

**POLK COUNTY BOARD OF SUPERVISORS AGENDA  
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING  
111 COURT AVENUE - ROOM 120  
DECEMBER 21, 2021 9:30 A.M.**

1. Roll Call.
2. Action on the Minutes of the Previous Meeting(s).
3. Special Claims as submitted by the County Auditor, if any.
4. Action on the Bill List as submitted by the County Auditor.

**ORDINANCE**  
(SECOND READING)

5. Ordinance amending Ordinance Nos. 200, 210, 312 and 326 and providing that general property taxes shall no longer be divided on certain property located within the Polk County Urban Renewal Area-Polk City North Plan Area (removing “2021 Remanent Property” from division of taxes only).

**ORDINANCE**  
(SECOND READING)

6. Ordinance correcting (Nunc Pro Tunc) Ordinance No. 357, providing that general property levied and collected each year on certain property located within the Whitetail Ridge Residential Urban Renewal Area, by and for the benefit of the State of Iowa, Polk County, Polk City, North Polk Community School District and other taxing districts be paid to a special fund for payment on principal and interest on loans, monies advanced to and indebtedness, including bonds issued or to be issued, incurred by the County in connection with the Whitetail Ridge Residential Urban Renewal Area (BVC Plat 1 and Plat 2 parcels).

7. **PUBLIC COMMENTS**

**RESOLUTIONS**

- \*8. Resolution approving 28E Agreement with Iowa Department of Agriculture and Land Stewardship (division of Soil Conservation and Water Quality) and Polk County, City of Des Moines and Des Moines Water Works for the Central Iowa Cover Crop Seeder Project.
- \*9. Resolution approving Cooperative Agreement with Des Moines Area MPO (Metropolitan Planning Organization) for watershed planning for the Greater Des Moines Metropolitan Area.
10. Resolution authorizing General Services to prepare necessary bid letting and quotation documents On behalf of Public Works and authorizing Public Works to inform Iowa DOT to include Polk County in its lettings.
11. Resolution establishing rates for fence moving and crop damage for use in the purchase of road right-of-way.

12. Resolution authorizing the use of the Central Maintenance Facility as an alternative assembly site for the Iowa National Guard.
13. Resolution establishing the 2022 Public Works Permit Fee Schedule.
14. Resolution approving preliminary plat of Bauer Heights Plat 4.
15. Resolution approving final plat of Johnston Wildlife Estates.
- \*16. Resolution approving amendment to contract with Iowa Department of Public Health for multi-year emergency preparedness and response funding.
- \*17. Resolution approving agreement with FoReNsic Consulting, LLC for SART coordination services (Sexual Assault Response Team).
- \*18. Resolution approving agreement with Kenya Rocha for clinical consultation services at Crisis and Advocacy Services.
- \*19. Resolution approving agreement with Young Women's Resource Center to provide supportive services to teenagers impacted by sexual violence.
- \*20. Resolution approving agreement with Healing Arts PLLC for trauma sensitive yoga services for victims of sexual violence.
21. Resolution approving recommendation of the Polk County Assessor for allowances and denials of claims for the Business Property Tax Credit.
22. Resolution approving recommendation of the Polk County Assessor for reinstating the Homestead Tax Credit on a parcel (District/Parcel 181/00393-050-016).
23. Resolution approving recommendation of the Polk County Assessor for reinstating the Military Service Tax Exemption on a parcel (District/Parcel 181/00393-050-016).
- \*24. Resolution to review, approve or reject the Temporary Polk County Redistricting Commission's proposed county precincting Plan.
- \*25. Resolution approving amendment to agreement with Children and Families of Iowa (501c3 non-profit organization).

- \*26. Resolution approving Community Development Grant for East High School Alumni Foundation (501c3 non-profit organization), fiscal agent for East High School (capital improvement project).
- \*27. Resolution approving Community Development Grant for Roosevelt High School Foundation (501c3 non-profit organization), fiscal agent for Roosevelt High School (capital campaign to improve activities campus).
- 28. Resolution approving various sponsorships.

### **COMMUNICATIONS**

- 29. Requests from The Altoona Herald, The Business Record and The Des Moines Register to be official publications for Polk County notices in calendar year 2022.
- \*30. Notice of hearing regarding City of Altoona voluntary annexation, including non-consenting owners, within urbanized area of Bondurant.
- \*31. Filing of Written Decision concerning City of Bondurant voluntary annexation within urbanized area of Altoona.

### **BUDGET ACTIONS**

- 32. Memorandum of Budget Actions.

### **APPOINTMENT**

- 33. Memorandum of Appointments.

### **ADJOURNMENT**

*\*Asterisk denotes attachments to items are on file in the Auditor's Office, 111 Court Avenue,  
Des Moines, 515-286-3080 Monday through Friday, 8:00 a.m. – 5:00 p.m.  
For the full text of Resolutions, visit our website at: <https://www.polkcountyowa.gov/auditor/administration/>*

Join Zoom Meeting  
<https://polkcountyowa-gov.zoom.us/j/94723670014?pwd=YXlhWjlpQXd0cGxpbFNEb0tTOEVUZz09>  
Meeting ID: 947 2367 0014  
Passcode: 317164  
One tap mobile  
+16465588656,,94723670014# US (New York)  
+13017158592,,94723670014# US (Washington D.C.)  
Dial by your location  
+1 646 558 8656 US (New York)  
+1 301 715 8592 US (Washington D.C.)  
+1 312 626 6799 US (Chicago)  
+1 669 900 9128 US (San Jose)  
+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)  
Meeting ID: 947 2367 0014  
Find your local number: <https://polkcountyowa-gov.zoom.us/u/aQaCg3w9O>

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING ORDINANCE NOS. 200, 210, 312, AND 326 AND PROVIDING THAT GENERAL PROPERTY TAXES SHALL NO LONGER BE DIVIDED ON CERTAIN PROPERTY LOCATED WITHIN THE POLK COUNTY URBAN RENEWAL AREA – POLK CITY NORTH PLAN AREA, IN POLK COUNTY, STATE OF IOWA (REMOVING "2021 REMANENT PROPERTY" FROM DIVISION OF TAXES ONLY)

WHEREAS, the Board of Supervisors of Polk County, State of Iowa, has heretofore, in Ordinance Nos. 200, 210, 312, and 326 provided for the division of taxes within the Polk County Urban Renewal Area – Polk City North Plan Area ("Polk City North Urban Renewal Area"), pursuant to Section 403.19 of the Code of Iowa; and

WHEREAS, the Polk City North Urban Renewal Area was amended in 2017 to remove certain real property from the Polk City North Urban Renewal Area that was to be included in the Whitetail Ridge Residential Urban Renewal Area, including real property that has been platted as Big Creek Valley Plat 1 and Big Creek Valley Plat 2 (the "BCV Plat 1 and Plat 2 Property"); and

WHEREAS, following platting of the BCV Plat 1 and Plat 2 Property and the inclusion of said real property in a tax increment financing district for the Whitetail Ridge Residential Urban Renewal Area by Ordinance No. 357, it was determined that a portion of the BCV Plat 1 and Plat 2 Property had been left as a remanent in the Polk City North Urban Renewal Area; and

WHEREAS, the Board of Supervisors of Polk County has determined that in order to fulfill the purposes, objectives and projects for the Polk City North Urban Renewal Area and the Whitetail Ridge Residential Urban Renewal Area, the remanent portion of the BCV Plat 1 and Plat 2 Property should be removed from Ordinance Nos. 200, 210, 312, and 326 and no longer be subject to the division of taxes under Section 403.19 of the Code of Iowa within the Polk City North Urban Renewal Area.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF POLK COUNTY, STATE OF IOWA, THAT:

Section 1: The following portion (the "**2021 Remanent Property**") of the Polk County Urban Renewal Area – Polk City North Plan Area shall be and is hereby removed from the application of Ordinance Nos. 200, 210, 312, and 326, and shall no longer be subject to the division of taxes under Section 403.19 of the Code of Iowa described in said Ordinances:

Beginning at a point on the south line of Parcel C of Lot 1, recorded in Book 14435, page 744 in Tournament Club of Iowa Plat 1, said point being 53.00 feet east of the southwest corner of parcel C: thence N32°38'18"W, 180.02 feet to the northwest corner of parcel C; thence S20°26'19"E, 91.60 feet along the west line



of Parcel C to a point of curvature; thence southerly along a curve to the right having a radius of 240.00 feet and a chord bearing of S15°33'38"E, an arc length of 39.40 feet along the west line of parcel C to a point; thence S32°38'18"E, 22.67 feet to a point on the south line of Parcel C; thence S78°18'41"E, 43.21 feet along the south line of Parcel C to the point of beginning.

Section 2. That all other portions of the Polk County Urban Renewal Area – Polk City North Plan Area shall be and remain subject to all of the provisions of Ordinance Nos. 200, 210, 312, and 326, and that, except as amended herein, Ordinance Nos. 200, 210, 312, and 326 shall remain in full force and effect.

Section 3. That nothing herein shall be interpreted as altering the boundaries or removing any property from the Polk County Urban Renewal Area – Polk City North Plan Area (for purposes of clarity, while the 2021 Remanent Property is no longer subject to the division of revenue provided for in Iowa Code section 403.19, the 2021 Remanent Property remains a part of the Polk County Urban Renewal Area – Polk City North Plan Area).

Section 4. That if any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 5. That all ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed to the extent of such conflict.

Section 6. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Chairperson, Board of Supervisors

ATTEST:

\_\_\_\_\_  
County Auditor

Read First Time: \_\_\_\_\_, 20\_\_

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE **CORRECTING, NUNC PRO TUNC**, ORDINANCE NO. 357, PROVIDING THAT GENERAL PROPERTY TAXES LEVIED AND COLLECTED EACH YEAR ON **CERTAIN** PROPERTY LOCATED WITHIN THE WHITETAIL RIDGE RESIDENTIAL URBAN RENEWAL AREA, IN POLK COUNTY, STATE OF IOWA, BY AND FOR THE BENEFIT OF THE STATE OF IOWA, POLK COUNTY, POLK CITY, NORTH POLK COMMUNITY SCHOOL DISTRICT, AND OTHER TAXING DISTRICTS, BE PAID TO A SPECIAL FUND FOR PAYMENT OF PRINCIPAL AND INTEREST ON LOANS, MONIES ADVANCED TO AND INDEBTEDNESS, INCLUDING BONDS ISSUED OR TO BE ISSUED, INCURRED BY THE COUNTY IN CONNECTION WITH THE WHITETAIL RIDGE RESIDENTIAL URBAN RENEWAL AREA (**BVC PLAT 1 AND PLAT 2 PARCELS**)

WHEREAS, the Board of Supervisors has previously adopted Ordinance No. 357 to provide for the division of taxes for certain lots and parcels (the "BVC Plat 1 and Plat 2 Parcels") within the Whitetail Ridge Residential Urban Renewal Area; and

WHEREAS, the legal description of the BVC Plat 1 and Plat 2 Parcels used in Ordinance No. 357 did not reflect the most current legal description of the subject property, as most recently platted and this correcting ordinance is intended to correct said error NUNC PRO TUNC.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF SUPERVISORS, POLK COUNTY, STATE OF IOWA:

Section 1. That the legal description of the BVC Plat 1 and Plat 2 Parcels property located within the Urban Renewal Area set forth in the Preambles of Ordinance No. 357 is hereby corrected, NUNC PRO TUNC, to read as follows:

Lots 1-35, A, B & C, and Outlots U, V, W, X, & Y in Big Creek Valley Plat 1 an Official Plat, now included in and forming a part of the City of Polk City, Polk County, Iowa.

And

Lots 1-30, A & B, and Outlot Z in Big Creek Valley Plat 2 an Official Plat, now included in and forming a part of the City of Polk City, Polk County, Iowa.

Section 2. That all other provisions of Ordinance No. 357 not affected or otherwise revised by this Ordinance be and the same are hereby ratified, confirmed and approved in all respects.

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Section 3. That if any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. That all ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed to the extent of such conflict.

Section 5. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Chairperson, Board of Supervisors

ATTEST:

\_\_\_\_\_  
County Auditor

Read First Time: \_\_\_\_\_, 20\_\_

Read Second Time: \_\_\_\_\_, 20\_\_

Read Third Time: \_\_\_\_\_, 20\_\_

## RESOLUTION

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors as a public agency, may enter into an agreement with a public or private agency to cooperate in the provision of services to the public and to cooperate in other ways to mutual advantage; and

WHEREAS, the Central Iowa Cover Crop Seeder Project will provide water quality and flood reduction benefits to meet local watershed goals; and

WHEREAS, Polk County will enter into an agreement with the Iowa Department of Agriculture and Land Stewardship, the City of Des Moines, and Des Moines Water Works to purchase the Cover Crop Seeder; and

WHEREAS, the agreement will begin January 1, 2022 and be in effect until December 31, 2025; and

WHEREAS, Polk County has the right to contract with a third party to support implementation of cover crops and maintenance; and

WHEREAS, the Iowa Department of Agriculture and Land Stewardship will provide an annual reimbursement of \$8.75 per acre, not to exceed \$350,000 over the term of the agreement; and

WHEREAS, the City of Des Moines will provide a payment of \$75,000 to Polk County; and

WHEREAS, Des Moines Water Works will provide a payment of \$25,000 to Polk County.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors has reviewed the proposed 28E Agreement; and

BE IT FURTHER RESOLVED Polk County, Iowa approves to enter into a 28E Agreement between Iowa Department of Agriculture and Land Stewardship- Division of Soil Conservation and Water Quality, City of Des Moines, and Des Moines Water Works for the Central Iowa Cover Crop Seeder Project and authorizes the Chairperson of the Polk County Board of Supervisors to sign said agreement on behalf of Polk County, Iowa.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

POLK COUNTY, IOWA

\_\_\_\_\_  
Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:

  
\_\_\_\_\_  
Robert Rice, Director  
Polk County Public Works Department

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APPROVED AS TO FORM:

JOHN P. SARCONI  
POLK COUNTY ATTORNEY

  
Assistant County Attorney

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution No. 186-21 to approve 28E Agreement between Iowa Department of Agriculture and Land Stewardship- Division of Soil Conservation and Water Quality; Polk County, Iowa; the City of Des Moines; and Des Moines Water Works for the Central Iowa Cover Crop Seeder Project

**Agenda Date:** December 21, 2021

**Contact Individual:** John Swanson, Water Resources Planner, Polk County Public Works Department, 875-5880

**Previous Action taken by the Board:** ARPA Resolution passed on August 31, 2021 (Agenda Item #20)

**Board/Commission Actions:** None

**Action Requested (Recommended):** Approve the terms of the 28E Agreement, authorize the Chairperson to execute the agreement on behalf of Polk County, direct the Public Works Department to return a copy of the signed agreement to each cooperating partner.

**Comply with Policy:** N/A

**Background:** The Central Iowa Cover Crop Seeder Project involves the purchase of a fully operational cover crop seeder that will improve cover crop success within the Des Moines River watershed. Cover Crops provide benefits to soil health that correlates to improved water quality and reduced downstream flooding.

**Action Impact:** Action approves the County to purchase seeder and receive cooperative partner funds.

**Fiscal Note:** The seeder cost is \$600,000. The City of Des Moines will provide \$75,000, Des Moines Water Works will provide \$25,000, and IDALS will provide an annual reimbursement based on acres seeded, not to exceed \$350,000.

| Fiscal Year | Budgeted? (Y/N) | Anticipated Expense | Anticipated Revenue | Ongoing Commitment? (Y/N) | If Amendment is Required, |                      |
|-------------|-----------------|---------------------|---------------------|---------------------------|---------------------------|----------------------|
|             |                 |                     |                     |                           | Expense Account Code      | Revenue Account Code |
| 21/22       | Y               | \$600,000           | \$100,000           | Y                         | 320109000                 |                      |

**Additional Fiscal Note Information (optional):**

To be paid from ARPA funds, as approved by Board resolution on August 31, 2021.

