 Roll Call
Members Present: **Crane, Lewis, Mollenhauer (ZOOM), Altringer**
Members Absent: **Cataldo**
- #22-0302 Public Comments
- #22-0303 Solar Energy Power Purchase Agreement (PPA) Presentation – PCC Sustainability Committee member Adam Fendrick
- #22-0304 New Employee Introduction
a. Jessica Lown – Community Outreach Supervisor
- #22-0305 Financial Reports
- #22-0306 **MOVED BY Mollenhauer** to approve the February 9, 2022 meeting minutes.
Vote Yea: **Crane, Mollenhauer (ZOOM), Lewis, Altringer**
Members Absent: **Cataldo**

CONSENT AGENDA

- #22-0307 **Approving** bill list.
- #22-0308 **Approving** the 2021 Polk County Conservation Annual Report.
- #22-0309 **Recommending** to the Polk County Board of Supervisors to approve a Temporary Easement for construction and construction-related activities to the City of Des Moines for the Easton Boulevard reconstruction - E. 33rd Street to Fourmile Creek on land known as the Fourmile Creek Greenway.
- #22-0310 **Authorizing** transfer of additional properties from the City of Des Moines to Polk County Conservation ownership within the Fourmile Creek Greenway following guidelines and restrictions set forth in the previously approved Fourmile Creek Greenway Management and Maintenance Agreement and 44 CFR part 80.19.

LET THE RECORD SHOW it was moved by **Altringer, Lewis 2nd** to approve the consent agenda.
Vote Yea: **Mollenhauer (ZOOM), Lewis, Crane, Altringer**
Members Absent: **Cataldo**

ACTION ITEMS

N/A

BOARD DISCUSSION

Director's Remarks

Rich Leopold – Kami would you like to start?

Kami – Dew Tour – can't announce dates yet – **HANDOUT** – 2021 Dew Tour Sustainability Report
Last year when the Dew Tour was in town it operated like a well-oiled machine – they brought a sustainability team and do this process every place they go. PCC received the report last month – the Dew Tour won the BizBash Style Award for Best Sustainability Program of 2020 – this is a worldwide event show and the report goes through every single thing they did to practice sustainability. Hopefully many of our future events can incorporate lots of these initiatives.

Rich – Next month is the RFQ process – as the first bond passed in 2012, PCC went through a process where firms were solicited to submit RFQ's and then pre-approved. By doing this, PCC could use those firms going forward without having to do bids on every project. Now that the 2021 Bond has passed PCC is doing the same process again. RFQ's were due today and Kami received all that were submitted. Communication will be sent out to staff for review and recommendations will be presented in April.

Trail's End Mitigation Bank – Adam is shining on this project! Good things are happening – PCC entered an agreement with the DOT for soil to save us \$3,000,000. The cost of restorations have skyrocketed, however, and there are lots of moving pieces. Adam and Rich are putting together a narrative on how things will move forward.

Rich – 5 Year Staffing Plan – when Rich first came on as Deputy Director then as Director, he did a staffing review and evaluated/made changes. Existing departments at the time included NR, CMO, and Law Enforcement so a Parks Division was created which encompassed Law Enforcement. For this next phase of staffing changes, PCC will be creating a Leisure Services unit. 1/3 of PCC's mission is outdoor recreation, but right now all divisions share responsibility for ensuring "leisure services" are handled successfully. Now that PCC has Lauridsen Skatepark & Sleepy Hollow the focus is even more magnified on leisure services and it has been determined that designated staff are necessary to keep things on track, on time, and running smoothly. Current revenue projections are estimated to make \$350,000 in the first year. Currently, PCC's total annual revenue is at \$1,000,000, but we anticipate generating around \$1,500,000 soon after Sleepy Hollow is fully under PCC's operation. Leisure Services can help with the kickoff. Additional staff have been requested and approved by the Polk County BOS for the Leisure Services unit: 2 FTE – Leisure Services Division Manager and a FTE Leisure Services Operations Technician. There are additional staff requests in the 5-7 Year Staffing Plan and Rich/Kami will be working with Polk County HR on those.

2022 Budget Decision Package Proposed to Polk County BOS – most of the proposed increases/staff requests were approved which resulted in the best outcome in the history of

County Conservation Boards! Requests approved:

- 2 FT Leisure Services positions (Sleepy Hollow), 1 FT Water Quality Coordinator (water trails, DNR partnerships, facilitating studies), 5% across-the-board increase on Services, Supplies & Extra Help – PCC hasn't had an inflationary increase in a long time.

Lewis – 5% is in line with what's been done with Polk bargaining units – they usually get an increase and we don't so this is good!

- Paid internships will be scattered throughout PCC's multiple departments.

Ryan – this is in addition to the thing we do with Drake University/Keith Summerville? Rich – Yes.

- Fleet normally gets \$280,000/year to help with equipment needs. Now that we need to switch to EV – got a \$40,000 increase approved which equals \$320,000/year.
- Easter Lake North Shore Project was awarded \$1,000,000 by the Polk County BOS.
The Easter Lake North Shore Campaign Leadership Team has a huge donation ask into the Iowa Governor's Office – \$3,800,000 has currently been raised – need to get to \$6,800,000 – may overshoot goal so need to create endowment for EL programming.
- Lauridsen Skatepark – PCC leadership knew that there would be phases to finish it – Snyder & Associates schematics contained around \$500,000 in additional improvements to the Skatepark. Polk County BOS approved \$500,000 to do these improvements (which will probably only cost around \$400,000 so there might be extra funds left over).
- Trestle to Trestle Bridge – \$250,000 approved to complete the funding gap for replacing the Trestle to Trestle Bridge since FEMA funding didn't come through.

Capital Improvement Requests denied:

- The Ape Trust fence was not approved – next month we would like to have a conversation on the Ape Trust land in Closed Session (April 13, 2022 PCC Board Meeting)

Jill – Do we get to keep all revenue from Leisure Services Division?

Rich – No – we have been awarded 4 FTE positions to be hired in next 2 years – the projected revenue (\$350,000) from Sleepy Hollow will pay for all four positions. Any revenue shortfalls past \$350,000 will have to be negotiated with the BOS.

The Leisure Services manager will help us manage third party vendor contracts – Jester Park Golf Course/Jester Park Lodge/Easter Lake Concessions & Rentals. The Equestrian Center operations will also be moved under the Leisure Services division.

Endowment with GOF – next month you will see an action item on the PCC Board Meeting agenda regarding the creation of an endowment. An endowment has been in the works since the construction of the Jester Park Nature Center. It was planned that extra money from the Jester Park Nature Center would fund an endowment for the Nature Center. Three years have passed – now PCC is looking at what an endowment would look like for the whole organization. Seed money already retained: \$1,500 Friends of Jester Park donations, \$4,500 Jester Park leftover money, \$30,000 from Easter Lake, \$60,000 from Jester Park Nature Center. PCC needs to decide what the goals are and build the endowment until it reaches a certain level. Rich is working on how this will operate.

BOND – **HANDOUT** – sent with Director's Remarks – PCC staff have been doing a lot of internal discussion on the first Bond \$ distribution request to Polk County Bond Council. \$21,000,000 has been determined as an appropriate amount for the first PCC distribution request, which will be

submitted tomorrow morning. If approved, PCC will get the money in May.

\$21,000,000 Breakdown:

- Sleepy Hollow \$3,500,000 (assuming \$5,000,000 total price tag = (\$1,750,000 land acquisition + \$1,750,000 capital improvements). There will also be a \$1,500,000 campaign (will need to raise funds for the campaign). As the ELNS project comes to a close we can start another fundraising campaign – has to be now – come winter of 2022, Rick & Mary Platt are done so we have to operate the winter sports at Sleepy Hollow.
- Chichaqua Bottoms Greenbelt improvements - \$1,000,000 - purchasing Speck property – potential location of a visitors center/campgrounds/bison herd relocation (PCC will have 2 years to spend the money).

Jill – What if we don't spend the money in time?

Rich – Polk County gets penalized financially – Deb Anderson and other Polk County staff are involved with planning the Bond \$ distribution schedule.

