

**POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
DECEMBER 17, 2024 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 Lists as submitted by the County Auditor.

PUBLIC HEARING

TRANSFER OF PORTIONS OF ROADS IN POLK CITY, IOWA

5. Resolution approving transfer of a portion of East Southside Drive (NW 110th Avenue in Polk County) located in the city of Polk City.

6. **PUBLIC COMMENTS**

PERMITS

7. Renewal application for Class “C” Retail Alcohol License for Food for Flair, Inc., 11121 NW Jester Park Drive, Granger.
8. Renewal application for Class “C” Retail Alcohol License with Outdoor Service Area for McCann’s Tap, 1360 NE 54th Ave.

PETITIONS

- *9. Petitions suspending taxes and special assessments and authorizing Chairperson to sign the Application and Affidavit for Redemption of Parcel for 332 3rd St, West Des Moines (Hagen).

RESOLUTIONS

- *10. Resolution approving Preliminary Plat of The Oaks at White Oaks.
- *11. Resolution approving Preliminary Plat of The Chateau Plat 1.
- *12. Resolution approving agreement with Polk County Conservation Board for the Camp Creek Stream Restoration Project.
- *13. Resolution approving the Federal Subaward Agreement with ICLEI for Climate Planning for the Greater Des Moines Metropolitan Area (for climate planning technical assistance).

- *14. Resolution approving Amendment Number 1 to contract with Iowa DNR for Air Quality program funding (28E, No. 25ESDAQBWWALK-0002).
- *15. Resolution authorizing the use of Central Maintenance Facility (5885 NE 14th Street) as an alternate assembly site for the Iowa National Guard.
- *16. Resolution approving 2025 Public Works Department Permit Fee Schedule
- *17. Resolution authorizing the Procurement Division to prepare bid letting and quotation documents on behalf of Public Works Department and authorizing Public Works to inform the Iowa DOT to include Polk County in its lettings.
- *18. Resolution authorizing the Bodies Racing Company use of County-owned parking lot (located at River Place, 2309 Euclid Avenue) for “Summer Sizzler” on May 25, 2025.
- *19. Resolution approving Memorandum of Understanding with Jasper County for shared Judicial Mental Health Advocate compensation.
- *20. Resolution approving Memorandum of Understanding with Marion County for shared Judicial Mental Health Advocate compensation.
- *21. Resolution approving Agreements for On-Call Judicial Mental Health Advocate Services (Brett Michael, Richey Thongvanh).
- *22. Resolution approving MH/ID/DD (Mental Health/Intellectual Disability/Developmental Disability) service approvals and authorizing expenditures from the MHDS (Mental Health and Disability Services) Region Fund.
- *23. Resolution approving Memorandum of Agreement with Primary Health Care, Inc. for screening and support services.
- *24. Resolution approving Memorandum of Agreement with Planned Parenthood of the Heartland for screening and support services.
- *25. Resolution approving Byrne Justice Assistance Grant Extension (for a WARN Program Coordinator).
- *26. Resolution approving 28E Agreement with Iowa Department of Revenue to participate in the I- PLEDGE Tobacco, Alternative Nicotine, and Vapor Product Enforcement Program.
- *27. Resolution approving Governmental Agency Abatement.
- 28. Resolution approving creation of position within the General Services Department.

- *29. Resolution approving employment agreement with Rory Deol, D.O.
- *30. Resolution approving professional services agreement with PolicyWorks.
- *31. Resolution approving funding for the renovation of 1900 Carpenter Avenue for the Global Neighbors initiative.
- *32. Resolution approving Amendment to the Central Iowa Chief Elected Officials Shared Liability Agreement.
- *33. Resolution approving projects for consideration of Emergency Rental Assistance 2 expenditures.
- *34. Resolution approving ERA2 funding to Greater Des Moines Supportive Housing to assist with the purchase of the Holiday Inn Downtown (for the development of affordable housing).
- *35. Resolution approving ERA2 funding to Anawim for repairs and maintenance on their 30 unit scattered site project.
- *36. Resolution approving the use of American Rescue Plan Act funds for the purchase of Brenton Slough Phase One.
- *37. Resolution approving Community Development Grant for BRAVO Greater Des Moines, Inc.
- *38. Resolution approving a Community Development Grant for Sherman Hill Association, Inc.
- 39. Resolution approving Community Betterment Grant Awards.
- 40. Resolution approving Community Sponsorship Awards.

