

**Dallas County Conservation Board
Regular Monthly Meeting
December 13, 2016**

Call to Order

The Dallas County Conservation Board meeting was called to order on Tuesday, November 8, 2016 at 7:00 P.M. at the Forest Park Museum Administration Building in Perry, Iowa by board chair Mark Powell.

Roll Call

Present were board members Mark Powell, Lorinda Inman, Nancy DeLong, Jim Miller and Glenn Vondra. Director Mike Wallace and administrative assistant Sherry James were also in attendance.

Guests

Alex Andrade, CyBiz Lab at ISU, and Jim Caufield, theperrynews.com.

Agenda

Action: Glenn Vondra moved and Jim Miller seconded to approve the agenda as presented. All members present voted “aye”, motion carried.

Open Forum

There was nothing presented.

Consent Agenda

Action: Nancy DeLong moved and Glenn Vondra seconded to approve the consent agenda items including the November income/expenditure report and the monthly staff reports. All members present voted “aye”, motion carried.

November 8, 2016 Meeting Minutes

Action: A motion was made by Lorinda Inman and seconded by Jim Miller to approve the November 8, 2016 board meeting minutes as written. All members present voted “aye”, motion carried.

ISU CyBiz Marketing Discussion

Director Wallace introduced Alex Andrade, ISU CyBiz Lab regarding the marketing discussion for the recent survey completed on the economic potential of the RRV and HTT. Mr. Andrade requested feedback from the board regarding the type of report they were expecting and how best to meet their requests.

Mr. Andrade will prepare a draft agreement to include the kick off meeting date, and the data that will be included.

Action: Nancy DeLong moved and Lorinda Inman seconded to authorize entering into an agreement with ISU for CyBiz Marketing up to \$3,500. All members present voted “aye”, motion carried.

Paved Crossings Project Change Order from CTI – Director Wallace reported that the change order request was not received. No action necessary.

Paved Crossings – Director Wallace reported that Rich Voelker, Snyder and Associates, continues to negotiate with the DOT regarding local bids for the remaining crossings and using CIRPTA grant funds. Those funds have been moved back into the current funding year.

Special Trail Event Permit Changes– Mark Powell reported that Jim Miller and Mike Wallace joined him in meeting with some members of the BaCoon committee and the Des Moines Bicycle Club regarding the Special Trail Event Permit. He reported their main concern is the Hold Harmless Clause. Mr. Powell will continue to review language with the County Attorney and report at the January Board Meeting.

Special Trail Event Permit Applications – Director Wallace reported that no applications had been received.

Review RFP’s for Strategic Plan Project – Director Wallace reported there were four firms submitting bids for the Strategic Plan Project. The board reviewed the firms.

Action: Jim Miller moved and Nancy DeLong seconded to invite the following firms to give a 10 minute presentation to the board and have further discussion before a decision is made: RDG, Snyder and Associates and Shive-Hattery. All members present voted “aye”, motion carried. January 11 at 5:30 was scheduled for the presentations.

Tyson Trail Relocation – Director Wallace reported the Perry Tyson Plant Manager is working on surveys and requesting a title search. Snyder and Associates will do Tyson’s design and research.

RRVT to HTT Project – Director Wallace reported that a large mass mailing was completed the second week of December requesting donations for the connector project. There was nothing else to report.

Budget – Director Wallace reported that he will meet with the Board of Supervisors for a budget workshop. He presented the proposed equipment, vehicle and capital improvement budgets and goals to the Board.

Action: Jim Miller moved and Nancy DeLong seconded to approve the budget items as presented. All members present voted “aye”, motion carried.

Other Business

A discussion was held regarding trail permits for employees. It was the consensus of the board that employees need to purchase their own annual permits.

Mark Powell reported that Dallas Center received a Dallas County Foundation grant for installing modern restrooms at their trailhead.

Adjournment

There being no further business to discuss at this time, Jim Miller moved and Nancy DeLong seconded to adjourn the meeting at 8:30 P.M. All members present voted “aye”, the meeting adjourned.

Mark Powell, Chairperson

Date

Sherry James, DCCB Staff

Date