PCC can do a distribution request that would need to be spent in three years but it is better financially if PCC does a request every two years (save on administrative costs).

- ICON (water trails) – \$1,500,000 – a total of \$10,000,000 to go directly from PCC to ICON with an agreement of owning or managing whatever PCC is involved in for water trails – what will this look like? More direction is starting to form and the focus has been switched from the Center St dam area (Women of Achievement Bridge) to the Fleur site (soccer stadium future site/Hubbell Development at old brownfield site). This site will most likely have a major water trails facility (large concession building/bathrooms) which could potentially cost upwards of \$20,000,000. The ICON committee wants our PCC bond money to start that process. PCC is aligned with that but we have to own/manage whatever we pay for so what operations interest will we have as that moves forward? \$1,500,000 will go towards design/engineering, but the other \$8,500,000 will go towards...?
- PCC water trails – Submitting \$1,000,000 ask with first request. \$5,000,000 total price tag for our direct involvement.
- Yellow Banks Park Cabins – \$1,000,000 with a \$500,000 fundraising campaign. This will not be an all-out fundraiser – it might consist of some larger naming opportunities and that's it.
- Capital improvements & minor bond projects – \$2,000,000 - there are several projects in the parks right now that need addressing. These include trail & road improvements, shower house improvements, pit latrine replacements, etc.
- Copper Creek Mountain Bike Trail – \$1,000,000 (the ask was \$750,000 but conversations with the City of DSM revealed that they are not doing trailhead improvements, so we asked for the land (which they approved) and then allocated \$ for a modern bathroom which is estimated to cost \$250,000 and will be located at the trailhead.
- Broadway to Neil Smith Trail – \$2,500,000 - the Broadway Trail is happening! The Gay Lea Wilson Trail intersects with the Chichaqua Valley Trail just north of NE Broadway Ave. PCC plans to create a connection from the Neil Smith Trail that will run south of the Bridgestone Firestone plant then go along NE Broadway until it connects with the Gay Lea Wilson trail. This trail connection is projected to cost \$2,500,000. There is currently a

four mile section of the Neil Smith trail between where the City of Des Moines ends management and the US Army Corps of Engineers begins management that the DNR is in charge of managing. The DNR has neither the funds nor the resources to manage it and it is in extreme disrepair. PCC was informed recently that the USACE is taking over that four mile section and will begin to make the necessary repairs so that will be a cost savings for the project.

- High Trestle Trail to Polk City - \$1,500,00 – Polk City wants a connection to the High Trestle Trail.
- Natural Resources - \$1,000,000
- Water Quality - \$1,000,000
- Land Acquisition – \$4,000,000 - some land is being held by INHF and PCC is expected to liquidate those properties as we get bond \$. PCC is trying to plan \$2,000,000/yr for 10 years for future acquisitions (Brenton slough, etc).

Cassie Cook/Amanda Brown/Doug Sheeley are great at finding \$ for restorations!

\$21,000,000 Total – PCC has to spend this amount in two years! Rich feels this is a safe amount for the first distribution.

Jill – it seems way too easy to spend \$21,000,000! I still don't see a trail from JPNC to Granger yet!

Rich – we could possibly build through Brenton slough on an old railway bed.

Jill – to your point there's 10 years to spend the \$65,000,000 which equals \$6,500,000/year but PCC is taking \$21,000,000 for the first distribution? Are we sure this is the right way to proportion this?

Rich – the same kind of discussion happened 10 yrs ago with the previous bond. There were lots of infrastructure/capital campaign projects that were ready to go at that time and then Trails were gradually worked on over the remainder of the 10 years. PCC is probably not going to have a Sleepy Hollow project 10 yrs from now...

Jill – we don't know that! We didn't know we would be doing this five yrs ago....

One nice thing about shifting money around – partners like INHF can be utilized to work within a two year timeframe.

Rich – if anything is inflated on the strategic plan it's the land acquisition amounts. We still have the expectation of PCC needing to spend a significant amount even if investors/partners help with land acquisition costs.

Doug – PCC will be getting an appraiser to determine land acquisition starting points and what we can afford to keep or not keep in the plan.

Rich – PCC desires ARPA money to buy Brenton slough which would offset the amount allocated but we don't know if we'll get any of that. Thoughts/concerns about the overall plan? I wanted to put the plan before the PCC Board for feedback.

Lewis – let's roll with it and see how it goes – Chichaqua Bottoms Greenbelt is a great area – the opportunity to obtain Brenton slough is not to be missed!

Jill – we can do \$21,000,000 but we have fantastic financiers to find grants/\$ - should we be putting more emphasis on finding leverage money and reduce our first request amount? It's just a lot of money...often a project will cost us \$1,200,000 but by the time we figure out

grants/leverage funding we can reduce our initial PCC investment to less than a million...so can we leverage the money better and reduce the first request amount?

Lewis – this is just a pie in the sky request, right?

Jill – no - if we ask for this amount, this is what we get. This first request includes the consideration of leveraged funds.

Ryan – these are good stories to tell and get us good publicity.

Rich – once the Bond is approved people start to expect good stories and action right away.

Lewis – maybe we need to pat ourselves on the back a little bit more – let's have better advertising to promote what we've done vs just a headline in the Des Moines Register...

Jill – is it public knowledge that PCC is considering the purchase of Brenton slough?

Rich – people are talking already and there are 20 different individuals involved with the transaction. Once these individuals started having mass meetings word has gotten out.

Ryan – regarding the current legislation being proposed to halt land acquisition for public use – do we have an idea on what direction the legislation is going?

Rich – I think it is dead in the House of Representatives.

Ryan – \$4,000,000 will buy a lot less if this legislation goes through, or it will buy a lot more if we can find land owners to sell it to PCC at the proposed discount!

Rich – concerning the overall list of projects we just went through - we talked about these at the PCC Board Strategic Planning Retreat and wanted to make sure board members were aware of the final requested amount. I told Deb Anderson that we would give her the final number Thursday morning (3-10-22).

Ryan – ok – if anyone has anything else, text Rich at 3 am with any additional thoughts! ☺

Board & Chair Remarks – see above

CLOSED SESSION

#22-0311 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, Mollenhauer (ZOOM), Altringer, Lewis**
Members Absent: **Cataldo**

Closed Session: Katie Stoklasa, Rich Leopold, Kami Rankin, Ryan Crane, Cassie Cook, Doug Sheeley, Greg Lewis, Jill Altringer, Natalie McFarlane, Pam Mollenhauer, Kate Clark

Action on closed session:

Moved by Altringer to return to open session.
Vote Yea: **Crane, Lewis, Mollenhauer (ZOOM), Altringer**
Members Absent: **Cataldo**

Adjournment - Meeting adjourned at 6:56 p.m.

	Date	April 13, 2022
	Item No. Roll Call No. Submitted by:	CONSENT 22-0409 Kami Rankin Deputy Director

AGENDA HEADING:

Approving agreement with Polk County Conservation and Coalition 375 to host an international skateboarding competition (The Dew Tour) at the Lauridsen Skatepark.

INFORMATION:

Polk County Conservation, in conjunction with Catch Des Moines and Skate DSM, worked collaboratively with representatives from The Dew Tour last spring to host their Olympic-qualifying event at the Lauridsen Skatepark shortly after the park's grand opening. Despite having to carefully navigate this event through the COVID pandemic, it was a smashing success and definitely put the Lauridsen Skatepark on the map globally.

Polk County Conservation would like to once again partner with the agencies mentioned above, along with Coalition 375 (The Dew Tour) to host another upcoming event. Specific dates and details will be announced at a later time as part of a joint media event.

The Dew Tour is responsible for the majority of details related to their event(s). Polk County Conservation agrees to provide the venue (Lauridsen Skatepark) during their requested dates and assist with communications/marketing.

FISCAL IMPACT:

Amount: \$8,000+ (profits from facility rental and revenue sharing opportunities)

Funding Source:

PREVIOUS BOARD ACTION(S): None

RECOMMENDATION:

Approving agreement with Polk County Conservation and Coalition 375 to host an international skateboarding competition (The Dew Tour) at the Lauridsen Skatepark and authorizing the Director or his designee to sign the agreement and all related documents.