COMMUNICATIONS

- *41. Communications from The Altoona Herald, The Business Record and The Des Moines Register requesting to be the official publications for Polk County public notices in 2025.
- *42. Notice of Appraisal of Damages and Time for Appeal in the matter of the condemnation of certain rights in land for the WRA Treatment Facility Plan Improvements Project (Pinegar, 1414 SE 30th St).
- *43. Request for tax abatement for property at 2130 Grand Avenue (Big Brothers Big Sisters of Central Iowa, Inc).
- *44. Request for tax abatement for property at 1200 12th Street, West Des Moines (United Community Services).

BUDGET ACTIONS

45. Memorandum of Budget Actions.

APPOINTMENTS

46. 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/county-auditor/administration/>*

Live stream the Board of Supervisors meeting at:
https://www.youtube.com/live/bTHud-wlg_0

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, the Polk County Public Works Department received a request from the City of Polk City, Iowa to transfer Polk County's interest in certain road right-of-way easement to the City of Polk City, Iowa; and

WHEREAS, the road right-of-way easement to be transferred is known as East Southside Drive in Polk City, Iowa (NW 110th Avenue in Polk County); and

WHEREAS, the legal description of the road right-of-way easement proposed to be transferred is as follows and as shown on the attached exhibits:

That part of the North 1/2 of the Northeast 1/4 of Section 7, TOWNSHIP 80 NORTH, RANGE 24 WEST, of the 5th P.M., Polk County, Iowa, and being more particularly described as follows:

Beginning at the southeast corner of Lot 5, Official Plat of the South 1/2 of the Southeast 1/4, except 7 acres in the Northeast corner thereof, and the Southeast 1/4 of the Southwest 1/4 of Section 6, Township 80 North, Range 24 West of the 5th P.M., and of the West 1/2 of the Northeast 1/4, and the North Fractional 1/2 of the Northwest 1/4 of Section 7, Township 80 North, Range 24 West of the 5th P.M.; thence N 88° 39' 22" E, a distance of 1015.36 feet; thence northeasterly 405.24 feet along a curve to the left, tangent to the last described line, having a radius of 967.00 feet, a delta angle of 24° 00' 39" and a chord distance of 402.28 feet which bears N 76° 39' 03" E; thence N 64° 38' 44" E, a distance of 107.47 feet; thence S 21° 56' 25" E, a distance of 33.06 feet, to the centerline of E Southside Drive; thence S 64° 38' 44" W, along said centerline of E Southside Drive, a distance of 105.50 feet; thence southwesterly 419.07 feet along a curve to the right, continuing along said centerline of E Southside Drive, tangent to the last described line, having a radius of 1000.00 feet, a delta angle of 24° 00' 39" and a chord distance of 416.01 feet which bears S 76° 39' 03" W; thence S 88° 39' 22" W, continuing along said centerline of E Southside Drive, a distance of 1015.99 feet; thence S 89° 48' 04" W, continuing along said centerline of E Southside Drive, a distance of 148.25 feet; thence N 00° 11' 56" E, a distance of 33.01 feet, thence N 89° 48' 04" E, a distance of 148.22 feet, to the Point of Beginning. Containing 1.275 acres (55,524 square feet).; and

WHEREAS, Polk County Public Works has determined that the road right-of-way easement is no longer necessary for Polk County and is more appropriate to be held by Polk City, Iowa; and

WHEREAS, after proper notice, a hearing on the transfer of East Southside Drive in Polk City, Iowa was held on December 17, 2024; and

WHEREAS, no person or entity objected to the transfer.

