

## **PROCEEDINGS OF THE POLK COUNTY CONSERVATION BOARD**

The Polk County Conservation Board met in regular session on Wednesday, September 14, 2011. The meeting was called to order at 5:31 p.m.

### #1a – Roll Call

Board Present: Levis, McEnany, Smith, Hadden

Board Absent: Cataldo

### #1b – Action on the Minutes of the Previous Meeting(s)

Smith indicated that his name was left off the roll call list and Levis was listed twice.

**IT WAS MOVED BY LEVIS THAT THE POLK COUNTY CONSERVATION BOARD SHALL APPROVE THE AUGUST 10, 2011 MEETING MINUTES AS REVISED.**

**VOTE YEA: LEVIS, HADDEN, SMITH**

**VOTE ABSTAIN: MCENANY**

### #2 – Consent Agenda Item

**IT WAS MOVED BY HADDEN THAT THE POLK COUNTY CONSERVATION BOARD APPROVE THE FOLLOWING CONSENT AGENDA ITEMS:**

- A) PCCB/ENTERPRISE FUND AUGUST 2011 EXPENDITURES;**
- B) IN ACCORDANCE WITH THE PROVISIONS SPECIFIED IN ARTICLE VII, BYLAWS OF THE POLK COUNTY CONSERVATION BOARD, THE HIRING OF GINNY MALCOMSON FOR THE POSITION OF PART-TIME ACCOUNTING CLERK, PAY GRADE 11, ENTRY STEP, AND BENEFITS;**
- C) CHANGE ORDER FOR \$21,658.70 WITH ELDER CORPORATION IN ASSOCIATION WITH THE THOMAS MITCHELL POND DREDGING PROJECT AND THE \$1,749 AMENDMENT REQUEST TO WIRB;**
- D) DIRECTING STAFF TO PUBLISH NOTICE OF HEARING PURSUANT TO IOWA CODE 331.305, THAT A PUBLIC HEARING WILL BE HELD ON OCTOBER 12, 2011, AT THE POLK COUNTY CONSERVATION BOARD MEETING ON THE PLANS, SPECIFICATIONS, COST ESTIMATE AND FORM OF CONTRACT FOR THE EQUESTRIAN TRAIL ENHANCEMENT AT JESTER PARK PROJECT;**
- E) SALARY ADJUSTMENT NOT TO EXCEED 5% OF HIS CURRENT SALARY OR THE APPROVED MAXIMUM SALARY FOR DENNIS CROWLEY;**
- F) CHANGING THE MONTHLY INDOOR BOARDING RATE TO \$400.00 AND MONTHLY OUTDOOR BOARDING RATES TO \$210.00 (HAY ONLY) AND \$240**

**(HAY AND GRAIN) AT THE JESTER PARK EQUESTRIAN CENTER EFFECTIVE NOVEMBER 1, 2011 TO ALLOW FOR A 30 DAY NOTICE TO BOARDERS.  
VOTE YEA: SMITH, HADDEN, LEVIS, MCENANY**

#3 – Do More Outdoors – A New Partnership To Promote A Healthy Community

Chris McCarthy, Iowa Health Systems – Des Moines, gave a presentation to the Board on Do More Outdoors.

#4 – PCCB Purchasing Policy

The Board requested additional time to review the Policy and asked staff to bring the Purchasing Policy back to them at their October 2011 meeting on the consent agenda.

#5 – PCCB Employee Manual Revisions

**IT WAS MOVED BY HADDEN THAT THE POLK COUNTY CONSERVATION BOARD APPROVE THE REVISIONS TO THE PCCB'S EMPLOYEE MANUAL AS PRESENTED EFFECTIVE JULY 1, 2011.  
VOTE YEA: HADDEN, LEVIS, SMITH, MCENANY**

#6 – Fort Des Moines Master Plan Consultant Selection

**IT WAS MOVED BY MCENANY THAT THE POLK COUNTY CONSERVATION BOARD APPROVES THE DIRECTOR TO NEGOTIATE AND APPROVE A CONTRACT AGREEMENT WITH RDG PLANNING AND DESIGN FOR THE DEVELOPMENT OF A MASTER PLAN FOR FORT DES MOINES PARK AT AN AMOUNT NOT TO EXCEED \$12,000.  
VOTE YEA: MCENANY, LEVIS, HADDEN, SMITH**

#7 – Jester Park Cabins Project Update

Director Parker updated the Board on the status of the Jester Park cabin project.

#8 – Budget Amendment Update FY2011-12

**IT WAS MOVED BY HADDEN THAT THE POLK COUNTY CONSERVATION BOARD SHALL APPROVE THE AUGUST 2011 PROPOSED BUDGET AMENDMENT AS SUBMITTED.  
VOTE YEA: LEVIS, MCENANY, SMITH, HADDEN**

PUBLIC COMMENTS

STAFF REPORTS

FINANCIAL REPORTS

DISCUSSION & REMARKS

- Director Parker reported he had attended Tomorrow Plan, Sept. 13...good hopes this will make a difference
- Board received a copy of 4<sup>th</sup> quarter workplan for Conservation

ADJOURNMENT

The meeting was adjourned at 7:30 p.m.

Prepared by: Cindy Lentz

Approved: 10/12/11