**RESOLUTION**

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors as a public agency, may enter into an agreement with a public or private agency to cooperate in the provision of services to the public and to cooperate in other ways to mutual advantage; and

WHEREAS, Polk County is a member of the Fourmile Creek Watershed Management Authority, Mud, Camp, and Spring Creek Watershed Management Authority, and the Walnut Creek Watershed Management Authority, collectively known as the Central Iowa Watershed Management Authorities (CIWMA); and

WHEREAS, Polk County has entered into a Cooperative Public Service Agreement to employ a Watershed Coordinator to lead watershed implementation efforts; and

WHEREAS, the Des Moines Areas Metropolitan Planning Organization (MPO) shall assist with administrative duties, outreach, and planning efforts; and

WHEREAS, Polk County shall provide \$10,000 annually to the MPO to assist with these duties.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors has reviewed the proposed Cooperative Agreement; and

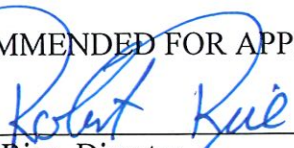
BE IT FURTHER RESOLVED Polk County, Iowa approves the Cooperative Agreement between Polk County, Iowa and the Des Moines Area Metropolitan Planning Organization and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

POLK COUNTY, IOWA

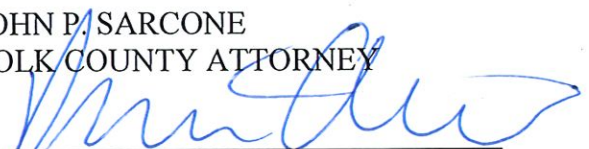
\_\_\_\_\_  
Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:

  
\_\_\_\_\_  
Robert Rice, Director  
Polk County Public Works Department

APPROVED AS TO FORM:

JOHN P. SARCONI  
POLK COUNTY ATTORNEY

  
\_\_\_\_\_  
Assistant County Attorney

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# **POLK COUNTY BOARD OF SUPERVISORS**

## **Tuesday Agenda Memorandum**

**Item Type & Title:** Resolution No. 187-21 to approve Cooperative Agreement for Watershed Planning for the Grater Des Moines Metropolitan Area between Polk County, Iowa and the Des Moines Area Metropolitan Planning Organization.

**Agenda Date:** December 21, 2021

**Contact Individual:** John Swanson, Water Resources Planner, Polk County Public Works Department, 875-5880

**Previous Action taken by the Board:** Res. No. 9-21 dated January 19, 2021, Cooperative Service Agreement for Central Iowa Watershed Management Authorities

**Board/Commission Actions:** None

**Action Requested (Recommended):** Approve the terms of the Cooperative Agreement, authorize the Chairperson to execute the agreement on behalf of Polk County, direct the Public Works Department to return a copy of the signed agreement to each cooperating partner.

**Comply with Policy:** N/A

**Background:** The Des Moines Area Metropolitan Planning Organization has been providing support to Polk County and local watershed efforts since 2016. This Cooperative Agreement is a continuation of that support.

**Action Impact:** Action approves the County to provide funding to the MPO for administrative, communication, and planning support for the Central Iowa Watershed Management Authorities.

**Fiscal Note:** This expense will be paid and tracked through the economic development fund.

| Fiscal Year | Budgeted? (Y/N) | Anticipated Expense | Anticipated Revenue | Ongoing Commitment? (Y/N) | If Amendment is Required, |                      |
|-------------|-----------------|---------------------|---------------------|---------------------------|---------------------------|----------------------|
|             |                 |                     |                     |                           | Expense Account Code      | Revenue Account Code |
| 21/22       | Y               | \$10,000            | \$0                 | Y                         |                           |                      |

**Additional Fiscal Note Information (optional):**



## RESOLUTION

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following Resolution be adopted:

WHEREAS, the Polk County Public Works Budget includes appropriations for numerous construction and maintenance supplies; and

WHEREAS, the Polk County Public Works Department wishes to schedule contract lettings, and supply quotations for these items in the later winter or early spring period in order to obtain the most attractive prices, in a timely manner; and

WHEREAS, the Polk County Public Works Department recommends that contract lettings be scheduled and price quotations be obtained for the following items:

| Line Item | CONTRACT LETTING BY<br>POLK COUNTY GENERAL SERVICES | Line Item | PRICE QUOTATION BY<br>POLK COUNTY GENERAL SERVICES    |
|-----------|-----------------------------------------------------|-----------|-------------------------------------------------------|
| 73410     | Pavement Marking - 101                              | 73120     | Corrugated Metal Pipes – 214                          |
| 78820     | HMA Resurfacing - 140                               | 73200     | Road Stone – Furnish only - 211                       |
| 78950     | New Vehicles & Equipment– Capital Expenditures      | 73240     | Crack Seal Material – 005                             |
| 78050     | Sanitary Sewer Construction - 264                   | 73260     | Asphalt Mix – 013                                     |
| 73250     | PCC Patching – 268                                  | 73250     | Ready Mix Concrete - 014                              |
| 73300     | PVC Tile & Storm Sewer -259                         | 73370     | Skid Sand - 210                                       |
| 78750     | New Construction – Capital Expenditure -469, 474    | 73390     | Traffic Signs – 040                                   |
| 73250     | PCC Crack Sealing - 275                             | 73390     | Traffic Sign Posts – 213                              |
| 73250     | Slurry Leveling – 277                               | 73280     | Erosion Control Materials – 089                       |
|           |                                                     | 73370     | De-Icing Materials - 091                              |
|           |                                                     | 73200     | Road Stone – Deliver only - 220                       |
|           |                                                     | 73390     | Barricades – 212                                      |
|           |                                                     | 74080     | Furnaces                                              |
|           |                                                     | 74080     | Water Heaters                                         |
|           |                                                     | 73370     | Rock Salt – 178                                       |
|           |                                                     | 74080     | Roof Repairs                                          |
|           |                                                     | 73370     | Calcium Pellets – 179                                 |
|           |                                                     | 73380     | Snow Fence & Posts – 215                              |
|           |                                                     | 77190     | Mosquito Spraying and Materials                       |
|           |                                                     | 73520     | Disposal of Used Oil, Anti-Freeze & Oil Filters - 216 |

NOW, THEREFORE, BE IT RESOLVED that the Polk County General Services Department be authorized at the request of the Polk County Public Works Department to prepare

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the necessary bid letting and quotation documents and to schedule for those items listed under "Contract Letting by Polk County General Services", and "Price Quotation by Polk County General Services"; and

BE IT FURTHER RESOLVED that final contract award or final acceptance of price quotations be delayed until the Fiscal Year 2022/2023 Public Works Budget is approved by the Polk County Board of Supervisors.

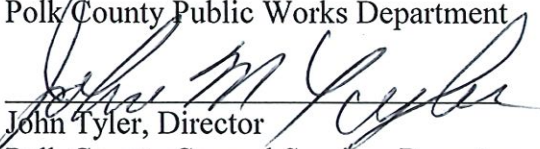
POLK COUNTY, IOWA

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Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:

  
Robert Rice, Director  
Polk County Public Works Department

  
John Tyler, Director  
Polk County General Services Department

FISCAL IMPACT: None at this time.  
Established after lettings and quotations obtained.

# **POLK COUNTY BOARD OF SUPERVISORS**

## **Tuesday Agenda Memorandum**

**Item Type & Title:** Resolution No. 189-21 to authorize Polk County General Services to prepare necessary bid letting and quotation documents on behalf of the Polk County Public Works Department. Also, authorizes the Public Works Department to inform the Iowa Department of Transportation to include Polk County in its lettings.

**Agenda Date:** December 21, 2021

**Contact Individual:** Robert Rice, Director, Polk County Public Works Department, 286-3705

**Previous Action taken by the Board:** Annual Resolution No. 160-20, approved by the Board of Supervisors on December 15, 2020.

**Board/Commission Actions:** N/A

**Action Requested (Recommended):** Resolution authorizes Polk County General Services to conduct necessary bid letting and quotation documents on behalf of the Polk County Public Works Department.

**Comply with Policy:** Yes

**Background:** Resolution approved annually by the Polk County Board of Supervisors to authorize the letting of annual bids to establish material and contract prices for the Polk County Public Works Department.

**Action Impact:** Resolution authorizes Polk County General Services to conduct necessary bid lettings and quotations.

**Fiscal Note:** None. Expenses are established at time of Letting and Quotes.

| Fiscal Year | Budget ed? (Y/N) | Anticipated Expense | Anticipated Revenue | Ongoing Commitment? (Y/N) | If Amendment is Required, |                      |
|-------------|------------------|---------------------|---------------------|---------------------------|---------------------------|----------------------|
|             |                  |                     |                     |                           | Expense Account Code      | Revenue Account Code |
| 21/22       | Y                | N/A                 | N/A                 | N                         |                           |                      |
|             |                  |                     |                     |                           |                           |                      |
|             |                  |                     |                     |                           |                           |                      |

**Additional Fiscal Note Information (optional):**

## RESOLUTION

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following Resolution be adopted:

WHEREAS, the Polk County Public Works Department will be buying necessary right-of-way for the 2022 construction projects; and

WHEREAS, the following rates for fence moving shall apply as of January 1, 2022:

|                        |   |                 |
|------------------------|---|-----------------|
| Five wire, barbed type | @ | \$44.00 per rod |
| Woven wire type        | @ | \$55.00 per rod |
| Corner and gate posts  | @ | \$53.00 each    |
| Move existing fence    | @ | \$37.00 per rod |

(The amount of corner posts, brace posts, and gate posts are to be left to the discretion of the right-of-way agent); and

WHEREAS, the following rate for crop damage shall apply as of January 1, 2022:

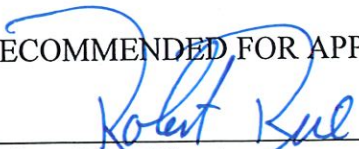
|       |   |                   |
|-------|---|-------------------|
| Corn  | @ | \$1100 per acre   |
| Beans | @ | \$900 per acre    |
| Hay   | @ | \$90 acre/cutting |

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa authorizes the Polk County Public Works Department to pay the above listed prices for fence and crop damage on right-of-way acquired for projects in 2022.

POLK COUNTY, IOWA

\_\_\_\_\_  
Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:

  
\_\_\_\_\_  
Robert Rice, Director  
Polk County Public Works Department

FISCAL IMPACT: None. To establish unit rates only.

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# **POLK COUNTY BOARD OF SUPERVISORS**

## **Tuesday Agenda Memorandum**

**Item Type & Title:** Resolution No. 188-21 to authorize the Polk County Public Works Department to establish rates for fence moving and crop damage for use in the purchase of road right-of-way.

**Agenda Date:** December 21, 2021

**Contact Individual:** Kyle Riley, P.E., CFM, County Engineer, Polk County Public Works Department, 286-3705

**Previous Action taken by the Board:** Annual Resolution, 159-20, approved on December 15, 2020

**Board/Commission Actions:** N/A

**Action Requested (Recommended):** To establish unit prices for fence and crop damage pertaining to road right-of-way acquisition by the Public Works Department.

**Comply with Policy:** Yes

**Background:** Each year the Polk County Public Works Department establishes prices to be paid during the purchase of right-of-way for fence and crop damages.

**Action Impact:** Establishes unit prices for potential fence and crop damage during right-of-way acquisition.

**Fiscal Note:** None – To establish rates only.

| Fiscal Year | Budget ed?<br>(Y/N) | Anticipated Expense | Anticipated Revenue | Ongoing Commitment?<br>(Y/N) | If Amendment is Required, |                      |
|-------------|---------------------|---------------------|---------------------|------------------------------|---------------------------|----------------------|
|             |                     |                     |                     |                              | Expense Account Code      | Revenue Account Code |
| 21/22       | Y                   | N/A                 | N/A                 | N                            |                           |                      |
|             |                     |                     |                     |                              |                           |                      |
|             |                     |                     |                     |                              |                           |                      |

**Additional Fiscal Note Information (optional):**

Res. No. 190-21  
December 21, 2021

## RESOLUTION

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following Resolution be adopted:

WHEREAS, Resolution 78-82 dated July 20, 1982, authorized the Iowa National Guard to use the Polk County Public Works Central Maintenance Facility located at 5885 N.E. 14th Street, Des Moines, Iowa, as an alternate assembly site; and

WHEREAS, due to the secure nature of the Public Works facility, the Iowa National Guard has requested to continue to use, as it has each subsequent year, the same alternate assembly site.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Public Works Central Maintenance Facility located at 5885 N.E. 14th Street, Des Moines, Iowa, is hereby designated as an alternate assembly site for mobilization in the event of a national emergency.

POLK COUNTY, IOWA

\_\_\_\_\_  
Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:

  
\_\_\_\_\_  
Robert Rice, Director  
Polk County Public Works Department

FISCAL NOTE: None

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# **POLK COUNTY BOARD OF SUPERVISORS**

## **Tuesday Agenda Memorandum**

**Item Type & Title:** Resolution No. 190-21 authorizes the use of the Central Maintenance Facility at 5885 N.E. 14<sup>th</sup> Street as an alternate assembly site for the Iowa National Guard.

**Agenda Date:** December 21, 2021

**Contact Individual:** Kyle Riley, P.E. CFM, County Engineer, Polk County Public Works Department, 286-3705

**Previous Action taken by the Board:** Annual Resolution originally processed on July 20, 1982, and each subsequent year thereafter.

**Board/Commission Actions:** N/A

**Action Requested (Recommended):** Resolution requests the Polk County Public Works Central Maintenance Facility be designated as an alternate assembly site by the Iowa National Guard for mobilization in the event of a national emergency.

**Comply with Policy:** Yes

**Background:** Permission requested by the Iowa National Guard each year.

**Action Impact:** Resolution designates the Central Maintenance Facility as an alternate assembly site for the Iowa National Guard for mobilization in the event of a national emergency.

**Fiscal Note** None

| Fiscal Year | Budget ed? (Y/N) | Anticipated Expense | Anticipated Revenue | Ongoing Commitment? (Y/N) | If Amendment is Required, |                      |
|-------------|------------------|---------------------|---------------------|---------------------------|---------------------------|----------------------|
|             |                  |                     |                     |                           | Expense Account Code      | Revenue Account Code |
| 21/22       | N                | N/A                 | N                   | N                         |                           |                      |
|             |                  |                     |                     |                           |                           |                      |
|             |                  |                     |                     |                           |                           |                      |

**Additional Fiscal Note Information (optional):**



R E S O L U T I O N

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following Resolution be adopted:

WHEREAS, Polk County Public Works Department annually reviews the fees and fee schedules utilized by the department for the issuance of various permits, departmental reviews of land surveys, plats, subdivisions and document duplication; and

WHEREAS, the results of this review have indicated that due to increased operational and administrative costs, the fee rates for the permits utilized should be established as shown on the 2022 Public Works Department Permit Fee Schedule; and

WHEREAS, it is often necessary for the Public Works Department to provide additional field inspection of work accomplished as part of the issuance of Single Trip and Grant Permits; and

WHEREAS, Public Works Department recommends that, if necessary, the applicant for a Single Trip Permit and Grant Permit will be required to submit certified funds in advance of the permit approval to cover the estimated costs of these field inspections; and

WHEREAS, the 2022 Public Works Department Permit Fee Schedule also includes updated fees for equipment, wages and administration of the Weed Commissioner duties and are set in accordance with Iowa Code §317.21.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa does hereby accept and establish the 2022 Public Works Department Permit Fee Schedule; and

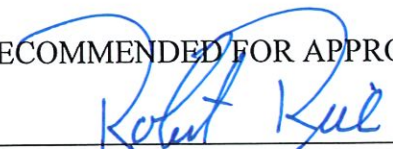
BE IT FURTHER RESOLVED that the recommended fee schedule for reimbursement of field inspection costs be established with the requirement that permit applicants submit certified funds in advance of the permit approval to cover estimated inspection costs; and

BE IT FURTHER RESOLVED that the Polk County Public Works Department be authorized to issue these permits and collect said fees on behalf of Polk County.

POLK COUNTY, IOWA

\_\_\_\_\_  
Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:

  
\_\_\_\_\_  
Robert Rice, Director  
Polk County Public Works Department

FISCAL IMPACT: Anticipated Fee increases were included in the FY21/22 approved budget and are included in the FY22/23 budget request.



# **POLK COUNTY BOARD OF SUPERVISORS**

## **Tuesday Agenda Memorandum**

**Item Type & Title:** Resolution No. 191-21 to accept and establish the 2022 Public Works Department Permit Fee Schedule.

**Agenda Date:** December 21, 2021

**Contact Individual:** Robert Rice, Director, Polk County Public Works Department, 286-3705

**Previous Action taken by the Board:** Resolution 158-20 establishing the 2021 Public Works Department Permit Fee Schedule, approved by the Polk County Board of Supervisors on December 15, 2020.

**Board/Commission Actions:** N/A

**Action Requested (Recommended):** To accept and approve the 2022 Public Works Department Permit Fee Schedule.

**Comply with Policy:** Yes

**Background:** Each year Public Works Department reviews the fees and fee schedules utilized by Public Works for issuance of various permits, reviews of land surveys, plats, and subdivisions and document duplication. As a result of this review, it was determined that due to increased operational and administrative costs, the fee rates for the permits utilized should be established as shown on the attached 2022 Public Works Department Permit Fee Schedule.