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NOW, THEREFORE BE IT RESOLVED by Polk County, Iowa that the above-described road right-of-way easement is hereby transferred to the City of Polk City, Iowa and the Chair of the Polk County Board of Supervisors is authorized to sign the attached quit claim deed effecting said transfer; and

BE IT FURTHER RESOLVED that the quit claim deed shall be filed with the Polk County Auditor and that the Polk County Auditor shall record this document with the Polk County Recorder's Office as evidence of Polk County, Iowa transferring its easement to the above-described right-of-way.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

Bret Vandellune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____
Assistant County Attorney

FISCAL IMPACT: None

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 221-24 to transfer a portion of East Southside Drive (NW 110th Avenue in the Polk County) located in the City of Polk City, Polk County, Iowa.

Agenda Date: December 17, 2024

Contact Individual: Aaron Putnam, PE, County Engineer, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: Resolution No. 209-24, dated December 3, 2024 to set hearing.

Board/Commission Actions: None.

Comply with Policy: Yes, authorized by Section 331.361 of the Code of Iowa.

Background: Polk County Public Works Department has received a request from the City of Polk City, Iowa to transfer Polk County's interest in certain road right-of-way easement to the City of Polk City, Iowa. Public Works recommends approval of this road transfer.

Action Impact: Transfer right-of-way to the City of Polk City.

Fiscal Note: None.

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
24/25	N	N/A	N	N	N		

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, the owners of land located in Section 9, Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township), Polk County, Iowa, wish to subdivide and plat their land into a major subdivision preliminary plat known as The Oaks at White Oaks; and

WHEREAS, the major subdivision preliminary plat proposes five (5) single family residential lots, one (1) outlot, and one (1) street lot on approximately 103 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 Zoning Commission, on July 22, 2024, recommended approval of the major subdivision preliminary plat to the Board of Supervisors, by a vote of 4-0, with three (3) members absent.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the major subdivision preliminary plat of The Oaks at White Oaks and authorizes the Chair 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 and "AG" Agricultural District
Platted by:	Metro Turf LLC. (property owner)
Surveyor:	Ryan R. Remling – Stubbs Engineering
Location:	Located approximately 0.25 miles west of the intersection of NE 150 th Avenue and NE 42 nd Street.
Township:	Elkhart

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

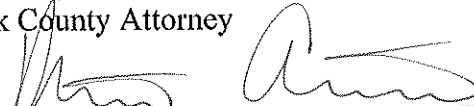
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: No cost to the County.

#10

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 218-24 approving the Preliminary Plat The Oaks at White Oaks.

Agenda Date: December 17, 2024

Contact Individual: Brian McDonough, Planning and Development Manager, Polk County Public Works Department, 286-2291.

Previous Action taken by the Board: None.

Board/Commission Actions: The Polk County Zoning Commission met on July 22, 2024 and voted four (4) in favor with three (3) absent, on a motion to recommend approval of the Preliminary Plat of The Oaks at White Oaks, in accordance with staff's recommendation for approval

Comply with Policy: Yes. The Plat complies with the requirements of the Polk County Zoning and Subdivision Ordinances.

Background: The Plat proposes five (5) single-family residential lots, one (1) outlot, and one (1) street lot on approximately 103 acres of land that is zoned "ER" Estate Residential District, and "AG" Agricultural District. The subject subdivision is located on the north side of NE 150th Avenue approximately one-quarter (1/4) mile west of the intersection of NE 150th Avenue and NE White Oak Drive, being within Section 9, Elkhart Township. Lots 1-5, the single-family residential lots are all approximately 3.9 acres in size accessing NE 150th Avenue. The subdivision will be served by public water through Des Moines Water Works. Wastewater treatment will be provided by individual septic systems.

Action Impact: Approval of the Preliminary Plat allows for preparation and submittal of a final plat, as there are no required improvements. The final plat will come before the Board for approval prior to recording.