**Date**

April 13, 2022

Item No.**CONSENT****Roll Call No.****22-0410****Submitted by:****Kenneth Young
Fleet Coordinator****AGENDA HEADING:**

Approving Renda Electric to upgrade the electrical service at the Easter Lake shop to a 400-amp service in the amount of \$28,500 with a 10% contingency (\$2,850), not to exceed \$31,350.

Information:

Polk County Conservation has recently established a Sustainability Initiative. Within this initiative is the goal for our fleet of light duty vehicles to be replaced with electric vehicles by 2030. To achieve this goal, there is a need to upgrade some facilities to handle the extra load of charging these vehicles. The Easter Lake shop currently has a 100-amp service. In order to cover the charging needs of soon-to-arrive vehicles and future vehicles, it is recommended to increase the size of the electrical service to 400-amp. Two quotes were secured and both are included with this write-up.

Bid Results:

Company	Bid
Renda Electric	\$28,500
Vision Electric	\$33,174

FISCAL IMPACT:

<u>Amount:</u>	\$28,500	Contract Amount
	\$2,850	10% Contingency
	\$31,350	Not to Exceed

Funding Source: 2022 Polk County Water & Land Legacy Bond

PREVIOUS BOARD ACTION(S): NA

RECOMMENDATION:

Approving Renda Electric to upgrade the electrical service at the Easter Lake shop to a 400-amp service in the amount of \$28,500 with a 10% contingency (\$2,850), not to exceed \$31,350, and authorizing the Director or his designee to sign contract and all related documents.



March 30,2022

Attention: Kenneth Young – Fleet Coordinator

RE: Polk County Conservation.

We appreciate the opportunity to submit this electrical proposal for your consideration based on our conversations and walk through at Easter Lake Park.

Scope of work:

- Bore new 1 Phase 400-amp feeds from transformer in rangers' yard to East side of shop.
- Add (1) 1 Phase 400-amp meter and disconnect center of building on East side of shop.
- Add (1) 1 Phase 400-amp MDP inside shop on East wall with breakers.
- Add (2) 3" HDPE conduits and (2) sets of 250 MCM Aluminum to transformer.
- Add (2) 1 Phase 100-amp single phase charging station circuits East wall.
- Add (1) 1 Phase 50-amp single phase welder outlet East center wall.
- Add (1) 1 Phase 100-amp feeder from MDP in break room to existing panel.
- Remove existing meter socket when new service is energized.

Notes:

- Quote is quoted after frost is out of ground.
- We have excluded any sod or grass repair.

BASE BID:

\$28,500.00

Conditions:

Proposed work will be done during our normal working hours between 7AM and 5PM and is based on 8-hour days with no overtime. The prices contained herein are valid for 15 days from date of quotation.

Thank you for the opportunity to be of service to you. We at Renda Electric sincerely appreciate your business. If there is any additional information that you would like concerning this quotation, please do not hesitate to call me at 515-418-0409. I look forward to working with you on this project.

Sincerely,

Steve Williams

Operations Manager

1305 SW 37th St

Grimes, IA 50111

Office: (515) 259-9347

Cell : (515)-418-0409

Fax: (515) 224-3993

www.RendaElectric.com

swilliams@RendaElectric.com



ELECTRICAL PROPOSAL

PHONE: 515-957-9370 FAX: 515-957-9376
3300 HENRY STREET SW SUITE 5, BONDURANT, IA 50035

PROJECT NAME: POLK COUNTY CONSERVATION
MAINT BLD 400 AMP SERVICE
EASTER LAKE

BID DATE: 02/22/2022

PROJECT LOCATION: DES MOINES, IOWA

TERMS: STD

VISION ESTIMATOR: Jeff Van Houten
515-240-3786

TO: KEN YOUNG

Inclusions:

BORING OF CONDUIT FROM NEW TRANSFORMER AND BASE TO NW CORNER OF MAINT BUILDING
400 AMP 1 PHASE SERVICE WIRE FROM TRANSFORMER TO MAINT BUILDING
400 AMP 1 PHASE UNDERGROUND METER SOCKET WITH MAIN CIRCUIT BREAKER
GROUNDING PER N.E.C.
400 AMP 1 PHASE FEED FROM METER/MAIN TO 400 AMP PANEL LOCATED APPROX IN THE CENTER OF
MAINT BAY EAST WALL
100 AMP 1 PHASE CIRCUIT FROM NEW PANEL TO EXISTING PANEL LOCATED IN BREAK ROOM SOUTH WALL
100 AMP 1 PHASE CIRCUIT FOR ELECTRIC TRUCK CHARGER IN SOUTH TRUCK BAY EAST WALL
100 AMP 1 PHASE CIRCUIT FOR ELECTRIC TRUCK CHARGER ON EAST EXTERIOR WALL, SOUTH END
50 AMP 1 PHASE WELDER OUTLET LOCATED WEST WALL, NORTH OF THE NORTH TRUCK BAY
PERMITS AND FEES

Exclusions:

ANY TRUCK CHARGERS
ANY POWER COMPANY CHARGES
ANY ENGINEERED DRAWINGS OR DESIGN
ANY O.T. WAGES
ANY FINAL GRADING OR SEEDING
ANY TAXES

BASE BID: \$ 33,174.00

The Vision Electric team thanks you for your consideration of our proposal.

Please note all information above is confidential and exclusive to the party to whom it is furnished by Vision Electric. It is expected that it will not be shared with any parties not specifically approved by Vision Electric.

All proposals are good for 30 days (with the exception below) after the above listed bid date, at which time they would need to be re-evaluated for any pricing cost changes.

Any unforeseen cost increases directly associated with the CORONAVIRIS national emergency would also be cause for possible additional fees being added to this proposal. This could also affect material availability, lead times and completion schedule extensions. Thank you for your understanding in this challenging time.

	Date	April 13, 2022
	Item No. Roll Call No. Submitted by:	ACTION 22-0411 Richard Leopold Director

AGENDA HEADING:

Approving the Memorandum of Understanding between Polk County Conservation Board and the Great Outdoors Foundation to provide mutual support to raise private funds in support of the mission of Polk County Conservation through a Quasi-Endowment Fund.

INFORMATION:

Polk County Conservation Board and the Great Outdoors Foundation have established an excellent working relationship since GOF's inception in 1995, and revitalization in 2005 when they changed their name from Conservation Foundation for Polk County to Great Outdoors Fund. Their final (and current) name change came in 2013.

Since 2018, our two organizations have operated under a separate Memorandum of Understanding (MOU) for fundraising and Friends membership. This MOU has proven to be an effective and efficient way to raise funds for various Polk County Conservation (PCC) projects and initiatives such as the Jester Park Nature Center, Easter Lake North Shore, and PCC Friends programs.

The proposed MOU has been established as a quasi-endowment fund for the direct benefit of PCC. The endowment shall be held and administered by GOF. PCC will deliver an initial contribution to the endowment (approx. \$60,000) that consists of funds from existing programs housed within GOF (Easter Lake Bridge Plaques, Friends programs) and remaining balance from the Jester Park Nature Center project. Income that arises from the endowment and future contributions from PCC and other persons/entities will be subject to the provisions of this MOU. PCC and GOF shall jointly work to grow the endowment with a goal of generating \$10M in fund assets. During each 12-month period (Jan.-Dec.), 5% of the income earned can be requested by PCC. PCC can add the income back into the Fund or use the funds to support activities, programming, operations, improvements, maintenance of buildings and grounds, and programming.

GOF agrees to the following annual administrative fees for managing the Fund.