**Action Impact:** Resolution approves the 2022 Public Works Department Permit Fee Schedule; requires that permit certain applicants submit certified funds in advance of the permit approval and authorizes the Polk County Public Works Department to issue the permits and collect said fees on behalf of Polk County.

**Fiscal Note:** Anticipated Fee increases were included in the FY21/22 approved budget and are included in the FY22/23 budget request.

| Fiscal Year | Budgeted? (Y/N) | Anticipated Expense | Anticipated Revenue | Ongoing Commitment? (Y/N) | If Amendment is Required, |                      |
|-------------|-----------------|---------------------|---------------------|---------------------------|---------------------------|----------------------|
|             |                 |                     |                     |                           | Expense Account Code      | Revenue Account Code |
| 21/22       | Y               |                     | \$15,000            |                           |                           |                      |
| 22/23       | Y               |                     | \$15,000            |                           |                           |                      |
|             |                 |                     |                     |                           |                           |                      |

**Additional Fiscal Note Information (optional):**

| 2022 Public Works Department Proposed Permit and Fee Schedule                                        |  |  |  |  |  | 2021      | Proposed 2022 | % Increase |
|------------------------------------------------------------------------------------------------------|--|--|--|--|--|-----------|---------------|------------|
| <b>Roadway Permits</b>                                                                               |  |  |  |  |  |           |               |            |
| Single Trip Fee (Single Trip Permit)                                                                 |  |  |  |  |  | \$ 35.00  | \$ 35.00      | 0.0%       |
| Annual Permit (Annual Oversize Permit)                                                               |  |  |  |  |  | \$ 50.00  | \$ 50.00      | 0.0%       |
| Annual Oversize/Overweight Permit                                                                    |  |  |  |  |  | \$ 400.00 | \$ 400.00     | 0.0%       |
| Right-of-Way Improvement Permit                                                                      |  |  |  |  |  | \$ 309.00 | \$ 250.00     | -19.1%     |
| Right-of-Way (Grant Permit)                                                                          |  |  |  |  |  | \$ 309.00 | \$ 250.00     | -19.1%     |
| Entrance Permit                                                                                      |  |  |  |  |  | \$ 252.00 | \$ 325.00     | 29.0%      |
| Special Roadway Use Permit                                                                           |  |  |  |  |  | \$ 263.00 | \$ 277.00     | 5.3%       |
| The following fee schedule is established to allow for reimbursement of Engineering inspection fees: |  |  |  |  |  |           |               |            |
| County Engineer                                                                                      |  |  |  |  |  | \$ 116.00 | \$ 116.00     | 0.0%       |
| Superintendent                                                                                       |  |  |  |  |  | \$ 76.00  | \$ 74.00      | -2.6%      |
| Equipment Operator                                                                                   |  |  |  |  |  | \$ 56.00  | \$ 55.00      | -1.8%      |
| Sr. Design Tech                                                                                      |  |  |  |  |  | \$ 73.40  | \$ 72.10      | -1.8%      |
| Engineering Tech                                                                                     |  |  |  |  |  | \$ 56.90  | \$ 58.80      | 3.3%       |
| Pick-up/Sign Truck                                                                                   |  |  |  |  |  | \$ 32.00  | \$ 32.00      | 0.0%       |
| <b>Weed Commission Rates (See Memo #276-12)</b>                                                      |  |  |  |  |  |           |               |            |
| Tractor Fee (Tractor Hourly Rate)                                                                    |  |  |  |  |  | \$ 149.00 | \$ 157.00     | 5.4%       |
| Weed Eat Fee (Weed Eat Hourly Rate)                                                                  |  |  |  |  |  | \$ 162.00 | \$ 171.00     | 5.6%       |
| <b>Maps/Copy Fees</b>                                                                                |  |  |  |  |  |           |               |            |
| Copies                                                                                               |  |  |  |  |  | \$ 0.50   | \$ 0.50       | 0.0%       |
| Color Copies/Print                                                                                   |  |  |  |  |  | \$ 1.00   | \$ 1.00       | 0.0%       |
| Aerials                                                                                              |  |  |  |  |  | \$ 2.00   | \$ 2.00       | 0.0%       |
| Large Format Copies                                                                                  |  |  |  |  |  | \$ 5.00   | \$ 5.00       | 0.0%       |
| County Base Map 24"x 24" (B/W)                                                                       |  |  |  |  |  | \$ 6.00   | \$ 6.00       | 0.0%       |
| County Base Map 24"x 24" (Color)                                                                     |  |  |  |  |  | \$ 12.00  | \$ 12.00      | 0.0%       |
| County Base Map 36"x 36" (B/W)                                                                       |  |  |  |  |  | \$ 14.00  | \$ 14.00      | 0.0%       |
| County Base Map 36"x 36" (Color)                                                                     |  |  |  |  |  | \$ 20.00  | \$ 20.00      | 0.0%       |
| Zoning Map (Black/White)                                                                             |  |  |  |  |  | \$ 17.00  | \$ 17.00      | 0.0%       |
| Zoning Map (Color)                                                                                   |  |  |  |  |  | \$ 22.00  | \$ 22.00      | 0.0%       |
| 2030 Comprehensive Plan (binder)                                                                     |  |  |  |  |  | \$ 33.00  | \$ 33.00      | 0.0%       |
| Zoning Ordinance                                                                                     |  |  |  |  |  | \$ 20.00  | \$ 20.00      | 0.0%       |
| Subdivision Ordinance                                                                                |  |  |  |  |  | \$ 13.00  | \$ 13.00      | 0.0%       |
| <b>Information on CD/DVD's</b>                                                                       |  |  |  |  |  |           |               |            |
| Aerial Photos - 1938                                                                                 |  |  |  |  |  | \$ 15.00  | \$ 15.00      | 0.0%       |
| Aerial Photos - 1967 and 1974 (one disc)                                                             |  |  |  |  |  | \$ 28.00  | \$ 28.00      | 0.0%       |
| Aerial Photos - 1980                                                                                 |  |  |  |  |  | \$ 15.00  | \$ 15.00      | 0.0%       |
| Section Corner Ties                                                                                  |  |  |  |  |  | \$ 13.00  | \$ 13.00      | 0.0%       |
| County Chaining Maps                                                                                 |  |  |  |  |  | \$ 19.50  | \$ 19.50      | 0.0%       |
| <b>Building Permits</b>                                                                              |  |  |  |  |  |           |               |            |
| <b>1-2 Family Dwelling (new/add/remodel)</b>                                                         |  |  |  |  |  |           |               |            |
| Wood Frame                                                                                           |  |  |  |  |  | \$ 117.00 | \$ 123.00     | 5.1%       |
| Factory Built - Flat Fee                                                                             |  |  |  |  |  | \$ 464.00 | \$ 489.00     | 5.4%       |
| Move Existing House- Flat Fee                                                                        |  |  |  |  |  | \$ 464.00 | \$ 489.00     | 5.4%       |
| <b>3 or more Dwellings (new/add/remodel)</b>                                                         |  |  |  |  |  |           |               |            |
| Wood Frame                                                                                           |  |  |  |  |  | \$ 112.00 | \$ 118.00     | 5.4%       |
| <b>Basement/Crawlspace</b>                                                                           |  |  |  |  |  |           |               |            |
| Finished Basement                                                                                    |  |  |  |  |  | \$ 33.00  | \$ 35.00      | 6.1%       |
| Unfinished Basement                                                                                  |  |  |  |  |  | \$ 25.00  | \$ 26.00      | 4.0%       |
| Crawlspace w/concrete floor                                                                          |  |  |  |  |  | \$ 16.00  | \$ 17.00      | 6.3%       |
| Crawlspace w/o floor                                                                                 |  |  |  |  |  | \$ 14.00  | \$ 15.00      | 7.1%       |
| Slab (concrete)                                                                                      |  |  |  |  |  | \$ 11.00  | \$ 12.00      | 9.1%       |
| <b>Garage/Shed</b>                                                                                   |  |  |  |  |  |           |               |            |
| Detached                                                                                             |  |  |  |  |  | \$ 25.00  | \$ 26.00      | 4.0%       |
| Attached                                                                                             |  |  |  |  |  | \$ 51.00  | \$ 54.00      | 5.9%       |
| Pole Building                                                                                        |  |  |  |  |  | \$ 21.00  | \$ 22.00      | 4.8%       |
| Carport                                                                                              |  |  |  |  |  | \$ 23.00  | \$ 24.00      | 4.3%       |
| Move Existing Garage - Flat Fee                                                                      |  |  |  |  |  | \$ 82.00  | \$ 86.00      | 4.9%       |
| Storage Shed >120ft2                                                                                 |  |  |  |  |  | \$ 23.00  | \$ 24.00      | 4.3%       |



| Building Permits (continued)                       |                            |                       |    |       |          |    |           |                            |        |           |
|----------------------------------------------------|----------------------------|-----------------------|----|-------|----------|----|-----------|----------------------------|--------|-----------|
| Miscellaneous                                      |                            |                       |    |       |          |    |           |                            |        |           |
| Deck/Porch                                         | \$                         | 14.00                 |    |       |          |    |           | \$                         | 15.00  |           |
| Enclosed Deck/Porch/3 Season Porch                 | \$                         | 45.00                 |    |       |          |    |           | \$                         | 47.00  |           |
| Pool - Flat Fee                                    | \$                         | 76.00                 |    |       |          |    |           | \$                         | 80.00  |           |
| Fence>6ft high                                     | Valuation                  |                       |    |       |          |    |           | Valuation                  |        |           |
| Demolition Fee - Flat Fee                          | \$                         | 82.00                 |    |       |          |    |           | \$                         | 86.00  |           |
| Fire Sprinkler Permit                              | Valuation                  |                       |    |       |          |    |           | Valuation                  |        |           |
| 2 <sup>nd</sup> Reinspection Fee(per inspection)   | \$                         | 82.00                 |    |       |          |    |           | \$                         | 86.00  |           |
| After hours inspection(per inspection)             | \$                         | 114.00                |    |       |          |    |           | \$                         | 120.00 |           |
| Building Plan Review Fee                           | 65% of Building Permit fee |                       |    |       |          |    |           | 65% of Building Permit fee |        |           |
| Commercial Plan Review                             | 65% of Building Permit fee |                       |    |       |          |    |           | 65% of Building Permit fee |        |           |
| Commercial Building Values                         |                            |                       |    |       |          |    |           |                            |        |           |
| Canopy                                             | \$                         | 58.00                 |    |       |          |    |           | \$                         | 61.00  |           |
| Church                                             | \$                         | 167.00                |    |       |          |    |           | \$                         | 176.00 |           |
| Industrial                                         | \$                         | 101.00                |    |       |          |    |           | \$                         | 106.00 |           |
| Office                                             | \$                         | 137.00                |    |       |          |    |           | \$                         | 144.00 |           |
| Restaurant                                         | \$                         | 142.00                |    |       |          |    |           | \$                         | 150.00 |           |
| Retail/Wholesale Store                             | \$                         | 101.00                |    |       |          |    |           | \$                         | 106.00 |           |
| Public School                                      | \$                         | 183.00                |    |       |          |    |           | \$                         | 193.00 |           |
| Service Station                                    | \$                         | 96.00                 |    |       |          |    |           | \$                         | 101.00 |           |
| Warehouse/Shell                                    | \$                         | 72.00                 |    |       |          |    |           | \$                         | 76.00  |           |
| Others by Valuation                                |                            |                       |    |       |          |    |           |                            |        |           |
| Building Permit Valuation Table                    |                            |                       |    |       |          |    |           |                            |        |           |
| \$1-500                                            | \$                         | 37.00                 | \$ | -     | hundred  | \$ | 500       | Per                        | Over   |           |
| \$501-2,000                                        | \$                         | 37.00                 | \$ | 2.27  | thousand | \$ | 2,27      | \$                         | 500    |           |
| \$2,001-25,000                                     | \$                         | 71.05                 | \$ | 10.47 | thousand | \$ | 2,000     | thousand                   | \$     | 2,000     |
| \$25,001-50,000                                    | \$                         | 311.86                | \$ | 7.64  | thousand | \$ | 25,000    | thousand                   | \$     | 25,000    |
| \$50,001-100,000                                   | \$                         | 502.86                | \$ | 5.34  | thousand | \$ | 50,000    | thousand                   | \$     | 50,000    |
| \$100,001-500,000                                  | \$                         | 769.86                | \$ | 4.11  | thousand | \$ | 100,000   | thousand                   | \$     | 100,000   |
| \$500,001-1,000,000                                | \$                         | 2,413.86              | \$ | 3.53  | thousand | \$ | 500,000   | thousand                   | \$     | 500,000   |
| >\$1,000,000                                       | \$                         | 4,178.86              | \$ | 2.33  | thousand | \$ | 1,000,000 | thousand                   | \$     | 1,000,000 |
| Electrical Permit Fees                             |                            |                       |    |       |          |    |           |                            |        |           |
| Circuits Fee                                       |                            | First 5               | \$ | 4.60  |          |    |           | First 5                    | \$     | 4.80      |
|                                                    |                            | 6th - 10th            | \$ | 4.10  |          |    |           | 6th - 10th                 | \$     | 4.30      |
|                                                    |                            | 11th - 100th          | \$ | 2.60  |          |    |           | 11th - 100th               | \$     | 2.70      |
|                                                    |                            | Each Circuit over 100 | \$ | 2.00  |          |    |           | Each Circuit over 100      | \$     | 2.10      |
| Meters Fee                                         |                            | 1st                   | \$ | 9.30  |          |    |           | 1st                        | \$     | 9.80      |
|                                                    |                            | 2nd                   | \$ | 6.60  |          |    |           | 2nd                        | \$     | 7.00      |
|                                                    |                            | Each Meter over 2     | \$ | 4.20  |          |    |           | Each Meter over 2          | \$     | 4.40      |
|                                                    |                            | 7.70                  |    |       |          |    |           | 8.10                       |        |           |
| Fixed Appliances (eg. range, A/C)                  | \$                         | 7.70                  |    |       |          |    |           | 8.10                       |        |           |
| Other Electrical Appliances                        | \$                         | 1.00                  |    |       |          |    |           | 1.10                       |        |           |
| Fixtures (Commercial Only)                         | \$                         | 4.70                  |    |       |          |    |           | 5.00                       |        |           |
| Motors (Exclusive of Circuits)                     | \$                         | 38.00                 |    |       |          |    |           | 40.00                      |        |           |
| Electrical Permit Application Fee                  | \$                         |                       |    |       |          |    |           |                            |        |           |
| Plumbing Permit Fees                               |                            |                       |    |       |          |    |           |                            |        |           |
| Water Service                                      | \$                         | 57.00                 |    |       |          |    |           | \$                         | 60.00  |           |
| Sewer Service                                      | \$                         | 57.00                 |    |       |          |    |           | \$                         | 60.00  |           |
| Fixtures (eg. tub, fountain, disposal)             | \$                         | 7.70                  |    |       |          |    |           | \$                         | 8.10   |           |
| Reconstruction Fee (drain, stack, vent)            | \$                         | 47.00                 |    |       |          |    |           | \$                         | 50.00  |           |
| Plumbing Permit Application Fee                    | \$                         | 38.00                 |    |       |          |    |           | \$                         | 40.00  |           |
| Mechanical Permit Fees                             |                            |                       |    |       |          |    |           |                            |        |           |
| Air Conditioning (Residential)                     | \$                         | 12.40                 |    |       |          |    |           | \$                         | 13.10  |           |
| AirConditioning (Commercial)                       | \$                         | 18.60                 |    |       |          |    |           | \$                         | 19.60  |           |
| Air Compressor Fee                                 | \$                         | 11.40                 |    |       |          |    |           | \$                         | 12.00  |           |
| Boiler Fee                                         | \$                         | 18.60                 |    |       |          |    |           | \$                         | 19.60  |           |
| Heat Pump/Geothermal                               | \$                         | 36.10                 |    |       |          |    |           | \$                         | 38.00  |           |
| Heating/Air Conditioning (Roof Unit Commercial)    | \$                         | 34.10                 |    |       |          |    |           | \$                         | 35.90  |           |
| Heating Appliances - Installation or Relocation    | \$                         | 18.60                 |    |       |          |    |           | \$                         | 19.60  |           |
| Fuel Burning Fireplace, Stove or Similar Appliance | \$                         | 46.40                 |    |       |          |    |           | \$                         | 48.90  |           |
| Gas Piping (1 to 6 Outlets)                        | \$                         | 5.70                  |    |       |          |    |           | \$                         | 6.00   |           |
| Additional Gas Piping Outlets (Over 6)             | \$                         | 3.70                  |    |       |          |    |           | \$                         | 3.90   |           |
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|------------------------------------------------------------|-----------------------------------------------------------------|-----------------|--------|-----------------------------------|--|----|-----------------|-----------------------------------|-------|
|                                                            | Each Appliance or Sys not Listed Above                          | \$              | 9.80   |                                   |  | \$ | 10.30           |                                   | 5.1%  |
|                                                            | Mechanical Permit Application Fee (Basic Fee)                   | \$              | 38.00  |                                   |  | \$ | 40.00           |                                   | 5.3%  |
| Environmental Health Fees                                  |                                                                 |                 |        |                                   |  |    |                 |                                   |       |
|                                                            | Misc. Permit Fees                                               |                 |        |                                   |  |    |                 |                                   |       |
|                                                            | Radon Kit                                                       | \$              | 6.25   |                                   |  | \$ | 7.00            |                                   | 12.0% |
| Business Inspection Fees                                   |                                                                 |                 |        |                                   |  |    |                 |                                   |       |
|                                                            | Tanning Bed Inspection/per bed                                  |                 |        |                                   |  |    |                 |                                   |       |
|                                                            | Tanning Late Fee                                                |                 |        | no longer do inspection for state |  |    |                 | no longer do inspection for state |       |
|                                                            | Tattoo Parlor Inspection                                        | \$              | 250.00 |                                   |  | \$ | 250.00          |                                   | 0.0%  |
|                                                            | Tattoo Late Fee                                                 | \$30/each month |        |                                   |  | \$ | \$30/each month |                                   |       |
|                                                            | Tattoo Parlor Reinspection Fee                                  | \$              | 78.00  |                                   |  | \$ | 82.00           |                                   | 5.1%  |
| Pool/Spa Inspection Fees                                   |                                                                 |                 |        |                                   |  |    |                 |                                   |       |
|                                                            | With Surface Area < 1500 sq ft                                  | \$              | 170.00 |                                   |  | \$ | 170.00          |                                   | 0.0%  |
|                                                            | With Surface Area < 1500 sq ft with multiple discount           | \$              | 153.00 |                                   |  | \$ | 153.00          |                                   | 0.0%  |
|                                                            | With Surface Area > 1500 sq ft                                  | \$              | 270.00 |                                   |  | \$ | 270.00          |                                   | 0.0%  |
|                                                            | With Surface Area > 1500 sq ft with multiple discount           | \$              | 243.00 |                                   |  | \$ | 243.00          |                                   | 0.0%  |
|                                                            | Wave Pool                                                       | \$              | 270.00 |                                   |  | \$ | 270.00          |                                   | 0.0%  |
| Wave Pool with multiple discount                           |                                                                 |                 |        |                                   |  |    |                 |                                   |       |
|                                                            | Spa                                                             | \$              | 170.00 |                                   |  | \$ | 170.00          |                                   | 0.0%  |
| Spa with multiple discount                                 |                                                                 |                 |        |                                   |  |    |                 |                                   |       |
|                                                            | Wading Pool less/equal to 500 sq ft                             | \$              | 153.00 |                                   |  | \$ | 153.00          |                                   | 0.0%  |
|                                                            | Wading Pool greater than 500 sq ft                              | \$              | 50.00  |                                   |  | \$ | 50.00           |                                   | 0.0%  |
| Wading Pool less/equal to 500 sq ft with multiple discount |                                                                 |                 |        |                                   |  |    |                 |                                   |       |
|                                                            | Wading Pool greater than 500 sq ft                              | \$              | 45.00  |                                   |  | \$ | 45.00           |                                   | 0.0%  |
|                                                            | Wading Pool greater than 500 sq ft with multiple discount       | \$              | 90.00  |                                   |  | \$ | 90.00           |                                   | 0.0%  |
| Wading Pool greater than 500 sq ft with multiple discount  |                                                                 |                 |        |                                   |  |    |                 |                                   |       |
|                                                            | Water Slide and Plunge Pool                                     | \$              | 81.00  |                                   |  | \$ | 81.00           |                                   | 0.0%  |
|                                                            | Water Slide and Plunge Pool with multiple discount              | \$              | 270.00 |                                   |  | \$ | 270.00          |                                   | 0.0%  |
| Water Slide and Plunge Pool with multiple discount         |                                                                 |                 |        |                                   |  |    |                 |                                   |       |
|                                                            | Each additional water slide into plunge pool                    | \$              | 243.00 |                                   |  | \$ | 243.00          |                                   | 0.0%  |
|                                                            | Water slide into swimming pool                                  | \$              | 75.00  |                                   |  | \$ | 75.00           |                                   | 0.0%  |
|                                                            | Each additional water slide into swim pool                      | \$              | 175.00 |                                   |  | \$ | 175.00          |                                   | 0.0%  |
|                                                            | Pool/Spa Reinspection Fee                                       | \$              | 75.00  |                                   |  | \$ | 75.00           |                                   | 0.0%  |
|                                                            | Pool Late Fee                                                   | \$30/each month | 82.00  |                                   |  | \$ | 86.00           |                                   | 4.9%  |
| Septic Tank/Well Permit Fees                               |                                                                 |                 |        |                                   |  |    |                 |                                   |       |
|                                                            | Septic Tank Fee - Residential                                   | \$              | -      |                                   |  | \$ | -               |                                   | 5.6%  |
|                                                            | Septic Tank Fee - Commercial                                    | \$              | 196.00 |                                   |  | \$ | 207.00          |                                   | 5.4%  |
|                                                            | Well Fee                                                        | \$              | 258.00 |                                   |  | \$ | 272.00          |                                   | 5.5%  |
|                                                            | Septic Abandonment Fee                                          | \$              | 217.00 |                                   |  | \$ | 229.00          |                                   | 4.8%  |
|                                                            | Other Inspection/License Fees                                   | \$              | 62.00  |                                   |  | \$ | 65.00           |                                   |       |
|                                                            | Contractor's License Fee                                        | \$              | -      |                                   |  | \$ | 90.00           |                                   | 4.7%  |
| Planning Fees                                              |                                                                 |                 |        |                                   |  |    |                 |                                   |       |
| Planning and Zoning Permit Fees                            |                                                                 |                 |        |                                   |  |    |                 |                                   |       |
|                                                            | Change of Use                                                   | \$              | 98.00  |                                   |  | \$ | 103.00          |                                   | 5.1%  |
|                                                            | Site Improvements Permit non-residential paving & storage areas | \$              | 129.00 |                                   |  | \$ | 136.00          |                                   | 5.4%  |
|                                                            | Grading Plan Review                                             | \$              | 129.00 |                                   |  | \$ | 136.00          |                                   | 5.4%  |
|                                                            | Conditional Use                                                 | \$              | 413.00 |                                   |  | \$ | 435.00          |                                   | 5.3%  |
|                                                            | Rezoning Petition                                               | \$              | 438.00 |                                   |  | \$ | 462.00          |                                   | 5.5%  |
|                                                            | Site Plan (Detailed)                                            | \$              | 423.00 |                                   |  | \$ | 446.00          |                                   | 5.4%  |
|                                                            | Site Plan (Simplified)                                          | \$              | 268.00 |                                   |  | \$ | 282.00          |                                   | 5.2%  |
|                                                            | Site Plan (Sketch Plan)                                         | \$              | 108.00 |                                   |  | \$ | 114.00          |                                   | 5.6%  |
|                                                            | Variance Appeal (Per Regulation Appealed)                       | \$              | 319.00 |                                   |  | \$ | 336.00          |                                   | 5.3%  |

