

AGENDA OUTLINE/MINUTES TEMPLATE

April 10, 2024
Polk County Administration Building
111 Court Ave, Des Moines, IA 50309
5:00 Workshop
5:30 PM – PCC Board Meeting

PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in person for a pre-meeting workshop on Wednesday, April 10, 2024. The meeting was called to order at 5:00 p.m.

Workshop Topic: Athene North Shore Recreation Area @ Easter Lake – Devon Boes

Roll Call

Members Present: **Mollenhauer, Crane, Feltner**

Members Absent: **Lewis, Altringer**

MOTION: Moved by **Feltner** to adjourn. Seconded by **Crane**.

VOTE YEA: **(Unanimous) Mollenhauer, Crane, Feltner**

Members Absent: **Lewis, Altringer**

The Polk County Conservation Board met in person for regular session Wednesday, April 10, 2024. The meeting was called to order at 5:30 p.m.

#24-0401 **Roll Call**

Members Present: **Mollenhauer, Crane, Feltner**

Members Absent: **Altringer, Lewis (arrived 5:34 PM)**

#24-0402 **Public Comments**

#24-0403 **New Employee Introduction**

a. Rory Larsen – Maintenance Park Ranger – Swearing In

#24-0404 **Financial Reports** (pg 3)

#24-0405 **Policy & Procedure Discussion Topic** – PCC Cancellation Policies (pg 6)

#24-0406 **Action on the Minutes of the Previous Meeting(s)** (pg 10)

a. **3-1-24 PCCB Strategic Planning Meeting Minutes**

b. **3-13-24 PCC Board Meeting Minutes**

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MOVED BY Crane to approve the March 1 and 13, 2024 meeting minutes.

SECONDED BY Feltner

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

Members Absent: **Altringer**

CONSENT AGENDA

#24-0407 **Approving** bill list.

#24-0408 **Approving** an amendment for additional services with JEO Consulting Group Inc. for the Chichaqua Bottoms Greenbelt floodplain rehydration project in the amount of \$36,000. (pg 35)

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

SECONDED BY Crane

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

Members Absent: **Altringer**

ACTION ITEMS

#24-0409 **Approving** 2024-2026 bond funds for park improvements at Thomas Mitchell Park in an amount of \$1,282,500.00. (pg 37)

LET THE RECORD SHOW it was moved by Lewis to approve Action Item 24-0409.

SECONDED BY Crane

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

Members Abstain: **Altringer**

#24-0410 **Approving** the Purchase Agreement with Ron Kamps to purchase 5.57 acres of property near Polk City, Iowa, for an amount of \$222,800.00 plus closing costs. (pg 40)

LET THE RECORD SHOW it was moved by Crane to approve Action Item 24-0410.

SECONDED BY Feltner

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

Members Absent: **Altringer**

#24-0411 **Approving** the Purchase Agreement with Steve Kamps to purchase 5.23 acres of property near Polk City, Iowa, for an amount of \$219,200.00 plus closing costs. (pg 41)

LET THE RECORD SHOW it was moved by Crane to approve Action Item 24-0411.

SECONDED BY Feltner

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

Members Absent: **Altringer**

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#24-0412 **Approving** an agreement with the Great Outdoors Foundation for site operations at the Athene North Shore Recreation Area. (pg 42)

LET THE RECORD SHOW it was moved by Crane to approve Action Item 24-0412 contingent upon working through the indemnification clauses with legal consult to achieve mutual agreement.

SECONDED BY Lewis

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

Members Absent: **Altringer**

BOARD DISCUSSION

Director Remarks –

May 17th – VIP preview cancelled from 2-4 pm but from 4-6 PM Family & Friends night at Sleepy Hollow – go down the hill for free!

May 23rd – Ribbon Cutting 2 PM

Strategic Plan sent out to everyone and minutes captured from the meeting.