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
24/25	N	N	N	N	N		

Additional Fiscal Note Information (optional): None.

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, the owners of land located in Section 9, Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township), Polk County, Iowa, wish to subdivide and plat their land into a major subdivision preliminary plat known as The Chateau Plat 1; and

WHEREAS, the major subdivision preliminary plat proposes five (5) single family residential lots and one (1) non-residential lot on approximately 23.39 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 Zoning Commission met on July 22, 2024 recommended approval of the major subdivision preliminary plat to the Board of Supervisors, by a vote of 4-0, with three (3) members absent.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the major subdivision preliminary plat of The Chateau Plat 1 and authorizes the Chair of the Polk County Board of Supervisors to sign the plat on behalf of Polk County, Iowa.

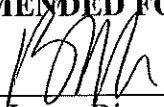
Sewer Service:	Individual Septic Systems
Water Service:	Des Moines Water Works
Zoning:	"ER" Estate Residential District
Platted by:	Schuessler Sisters LLC. (property owner)
Surveyor:	Dean Roghair - Civil Design Advantage
Location:	Located approximately 330 feet north of the intersection of NE 150 th Avenue and NE White Oak Drive.
Township:	Elkhart

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

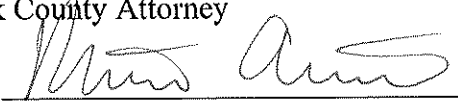
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: No cost to the County.

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 223-24 approving the Preliminary Plat of The Chateau Plat 1.

Agenda Date: December 17, 2024

Contact Individual: Brian McDonough, Planning and Development Manager, Polk County Public Works Department, 286-2291.

Previous Action taken by the Board: None.

Board/Commission Actions: The Polk County Zoning Commission met on July 22, 2024 and voted four (4) in favor with three (3) absent, on a motion to recommend approval of the Preliminary Plat of The Chateau Plat 1, in accordance with staff's recommendation for approval.

Comply with Policy: Yes. The Plat complies with the requirements of the Polk County Zoning and Subdivision Ordinances.

Background: The Plat proposes five (5) single-family residential lots and one (1) non-residential lot on approximately 23.39 acres of land that is zoned "ER" Estate Residential District. This subdivision utilizes the cluster development option allowing a minimum lot size of 30,000 SF while requiring 65% of the residential area to be designated as shared open space. The subject subdivision is located in the SW ¼ of the SE ¼ of Section 9, Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township), Polk County, Iowa. Lots 1-5, the single-family residential lots, range in size from 0.76 acres to 1.04 acres. Lot 1 accesses NE 150th Avenue while the other residential lots have frontage along NE White Oak Drive. Lot 6 is 8.44 acres in size and contains The Chateau Winery, an existing non-residential Agri-Tourism use with a large building, parking lot, and vineyard. The subdivision will be served by public water through Des Moines Water Works. Wastewater treatment will be provided by individual septic systems.

Action Impact: Approval of the Preliminary Plat allows for submittal of construction drawings for staff review and proceeding with the development and completion of the shared access between lots 2 and 3. The final plat will come before the Board for approval prior to recording.

Fiscal Note: None.

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
24/25	N	N	N	N	N		

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, Polk County, Iowa, 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 their mutual advantage; and

WHEREAS, Polk County is leading a targeted stream restoration project to protect infrastructure, reduce stream restoration, and improve water quality, referred to as the Eastern Polk County Stream Restoration Program; and

WHEREAS, as a part of that program, the Camp Creek Restoration Project will be constructed in partnership with Polk County Conservation Board; and

WHEREAS, Polk County Conservation Board shall provide \$431,008 towards construction and design to match the \$1,293,023 provided by the Iowa Department of Agriculture and Land Stewardship.