Minimum annual fee:	\$250.00
Assets up to \$1M:	1.0%
The next \$1M:	.5%
The next \$3M:	.25%
Assets over \$5M:	.125%
Assets over \$10M:	.0625%

FISCAL IMPACT:

Amount: \$10M fundraising goal (potential for \$50K revenue annually if goal is met)

Funding Source: PCC/GOF fundraising activities and initiatives

PREVIOUS BOARD ACTION(S):

Date: December 9, 2015

Roll Call: 15-1223 **(4 Yea; 1 Absent)**

Action: Approved Memorandum of Understanding with the Great Outdoors Foundation and Board Chair is directed to execute said MOU. (Fundraising & Friends Membership MOU)

RECOMMENDATION:

Approving the Memorandum of Understanding between Polk County Conservation Board and Great Outdoors Foundation to provide mutual support to raise private funds in support of the mission of Polk County Conservation through a Quasi-Endowment Fund and authorizing the Board Chair or his designee to sign said agreement.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
POLK COUNTY CONSERVATION BOARD
AND
GREAT OUTDOORS FOUNDATION**

WHEREAS, the Polk County Conservation Board (PCCB) and the Great Outdoors Foundation (GOF) have entered into a Memorandum of Understanding to provide mutual support to raise private funds in support of the mission of Polk County Conservation and to provide high quality, healthy living for Polk County through expanded open space, restored landscapes, greater recreation, and outdoor educational opportunities; and

WHEREAS, the Great Outdoors Foundation is an Iowa nonprofit corporation (501c3) and has financially supported Polk County Conservation and served as the depository for donor funds for Polk County Conservation; and

WHEREAS, it is desirable by both parties to maintain a portion of funds to be used in establishing a Quasi-Endowment Fund (Fund) for the direct benefit of Polk County Conservation.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and agreements herein set forth, the parties agree as follows:

- I. **Fund Management:** The Fund shall be held and administered by the GOF. A majority of the GOF Board qualified to participate in an action or decision of the Board shall control the distribution of interest earnings on an annual basis. Any request for use of the principal balance shall require two-thirds approval by the GOF board and four-fifths of the PCCB. See Exhibit C attached.
- II. **Contributions to the Fund:** PCCB hereby delivers to the GOF the initial contribution to the Fund as set forth in Exhibit A. The Fund Property shall be comprised of the initial contribution to the Fund, any income to arise from the Fund, and any additional contributions from PCCB or any other person and/or entity, subject to the provisions of this Agreement.
- III. **Investment:** The initial investment into the Fund shall be dictated by Polk County Conservation.

The GOF shall control and direct, the investment of the Fund; provided, however, investments shall be made in accordance with a written investment policy of the GOF. The custodian of any investment owned by the Fund shall be a financial institution located in Polk County, Iowa selected by the GOF.

The Fund may be segregated by the GOF or comingled with other GOF assets as a single fund for joint investment and management without physical segregation allocating a proportionate share of income, gain and/or loss, and fees to the Fund and GOF.

The GOF and PCCB shall jointly work to grow the Fund through a series of fundraising activities and initiatives during the term of this Agreement with a goal to generate \$10,000,000 in fund assets. Some donations may be donor restricted towards other efforts of Polk County Conservation. However, those donations shall still be considered as contributed to the \$10,000,000 fundraising goal.

- IV. **Fund Component Part of the GOF:** The GOF will maintain the Fund as a component of the GOF Quasi-Endowment Fund, subject to the terms of this Agreement and governed by the GOF's Articles of Incorporation, bylaws, GOF's then-current policies and procedures and this Agreement, if applicable. If there is a discrepancy between any of the above documents, this Agreement shall prevail. Control over the administration, investment and distribution of the Fund shall be governed by the terms of this Agreement.
- V. **GOF Action:** All actions of the GOF with respect to the Fund shall be taken either directly by the GOF's Board of Directors, or by its employees, subject to oversight by the GOF's Board of Directors.
- VI. **Polk County Conservation Action:** All actions of Polk County Conservation with respect to the Fund shall be taken either directly by the Polk County Conservation Board, or by the Polk County Conservation Director or his/her designee, as communicated in writing by the Conservation Board to the GOF, set forth in Exhibit B.
- VII. **Distributions From the Fund:** During the term of this Agreement, 5% of the income earned by the Fund, less the administration fees and management payments to the GOF, during each twelve-month period beginning January 1st and ending on December 31st shall, upon written request by the Polk County Conservation Director, be distributed by GOF to Polk County Conservation no later than July 1st of the following calendar year. Any income earned by the Fund during a fiscal year that is not distributable to Polk County Conservation shall be added to the principle of the Fund at the end of each fiscal year and be considered a part of the principle for all future years.

Polk County Conservation shall use all monies distributed from the initial Fund to support activities, programming, operations and maintenance for Polk County Conservation including but not limited to: construction, operations, improvements, maintenance of buildings and grounds, and programming.

Other Donor Restricted Funds may be established to support specific or general Polk County Conservation operations, maintenance and programming subject to the Donor's desires. Any Donor Restricted Fund shall be used for the stated purpose of the donation/contribution. All Donor Restricted Funds shall include a provision that would redirect the funds for another purpose should said program/service no longer be provided.

- VIII. **Fund Administration and Reporting:** GOF agrees to the following administrative fees for managing the Fund. Said distribution shall be withdrawn from the Fund within 30 days of the start of GOF's fiscal year based on the Fund balance at the end of the last fiscal year.

Fee Schedule (cumulative)

Minimum annual fee:	\$250.00
Assets up to \$1M:	1.0%
The next \$1M:	.5%
The next \$3M:	.25%
Assets over \$5M:	.125%
Assets over \$10M:	.0625%

The GOF will furnish to PCCB a written statement of performance and activity of the Fund bi-annually no later than 30 days after each bi-annual fiscal year period.

Transaction fees associated with investments and withdrawals shall be paid by the Fund as agreed to between the parties below:

Management Fee Schedule

- IX. **Authorization of Withdrawals from Fund:** If a partial withdrawal of the principal of the Fund by the PCCB becomes desirable from time to time, a withdrawal of principal from the Fund may be made only if the withdrawal, together with a plan for repayment of the withdrawal, is first approved by resolution by four-fifths of the Polk County Conservation Board.
- X. **Insurance:** The GOF agrees to insure the Fund from theft, embezzlement, etc.
- XI. **Amendments:** This Agreement shall be governed by Iowa law and represents the complete understanding between the parties relating to the subject matter hereof, and may not be amended except by written approval signed by both parties
- XII. **Termination:** If it becomes unreasonable, economically unsound, or otherwise inadvisable to maintain the Fund, the Fund may be terminated by either party with 90 days written notice to the other party. All funds to be returned, in cash or in-kind, to PCCB within 30 days following the 90-day notice period.

IN WITNESS WHEREOF, this Agreement has been executed on behalf of the Polk County Conservation Board and Great Outdoors Foundation on this 13th day of April, 2022.

POLK COUNTY CONSERVATION BOARD

GREAT OUTDOORS FOUNDATION

Ryan Crane, Board Chair

Joey Taylor - Moon, Foundation Chair

APPROVED AS TO FORM

Kate Clark, Assistant County Attorney

EXHIBIT A
INITIAL CONTRIBUTION

The initial contribution to establish the Quasi-Endowment Fund shall be transferred from the following funds held by GOF (approximately \$60,000):

Easter Lake Bridge Plaques

Easter Lake Bump Out

Jester Park Nature Center

Friends of Jester Park

Any additional funds that PCCB identifies

EXHIBIT B
POLK COUNTY CONSERVATION REPRESENTATIVES

Advisor 1: Richard Leopold
(Primary Name
Contact) Director
 Title

Advisor 2: Kami Rankin
 Name

 Deputy Director
 Title

Advisor 3: Natalie McFarlane
 Name

 Senior Accountant
 Title

Advisor 4: Ryan Crane
(Board Member) Name

 Board Member
 Title

As the duly appointed officer of the Polk County Conservation Board, I hereby certify that the individual(s) listed above have been duly authorized and have the authority to act on behalf of the Agency. The authorized individual(s) may act on behalf of the Polk County Conservation Board, wherever the Board has responsibility with respect to the Fund. The above are true and correct signatures of all Authorized Fund Representatives authorized to act on behalf of Polk County Conservation. All requests for services shall require two signatures from the Representative list above.

Ryan Crane, Board Chair

Date



Date

April 13, 2022

Item No.

ACTION

Roll Call No.

22-0412

Submitted by:

**Adam Fendrick
Park Planner**

AGENDA HEADING

Approving contract with Country Landscapes, Inc. to make repairs to the Jester Park Nature Playscape in a contract amount of \$109,868.88 plus a 20% contingency.