|                                                        |    |        |  |  |  |    |        |  |      |
|--------------------------------------------------------|----|--------|--|--|--|----|--------|--|------|
| Interpretation Appeal to Board of Adjustment           | \$ | 160.00 |  |  |  | \$ | 169.00 |  | 5.6% |
| Zoning Certification Letter                            | \$ | 98.00  |  |  |  | \$ | 103.00 |  | 5.1% |
| Home Occupation                                        | \$ | 87.00  |  |  |  | \$ | 92.00  |  | 5.7% |
| DOT Letter Fee (Iowa Department of Transportation Fee) | \$ | 98.00  |  |  |  | \$ | 103.00 |  | 5.1% |
| Food Truck License                                     | \$ | 98.00  |  |  |  | \$ | 103.00 |  | 5.1% |
| Plat Fees                                              |    |        |  |  |  |    |        |  |      |
| Rural Survey or Plat of Survey                         | \$ | 129.00 |  |  |  | \$ | 136.00 |  | 5.4% |
| Auditor's Plat                                         | \$ | 268.00 |  |  |  | \$ | 282.00 |  | 5.2% |
| Plus \$15.00 per lot                                   |    |        |  |  |  |    |        |  |      |
| Final Plat Review (w/int streets)                      | \$ | 453.00 |  |  |  | \$ | 477.00 |  | 5.3% |
| Plus \$15.00 per lot                                   |    |        |  |  |  |    |        |  |      |
| Final Plat Review (w/o int streets)                    | \$ | 268.00 |  |  |  | \$ | 282.00 |  | 5.2% |
| Plus \$15.00 per lot                                   |    |        |  |  |  |    |        |  |      |
| Prelim Plat Review (w/int streets)                     | \$ | 403.00 |  |  |  | \$ | 425.00 |  | 5.5% |
| Plus \$15.00 per lot                                   |    |        |  |  |  |    |        |  |      |
| Prelim Plat Review (w/o int streets)                   | \$ | 268.00 |  |  |  | \$ | 282.00 |  | 5.2% |
| Plus \$15.00 per lot                                   |    |        |  |  |  |    |        |  |      |
| Vacation of Platted Easement                           | \$ | 268.00 |  |  |  | \$ | 282.00 |  | 5.2% |
| Vacation of Subdivision Plat                           | \$ | 268.00 |  |  |  | \$ | 282.00 |  | 5.2% |
| Wind Energy System Use Permit Fees                     |    |        |  |  |  |    |        |  |      |
| Single Use Production                                  | \$ | 403.00 |  |  |  | \$ | 425.00 |  | 5.5% |
| Wind Energy Production Fee                             | \$ | 722.00 |  |  |  | \$ | 761.00 |  | 5.4% |
| Sign Permit Fees                                       |    |        |  |  |  |    |        |  |      |
| Per Square Foot of Sign Face                           | \$ | 0.83   |  |  |  | \$ | 0.87   |  | 5.5% |
| Minimum Fee                                            | \$ | 77.00  |  |  |  | \$ | 81.00  |  | 5.2% |
| Portable Sign Permit                                   | \$ | 57.00  |  |  |  | \$ | 60.00  |  | 5.3% |
| Sound Permit Fees                                      |    |        |  |  |  |    |        |  |      |
| 1 day or less                                          | \$ | 96.00  |  |  |  | \$ | 101.00 |  | 5.2% |
| Over 1 day to 1 week                                   | \$ | 139.00 |  |  |  | \$ | 147.00 |  | 5.8% |
| Over 1 week to 1 year                                  | \$ | 284.00 |  |  |  | \$ | 299.00 |  | 5.3% |

|                                                                            |    |           |  |  |  |  |  |    |           |
|----------------------------------------------------------------------------|----|-----------|--|--|--|--|--|----|-----------|
| <b>Air Quality Operating Permit Fees</b>                                   |    |           |  |  |  |  |  |    |           |
| 1. Minor Point Source - Each                                               |    |           |  |  |  |  |  |    |           |
| A. Each Emission Point (EUJEP)                                             | \$ | 93.00     |  |  |  |  |  | \$ | 93.00     |
| B. Gasoline Dispensing Facilities(GDF's) - - Each location                 | \$ | 93.00     |  |  |  |  |  | \$ | 93.00     |
| C. Government Facilities                                                   |    | No Charge |  |  |  |  |  |    | No Charge |
| D. Portable Equipment Inactive & not operating in Polk County              | \$ | 103.00    |  |  |  |  |  | \$ | 103.00    |
| 2. Refuse Burning Equipment: (Incinerators, Burn-off ovens & Crematories): |    |           |  |  |  |  |  |    |           |
| A. Each Emission Point (EUJEP)                                             | \$ | 340.00    |  |  |  |  |  | \$ | 340.00    |
| 3. Fuel Burning Equipment                                                  |    |           |  |  |  |  |  |    |           |
| A. Equipment having inputs not to exceed 2,500,000 btu per hour            | \$ | 93.00     |  |  |  |  |  | \$ | 93.00     |
| B. Equipment having inputs greater than 2,500,000 btu per hour.            | \$ | 340.00    |  |  |  |  |  | \$ | 340.00    |
| 4. Late Fee (after Janury 20th of permit year)                             | \$ | 25.00     |  |  |  |  |  | \$ | 25.00     |
| 5. Operating Permits (Minor/SM Sources)                                    |    |           |  |  |  |  |  |    |           |
| A. Not to exceed                                                           | \$ | 15,000.00 |  |  |  |  |  | \$ | 15,000.00 |
| <b>Air Quality Construction Permit Fees</b>                                |    |           |  |  |  |  |  |    |           |
| 1. Filing and Review Fees:                                                 |    |           |  |  |  |  |  |    |           |
| A. Minor Source Construction Permit                                        | \$ | 565.00    |  |  |  |  |  | \$ | 565.00    |
| B. Major Source Construction Permit Application                            | \$ | 1,900.00  |  |  |  |  |  | \$ | 1,900.00  |
| C. Government Facilities                                                   | \$ | 155.00    |  |  |  |  |  | \$ | 155.00    |
| 2. Air Quality Modeling Fees:                                              |    |           |  |  |  |  |  |    |           |
| A. Minor Source Modeling Review                                            | \$ | 515.00    |  |  |  |  |  | \$ | 515.00    |
| B. Major Source Modeling Review                                            | \$ | 1,030.00  |  |  |  |  |  | \$ | 1,030.00  |
| C. Minor Government                                                        | \$ | 103.00    |  |  |  |  |  | \$ | 103.00    |
| 3. Air Quality Performance Test Review Fee                                 |    |           |  |  |  |  |  |    |           |
| A. Minor Source Review                                                     | \$ | 220.00    |  |  |  |  |  | \$ | 220.00    |
| B. Major Source Review                                                     | \$ | 255.00    |  |  |  |  |  | \$ | 255.00    |
| 4. Air Quality Applicability Determination Review Fee:                     |    |           |  |  |  |  |  |    |           |
| A. Minor Source Review                                                     |    | No Charge |  |  |  |  |  |    | No Charge |
| B. Major Source Review                                                     | \$ | 1,030.00  |  |  |  |  |  | \$ | 1,030.00  |
| <b>Air Quality Burn Permit Fees</b>                                        |    |           |  |  |  |  |  |    |           |
| 1. Open Fire Fees                                                          |    |           |  |  |  |  |  |    |           |
| A. Bonfire Permit (Recognized Organizations)                               |    | No Charge |  |  |  |  |  |    | No Charge |
| B. Fire Department Training Fire Permit                                    |    | No Charge |  |  |  |  |  |    | No Charge |
| C. Flag Retirement Ceremony Permit                                         |    | No Charge |  |  |  |  |  |    | No Charge |
| D. Landscape Waste Permit (Government)                                     |    | No Charge |  |  |  |  |  |    | No Charge |
| E. Right-of-way Cleanup Permit                                             |    | No Charge |  |  |  |  |  |    | No Charge |
| F. Prairie Maintenance Permit                                              | \$ | 25.00     |  |  |  |  |  | \$ | 25.00     |
| G. Industrial Training Fire Permit                                         | \$ | 60.00     |  |  |  |  |  | \$ | 60.00     |
| H. Clearing and Grubbing Permit (with public notifications included)       | \$ | 250.00    |  |  |  |  |  | \$ | 250.00    |
| I. Flare Stack Permit                                                      | \$ | 250.00    |  |  |  |  |  | \$ | 250.00    |
| J. Variance Application Permit (with public notifications included)        | \$ | 500.00    |  |  |  |  |  | \$ | 500.00    |
| K. Prairie Maintenance Residential                                         | \$ | 100.00    |  |  |  |  |  | \$ | 100.00    |



RESOLUTION

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following Resolution be adopted:

WHEREAS, the owners of land located in Section 8, Township 79 North, Range 23 West of the 5<sup>th</sup> P.M. (Delaware Township), Polk County, Iowa, wish to subdivide and plat their land into a major subdivision preliminary plat known as Bauer Heights Plat 4; and

WHEREAS, the major subdivision preliminary plat proposes two (2) single-family residential lots, two (2) outlots and one (1) street lot on approximately 13.44 acres of land; and

WHEREAS, the owners have complied with all codes and ordinances for the unincorporated territory of Polk County, Iowa, except the following Subdivision Ordinance requirements: 1) Flag lots shall not exceed three (3) acres in size in areas without public sanitary sewer, and 2) Flag lot shall have a maximum flagpole length of 400 feet; and

WHEREAS, the owner/developer requests the following waivers from the Subdivision Ordinance requirements: 1) Waiver from the maximum flag lot size of three (3) acres for Lots 1 and 2, and 2) Waiver from the maximum flagpole length of 400 feet for Lot 2, and

WHEREAS, the Polk County Zoning Commission on November 22, 2021 recommended approval of the major subdivision preliminary plat to the Board of Supervisors, including the above noted waivers from the Subdivision Ordinance, by a vote of 5-0, with one (1) member absent.