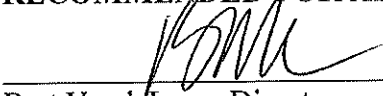
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement for funding of the Camp Creek Stream Restoration Project with the Polk County Conservation Board, authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa, and authorizes the Polk County Public Works Department to administer the Agreement on Polk County's behalf.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

#12

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 222-24 to approve Agreement with Polk County Conservation Board for the Camp Creek Stream Restoration Project.

Agenda Date: December 17, 2024

Contact Individual: John Swanson, Water Resources Supervisor, Polk County Public Works Department, 515-875-5880.

Previous Action taken by the Board: Res. 38-24 dated February 27, 2024 Approving Amendment for addition of Stream Projects to IDALS Wetland 28E Agreement.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: Polk County is leading the Eastern Polk County Stream Restoration Program, aimed at constructing 11 stream projects over the next two years. This project will restore Camp Creek in Thomas Mitchell Park in partnership with Polk County Conservation.

Action Impact: Action approves the Chair to sign the agreement.

Fiscal Note: Funding will be tracked and managed in the Public Works Economic Development Revolving Fund approved with FY24/25 Decision Package.

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
24/25	Y	0	\$1,724,030	\$431,008	N	50266320.77440	50266320.52790
24/25	Y	0		\$1,293,023	N		50266320.52290

Additional Fiscal Note Information (optional): \$1,293,023 additional revenue provided through Iowa Department of Agriculture and Land Stewardship 28E Agreement.

RESOLUTION

Moved by _____, Seconded by _____,
that the following Resolution be adopted:

WHEREAS, Polk County has committed to leading regional collaboration to create positive change and planning for our region's future; and

WHEREAS, the United States Environmental Protection Agency's Climate Pollution Reduction Grant (CPRG) program provides grants to states, local governments, tribes, and territories to develop and implement plans for reducing greenhouse gas emissions and other harmful air pollution; and

WHEREAS, Polk County, Iowa, 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 their mutual advantage; and

WHEREAS, Polk County's approved Climate Pollution Reduction Grant workplan and budget allows for subagreements to non-profit, governmental, and educational institutions; and

WHEREAS, ICLEI is a non-profit entity with vast expertise and experience in climate planning technical analysis and project development at the community and regional level; and

WHEREAS, the Polk County Public Works Department seeks supplementary assistance in climate planning to not exceed \$107,150 by August 30, 2025; and

WHEREAS, the Polk County Public Works Department has negotiated a Federal Subaward Agreement for Climate Planning for the Greater Des Moines Metropolitan Area between Polk County and ICLEI.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the amended terms of the Federal Subaward Agreement for Climate Planning for the Greater Des Moines Metropolitan Area between Polk County and ICLEI., authorizes the expenditure not to exceed \$107,150 by August 30, 2025 for the services provided therein, and authorizes the Chair of the Polk County Board Supervisors to sign said Agreement on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED that Polk County, Iowa authorizes and directs the Polk County Public Works Department to administer the Agreement on behalf of Polk County.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

Bret VandeLune, Director
Polk County Public Works Department

#13

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 224-24 to approve the Federal Subaward Agreement for Climate Planning for the Greater Des Moines Metropolitan Area between Polk County and ICLEI (for climate planning technical assistance).

Agenda Date: December 17, 2024

Contact Individual: Allison Riley, Sustainability Planner, Polk County Public Works Department, 515-286-3277.

Previous Action taken by the Board: August 27, 2024; Res. No. 159-24

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution approves an amendment to the EPA award sub-agreement between Polk County and ICLEI and authorizes the Polk County Public Works Department to administer and amend the terms of the agreement.

Comply with Policy: Yes.

Background: Polk County has elected to be the lead agency for the US EPA Climate Pollution Reduction Grant for the Des Moines, IA metropolitan statistical area. In August 2024, Polk County approved an agreement with ICLEI for planning and project development technical support in an amount not to exceed \$71,150, with a termination date of June 30, 2025. The proposed amended agreement includes two additional technical work products to be completed by ICLEI staff at a cost of \$36,000 and extends the termination date to August 30, 2025 to provide more time for completion of the additional work.

