

AGENDA OUTLINE/MINUTES TEMPLATE

March 13, 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, March 13, 2024. The meeting was called to order at **5:00** p.m.

Workshop Topic: Brenton Slough Financials & Planning

Roll Call

Members Present: **Lewis, Altringer, Mollenhauer, Feltner**

Members Absent: **Crane**

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

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

Members Absent:

The Polk County Conservation Board met in person for regular session Wednesday, March 13, 2024. The meeting was called to order at **5:34** p.m.

#24-0301 **Roll Call**

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

Members Absent:

#24-0302 **Public Comments**

#24-0303 **Public Hearing** – Four Mile Mountain Bike Park contract

At this time, I'm going to open the Public Hearing awarding contract for the plans, specifications, form of contract documents, engineer's estimate, and designating the lowest responsible bidder for the construction of the Fourmile Mountain Bike Park project to Steele and Associates, Inc. in a contract amount of \$558,719.50 plus a 15% contingency.

Does anyone present have any comments? **None**

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

#24-0304 **New Employee Introduction**

a. Eric Moorman – Equine Specialist

AGENDA OUTLINE/MINUTES TEMPLATE

#24-0305 **Financial Reports** (pg 3)

#24-0306 **Policy & Procedure Discussion Topic: How PCC Decides what goes on Consent vs Action Agenda**

Consent:

Smaller ticket items, Grant items, Administrative Items

Action:

New ideas, projects, or concepts

#24-0307 **Action on the Minutes of the Previous Meeting(s)** (pg 6)

MOVED BY Crane to approve the February 14, 2024 meeting minutes.

SECONDED BY Feltner

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

Members Absent:

CONSENT AGENDA

#24-0308 **Approving** bill list.

#24-0309 **Approving** the dissolution of the Trails and Greenways Committee (pg 13)

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

SECONDED BY Feltner

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

Members Absent:

ACTION ITEMS

#24-0310 **Approving** Vehicle and Equipment Replacement program for FY24/25 and authorizing staff to acquire said vehicles and equipment upon Board of Supervisors FY24/25 budget approval and reallocating any proceeds from sales to support equipment needs. (pg 15)

LET THE RECORD SHOW it was moved by **Mollenhauer** to approve Action Item 24-0310.

SECONDED BY Lewis

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

Members Abstain:

#24-0311 **Approving** Award of Contract for the plans, specifications, form of contract documents, engineer's estimate, and designating the lowest responsible bidder for the construction of the Fourmile Mountain Bike Park project to Steele and Associates, Inc. in a contract amount of \$558,719.50 plus a 15% contingency. (pg 17) **(PUBLIC HEARING AT BEGINNING OF MEETING)**

LET THE RECORD SHOW it was moved by **Feltner** to approve Action Item 24-0311.

SECONDED BY Lewis

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

AGENDA OUTLINE/MINUTES TEMPLATE

Members Absent:

#24-0312 **Approving** 2024-2026 bonds funds for park improvements at Easter Lake Park in an amount of \$1,000,000.00. (pg 43)

LET THE RECORD SHOW it was moved by Crane to approve Action Item 24-0312.

SECONDED BY Lewis

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

Members Absent:

#24-0313 **Approving** the purchase of property located at 1915 E 38th Ct. from ACC 408, LLC in an amount of \$5,000.00.

LET THE RECORD SHOW it was moved by Lewis to approve Action Item 24-0313.

SECONDED BY Feltner

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

Members Absent:

BOARD DISCUSSION

Director Remarks –

PCC will host two field trips for Board Members in 2024:

1. Trails (larger rec trails) & Fourmile Greenway
2. Easter Lake experience (pontoon/beach experience)

Meeting Locations in 2024:

May – JPNC

June – Fort DSM Park

July – Yellow Banks Park

August – 4 Mile Mountain Bike Park

September – Lauridsen Skatepark

October – JPNC

Plan B locations will be communicated in case of bad weather

Board Remarks –

Lewis – noticed that a PPT Conservation Laborer was eliminated per the BOS Agenda at 3-11-24 meeting – why was the PPT eliminated?

Leopold – it was a conversion of PPT to FT Maint Tech (Sam Lorton internal transfer from PT to FT) and a planned elimination after Sam was moved into the FT role.

AGENDA OUTLINE/MINUTES TEMPLATE

CLOSED SESSION PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD

The Polk County Conservation Board met in closed session Wednesday, March 13, 2024 at **6:35 PM**.

MOTION:

#24-0314 **MOVED BY Mollenhauer** 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 46)
SECONDED BY Crane

VOTE YEA: **Lewis, Mollenhauer, Crane, Altringer**
Members Absent: **Feltner (left at 7:18 PM)**

MEMBERS PRESENT: **Lewis, Mollenhauer, Crane, Altringer, Feltner, Leopold, Cook, Stoklasa, McFarlane, Fendrick, Sheeley, Clark, Jones, Condon**

MOTION: Moved by **Lewis**, Seconded by **Mollenhauer** to go back into open session.

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

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

MOTION: Moved by **Crane** to adjourn. Seconded by **None**.

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

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD AND
WITH NO OBJECTIONS, THIS MEETING IS ADJOURNED.**
Meeting adjourned at **7:22 PM**.