Two Rivers Park – MidAmerican has scheduled meetings to talk about lighting/security/general layout – timeline is set for a Spring 2025 grand opening - \$300,000 decision pkg funded and PCC will have the dollars in hand before opening.

Grant applied in conjunction with w/Polk County for EV chargers across parks – Polk County was not awarded the grant.

PCC has been awarded several other grants though, including the Wildlife Habitat Stamp grant for \$31,000 to be used on the Miller property at CBG.

NRPA "Innovation in Equity" Award – should find out if we placed in top 4 soon.

NACPRO – Universal Park Design Checklist won national award – Jessica Lown going in June to San Diego to accept award on PCC's behalf.

SE Group producing a Sleepy Hollow business plan including recommended rates. Rates/cancellation/rental policies will be sent to Board Members for an electronic vote.

Outstanding Interpretive Non-Print Media Award – PCC won an NAI award for Water Trails Video Project created by Lewis Major – EE received a REAP grant to fly over water trails to capture by video the water trail geography. The video link is on the website for the public to see and use and will be shared through e-newsletters and other posts.

The question was asked if the water trails video project was a part of ICON? It is not a part of ICON. PCC created the video independently.

PCC has been working hard on the ICON sites they are involved with and looks forward to seeing more operational plans come to light in the near future.

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Lamberts Landing handout – review of map: a developer will be putting in a housing development – the large slashed piece of property on the map is Brenton Slough – disregard proposed addition on the map. The redline portion is going to be a wetland mitigation bank. INHF will hold the easement. The land will eventually be deeded to PCC with a maintenance fund for perpetuity. The parcel is 84 acres and once fully restored through the mitigation banking process will come to PCC with a robust maintenance fund. Clarification was provided by Rich on where the housing developments will be next to Brenton Slough.

Future PCC Board Meetings:

May	JPNC
Jun	Fort Des Moines
Jul	Yellow Banks Park
Aug	Fourmile Mountain Bike Park
Sep	Sleepy Hollow Sports Park
Oct	JPNC

Field Trips:

Trails Field Trip – Great Western Trail, Gay Lea Trail, CVT Trails Field Trip

- Tuesday, June 18th 9:00 AM – 2:00 PM

Easter Lake Field Trip – Pontoon Boat outing

- Friday, August 30th 9:00 AM – 2:00 PM (may adjust time closer to date per Rich)

Board Remarks -

Mollenhauer – Director Evaluation has been sent out to Board Members and select PCC staff w/cc. to Pam Mollenhauer. Please complete by April 19th, 2024.

Lewis – attended Isaak Walton League meeting – Neil Hamilton hosting Nature Summit in Oct focused on water quality – heard that PCC was participating in Summit – per Rich PCC has not been approached as of 4-10-24 – Christine Curry participating in Summit – can PCC make a donation to support this event? Can PCC provide staff to participate?
Oct 10, 2024 is the date of the summit.

Leopold - If PCC is identified as one of the top 4 organizations to win the NRPA award PCC needs to represent and the awards event is the week of October 10th. Several PCC staff will be going to the awards ceremony and the PCC Board will be invited to go to Atlanta, GA.

Lewis – has season tickets to the Bucks – was sitting in section 9 row D at Bucks game – NR department/Polk County Conservation featured on overhead screen as attending Bucks game! Good job!

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CLOSED SESSION PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in closed session Wednesday, April 10, 2024 at 7:00 PM.

MOTION:

#24-0413 **MOVED BY** Feltner to go into closed session pursuant to Iowa Code Section 21.5(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. (pg 43)
SECONDED BY Crane.

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

MEMBERS PRESENT: **Lewis, Mollenhauer, Crane, Feltner, Leopold, Rankin, Cook, Stoklasa, McFarlane, Fendrick, Sheeley, Brown, Clark (Zoom)**

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

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

The Board returned to open session.
There was no action taken during closed session.

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

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

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD AND
WITH NO OBJECTIONS, THIS MEETING IS ADJOURNED.**
Meeting adjourned at 7:45 PM.