Action Impact: Resolution approves agreement and allows Public Works to administer, execute, and amend services as per the terms and conditions of the amended agreement.

Fiscal Note: Funding will be tracked and managed through Public Works.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	Y	\$107,150	\$107,150	N	10266004.77190	10266004.52400

Additional Fiscal Note Information (optional): This subaward agreement will be funded through US EPA Climate Pollution Reduction Grant award.

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, Polk County continues to demonstrate that it has incorporated into its local ordinances an equivalent program pursuant to Iowa Code section 455B.145; and

WHEREAS, Polk County has conducted a federally approved Air Quality Program since June 12, 1980; and

WHEREAS, the 28E agreement 25ESDAQBWALK-0002 between Polk County and the Iowa Department of Natural Resources (DNR) to establish and operate a new ambient air monitoring site near East High School in Des Moines for the purpose of collection and assessment of air quality data was approved by the Chair of the Polk County Board of Supervisors on October 22, 2024; and

WHEREAS, Amendment Number 1 to 28E agreement 25ESDAQBWALK-0002 between Polk County and the Iowa Department of Natural Resources (DNR) to for the purpose of amending Tasks 1 and 3 of the original contract has been negotiated, reviewed, and mutually agreed upon by both parties.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Amendment Number 1 to Agreement 25ESDAQBWALK-0002, with Iowa DNR for Air Quality Services/Goods, and authorizes the Chair of the Polk County Board of Supervisors to electronically sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____
Assistant County Attorney

FISCAL NOTE: A Federal Grant of \$390,523 is provided in the agreement for the Project Period of December 4, 2024 through June 30, 2029. The Iowa DNR is the Pass-Through Entity (PTE) for this agreement. Polk County has no financial obligation as part of this agreement. This amendment is for minor changes to Tasks 1 and 3 with no monetary change from the original contract.

#14

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 219-24 approving Amendment Number 1 to the contract with the Iowa DNR for the Air Quality program funding. (28E, No. 25ESDAQBWWALK-0002).

Agenda Date: December 17, 2024

Contact Individual: Jennifer Bradley, Air Permit Engineer, Polk County Public Works Department, 515-286-2227.

Previous Action taken by the Board: Original contract was approved by BOS on October 22, 2024. This is a minor amendment to the previously approved agreement with no monetary change.

Board/Commission Actions: Environmental Protection Commission (EPC) approved the original contract on October 15, 2024. The Polk County Board of Supervisors approved the original contract on October 22, 2024. Amendment Number 1 to the original contract does not require further approval by the EPC.

Comply with Policy: Yes.

Background: The parties have entered into this Agreement to establish and operate a new ambient air monitoring site near East High School in Des Moines and upgrade ozone monitoring equipment at sites in Polk County. This Agreement is considered to be a joint or co-operative undertaking within the meaning of Iowa Code section 28E.1. DNR grants to the Local Program concurrent authority to implement and enforce federal air quality standards within Polk County. The purpose of the contract amendment is to amend Tasks 1 and 3 of the original contract for no additional money without extending the time of performance previously allowed.

Action Impact: Approval of this resolution authorizes the Air Quality Division to enter into this agreement with the Iowa DNR to receive Air Quality program funding.

Fiscal Note: There is no monetary change from the original contract.

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
24/25	N	N/A	NA	NA	N		

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.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

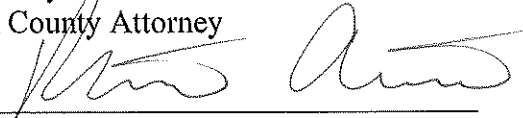
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: None.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 217-24 authorizes the use of the Central Maintenance Facility at 5885 N.E. 14th Street as an alternate assembly site for the Iowa National Guard.