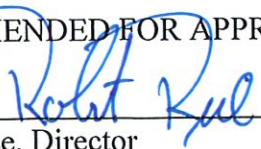
NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves the major subdivision preliminary plat of Bauer Heights Plat 4 and authorizes the Chairperson of the Polk County Board of Supervisors to sign the Resolution.

|                |                                                                                                                                                         |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sewer Service: | Individual Septic Systems                                                                                                                               |
| Water Service: | Des Moines Water Works                                                                                                                                  |
| Zoning:        | "ER" – Estate Residential District                                                                                                                      |
| Platted by:    | Russ Downing, ARD Properties, LLC (owner/developer)                                                                                                     |
| Surveyor:      | Snyder & Associates, Inc.                                                                                                                               |
| Location:      | Southern terminus of NE 36 <sup>th</sup> Court, Berwick, being located northeast of the intersection of NE 54 <sup>th</sup> Avenue and NE Berwick Drive |
| Township:      | Delaware                                                                                                                                                |

POLK COUNTY, IOWA

\_\_\_\_\_  
Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:

  
\_\_\_\_\_  
Robert Rice, Director  
Polk County Public Works Department

FISCAL NOTE: No cost to the County

#14



# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution No. 193-21 approving the Preliminary Plat of Bauer Heights Plat 4.

**Agenda Date:** December 21, 2021

**Contact Individual:** Bret VandeLune, Planning and Development Manager, Polk County Public Works Department, 286-2290.

**Previous Action taken by the Board:** None

**Board/Commission Actions:** The Polk County Zoning Commission met on November 22, 2021 and voted five (5) in favor and zero (0) against, with one (1) member absent, to recommend approval of the Preliminary Plat.

**Action Requested (Recommended):** Approval

**Comply with Policy:** Yes. The Plat complies with the requirements of the Polk County Zoning and Subdivision Ordinances, pending approval of the requested waivers for flag lot size (Lots 1 and 2) and flagpole length (Lot 2).

**Background:** The Plat proposes two (2) single-family residential lots, two (2) outlots and one (1) street lot on approximately 13.44 acres of land zoned "ER" Estate Residential District. Lots 1 and 2 will each create a new development right for a future single-family residence. Staff is supportive of the requested flag lot waivers due to existing natural features of the property. The waivers will help protect existing floodplain, woodlands and wetlands. The owner/developer is responsible for completing required improvements to NE 36<sup>th</sup> Court to create an accessible turnaround, as well as a short water main extension to serve the proposed lots. The property will be served by public water through Des Moines Water Works. Wastewater treatment will be provided by an individual septic systems.

**Action Impact:** Approval of the Preliminary Plat allows for submittal of the construction drawings and final plat for staff review. The final plat will come before the Board for approval prior to recording. The required plat improvements, including public street improvement and water main extension, will either have to be completed, or surety provided, prior to approval of the final plat.

**Fiscal Note:** None

| Fiscal Year | Budgeted? (Y/N) | Anticipated Expense | Anticipated Revenue | Ongoing Commitment? (Y/N) | If Amendment is Required, |                      |
|-------------|-----------------|---------------------|---------------------|---------------------------|---------------------------|----------------------|
|             |                 |                     |                     |                           | Expense Account Code      | Revenue Account Code |
| 21/22       | N               | N                   | N                   | N                         |                           |                      |
|             |                 |                     |                     |                           |                           |                      |

**Additional Fiscal Note Information (optional):** None

# **Bauer Heights Plat 4** **Major Preliminary Plat**

**PLAT INFORMATION:** This subdivision plat proposes two (2) single-family residential lots, two (2) outlots and one (1) street lot on approximately 13.44 acres zoned “ER” Estate Residential District.

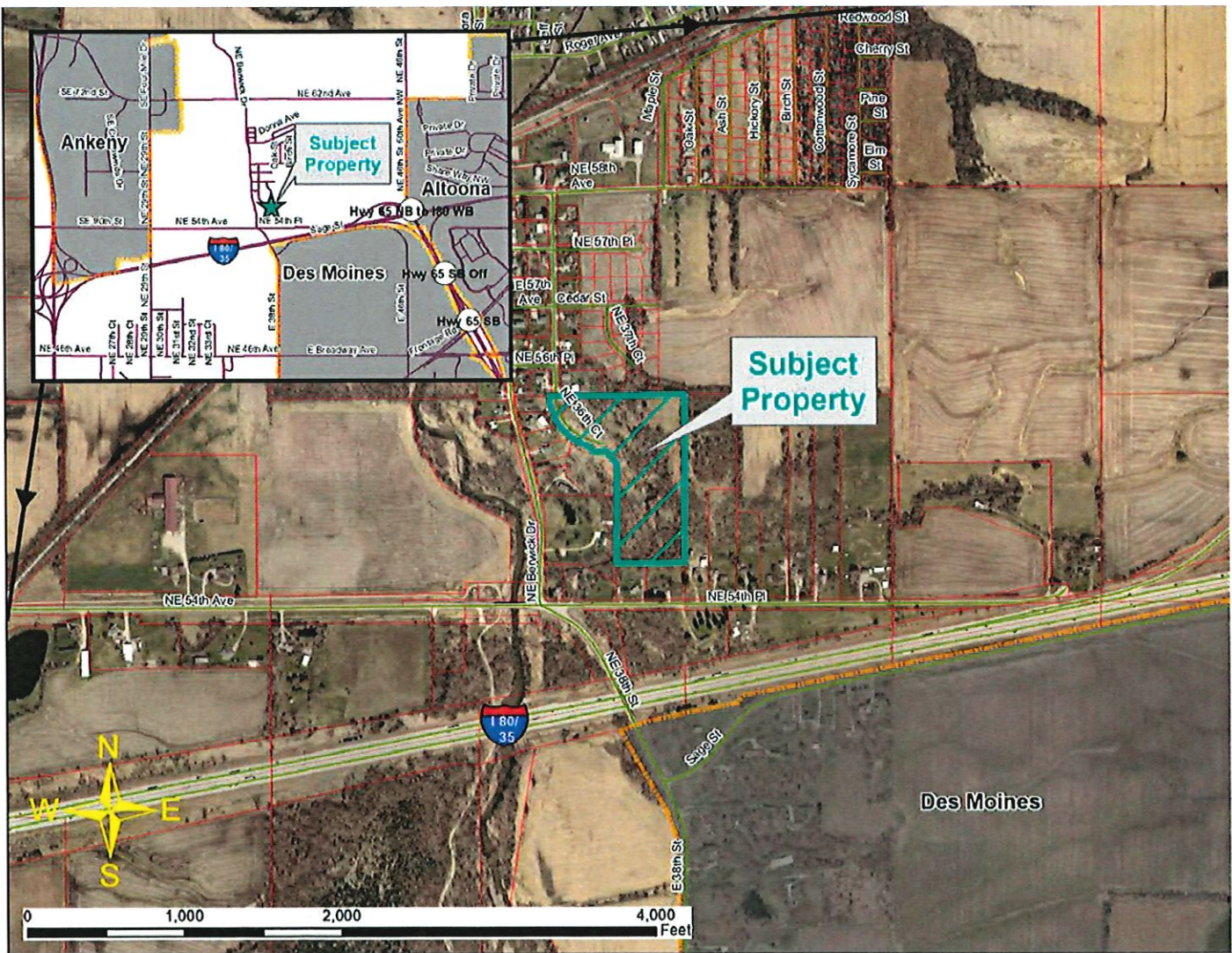
## SEWER: Individual Septic Systems

## WATER: Des Moines Water Works

**TOWNSHIP:** Delaware

**OWNER & DEVELOPER:** Russ Downing, ARD Properties, LLC (owner/developer)

Vicinity Map:





RESOLUTION

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following Resolution be adopted:

WHEREAS, the owners of land located in Section 21, Township 80 North, Range 25 West of the 5<sup>th</sup> P.M. (Jefferson Township), Polk County, Iowa, wish to subdivide and plat their land into a minor subdivision final plat known as Johnston Wildlife Estates; and

WHEREAS, the minor subdivision final plat proposes two (2) lots and two (2) outlots on approximately 36.31 acres of land; and

WHEREAS, the owners have complied with all codes and ordinances for the unincorporated territory of Polk County, Iowa; and

WHEREAS, the Polk County Public Works Department reviewed and approved the minor subdivision preliminary plat on May 4, 2021; and

WHEREAS, the Polk County Public Works Department has reviewed the minor subdivision final plat and recommends that it be approved.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves the minor subdivision final plat of Johnston Wildlife Estates and authorizes the Chairperson of the Polk County Board of Supervisors to sign the Resolution.

|                |                                                                               |
|----------------|-------------------------------------------------------------------------------|
| Sewer Service: | Individual wastewater treatment systems                                       |
| Water Service: | Xenia Rural Water                                                             |
| Zoning:        | "ER" Estate Residential District                                              |
| Platted by:    | Johnston Wildlife Estates LLC (property owners)                               |
| Surveyor:      | Bishop Engineering                                                            |
| Location:      | Southeast of the intersection of NW Rowe Drive and NW 110 <sup>th</sup> Court |
| Township:      | Jefferson                                                                     |

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021

POLK COUNTY, IOWA

\_\_\_\_\_  
Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:

  
\_\_\_\_\_  
Robert Rice, Director  
Polk County Public Works Department

FISCAL NOTE: No cost to the County

#15

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution No. 192-21 approving the Johnston Wildlife Estates, a minor subdivision final plat.

**Agenda Date:** December 21, 2021

**Contact Individual:** Bret VandeLune, Planning and Development Manager, Polk County Public Works Department, 286-2290

**Previous Action taken by the Board:** None. Minor subdivision preliminary plats are reviewed administratively.

**Board/Commission Actions:** None. Minor subdivision plats do not require review and recommendation by the Zoning Commission.

**Action Requested (Recommended):** Approval of the Final Plat of Johnston Wildlife Estates.

**Comply with Policy:** Yes. The Plat complies with the requirements of the Polk County Zoning and Subdivision Ordinances, and has been reviewed and recommended for approval by the Public Works Department.

**Background:** The Plat proposes two (2) lots and two (2) outlots on approximately 36.31 acres of land that is zoned "ER" Estate Residential District. Lot 2 of the proposed subdivision will be approximately 5.85 acres in area, and features an existing single family dwelling, along with multiple accessory structures. Lot 1 is 2.01 acres in area, and is currently undeveloped, though is proposed to contain a single-family residential structure. The corporate boundaries of the Johnston abuts the property to the South, East, and North, and the City has reviewed and approved the plat. The property will be served by Xenia Rural Water service and individual septic systems. Outlot 1 is undevelopable, and will be combined with Lot 1 via a lot-tie agreement, and Outlot 2 is also undevelopable, and will be combined with Lot 2 via a lot-tie agreement.

**Action Impact:** Approval of the Final Plat allows for recording.

**Fiscal Note:** None

| Fiscal Year | Budgeted? (Y/N) | Anticipated Expense | Anticipated Revenue | Ongoing Commitment? (Y/N) | If Amendment is Required, |                      |
|-------------|-----------------|---------------------|---------------------|---------------------------|---------------------------|----------------------|
|             |                 |                     |                     |                           | Expense Account Code      | Revenue Account Code |
| 21/22       | N               | N                   | N                   | N                         |                           |                      |
|             |                 |                     |                     |                           |                           |                      |

**Additional Fiscal Note Information (optional):** None



**Johnston Wildlife Estates**  
**Final Plat**

**PLAT INFORMATION:** This subdivision plat proposes two (2) lots and two (2) outlots on approximately 36.31 acres of land zoned "ER" Estate Residential District. Lot 2 features an existing single-family dwelling and outbuildings and will remain residential, and Lot 2 is proposed to contain a single-family dwelling.

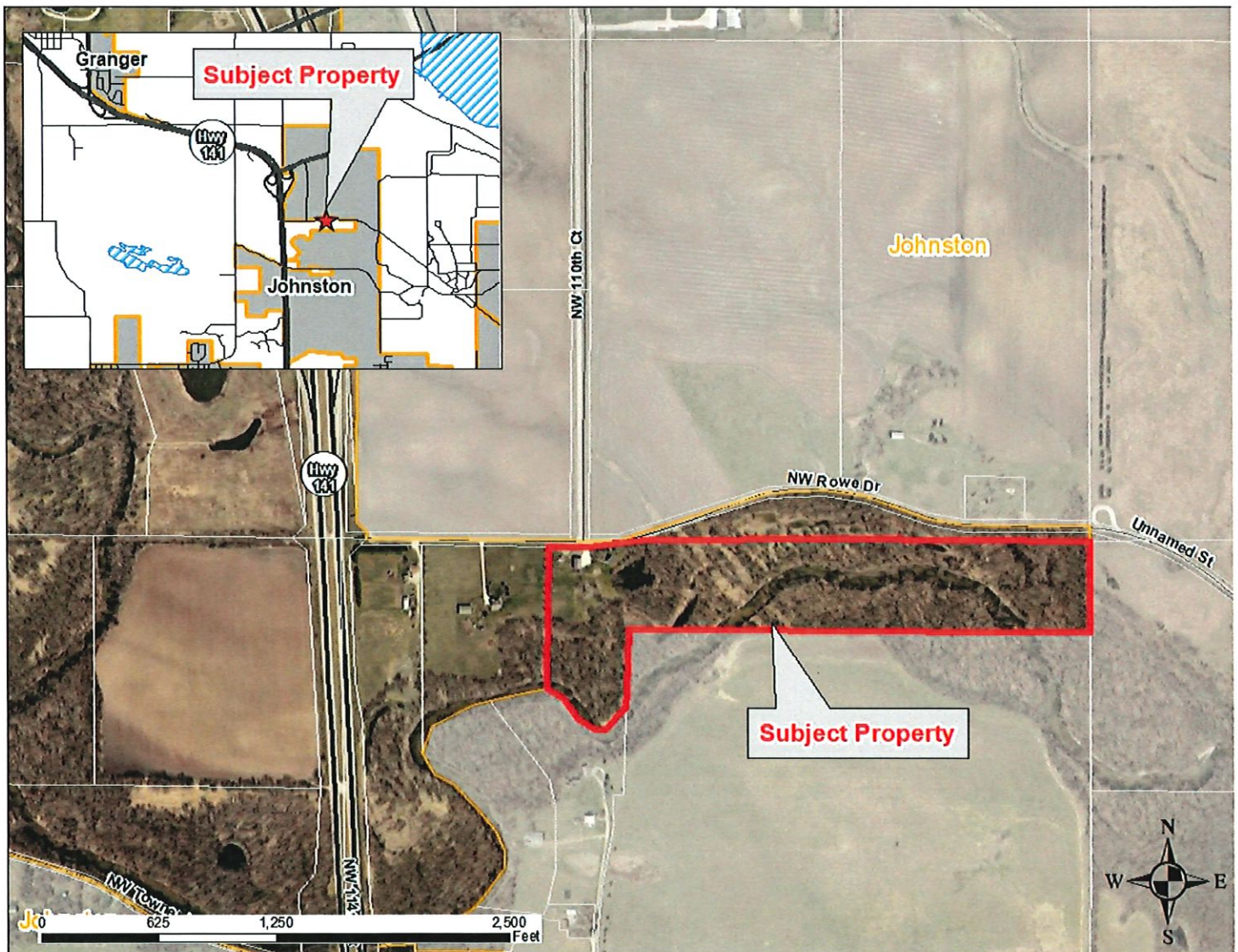
**SEWER:** Individual septic systems

**WATER:** Xenia Rural Water

**TOWNSHIP:** Jefferson

**OWNER/DEVELOPER:** Johnston Wildlife Estates LLC

**Vicinity Map:**





## RESOLUTION

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following Resolution be adopted:

**WHEREAS**, health related disasters often come with little or no warning; and

**WHEREAS**, initial expenses must be borne by local communities; and

**WHEREAS**, Polk County, Iowa entered into Contract 5885BT477 Emergency Response Multi Year Program with the Iowa Department of Public Health on June 23, 2015 to expedite the disbursement of future emergency response funding; and

**WHEREAS**, previous Amendments 1-19 have added and amended funding for specific emergency preparedness activities over the years; and

**WHEREAS**, this Amendment 20 to Contract 5885BT477 reduces funding by \$12,828 for the Regional Medical Coordination Center (RMCC). The amended budget amount is \$1,869,815.