INFORMATION:

The Nature Playscape is nearly 15-years old and needs some repair work to bring it back to its original luster. Over the years, the liner has degraded and developed a hole that is causing a leak, which has closed the playscape for weeks on end in the past. It is not exactly known where the hole is and where the pond is leaking from; it is even unclear where the water line is located that feeds the pond. Staff requests a 20% contingency because there are some unknown issues with the water line we believe we will encounter. In addition, we are exploring if we can incorporate an art donation we received into the repair project.

Conservation staff has solicited a quote from Country Landscapes to make these repairs. A second quote was solicited, but we received no response from that vendor. Country Landscapes was the original contractor of the playscape 15-years ago and is able to schedule this work to be completed in May for it to be open by Memorial Day weekend. For this reason, we believe they are best suited to make these repairs in the most cost-effective manner. The work outlined in this project is broken into two quotes from Country Landscapes: 1) Repair the pond, including replacing the liner and underlayment and reworking the stones, 2) Replacing framing and footing attachments, composite fascia, and replace decking material.

FISCAL IMPACT:

Amount:

\$ 36,341.17	Water Feature/Pond Repair
<u>\$ 73,527.71</u>	<u>Deck & Bridge Replacement</u>
\$109,868.88	Contract Amount
\$ 21,973.78	20% Contingency
\$131,842.66	Not to Exceed

Funding Source:

Polk County Conservation Water & Land Legacy Bond (2022)

PREVIOUS BOARD ACTION(S):

Date: NA

Roll Call Number: NA

Action: NA

RECOMMENDATION:

Approving contract with Country Landscapes, Inc. to make repairs to the Jester Park Nature Playscape in a contract amount of \$109,868.88 plus a 20% contingency and authorizing the Board chair or his designee to sign said agreement.



COUNTRY LANDSCAPES, INC.

Distinctive Landscapes Since 1981

Corporate Office • 3801 East Lincoln Way, Ames, IA 50010
Toll Free 1.800.794.9795 • Corporate Fax 515.232.8325 • www.countrylandscapes.com

PROPOSAL #: 0225397
SALESPERSON: Zach Heitzman
CUSTOMER NO: POLCOU
ORDER DATE: 4/5/2022

Page: 1

JOB TITLE: **APRIL 2022 - WATER FEATURE REBUILD**

Sold To:

POLK COUNTY CONSERVATION
12130 NW 128TH ST
GRANGER, IA 50109

Ship To:

JESTER PARK
11407 NW JESTER PARK DR
GRANGER, IA 50109

01. WATER FEATURE REBUILD

ITEM	QTY	SIZE
REMOVAL & STOCKPILE OF EXISTING STONE INCLUDES EXCAVATION & REMOVAL OF EXISTING POND FEATURE	1.00	LS
36" x 6" WALL LEVELING PAD	90.00	LF
STONE WALL - OUTCROPPING STONE INCLUDES (1) NEW COURSE & REUSING EXISTING STONE	180.00	SQFT
EPDM POND LINER - 25' WIDE	45.00	LNFT
POND UNDERLAYMENT (NONWOVEN GEOTEXTILE) - 7.5'	330.00	LNFT
POND GRAVEL	12.00	TON
2" PVC FLEX PIPE & FITTINGS AS NEEDED ESTIMATE ONLY	1.00	L S
PATH ROCK - 3/8" MINUS BILL AS NEEDED FOR ACCESS REPAIR & TOPDRESSING	3.00	TON

SECTION TOTAL: \$36,341.17

WE PROPOSE to furnish material and labor in accordance with the above specifications for the sum of \$ 36,341.17.

A minimum deposit of \$ 9,085.29 is due with signed proposal before work can be scheduled.

In the event that the specified varieties or sizes of nursery stock are not available, we reserve the right to make substitutions of variety and size at no additional cost when such substitutions do not compromise the integrity of the design. If no substitutions are available, the items will be backordered to be installed and invoiced as a separate job. Invoicing will occur either at completion or at month's end (for projects exceeding one month in duration).

AUTHORIZED SIGNATURE _____ DATE _____

Net Order: \$36,341.17

Sales Tax: 0.00

Order Total: \$36,341.17

ACCEPTANCE OF PROPOSAL - The above prices, specifications, and conditions (including those in Attachment A) are satisfactory and are hereby accepted.

Country Landscapes, Inc. is authorized to do the work as specified.

\$_____ is hereby paid as a deposit with check # _____

The balance of received invoices will be paid within 10 days of invoice date.

A finance charge of 1 1/2 % per month, which is an annual percentage rate of 18%, will be charged on accounts over 30 days past due, plus attorney's fees and costs related to the collection of amounts owed & not paid when due.

Date of Acceptance: _____

Signature _____

Signature _____

*This proposal may be subject to repricing after *** 5/5/2022 ****

SALE PRICED NURSERY STOCK CARRIES A 1-YEAR WARRANTY LIMITED TO SALE PRICE PAID.
SALE PRICED PERENNIALS CARRY NO WARRANTY. • DISCONTINUED ITEMS CARRY NO WARRANTY.
N - Indicates Sales Nursery Stock • P - Indicates Sale Perennial • D - Indicates Discontinued Item
- PLANT INCLUDES A 1-YEAR WARRANTY LIMITED TO PURCHASE PRICE PAID.



COUNTRY
STRUCTURES

PROPOSAL

Salesperson: ZACH HEITZMAN

Customer:

Date: 4/5/2022

3801 East Lincoln Way, Ames, IA 50010

1-800-794-9795

www.countrylandscapes.com

Sold To: JESTER PARK NATURAL PLAYSCAPE
11121 NW JESTER PARK DR
GRANGER, IA 50109

Ship To: JESTER PARK NATURAL PLAYSCAF
11121 NW JESTER PARK DR
GRANGER, IA 50109

JOB TITLE: DECK REPLACEMENT COMPOSITE

01. NEW FRAMING & TREX TRANSCENDS

REMOVE, EXISTING DECKING & FRAMING
NEW 2X12 TREATED FRAMING ATTACHED TO FOOTINGS AS NEEDED
5/4 X6 ISLAND MIST COMPOSITE DECKING W/ HIDDEN FASTENERS
1X12 COMPOSITE FASCIA TO MATCH DECKING
NEW CEDAR 4X4 CURB REPLACEMENT

\$55,965.13

02. 4 - 4X8 BRIDGES

REMOVAL DISPOSAL
2X12 FRAMING
5/4X6 ISLAND MIST COMPOSITE DECKING W/ HIDDEN FASTENERS
NEW CEDAR 4X4 CURB REPLACEMENT

\$17,562.59

WE PROPOSE to furnish material & labor in accordance with above specifications for the indicated sum.
A 25% deposit is due with signed proposal before work can be scheduled.
In the event the specified varieties or sizes of nursery stock are not available, we reserve the right to make substitutions of variety and size at no additional cost when such substitutions do not compromise the integrity of the design. If no substitutions are available, items will be back ordered and billed as a separate job. Invoicing will occur either at completion or at months end (for projects exceeding one month in duration).

Estimated Tax: \$0.00

TOTAL: \$73,527.71

AUTHORIZED SIGNATURE: _____

Date: _____

ACCEPTANCE OF PROPOSAL - The above prices, specifications, and conditions (including those in Attachment A) are satisfactory and are hereby accepted.

DATE OF ACCEPTANCE: _____

Country Landscapes Inc. is authorized to do the work specified.

SIGNATURE: _____

\$ _____ is here by paid as a deposit with check # _____

The balance of received invoices will be paid within 10 days in of invoice date. A finance charge of 1.5% per month (18% APR) will be charged on accounts over 30 days past due, plus attorney's fees and costs related to the collection of amounts owed & not paid when due.

SIGNATURE: _____

This proposal may be subject to repricing 7 days after creation



Date

April 13, 2022

**Item No.
Roll Call No.
Submitted by:**

**ACTION
22-0413
Kami Rankin
Deputy Director**

AGENDA HEADING:

Approving the selection of the recommended consulting firms for the four discipline areas identified to provide bond project professional consulting services to Polk County Conservation for the next 10 years.