**NOW, THEREFORE, BE IT RESOLVED:** that Polk County, Iowa approves Amendment 20 to Contract 5885BT477 for multi-year emergency response funding with the Iowa Department of Public Health and authorizes the Chairperson of the Polk County Board of Supervisors to sign Amendment 20 on behalf of Polk County, Iowa.

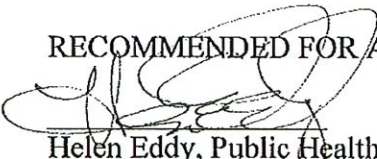
**NOW, THEREFORE, BE IT FURTHER RESOLVED:** That the Director of the Polk County Health Department, or her designee, be authorized to execute any and all documents in furtherance of this Application or distribution.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021

POLK COUNTY, IOWA

\_\_\_\_\_  
Angela Connolly  
Chairperson

RECOMMENDED FOR APPROVAL:

  
Helen Eddy, Public Health Director  
Polk County Health Department

APPROVED AS TO FORM:  
JOHN P. SARCONI  
POLK COUNTY ATTORNEY

By matman  
Assistant County Attorney

FISCAL NOTE: (12,928)

#16

**POLK COUNTY BOARD OF SUPERVISORS**  
**Tuesday Agenda Memorandum**

**Item Type & Title:** Amendment 20 to Contract 5885BT477 with the Iowa Department of Public Health (IDPH) for Multi-Year Emergency Preparedness and Response funding

**Agenda Date:** 12/21/2021

**Contact Individual:** Scott Slater, 286-3752

**Previous Action taken by the Board:** Original Contract 5885BT477 with IDPH approved by BOS on 6/23/2015 and amended several times thereafter.

**Board/Commission Actions:** None

**Action Requested (Recommended):** Approval

**Comply with Policy:** Yes

**Background:** In previous public health disasters (e.g. H1N1), the process of getting contracts written and approved by the Iowa Department of Public Health created delays in the disbursement of response funds. To minimize these delays in future response, IDPH developed a "base contract" for public health disaster responses. The base contract is not disease or event specific. However, IDPH believes this contract could be amended faster (and funds made available to boards of health quicker) than what happens with the current process. Polk County, Iowa entered into the original Agreement with IDPH in June of 2015.

Previous Amendments to Contract 5885BT477 with IDPH added funding for public health, hospitals and emergency medical service (EMS) to assure readiness and response to Ebola, Zika, Opioid addiction and response, and various Covid-19 responses. This Amendment 20 to Contract 5885BT477 with IDPH for Multi-Year Emergency Preparedness and Response deallocates \$12,828 in funds for Regional Medical Coordination Center (RMCC) staff that are no longer needed.

**Action Impact:**

**Fiscal Note:**

| Fiscal<br>Year | Budget-<br>ed?<br>(Y/N) | Anticipat<br>ed<br>Expense | Anticipat<br>ed<br>Revenue | Ongoing<br>Commitm<br>ent?<br>(Y/N) | If Amendment is Required,  |                            |
|----------------|-------------------------|----------------------------|----------------------------|-------------------------------------|----------------------------|----------------------------|
|                |                         |                            |                            |                                     | Expense<br>Account<br>Code | Revenue<br>Account<br>Code |
| 21/22          | N                       | (12,828)                   | (12,828)                   | N                                   | 10223041.77440             | 10223041.52480             |
| 22/23          | N                       |                            |                            |                                     | .20                        |                            |
|                |                         |                            |                            |                                     |                            |                            |

**Additional Fiscal Note Information (optional):** 100% Federal CDFA #93.074

**RESOLUTION**

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following Resolution be adopted:

**WHEREAS**, Polk County, Iowa through Community, Family and Youth Services successfully operates a Sexual Assault Response Team (SART) through the Crisis and Advocacy Services (CAS) program; and

**WHEREAS**, the SART program relies on twenty-four hour availability of Sexual Assault Nurse Examiners (SANEs) and the on-going coordination of the SANEs and,

**WHEREAS**, Shannon Knudsen, FoReNsic Consulting, LLC has agreed to serve as the SART Coordinator for the term of October 1, 2021 through September 30, 2022 for an amount not to exceed \$43,000; and

**WHEREAS**, grant funds from the Iowa Attorney General's Victim Service Support Program cover the cost of this Agreement.

**NOW, THEREFORE, BE IT RESOLVED** that Polk County, Iowa approves the terms of the attached Agreement with FoReNsic Consulting, LLC for SART Coordination, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**POLK COUNTY, IOWA**

\_\_\_\_\_  
Angela Connolly, Chairperson

**RECOMMENDED FOR APPROVAL:**

\_\_\_\_\_  
Eric Kool, Director  
Polk County Community, Family and Youth Services

**APPROVED AS TO FORM:**

\_\_\_\_\_  
JOHN P. SARCONI  
POLK COUNTY ATTORNEY

By: matman  
Assistant County Attorney

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Agreement between Polk County and FoReNsic Consulting, LLC for Sexual Assault Response Team (SART) coordination services.

**Agenda Date:** December 21, 2021

**Contact Individual:** Joy Ihle, Deputy Director  
Community, Family & Youth Services  
286-2062

**Previous Action taken by the Board:** A similar agreement was approved on November 17, 2020.

### Board/Commission Actions

**Action Requested (Recommended):** Approval is recommended.

**Comply with Policy:** Yes

**Background:** Polk County Crisis and Advocacy Services has been successfully operating a Sexual Assault Response Team (SART) since 2006. The SART program requires on-going coordination of the Sexual Assault Nurse Examiners (SANEs). Shannon Knudsen, FoReNsic Consulting, LLC, has successfully performed the duties of the SART Coordinator. Polk County Crisis and Advocacy Services received funding from the Iowa Attorney General's Victim Service Support Program to cover the cost of this agreement (\$43,000). The term of this Agreement is October 1, 2021 through September 30, 2022.

**Action Impact:** Approval of this Agreement will allow the SANE coordinator to perform the duties of the position.

### Fiscal Note:

| Federal Fiscal Year | Budgeted? (Y/N) | Anticipated Expense | Anticipated Revenue | Ongoing Commitment? (Y/N) | If Amendment is Required, |                      |
|---------------------|-----------------|---------------------|---------------------|---------------------------|---------------------------|----------------------|
|                     |                 |                     |                     |                           | Expense Account Code      | Revenue Account Code |
| 21/22               | Y               | \$43,000            | \$43,000            | N                         | 10233412.77440.04         | 10233412.52290       |

**Additional Fiscal Note Information (optional):** Funding for this Agreement is contingent upon grant funds.



**RESOLUTION**

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following Resolution be adopted:

**WHEREAS**, the Polk County, Iowa through its Department of Community, Family and Youth Services Crisis and Advocacy Services division, has identified a need to provide clinical consultation services for Crisis and Advocacy staff; and

**WHEREAS**, Kenya Rocha, MS, LMHC, NCC is a licensed Mental Health Counselor who is uniquely qualified to provide these clinical consultation services; and

**WHEREAS**, grant funds from the Iowa Department of Justice, Crime Victim Assistance Division in the amount \$7,000 are available to pay for the cost of this Agreement for Clinical Consultation Services; and

**WHEREAS**, the term of this Agreement for Clinical Consultation Services is October 1, 2021 through September 30, 2022.

**NOW, THEREFORE, BE IT RESOLVED** that Polk County, Iowa approves the terms of the attached Agreement for Clinical Consultation Services with Kenya Rocha, MS, LMHC, NCC, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**POLK COUNTY, IOWA**

**RECOMMENDED FOR APPROVAL:**

  
\_\_\_\_\_  
Eric Kool, Director  
Polk County Community, Family and Youth Services

\_\_\_\_\_  
Angela Connolly, Chairperson

**APPROVED AS TO FORM:**

\_\_\_\_\_  
JOHN P. SARCONI  
POLK COUNTY ATTORNEY

By:   
\_\_\_\_\_  
Assistant County Attorney

#18

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Agreement between Polk County, Iowa and Kenya Rocha MS, LMHC, NCC for Clinical Consultation Services at Polk County Crisis and Advocacy Services.

**Agenda Date:** December 21, 2021

**Contact Individual:** Joy Ihle, Deputy Director  
Community, Family and Youth Services  
515-286-2062

**Previous Action taken by the Board:** A similar agreement was approved by the Board on November 17, 2020.

### Board/Commission Actions

**Action Requested (Recommended):** Approval is recommended.

**Comply with Policy:** Yes

**Background:** Polk County Crisis and Advocacy Services (PCCAS) has identified the need for clinical consultation and professional support services. Kenya Rocha is a licensed mental health counselor who is uniquely qualified to provide such services for up to 4 hours per month. Clinical consultation services for PCCAS will include staff training and professional consultation with staff regarding specific cases and may include staff training on Trauma Informed Care techniques and application. Grant funds from the Iowa Department of Justice, Crime Victim Assistance Division in the amount of \$7,000 are available to pay for the cost of this Agreement. The term of the Agreement is October 1, 2021 through September 30, 2022.

**Action Impact:** Approval of this Agreement will help the staff at Polk County Crisis and Advocacy Services identify the immediate needs of their clients following a trauma.

### Fiscal Note:

| Federal<br>Fiscal<br>Year | Budgeted<br>?<br>(Y/N) | Anticipate<br>d<br>Expense | Anticipate<br>d<br>Revenue | Ongoing<br>Commitment<br>?<br>(Y/N) | If Amendment is Required, |                         |
|---------------------------|------------------------|----------------------------|----------------------------|-------------------------------------|---------------------------|-------------------------|
|                           |                        |                            |                            |                                     | Expense<br>Account Code   | Revenue<br>Account Code |
| 21/22                     | Y                      | \$7,000                    | \$7,000                    | N                                   | 10233412.77440.0<br>3     | 10233412.52460.0<br>3   |

**Additional Fiscal Note Information (optional):**

**RESOLUTION**

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following Resolution be adopted:

**WHEREAS**, Polk County Iowa, through its Department of Community, Family and Youth Services Crisis and Advocacy Services division, provides services to individuals who have been victimized by crime; and

**WHEREAS**, Crisis and Advocacy Services desires to collaborate with a local agency, Young Women's Resource Center, to provide educational groups related services to area teens; and

**WHEREAS**, funds from a grant provided by the Iowa Department of Justice Crime Victim Assistance Division are available to pay for the cost of this Agreement in an amount not to exceed \$8,000; and

**WHEREAS**, the term of this Agreement is October 1, 2021 through September 30, 2022.

**NOW, THEREFORE, BE IT RESOLVED** that Polk County, Iowa approves the terms of the attached Agreement with Young Women's Resource Center for supportive services, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**POLK COUNTY, IOWA**

\_\_\_\_\_  
Angela Connolly, Chairperson

**RECOMMENDED FOR APPROVAL:**

  
\_\_\_\_\_  
Eric Kool, Director  
Polk County Community, Family and Youth Services

**APPROVED AS TO FORM:**

\_\_\_\_\_  
JOHN P. SARCONI  
POLK COUNTY ATTORNEY

By:   
\_\_\_\_\_  
Assistant County Attorney

FISCAL NOTE:

#19

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Agreement between Polk County, Iowa and Young Women's Resource Center to provide supportive services to teenagers who have been impacted by sexual violence.

**Agenda Date:** December 21, 2021

**Contact Individual:** Joy Ihle, Deputy Director  
Community, Family, and Youth Services  
515-286-2062

**Previous Action taken by the Board:** A similar contract was approved by the Board on November 17, 2020.

### Board/Commission Actions

**Action Requested (Recommended):** Approval is recommended.

**Comply with Policy:** Yes.

**Background:** Polk County Crisis & Advocacy Services (PCCAS) and Young Women's Resource Center (YWRC) have worked together to provide supportive services to teens in Polk County that have been affected by sexual violence. Evaluations of the program have revealed that group participants experience positive changes. Polk County has received grant funding from the IA Department of Justice Crime Victims Assistance Division to cover the cost of this Agreement in an amount not to exceed \$8,000.

**Action Impact:** Approval of this Agreement allows the YWRC to provide facilitated educational groups for teens. The term of this Agreement is October 1, 2021 – September 30, 2022.

### Fiscal Note:

| Federal<br>Fiscal<br>Year | Budgeted<br>?<br>(Y/N) | Anticipate<br>d<br>Expense | Anticipate<br>d<br>Revenue | Ongoing<br>Commitment<br>?<br>(Y/N) | If Amendment is Required, |                         |
|---------------------------|------------------------|----------------------------|----------------------------|-------------------------------------|---------------------------|-------------------------|
|                           |                        |                            |                            |                                     | Expense<br>Account Code   | Revenue<br>Account Code |
| 2022                      | Y                      | \$8,000                    | \$8,000                    | N                                   | 10233412.77440.0<br>3     | 10233412.52460.0<br>3   |

**Additional Fiscal Note Information (optional):**



**RESOLUTION**

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following Resolution be adopted:

**WHEREAS**, Polk County, Iowa through its Department of Community, Family and Youth Services Crisis and Advocacy Services (PCCAS) division provides services to meet the needs of clients who are survivors of sexual abuse; and,

**WHEREAS**, trauma sensitive yoga is an evidence based intervention that has been shown to be an effective response to trauma; and,

**WHEREAS**, Healing Arts, PLLC is certified to facilitate trauma sensitive yoga and mindfulness groups; and,

**WHEREAS**, the agreement is conditional upon the availability of budgeted funds, satisfactory performance by the service provider, and the provider's continued compliance with the contract terms; and,

**WHEREAS**, funds have been received from the Iowa Attorney General's Office Crime Victim Assistance Division to cover the cost of this agreement and the total cost of the agreement shall not exceed \$10,000; and,

**WHEREAS**, the term of this agreement is October 1, 2021 through September 30, 2022.

**NOW, THEREFORE, BE IT RESOLVED** that Polk County, Iowa approves the terms of the attached Agreement with Healing Arts PLLC for trauma sensitive yoga and mindfulness services, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**POLK COUNTY, IOWA**

\_\_\_\_\_  
Angela Connolly, Chairperson

**RECOMMENDED FOR APPROVAL:**

\_\_\_\_\_  
Eric Kool, Director  
Polk County Community, Family and Youth Services

**APPROVED AS TO FORM:**

\_\_\_\_\_  
JOHN P. SARCONI  
POLK COUNTY ATTORNEY

By: \_\_\_\_\_  
Assistant County Attorney

# 20

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Agreement between Polk County, Iowa and Healing Arts PLLC for trauma sensitive yoga services for victims of sexual violence.

**Agenda Date:** December 21, 2021

**Contact Individual:** Joy Ihle, Deputy Director  
Community, Family & Youth Services  
(515) 286-2062

**Previous Action taken by the Board:** The board approved a similar Agreement on November 17, 2020.

**Board/Commission Actions:**

**Action Requested (Recommended):** Approval is recommended.

**Comply with Policy:** Yes.

**Background:** Polk County Crisis and Advocacy Services has received funding from the Iowa Attorney General's Office Victim Services Support Program to provide trauma sensitive yoga to victims of sexual violence. Molly Kinser Douglas, MA, LHMC, ATR, is certified to provide this service. This Agreement would allow for the provision of at minimum 50 sessions of trauma informed education with embodiment practice sessions or body centered mindfulness to support the physical, mental and spiritual wellbeing of survivors of a violent crime or sexual assault. The total cost of this Agreement shall not exceed \$10,000. The term of this Agreement is October 1, 2021 through September 30, 2022.

**Action Impact:** This Agreement would allow for increased services to sexual assault victims through the use of a time-limited evidence based group format.

**Fiscal Note:**

| Federal Fiscal Year | Budget-ed? (Y/N) | Anticipated Expense | Anticipated Revenue | Ongoing Commitment? (Y/N) | If Amendment is Required, |                      |
|---------------------|------------------|---------------------|---------------------|---------------------------|---------------------------|----------------------|
|                     |                  |                     |                     |                           | Expense Account Code      | Revenue Account Code |
| 22                  | Y                | \$10,000            | \$10,000            | N                         | 10233412.77440.03         | 10233412.52460.03    |

**Additional Fiscal Note Information (optional):** Funding of this Agreement is contingent upon the availability of grant funds.

# RESOLUTION

**MOVED** by \_\_\_\_\_ **SECONDED** by \_\_\_\_\_  
that the following Resolution be adopted:

**WHEREAS**, in 2013, the 85<sup>th</sup> General Assembly of Iowa enacted legislation, now codified in Iowa Code Chapter 426C, establishing and creating procedures for the Iowa Business Property Tax Credit; and,

**WHEREAS**, the Credit is available for certain commercial, industrial and railroad properties that satisfy specific statutory criteria; and,

**WHEREAS**, to receive this Credit, property owners must file a claim with the County Assessor, who then recommends allowance or denial of the claim to the County Auditor and County Board of Supervisors based upon statutory criteria; and,

**WHEREAS**, for taxable year 2021, payable in 2022 and 2023, the Polk County Assessor has received claims for 907 parcels and based upon application of statutory criteria recommends 825 parcels for approval and 82 parcels for denial.

**NOW, THEREFORE BE IT RESOLVED**, that the recommendations of the Polk County Assessor regarding acceptance and denial of claims for the Iowa Business Property Tax Credit be accepted and adopted.

**BE IT FURTHER RESOLVED**, that the Polk County Assessor be directed to communicate to all claimants Tax Credit acceptance or the specific statutory reason for denial.

**BE IT FURTHER RESOLVED**, that this information be conveyed to the Polk County Auditor and to the Iowa Department of Revenue as required by statute.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**POLK COUNTY, IOWA**

\_\_\_\_\_  
Angela Connolly  
Chairperson

RECOMMENDED FOR APPROVAL:

  
\_\_\_\_\_  
Randy Ripperger  
Polk County Assessor

#21

APPROVED AS TO FORM:

JOHN P. SARCONI  
POLK COUNTY ATTORNEY

By: Ralph M. Murrell  
Assistant County Attorney

FISCAL NOTE: None



# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution approving the recommendations of the Polk County Assessor for allowances and denials of claims for the Business Property Tax Credit.

**Agenda Date:** December 21, 2021

**Contact Individual:** Sarah Boese, Board Executive Assistant  
Board of Supervisors  
286-3895

**Previous Action taken by the Board:** None

**Board/Commission Actions:** N/A

**Comply with Policy:** Yes

**Background:** In 2013, the 85<sup>th</sup> General Assembly of Iowa enacted legislation, now codified in Iowa Code Chapter 426C, establishing and creating procedures for the Iowa Business Property Tax Credit. The Credit is available for certain commercial, industrial and railroad properties that satisfy specific statutory criteria. To receive this Credit, property owners must file a claim with the County Assessor who then recommends allowance or denial of the claim to the County Auditor and County Board of Supervisors based upon statutory criteria. For taxable year 2021, payable in 2022 and 2023, the Polk County Assessor has received claims for 907 parcels and based upon application of statutory criteria recommends 825 parcels for approval and 82 parcels for denial.

**Action Impact:** The passage of this resolution approves the recommendations of the Polk County Assessor for allowances and denials of claims for the Business Property Tax Credit.

### Fiscal Note:

| Fiscal Year | New Budget Item? (Y/N) | # of New Position(s) Required | Anticipated Expense | Anticipated Revenue | Budget Amendment Required? (Y/N) | If Amendment is Required, |                      |
|-------------|------------------------|-------------------------------|---------------------|---------------------|----------------------------------|---------------------------|----------------------|
|             |                        |                               |                     |                     |                                  | Expense Account Code      | Revenue Account Code |
| 22/23       | N                      |                               |                     |                     | N                                |                           |                      |

## RESOLUTION

MOVED by \_\_\_\_\_ SECONDED by \_\_\_\_\_

that the following Resolution be adopted:

**WHEREAS**, the General Assembly of Iowa enacted legislation, now codified in Iowa Code 425.1, providing for the Homestead Tax Credit; and,

**WHEREAS**, the Credit is available for certain property owners that satisfy specific statutory criteria; and,

**WHEREAS**, to receive this Credit, property owners must file a claim with the County Assessor, who then recommends allowance or disallowance of the claim to the County Auditor and County Board of Supervisors based upon the statutory criteria; and,

**WHEREAS**, for taxable year 2020, based on the recommendation of the Polk County Assessor, the Polk County Board of Supervisors canceled the existing Homestead Tax Credit for District/Parcel 181/00393-050-016. The Assessor has since discovered the reason for the recommendation for canceling the credit was in error and now recommends the Polk County Board of Supervisors reinstate the Homestead Tax Credit for District/Parcel 181/00393-050-016 for taxable years 2020 and 2021.

**NOW, THEREFORE BE IT RESOLVED**, that the recommendation of the Polk County Assessor regarding reinstating the Homestead Tax Credit for District/Parcel 181/00393-050-016 be accepted and adopted.

**BE IT FURTHER RESOLVED**, that this information be conveyed to the Polk County Auditor as required by statute.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**POLK COUNTY, IOWA**

\_\_\_\_\_  
Angela Connolly  
Chairperson

RECOMMENDED FOR APPROVAL:

  
\_\_\_\_\_  
Randy Ripperger  
Polk County Assessor

APPROVED AS TO FORM:

JOHN P. SARCONI

# 22

POLK COUNTY ATTORNEY

By: Ralph Munroe Jr  
Assistant County Attorney

FISCAL NOTE: None

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution approving the recommendation of the Polk County Assessor for reinstating the Homestead Tax Credit for District/Parcel 181/00393-050-016.

**Agenda Date:** December 21, 2021

**Contact Individual:** Sarah Boese, Board Executive Assistant  
Board of Supervisors  
286-3895

**Previous Action taken by the Board:** None

**Comply with Policy:** Yes

**Item Type & Title:** Resolution approving the recommendation of the Polk County Assessor for reinstating the Homestead Tax Credit for District/Parcel 181/00393-050-016 for taxable year 2020, payable in 2021 and 2022; and for taxable year 2021, payable in 2022 and 2023.

**Background:** There is a Homestead Tax Credit under Iowa Code 425.1 that provides a property tax credit on the homestead of an eligible property owner. The Credit is available for certain property owners that satisfy specific statutory criteria. To receive this Credit, property owners must file a claim with the County Assessor, who then recommends allowance or disallowance of the claim to the County Auditor and County Board of Supervisors based upon the statutory criteria. For taxable year 2020, based on the recommendation of the Polk County Assessor, the Polk County Board of Supervisors canceled the existing Homestead Tax Credit for District/Parcel 181/00393-050-016. The Assessor has since discovered the reason for the recommendation for canceling the credit was in error and now recommends the Polk County Board of Supervisors reinstate the Homestead Tax Credit for District/Parcel 181/00393-050-016 for taxable years 2020 and 2021.

**Action Impact:** The passage of this resolution approves the recommendation of the Polk County Assessor for reinstating the Homestead Tax Credit for District/Parcel 181/00393-050-016 for taxable year 2020, payable in 2021 and 2022; and for taxable year 2021, payable in 2022 and 2023.

### Fiscal Note:

| Fiscal Year | New Budget Item? (Y/N) | # of New Position(s) Required | Anticipated Expense | Anticipated Revenue | Budget Amendment Required? (Y/N) | If Amendment is Required, |                      |
|-------------|------------------------|-------------------------------|---------------------|---------------------|----------------------------------|---------------------------|----------------------|
|             |                        |                               |                     |                     |                                  | Expense Account Code      | Revenue Account Code |
| 21/22       | N                      |                               |                     |                     | N                                |                           |                      |



## RESOLUTION

**MOVED by** \_\_\_\_\_ **SECONDED by** \_\_\_\_\_

that the following Resolution be adopted:

**WHEREAS**, the General Assembly of Iowa enacted legislation, now codified in Iowa Code 426A, providing for the Military Service Tax Exemption; and,

**WHEREAS**, the Exemption is available for certain property owners that satisfy specific statutory criteria; and,

**WHEREAS**, to receive this Exemption, property owners must file a claim with the County Assessor, who then recommends allowance or disallowance of the claim to the County Auditor and County Board of Supervisors based upon the statutory criteria; and,

**WHEREAS**, for taxable year 2020, based on the recommendation of the Polk County Assessor, the Polk County Board of Supervisors canceled the existing Military Service Tax Exemption for District/Parcel 181/00393-050-016. The Assessor has since discovered the reason for the recommendation for canceling the exemption was in error and now recommends the Polk County Board of Supervisors reinstate the Military Service Tax Exemption for the property in question for taxable years 2020 and 2021.

**NOW, THEREFORE BE IT RESOLVED**, that the recommendation of the Polk County Assessor regarding reinstating the Military Service Tax Exemption for District/Parcel 181/00393-050-016 be accepted and adopted.

**BE IT FURTHER RESOLVED**, that this information be conveyed to the Polk County Auditor as required by statute.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**POLK COUNTY, IOWA**

\_\_\_\_\_  
Angela Connolly  
Chairperson

RECOMMENDED FOR APPROVAL:

  
\_\_\_\_\_  
Randy Ripperger  
Polk County Assessor

APPROVED AS TO FORM:

JOHN P. SARCONI  
POLK COUNTY ATTORNEY

#23

By: Ralph M. Maresca  
Assistant County Attorney

FISCAL NOTE: None

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution approving the recommendation of the Polk County Assessor for reinstating the Military Service Tax Exemption for District/Parcel 181/00393-050-016.

**Agenda Date:** December 21, 2021

**Contact Individual:** Sarah Boese, Board Executive Assistant  
Board of Supervisors  
286-3895

**Previous Action taken by the Board:** None

**Comply with Policy:** Yes

**Item Type & Title:** Resolution approving the recommendation of the Polk County Assessor for reinstating the Military Service Tax Exemption for District/Parcel 181/00393-050-016 for taxable year 2020, payable in 2021 and 2022; and for taxable year 2021, payable in 2022 and 2023.

**Background:** There is a Military Service Tax Exemption under Iowa Code 426A that provides a property tax exemption on the property of an eligible military veteran. The Exemption is available for certain military veterans that satisfy specific statutory criteria. To receive this Exemption, military veterans must file a claim with the County Assessor, who then recommends allowance or disallowance of the claim to the County Auditor and County Board of Supervisors based upon the statutory criteria. For taxable year 2020, based on the recommendation of the Polk County Assessor, the Polk County Board of Supervisors canceled the existing Military Service Tax Exemption for District/Parcel 181/00393-050-016. The Assessor has since discovered the reason for the recommendation for canceling the exemption was in error and now recommends the Polk County Board of Supervisors reinstate the Military Service Tax Exemption for the property in question for taxable years 2020 and 2021.

**Action Impact:** The passage of this resolution approves the recommendation of the Polk County Assessor for reinstating the Military Service Tax Exemption for District/Parcel 181/00393-050-016.

**Fiscal Note:**

| Fiscal Year | New Budget Item? (Y/N) | # of New Position(s) Required | Anticipated Expense | Anticipated Revenue | Budget Amendment Required? (Y/N) | If Amendment is Required, |                      |
|-------------|------------------------|-------------------------------|---------------------|---------------------|----------------------------------|---------------------------|----------------------|
|             |                        |                               |                     |                     |                                  | Expense Account Code      | Revenue Account Code |
| 21/22       | N                      |                               |                     |                     | N                                |                           |                      |

## RESOLUTION

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_  
that the following Resolution be adopted:

WHEREAS, Iowa Code Section 331.210A requires a Temporary County Redistricting Commission be established to draw and adopt the County's precinct plan in accordance with sections 49.3, 49.4, and 49.6 of the Code of Iowa; and,

WHEREAS, on November 16, 2021 the Polk County Board of Supervisors established a Temporary Polk County Redistricting Commission ("Commission"); and,

WHEREAS, the Commission has finished its preliminary proposed Polk County precinct plan; and,

WHEREAS, the Commission was required to conduct at least one public hearing on the proposed precinct plan, and on December 20, 2021 a public hearing was held at the Polk County Administrative Office Building to consider proposed precinct plan; and,

WHEREAS, the Commission provided members of the public the opportunity to present alternative plans and made public a report summarizing the information and testimony received by the Commission during the course of the public hearing; and

NOW THEREFORE BE IT RESOLVED, the Commission adopted a precinct plan and has submitted plan to the Polk County Board of Supervisors for their review, approval or rejection of the plan.

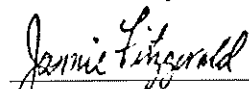
BE IT FURTHER RESOLVED the Polk County Board of Supervisors, after reviewing such plan, hereby approves the Polk County Precinct Plan as presented.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

POLK COUNTY, IOWA

\_\_\_\_\_  
Angela Connolly, Chairperson

Submitted by:



Jamie Fitzgerald, Polk County Auditor  
and Commissioner of Elections

#24

RESOLUTION

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

that the following Resolution be adopted:

WHEREAS, a letter of Agreement was executed between Polk County, Iowa and Children & Families of Iowa on August 11, 2021;

WHEREAS, pursuant to paragraph 2 and under Duties of Children & Families of Iowa 1) of the Agreement, the address was listed as 1111 University Avenue, Des Moines, Iowa and the renovation project address needs to be updated and reflect 801 Forest Avenue, Des Moines, Iowa.

WHEREAS, the parties in the Agreement agrees to amend the Initial Agreement to reflect the project address update;

WHEREAS, the parties to the Agreement agree further amend the Initial Agreement to reflect the amount of the grant award for \$42,117.00 as reflected in Resolutions approved as signed by the Polk County Board of Supervisors Chair on August 11, 2021.

BE IT RESOLVED, that the Polk County Board of Supervisors approves the attached Amended Agreement.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

POLK COUNTY, IOWA

\_\_\_\_\_  
Angela Connolly, Chair

Submitted by:

  
Lisa Moody-Tunks  
Grant Administrator

APPROVED AS TO FORM:

JOHN P. SARCONI  
POLK COUNTY ATTORNEY

By:

  
Assistant County Attorney

Fiscal Impact: Expenditure of \$42,117.00 from Gaming Revenue that was approved on August 11, 2021



# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution approving an amendment to the August 11, 2021 Agreement between Polk County, Iowa and Children & Families of Iowa which is a 501c3 non-profit organization.

**Agenda Date:** December 21, 2021

**Contact Individual:** Lisa Moody-Tunks  
Grant Administrator  
Board of Supervisors  
515-286-2272

**Previous Action taken by the Board:** Community Development Grant Award-August 11, 2021.

**Board/Commission Actions:**

**Action Requested (Recommended):** Amendment to Community Development grant Agreement approved on August 11, 2021 between Polk County, Iowa award to Children & Families of Iowa of a \$42,117.00 Community Development Grant to Children & Families of Iowa.

**Background:** A letter of Agreement was executed between Polk County, Iowa and Children & Families of Iowa on August 11, 2021. Children & Families of Iowa was awarded a \$42,117.00 Polk County Development Grant to assist with a renovation project and the address was listed as 1111 University Avenue, Des Moines, Iowa and the record needs to reflect the project address as 801 Forest Avenue, Des Moines, Iowa. The amendment will reflect the address correction.

**Action Impact:** Passage of this resolution will authorize authorizes the Chair to sign the attached First Amendment Letter of Agreement.

**Fiscal Note:** Community Development Grant Awards Paid with Gaming Revenue

| Fiscal | New                   | # of New                | Anticipated | Anticipated | Budget                          | If Amendment is Required,  |                            |
|--------|-----------------------|-------------------------|-------------|-------------|---------------------------------|----------------------------|----------------------------|
| Year   | Budget Item?<br>(Y/N) | Position(s)<br>Required | Expense     | Revenue     | Amendment<br>Required?<br>(Y/N) | Expense<br>Account<br>Code | Revenue<br>Account<br>Code |
| 21/22  |                       |                         | N           |             | N                               | 40109032.79410             |                            |
|        |                       |                         |             |             |                                 |                            |                            |

**Additional Fiscal Note Information (optional):**

RESOLUTION

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following Resolution be adopted:

WHEREAS, East High School Alumni Foundation is a 501C3 non-profit dedicated to raising funds for student scholarships, programs and facility improvements. East High School Alumni Foundation is the fiscal agent for East High School for a capital improvement project; and,

WHEREAS, East High Alumni Foundation fiscal agent for East High School is requesting a Community Development Grant to assist with a capital improvement project for East High School activities campus facilities. The project will focus on, but not limited to, the installation of a new synthetic turf for a multi-use field, press box, new dug outs for baseball and softball fields. The East High School facility updates will be located at 1591 E. University Avenue, Des Moines, Iowa; and,

WHEREAS, this project will serve a public purpose by providing capital improvement updates to East High School activities campus facilities. This project will benefit East High School students as well as the community; and,

WHEREAS, the Polk County Board of Supervisors specifically desires to participate and assist in the costs related to the synthetic turf, new press box, dugouts for baseball and softball fields; and,

WHEREAS, pursuant to the Grant Agreement only costs related to the synthetic turf, new press box, and dugout for baseball and softball fields for East High School will be paid for from Polk County Community Development Grant funds.