INFORMATION:

Polk County Conservation Board has identified a number of capital improvement projects that will be occurring between May 2022 – May 2032 as a result of the Polk County Water and Land Legacy bond referendum (PCWLL). In anticipation of these projects, a Request for Qualifications (RFQ) was released in February of 2022 seeking formal submittal of qualifications for the following professional service disciplines:

- Citizen input, research and evaluation
- Ecological and natural resource management
- Architectural services and historic structure evaluation
- Landscape architecture and engineering services

The RFQ was sent to 37 firms and it was posted on our website for firms we may have missed. Firms were asked to submit a proposal for one or more of the disciplines listed above outlining core competencies, strategic approach/philosophies, team member roles and qualifications, examples of past projects, current fee schedule, possible conflicts of interest, client references, and sustainability integration. We received 21 submitted proposals.

The intent of the RFQ was to identify a list of qualified firms (per discipline) that PCC would utilize over the next 10 years when implementing projects supported by PCWLL. PCC would then have the option to select firms from this list for individual projects in the future without involving further RFQ/RFP processes. Staff and the Board are not restricted to the selected firms. Other firms can be used for projects if needed for more effective and efficient implementation. Additionally, construction projects will continue to follow our current Procurement Policy and go through the proper bidding processes.

A small internal review committee consisting of Richard Leopold, Kami Rankin, Adam Fendrick, Erich Braun, Ron VanDenBroeke, and Doug Sheeley reviewed and selected the qualifying firms. These employees will be the key staff implementing the projects where professional consulting services are needed. Firms were selected based on experience, personnel experience, project experience, and other factors such as clarity of proposal, incorporation of sustainability principles, and fee structure.

A healthy list of consultants were selected for each discipline. This gives PCC the flexibility to hire the best consultant for the project from an exceptional and qualified list of firms. The selected firms are listed below:

Citizen input, research and evaluation (not listed in any specific order)

- Confluence

- Felsburg, Holt, & Ullevig
- OPN
- Shive-Hattery
- Stantec
- Snyder & Associates
- RDG Planning & Design

Ecological and natural resource management

- LT Leon
- Felsburg, Holt & Ullevig
- FYRA
- Nilles Associates
- Shive-Hattery
- Stantec
- ECT
- Foth
- Snyder

Architectural services and historic structure evaluation

- Ethos
- OPN
- Shive-Hattery
- Stantec
- MA Architecture
- Snyder & Associates
- RDG

Landscape architecture and engineering services

- Confluence
- Felsburg, Holt, Ullevig
- JEO
- Nilles Associates
- Shive-Hattery
- Stantec
- Foth
- Snyder & Associates
- Stanley
- RDG
- WHKS

FISCAL IMPACT:

Amount: N/A

Funding Source: N/A

PREVIOUS BOARD ACTION(S):

Date: December 12, 2012

Roll Call: 12-1205 **(4 Yea; 1 Vacant)**

Action: Approved the selection of the recommended consulting firms for the four discipline areas identified to provide consulting services to PCCB for the next five years.

RECOMMENDATION:

Approving the selection of the recommended consulting firms for the four discipline areas identified to provide bond project professional consulting services to Polk County Conservation for the next 10 years.



Request for Qualifications (RFQ) for Professional Consulting Services

1. Citizen input, research and evaluation
2. Ecological and natural resource management
3. Architectural services and historic structure evaluation
4. Landscape architecture and engineering services

May 2022 – May 2032

Purpose of Request

The Polk County Conservation Board is seeking formal submittal of qualifications for **one or more of the above listed professional service disciplines** in preparation for several upcoming parks, trails, and ecological planning projects and in anticipation of future planning, design and engineering service needs.

Background

The Polk County Conservation Board's mission is to provide the citizens of Polk County with quality outdoor recreation, conservation education, and long term protection of Polk County's natural heritage.

The Polk County Conservation Board has identified a number of capital improvement projects that will be occurring between May 2022 – May 2032. The recently approved Polk County Water and Land Legacy (PCWLL) Bond Referendum will provide up to \$65 million for the Conservation Board to apply to these projects. Approximately 46% of the bond funding is targeted towards park and trail improvements, 36% to improving lakes, rivers, and streams, and 15% to land and habitat protection. Many of the projects will be cooperative projects with local communities and agencies. Funding for a number of these projects will be leveraged with additional local, state and federal grant funding.

General Information

The end product of the RFQ process will be a list of qualified firms, per discipline area listed above, pre-approved to perform work for the Polk County Conservation Board on an as-needed basis, for a period of ten (10) years. All firms will be notified if they are or are not listed with Polk County Conservation Board at the conclusion of the review period.

Polk County Conservation Board reserves the right to reject any or all submittals presented. Further, Polk County Conservation Board may, entirely at its own discretion, request additional information or clarification from any or all proposers and to allow for corrections of errors or omissions. This request is not intended to, nor shall it limit Polk County Conservation Board's right to negotiate with individual responding firms or other firms as it deems appropriate to establish contract terms and conditions on a project-by-project basis.

It should not be assumed that a request for proposals (RFP) process will follow this RFQ. If an RFP process is commenced, qualified firms will be invited to submit proposals based on the RFQs received. The Polk County Conservation Board may also contract with any qualified firm to provide consulting work without an RFP. The Polk County Conservation Board may contract with additional qualified firms for smaller projects when it is advantageous to do so to expedite projects or more efficiently complete the projects.

There is no expressed or implied obligation for the Polk County Conservation Board to reimburse responding firms for any expenses incurred in the preparation of submittals for this request. Submittal of RFQs does not obligate the Polk County Conservation Board to hire a consultant.

Professional Services Required

The selected consultants shall be qualified to provide one or more of the following professional services:

1. Citizen input research and evaluation
2. Ecological services
3. Architectural services
4. Landscape architectural and engineering services

A consultant does not necessarily need to offer more than one professional service to submit proposals, nor does offering multiple professional services necessarily provide an advantage. The Polk County Conservation Board will be selecting consultants that best meet the needs of the Polk County Conservation Board.. Furthermore, the Polk County Conservation Board is not requesting that firms form teams for this RFQ. As part of the proposal process, we are asking that firms identify other firms that they have worked with over the past 24 months and what support services they provided. Additionally, we are asking each firm to indicate their desired or preferred partners.

Professional Services Description in Relation to Planned Projects

In the next ten (10) years we anticipate seeking consultants for assistance on several park, trail, and natural resource related planning and design projects. Below are descriptions of the professional services and activities likely to be sought. A listing of the projects and identification of related professional services appears in a table below. Beyond the first three years, we anticipate seeking similar professional services as projects are developed and programmed.

1. Citizen input research and evaluation

The Polk County Conservation Board is seeking qualified consultants to provide assistance in the design, facilitation, and interpretation of the citizen input for park and trail improvement projects. Potential activities include:

- Develop a framework to effectively generate public participation in planning
- Design and facilitate public event(s) and/or other feedback channels (qualitative and quantitative) to engage citizens
- Assist in the facilitation of committee or work team meetings throughout the planning process
- Coordinate (with County staff) the presentation of Polk County Conservation's plans or recommendations to the public for opinion testing through open houses or other forums.