BE IT FURTHER RESOLVED, Polk County, Iowa approved the terms of the attached Agreement, for a Community Development Grant Award to the East High School Alumni Foundation, fiscal agent for East High School, for \$100,000.00 from gaming revenue, for the public purpose of providing a safe and sustainable activities campus for students to participate in extracurricular activities and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this \_\_\_\_ day of \_\_\_\_\_, 2021.

POLK COUNTY, IOWA

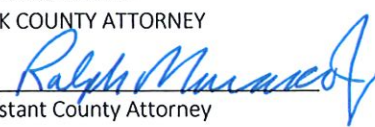
\_\_\_\_\_  
Angela Connolly  
Chairperson

RECOMMENDED FOR APPROVAL:

  
\_\_\_\_\_  
Lisa Moody-Tunks  
Grant Administrator

APPROVED AS TO FORM:

JOHN P. SARCONI  
POLK COUNTY ATTORNEY

By:   
\_\_\_\_\_  
Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund \$100,000.00 FY21/22

#26

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution approving a Community Development Grant for East High School Alumni Foundation which is a 501c3 non-profit organization. East High School Alumni Foundation is the fiscal agent for East High School regarding a capital improvement project.

**Agenda Date:** December 21, 2021

**Contact Individual:** Lisa Moody-Tunks, Grant Administrator  
Polk County Board of Supervisors  
515-286-2272

**Previous Action taken by the Board:** Community Betterment Grant award-approved for \$10,000 April 6, 2021.

**Board/Commission Actions:** N/A

**Action Requested (Recommended):** Approval of a \$100,000.00 Community Development Grant to East High School Alumni Foundation.

**Background:** East High School Alumni Foundation, fiscal agent for East High School, has requested funding for a capital improvement project for East High School activities campus. The project will focus on, but not limited to, new synthetic turf for a multi-use field, press box, dugouts for baseball and softball. East High School Alumni Foundation's capital project will serve a public purpose by providing a safe and sustainable updated facility for students to participate in extracurricular activities. Polk County funding will be directed toward the costs related to the updates to the activities complex located at 1591 E. University, Des Moines, Iowa.

**Action Impact:** The passage of this resolution will award \$100,000.00, to East High School Alumni Foundation fiscal agent for East High School and authorizes the Chair to sign attached agreement.

**Fiscal Note:** Community Development Grant Awards Paid with Gaming Revenue

| Fiscal Year | Budget-<br>ed?<br>(Y/N) | Anticipated<br>Expense | Anticipated<br>Revenue | Ongoing<br>Commitment?<br>(Y/N) | If Amendment is Required,  |                            |
|-------------|-------------------------|------------------------|------------------------|---------------------------------|----------------------------|----------------------------|
|             |                         |                        |                        |                                 | Expense<br>Account<br>Code | Revenue<br>Account<br>Code |
| 21/22       | N                       | \$100,000.00           |                        |                                 | 4010932.79410              |                            |

**Additional Fiscal Note Information (optional):**

## RESOLUTION

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following Resolution be adopted:

WHEREAS, Roosevelt High School Foundation is a 501C3 non-profit dedicated to providing support for students and all who attend Roosevelt High School. Roosevelt High School Foundation is the fiscal agent for Roosevelt High School regarding a capital improvement project for the Roosevelt activities campus; and,

WHEREAS, the project will focus on, but not limited to, the replacement of the multi-purpose track, new synthetic turf field, fencing, sidewalks and signage at Roosevelt High School located at 4419 Center St., Des Moines, Iowa. The multi-purpose track and field will be used by students and the community for band, physical education classes, and athletic activities.

WHEREAS, this capital improvement project will serve a public purpose by providing a safe and sustainable multi-purpose track and field to be utilized by students and community members for extracurricular activities; and,

WHEREAS, the Polk County Board of Supervisors specifically desires to participate and assist in the costs related to the multi-purpose track, new synthetic turf field, fencing, sidewalks and signage which will improve the facilities at Roosevelt High School; and,

WHEREAS, pursuant to the Grant Agreement that only costs related to the capital improvement project at Roosevelt High School will be paid for from Polk County Community Development Grant funds.

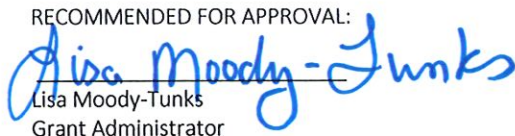
BE IT FURTHER RESOLVED, Polk County, Iowa approved the terms of the attached Agreement, with a Community Development Grant Award to the Roosevelt High School Foundation, fiscal agent for Roosevelt High School, for \$100,000.00 from gaming revenue, for the public purpose of providing safe and sustainable updated multi-purpose track and field to be utilized by students and the community and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

POLK COUNTY, IOWA

\_\_\_\_\_  
Angela Connolly  
Chairperson

RECOMMENDED FOR APPROVAL:

  
Lisa Moody-Tunks  
Grant Administrator

APPROVED AS TO FORM:

JOHN P. SARCONI  
POLK COUNTY ATTORNEY

By:   
Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund \$100,000.00 FY21/22

#27

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution approving a Community Development Grant for Roosevelt High School Foundation which is a 501c3 non-profit organization. Roosevelt High School Foundation is the fiscal agent for Roosevelt High School for a capital campaign to improve the activities campus at Roosevelt High School.

**Agenda Date:** December 21, 2021

**Contact Individual:** Lisa Moody-Tunks, Grant Administrator  
Polk County Board of Supervisors  
515-286-2272

**Previous Action taken by the Board:** N/A

**Board/Commission Actions:** N/A

**Action Requested (Recommended):** Approval of a \$100,000.00 Community Development Grant to Roosevelt High School Foundation fiscal agent for Roosevelt High School.

**Background:** Roosevelt High School Foundation, fiscal agent for Roosevelt High School, has requested funding for a capital improvement project for the Roosevelt High School activities campus. The project will focus on, but not limited to, the replacement of the multi-purpose track, new synthetic turf field, fencing, sidewalks and signage at Roosevelt High School located at 4419 Center St., Des Moines, Iowa. This improvement project will provide a public purpose by providing a safe and sustainable new multi-purpose track and field to be utilized by students and the community. Polk County funding will be directed toward the costs related to the capital improvement project.

**Action Impact:** The passage of this resolution will award \$100,000.00, to Roosevelt High School Foundation, fiscal agent for Roosevelt High School and authorizes the Chair to sign attached agreement.

**Fiscal Note:** Community Development Grant Awards Paid with Gaming Revenue

| Fiscal Year | Budget-<br>ed?<br>(Y/N) | Anticipated<br>Expense | Anticipated<br>Revenue | Ongoing<br>Commitment?<br>(Y/N) | If Amendment is Required,  |                            |
|-------------|-------------------------|------------------------|------------------------|---------------------------------|----------------------------|----------------------------|
|             |                         |                        |                        |                                 | Expense<br>Account<br>Code | Revenue<br>Account<br>Code |
| 21/22       | N                       | \$100,000.00           |                        |                                 | 4010932.79410              |                            |

**Additional Fiscal Note Information (optional):**



## RESOLUTION

MOVED by \_\_\_\_\_ SECONDED by \_\_\_\_\_ that

the following Resolution be adopted:

**WHEREAS**, the Polk County Board of Supervisors have supported initiatives and events that promote economic development, health, education and culture in Polk County; and,

**WHEREAS**, it is the desire of the Polk County Board of Supervisors to sponsor various events for local non-profit organizations.

**NOW, THEREFORE BE IT FURTHER RESOLVED** that Polk County, Iowa approves and authorizes funding of the attached sponsorship requests.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

POLK COUNTY, IOWA

\_\_\_\_\_  
Angela Connolly  
Chairperson

RECOMMENDED FOR APPROVAL:



\_\_\_\_\_  
Sarah Boese  
Polk County Board of Supervisors

FISCAL NOTE: FY21/22 - \$8,000 from gaming

#28

# **POLK COUNTY BOARD OF SUPERVISORS**

## **Tuesday Agenda Memorandum**

**Item Type & Title:** Resolution approving various sponsorships.

**Agenda Date:** December 21, 2021

**Contact Individual:** Sarah Boese  
Board of Supervisors  
286-3895

**Previous Action taken by the Board:** November 30, 2021

**Board/Commission Actions:** N/A

**Action Requested (Recommended):** Approve funding.

**Comply with Policy:** Yes

**Background:** Polk County has a long-standing commitment to funding economic development, health, education and cultural initiatives and events that benefit the residents and businesses of Polk County. This resolution authorizes the expenditure of \$8,000 of gaming revenue to sponsor various non-profit events in 2021.

**Action Impact:** Authorize funding in the amount of \$8,000 from gaming revenue to various organizations.

**Fiscal Note:**

| Fiscal Year | Budgeted? (Y/N) | Anticipated Expense | Anticipated Revenue | Ongoing Commitment? (Y/N) | If Amendment is Required, |                      |
|-------------|-----------------|---------------------|---------------------|---------------------------|---------------------------|----------------------|
|             |                 |                     |                     |                           | Expense Account Code      | Revenue Account Code |
| 21/22       | N               | \$8,000             |                     |                           |                           |                      |
|             |                 |                     |                     |                           |                           |                      |

**Additional Fiscal Note Information (optional):**

**Polk County Sponsorships – December 21, 2021**

|                                      |                |
|--------------------------------------|----------------|
| Bravo Greater Des Moines             | \$3,000        |
| Ankeny Kiwanis Charitable Foundation | \$5,000        |
| <b>TOTAL</b>                         | <b>\$8,000</b> |

# HERALD-INDEX

400 Locust Street, Des Moines, Iowa • 515-699-7000 • altoonaherald.com

November 22, 2021

Polk County Board of Supervisors  
111 Court Ave., Room 300  
Des Moines, Iowa 50309

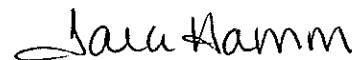
To Whom It May Concern:

THE ALTOONA HERALD-MITCHELLVILLE INDEX, a newspaper as defined in Section 618.3 Code of Iowa, published in Polk County, Iowa, respectfully requests that it be selected or designated by the Board of Supervisors of Polk County, Iowa, as an official newspaper of Polk County for the year of 2022.

We are prepared to submit a list of paid subscribers in the event a contest should develop.

We understand we will be compensated for the county's public notices referred to in Chapter 345 of the Code at the rates provided in Section 618.11 of the Code. We have enjoyed working with your staff over the last year and look forward to continuing to serve you.

Sincerely,



Tara Hamm  
Director – Public Notices  
The Altoona Herald-  
Mitchellville Index

#29

# Business Record

November 22, 2021



Attn: Chairperson  
Polk County Board of Supervisors  
111 Court Avenue, Room 300  
Des Moines, IA 50309

Dear Chairperson:

Business Record is published in Polk County and mailed at the Des Moines, Iowa main post office, and requests to be one of the official publication newspapers for Polk County for the year 2022. Business Record has paid subscribers totaling 2,972 as of this date. If you have questions, please feel free to contact the undersigned.

Sincerely,

Eileen L. Jackson  
Business Manager



November 22, 2021

Polk County Board of Supervisors  
111 Court Ave., Room 300  
Des Moines, Iowa 50309

To Whom It May Concern:

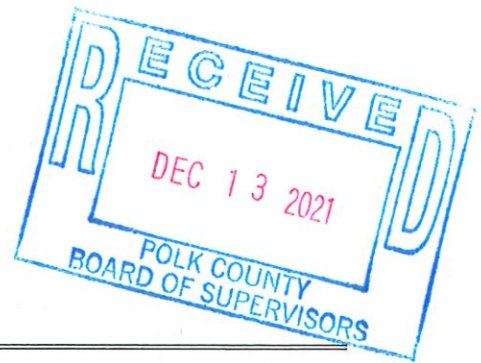
THE DES MOINES REGISTER, a newspaper as defined in Section 618.3 Code of Iowa, published in Polk County, Iowa, respectfully requests that it be selected or designated by the Board of Supervisors of Polk County, Iowa, as an official newspaper of Polk County for the year of 2022. If selected, public notices from Polk County will appear in the Des Moines West edition of the Friday community sections.

We are prepared to submit a list of paid subscribers in the event a contest should develop.

We understand we will be compensated for the county's public notices referred to in Chapter 345 of the Code at the rates provided in Section 618.11 of the Code. We have enjoyed working with your staff over the last year and look forward to continuing to serve you.

Sincerely,

Tara Hamm  
Director- Public Notices  
Gannett West Sales Center



CITY DEVELOPMENT BOARD  
STATE OF IOWA

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|                                       |   |                                |
|---------------------------------------|---|--------------------------------|
| IN THE MATTER OF THE CITY OF          | ) | CASE NUMBER: NC21-38 / ALTOONA |
| ALTOONA VOLUNTARY ANNEXATION          | ) |                                |
| INCLUDING NON-CONSENTING OWNERS       | ) | NOTICE OF PUBLIC HEARING       |
| WITHIN THE URBANIZED AREA OF THE CITY | ) |                                |
| OF BONDURANT                          | ) |                                |

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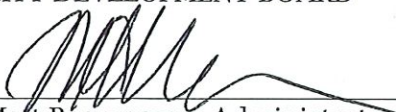
TO: Cities of Altoona and Bondurant, Polk County Board of Supervisors, Polk County Attorney, Des Moines Area Metropolitan Planning Organization, Iowa State Attorney General, Iowa Department of Transportation, affected public utilities and property owners

You and each of you are hereby notified that the City Development Board will, pursuant to Iowa Code Section 368.7, hold a public hearing on the above captioned matter. The public hearing is scheduled at 2:00 p.m., on January 12, 2022, at the Iowa Economic Development Authority, 1963 Bell Avenue, First Floor, Missouri Conference Room, Des Moines, Iowa and via Teams Webinar. To participate in the public hearing via Teams Webinar, go to <https://iowa.website/cdb>. You will be required to register before receiving the link to join the public hearing.

This proposal contains some territory without the consent of the owner. Such proposals require approval of 4/5's of the City Development Board after a public hearing. You are invited to attend this hearing to present evidence for or against the proposed annexation.

If you have any questions or wish further clarification, please contact me at (515) 348-6196.

CITY DEVELOPMENT BOARD

  
\_\_\_\_\_  
Matt Rasmussen, Administrator  
City Development Board

NC21-38 Altoona  
Prepared by: Matt Rasmussen 515/348-6196  
City Development Board / 1963 Bell Avenue, Suite 200 / Des Moines, Iowa 50315

#30



CITY DEVELOPMENT BOARD  
STATE OF IOWA

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|                                       |   |                            |
|---------------------------------------|---|----------------------------|
| IN THE MATTER OF THE CITY OF          | ) | NO. UA21-39 / BONDURANT    |
| BONDURANT VOLUNTARY ANNEXATION        | ) |                            |
| WITHIN THE URBANIZED AREA OF THE CITY | ) | FILING OF WRITTEN DECISION |
| OF ALTOONA                            | ) |                            |

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TO: Cities of Bondurant and Altoona, Polk County Board of Supervisors, Polk County Attorney, Des Moines Area Metropolitan Planning Organization, Iowa State Attorney General, Iowa Department of Transportation and Affected Public Utilities

You and each of you are hereby notified that the City Development Board has approved the annexation of territory to the City of Bondurant under City Development Board Case File No. UA21-39.

Please find enclosed the Findings of Fact, Conclusions of Law, Determination, and Final Order by the City Development Board approving the annexation. An appeal of the Board's decision may be filed within 30-days of the date of the enclosed Order.

If no appeal is filed within 30-days of the date of this Order, the City Development Board will file with the Iowa Secretary of State and record with the Polk County Recorder to complete this annexation.

CITY DEVELOPMENT BOARD

  
\_\_\_\_\_  
Matt Rasmussen, City Development Board Administrator  
Phone: 515-348-6196