- Summarize/synthesize collected public input related to overall use and desired facilities or services, as well as feedback on specific county plans and proposals
- Analysis and preparation of reports summarizing public participation, results, and recommendations

2. *Ecological Services-*

Polk County Conservation Board is seeking qualified consultants to conduct comprehensive ecological analysis and to prepare detailed natural resources restoration and management plans for Polk County Conservation parks. Potential activities include:

- Description of site hydrology and hydraulics, possible improvements and options to preserve
- Refinement of land cover data and update of existing inventory systems
- Identification and analysis of problems needing management or restoration work, including preparation of details plans with timelines and costs
- Identification of ecologically sensitive or significant resources
- Creation of proposals for mitigation banking, including stream credit banking, to include projections of credits generated. Preparation of detailed designs and plans for construction of proposed features.
- Creation of proposals to remediate instability issues in ravines, creeks, and streams.
- Integrate findings and plan with park planning processes – attend and present at meetings
- Work with a technical team of County Staff and partners to incorporate significant amount of existing data, and incorporate County, Natural Resources Conservation Service, Iowa Department of Natural Resources and the Iowa Soil and Water Conservation District input and peer review

3. *Architectural Services-*

Polk County Conservation Board is seeking qualified consultants to perform structural analysis, historic evaluation, re-use scenarios, and architectural design services for nature centers, offices, lodges/shelters, residences, outbuildings, and other structures located or to be built throughout its regional parks. Potential activities include:

- Structural analysis and evaluation of existing structures
- Evaluation of structures and recommendations on treatments from a historic perspective, with potential for a complete historic structures report
- Development of a feasibility study and code compliance review for re-use or retrofitting scenarios
- Participation in/or integration of public process findings into analysis and re-use scenarios
- Building design from concept through construction documentation drawing, including all permitting
- Project bidding and construction administration

4. *Landscape Architecture and Engineering-*

Polk County Conservation Board is seeking qualified consultants to provide landscape architecture and engineering services for both the master planning and development of its regional park and trail system. Potential activities include:

- Design regional park master plan conceptual layout(s) based on input provided through a corresponding park master or system planning process and public input
- Detailed cost estimates for park and trail development based on individual park and trail master plan processes
- Presentation of proposed park design concepts to work teams, appointed and elected County officials, and the public
- Engineering and design services related to park and trail development
- Analysis of potential trail alignments for one or more regional trail corridors
- Preliminary engineering designs for planned regional trail corridors
- Development of conceptual plans through construction documents, including all permitting
- Safety analysis and cost estimates of trail crossings at major roadways (including overpass/underpass)
- Trail crossings and safety signage – identify where needed, which standards being used
- Detailed cost estimates for trail construction (materials, grading, drainage, etc.) of regional trail corridors
- Long-term maintenance schedule for regional trail corridor(s)
- Environmental review in trail planning and development and identifying mitigation strategies

Projects and Anticipated Consultant Needs

The following table identifies our anticipated consulting needs for the next three (3) to five (5) years. This table will be amended as projects are formalized with selected consultants. Please note: some of the proposed projects may be interrelated. For example, the natural resource management plan and architectural and historic analysis may be used to guide decisions in a park development planning process.

Consultant Service Needs	Citizen Input Research & Evaluation	Ecological Services	Architectural	Landscape Architecture and Engineering Services
Anticipated 2022-2027 Projects				
Sleepy Hollow Sports Park	X		X	X
Restroom & Park Shelter Upgrades			X	X
Showerhouse Upgrades			X	X
Lauridsen Skatepark Improvements			X	X
Campground Expansion	X			X
Cabins & Yurts at various parks			X	X
Sustainability Initiatives	X	X	X	X
Land Restoration Projects		X		
Water Restoration Projects		X		
Trail Engineering	X			X
Trail Resurfacing				X
Water Trail Projects	X	X	X	X
Exhibit Design/Fabrication	X		X	
Campground Expansion	X		X	X
Natural Playscape Design/Fabrication				X
New Dump Station			X	X
Chichaqua Bottoms Greenbelt Master Plan Project Execution	X	X	X	X
Bridge Design/Fabrication			X	

RFQ Submittal Instructions

Send one (1) electronic (PDF format) file of your submittal **by 4:30 p.m., March 9, 2022** to:

Kami Rankin Kami.rankin@polkcountyiowa.gov

Questions can also be sent to Kami Rankin at the email listed above.

Proposal Content

There is a maximum 20-page length for a response to this Request for Qualifications. A firm's ability to prepare a concise, well-organized, well-written presentation of its qualifications will be a consideration. To facilitate comparison, please organize your response in the following manner:

1. Provide a letter of interest that describes for which professional service areas you would like to be considered and your firm's core competencies.
2. Provide an overview of your company's strategic approach or philosophy when approaching projects in your service area.
2. Provide the names, qualifications, and roles of the proposed team member(s).
3. Provide three (3) examples of projects your firm has completed in **one or more of the professional service areas** listed, related to parks, trails and natural resources/ecological review and management, including the following information:
 - Project name;
 - Project description;
 - Project contact name/phone number; and
 - Specific role(s) of firm and personnel
 - Successful outcomes (Ex: on-time, on-budget, project longevity, etc)
4. Provide a current fee schedule or separate fee schedules if fees vary for each discipline.
5. Identify possible conflicts of interest.
6. Provide a list of client references for your firm.
7. Discuss your firm's approach and experience in integrating sustainability into your corresponding professional service(s) .
8. If your firm does not have all of the requested disciplines, please provide a list of firms in the other requested disciplines that your firm has worked with in the past 24 months. In addition, if you have firms that you have worked with in the past and would be interested in teaming with on potential projects, please indicate those preferred firms.

Estimated Timeline

February 23:	Request for qualifications posted/sent
March 9:	Proposals due by 4:30 p.m.
March 10-25:	Review process
April 13:	Conservation Board approval of lists qualified consultants list
April 14-15:	Notification emails distributed to all consultants

Evaluation of Qualifications

Response will be evaluated based on the following:

1. Firm Experience

- Scope and quality of experience of the firm
- Company philosophy or approach
- Positive references

2. Personnel Experience

- Availability and participation of key personnel
- Experience, education and qualification of key personnel with similar roles and projects
- Experience, reputation and interpersonal skills of the project manager(s)
- Demonstrated ability to successfully complete similar projects

3. Project Experience

- Scope of work that matches services required
- Ability to complete projects in a timely manner

4. Other Factors

- Completeness and clarity of proposal
- Approach to incorporating sustainability principles into projects
- Fee structure

Firm (Name , Address)

AECOM

500 SW 7th Street, Suite 301

Des Moines, Iowa 50309

Applied Ecological Services, Inc.

17921 Smith Road

Brodhead, WI 53520

(608) 897-8641

Bishop Engineering

3501 104th Street

Urbandale, Iowa 50322

BNIM Architects

317 6th Avenue Suite # 100

Des Moines, Iowa 50309

Bolton & Menk, Inc.

2730 Ford Street, PO Box 668

Ames, Iowa 50010

Brooks Borg Skiles

317 6th Avenue

Des Moines, Iowa 50309

Brown Engineering Company

5525 Meredith Drive

Des Moines, Iowa 50310

Confluence

525 17th Street

Des Moines, IA 50309

EA Engineering, Science, and
Technology

221 Sun Valley Blvd. Suite D

Lincoln, NE 68528

Genesis Architectural Design

939 Office Park Rd. #101

West Des Moines, IA 50265

Genus Landscape Architects
325 E. 5th Street
Des Moines, IA 50309

HR Green Inc.
5525 Merle Hay Road #200
Johnston, IA 50131

Inter-Fluve
1539 Grand Ave, Floor 2
Saint Paul, MN 55105
(651) 243-9700

Keffer/Overton Architects
650 S Prairie View Drive
West Des Moines, IA 50266

RDG Planning and Design
301 Grand Ave.
Des Moines, IA 50309

ShiveHattery
4125 Westown parkway, Suite
100
West Des Moines, IA 50266

Snyder & Associates Inc
2727 SS Snyder Blvd.
Ankeny, IA 50023

Stanley Consulting Inc.
100 Court Avenue
Suite 300
Des Moines, Iowa 50309

Veenstra & Kimm Inc.
3000 Westown Pkwy.
West Des Moines, IA 50266

Walker Architects PC
3706 Ingersoll Ave.
Des Moines, IA 50312

WHKS Engineers
3737 Woodland Avenue
Suite 111
West Des Moines, IA 50266
(515) 226-8859
ISG
217 East 2nd Street Suite 110
Des Moines, IA 50309
Ethos
1615 SE Cortina Drive, Suite 101,
Ankeny, IA 50021

JEO
11213 Davenport Street, Suite
200
Omaha, NE 68154
Felsburg Holt & Ullevig
309 Court Avenue
Suite 301
Des Moines, IA 50309
FYRA
100 Court Ave. Suite 202Des
Moines, IA 50309
Nilles Associates
1250 SW State Street, Suite A
Ankeny, Iowa 50023-2555

Civil Design Advantage
4121 NW Urbandale Drive
Urbandale, Iowa 50322

LT Loen Associates, Inc
500 E Locust St Suite 400
Des Moines, IA, 50309
CMBA Architects
319 SW 5th St #102, Des Moines,
IA 50309

Boyd Jones
1631 SW Main St, Suite 204
Ankeny, IA 50023

Hansen Company, Inc.
5665 Greendale Road, Suite A
Johnston, IA 50131

Impact 7G
9550 Hickman Road Suite 105
Clive , IA 50325
DCI Group
220 SE 6th St., Ste. 200
Des Moines, IA 50309
HDR
300 East Locust St. / Suite 210 /
Des Moines, IA 50309 / Andy
McCoy –
andrew.mccoy@hdrinc.com –
515/280-4950

Stantec – 11311 Aurora Av. / Des
Moines, IA 50322 / Mimi Wagner
– mimiwagner@stantec.com –
515/553-9144

Foth
8191 Birchwood Court, Suite L
Johnston, IA 50131

**Date**

April 13, 2022

Item No.**ACTION****Roll Call No.****22-0414****Submitted by:****Cassandra Cook
Conservation Ecologist****AGENDA HEADING:**

Approving the purchase of a 9.4-acre property within Chichaqua Bottoms Greenbelt from the Iowa Natural Heritage Foundation for \$502,653.40.

INFORMATION:

Landowners John Speck and Bonnie Schott approached PCC in the fall of 2020 about selling their land. The parcel for sale was a 9.4-acre inholding in the Chichaqua Bottoms Greenbelt (CBG) that was the last privately-owned parcel in the south central portion of the park along Highway 65. This property contains four buildings, including a recently remodeled home, and a historic ice house.

PCC had interest in purchasing this property for its ability to close a gap within the CBG footprint and provide continuity of management in this area, as well as the public outreach and educational possibilities of the structures and location. The Iowa Natural Heritage Foundation (INHF) purchased the property and agreed to hold the land for PCC while the necessary funds were acquired.

FISCAL IMPACT:

Amount: \$502,653.40

Funding Source: 2012 Bond Referendum

PREVIOUS BOARD ACTION(S):

Date: October 14, 2020

Roll Call: #20-1009 **(Yea-4, Absent-1)**

Action: Discussed in closed session.

Date: June 9, 2021

Roll Call: #21-0613 **(Yea-4, Absent-1)**

Action: Discussed in closed session.

RECOMMENDATION: Approving the purchase of a 9.4-acre property within Chichaqua Bottoms Greenbelt from the Iowa Natural Heritage Foundation for \$502,653.40 and authorize the Director or their designee to sign the repurchase agreement.

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (this "Memorandum"), is between Iowa Natural Heritage Foundation (the "Foundation"), an Iowa non-profit corporation, and Polk County Conservation Board (the "Board") (the two parties together, the "Parties"), relative to the acquisition of the Speck Property located in Polk County, Iowa, and legally described as:

Parcel "B" of the SE 1/4 of the NW 1/4 and the SW 1/4 of the NE 1/4 of Section 11 Township 80 North, Range 22 West of the 5th P.M., Polk County, Iowa, as shown on the Plat of Survey filed April 26, 1995, in Book 7184 Page 341 in the Polk County Recorder's Office, with Affidavit Correcting Error on Plat, filed January 23, 1996, in Book 7332 Page 47 in the Polk County Recorder's Office, EXCEPT that part conveyed to the Iowa Department of Transportation by deed filed May 16, 1996, in Book 7401 Page 72 of the Polk County, Iowa records.

Containing 10 acres, more or less (the "Property").

This Memorandum is understood to be an expression of the intent of the Parties to attempt in good faith to negotiate and reach binding agreements on the matters discussed by this Memorandum.

The Board, at its _____, 2021 meeting, has agreed to purchase the Property from the Foundation under the terms of this Memorandum, but does not at this time have funds available to consummate such purchase. By virtue of its budget process, the Board expects to receive funds from Iowa Department of Natural Resources, REAP, Habitat Stamp Grants, revenue sharing or other sources which it will also use, upon receipt, to pay such Purchase Price.

In order to assist the Board in the purchase of the Property, the Parties agree to pursue good faith discussions and negotiations to draft and execute such agreements as may be necessary to finalize their mutual agreements as follows:

1. **Purchase by the Foundation.** The Foundation shall purchase the Property for no more than \$490,000 plus tax proration plus all closing costs.
2. **Holding of the Property.** The Foundation shall hold the Property to permit the Board time to obtain funding for repurchase through REAP, LAWCON, habitat stamp, or internal funding.
3. **Holding of Title.** The Foundation shall take title to the Property in its name. Under certain conditions, the Foundation may convey legal title to the Property to the Board in order to enable the Board to receive reimbursement from certain state or federal costs sharing programs.
4. **Repurchase by the Board.** The Board shall repurchase the Property from the Foundation at a time mutually agreed to by the Parties.
 - a. **Repurchase.** The Foundation will hold the Property for two years while the Board obtains the appropriate funding. Once funding is received, the Board shall repurchase the property for the original purchase price 490,000 plus **all of the Foundation's costs and expenses**. These expenses include, but are not limited to, *real estate taxes, interest (which begins accruing from the date of purchase), abstracting fees, recording fees, surveying costs, revenue stamps, and attorney's fees.*
 - b. **Alternative Resolution.** If after two years the Board has not been able to repurchase the Property or is not in the process of repurchasing the Property, the Foundation and the Board will meet to discuss a resolution. The Foundation and the Board will discuss the options available for resolving the funding complications and make a determination as to the continuing feasibility of the project. The Board shall send a letter detailing the resolution to the Foundation so that the Parties have a clear understanding of how they will move forward with the project. The Board also agrees that the Foundation reserves the right to sell the Property privately in the event an adequate resolution cannot be accomplished.
 - c. **Transfer of Rights.** Upon receiving full payment of the Purchase Price, the Foundation shall relinquish its rights under this Memorandum and convey all rights, title, and interest held by it in the Property to the Board by Corporate Warranty Deed, subject to the same conditions and restrictions, if any, as the Foundation received at the time it took title to the Property.

5. **Approval of County.** The Board's signature on this agreement is an acknowledgment that the necessary approvals to enter into this Memorandum within the county have been obtained. Foundation may request the minutes from the Polk County Board of Supervisors, if necessary.
6. **Examination of Title.** The Foundation shall examine the abstract and title prior to purchase of the Property. The expense shall be the responsibility of the Board and will be repaid at the time of closing between the Foundation and the Board.
7. **Liability Insurance.** In the event there are buildings, dwellings or other structures on the Property, the Board shall maintain liability insurance with coverage sufficient to replace them if damaged. The Board shall provide a certificate of liability insurance naming the Foundation as a co-insured.
8. **Hazardous Waste.** The Board shall hold the Foundation harmless from any loss, cause, or liability resulting from hazardous waste found on the subject property.
9. **Promotion of the Foundation.** Informational signs, pamphlets, interpretive and/or promotional materials, and property signs used or distributed by the Board regarding the Property shall make reference to the fact that "A cooperative project with Iowa Natural Heritage Foundation."
10. **Foundation Membership.** The Board shall maintain at least a Guardian (\$100-249) level membership in the Foundation during the process of the transaction this Memorandum contemplates. Such membership will help support the efforts of the Foundation on this and other conservation projects in Iowa.

Polk County Conservation Board

Name:

Date

Title:

Iowa Natural Heritage Foundation

by Heather Jobst, Seco

11-3-2021

Heather Jobst
Senior Land Conservation Director

Date

	Date	April 13, 2022
	Item No. Roll Call No. Submitted by:	CLOSED SESSION 22-0415

AGENDA HEADING:

Action from Closed Session discussion of land acquisition opportunities.

INFORMATION:

Polk County Conservation has the opportunity to acquire land with excellent conservation potential at several locations within Polk County. Cost-share opportunities may be available to assist with acquisition and restoration expenses. Nearby PCC landholdings add additional interest to these properties.

FISCAL IMPACT: TBD

PREVIOUS BOARD ACTION(S):

Date:

RollCall:

Action:

RECOMMEDATION:

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