Agenda Date: December 17, 2024

Contact Individual: Aaron Putnam, P.E., 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

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	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
24/25	N	N/A	N	N	N		

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, the Polk County Public Works Department annually reviews the fees and fee schedules utilized by the department for the issuance of various permits and departmental reviews of projects and other related items; 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 2025 Public Works Department Permit Fee Schedule; and

WHEREAS, the 2025 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 2025 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.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

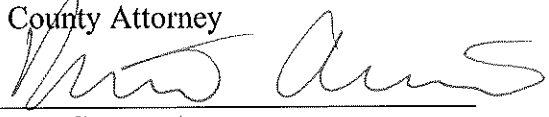
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: Various business units within Public Works benefit from revenue increase within the General Fund & Secondary Road Fund.

#16

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 220-24 approving 2025 Public Works Department Permit Fee Schedule.

Agenda Date: December 17, 2024

Contact Individual: Bret VandeLune, Director, Polk County Public Works Department, 515-286-3705

Previous Action taken by the Board: Resolution 206-23 establishing the 2024 Public Works Department Permit Fee Schedule, approved by the Polk County Board of Supervisors on December 12, 2023.

Board/Commission Actions: N/A

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 utilized should be established as shown on the attached 2025 Public Works Department Permit Fee Schedule.

Action Impact: Resolution approves the 2025 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 FY24/25 approved budget and are included in the FY25/26 budget request.

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
24/25	N	0		\$15,000 increase	N		Various – See Additional Fiscal Note
25/26	N	0		\$10,000 increase	N		Various – See Additional Fiscal Note

Additional Fiscal Note Information (optional): Various business units within Public Works benefit from revenue increase within the General Fund & Secondary Road Fund.

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 POLK COUNTY PROCUREMENT DIVISION	Line Item	PRICE QUOTATION BY POLK COUNTY PROCUREMENT DIVISION
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 Bitumen – 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 Procurement Division be authorized at the request of the Polk County Public Works Department to prepare the necessary bid letting and quotation documents and to schedule for those items listed under "Contract Letting by Polk County Procurement Division", and "Price Quotation by Polk County Procurement Division"; and

BE IT FURTHER RESOLVED that final contract award or final acceptance of price quotations be delayed until the Fiscal Year 2025/2026 Public Works Budget is approved by the Polk County Board of Supervisors.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

Bret VandeLune, Director
Polk County Public Works Department

Ryan Ward, Procurement Supervisor
Polk County Procurement Division

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____
Assistant County Attorney

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. 216-24 to authorize Polk County Procurement Division 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 17, 2024

Contact Individual: Bret VandeLune, Director, Polk County Public Works Department, 286-3705.

Previous Action taken by the Board: Annual Resolution No. 204-23, approved by the Board of Supervisors on December 12, 2023.

Board/Commission Actions: N/A

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 Procurement Division to conduct necessary bid lettings and quotations.

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

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
24/25	N	N/A	N	N	N		

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED BY _____, SECONDED BY _____, that the following Resolution be adopted:

WHEREAS, Bodies Racing Company desires to provide parking for "Summer Sizzler"; and

WHEREAS, the Bodies Racing Company is requesting the use of the County owned parking lot located at River Place, 2309 Euclid Avenue, Des Moines, Iowa 50310, for the one (1) day event; and

WHEREAS, Polk County has attached an Agreement to Authorize Bodies Racing Company use of the parking lot on Sunday, May 25, 2025; and

NOW, THEREFORE, BE IT HEREBY RESOLVED, Polk County, Iowa approves the terms of the attached Agreement, with the Bodies Racing Company, for use of the River Place parking lot during the "Summer Sizzler", and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

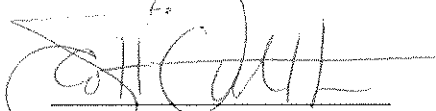
Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

24/25-002

RECOMMENDED FOR APPROVAL:



Scott Ourth, Director
Department of General Services

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By  _____
Assistant County Attorney

Fiscal Note: No fiscal impact to the County.

#16

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing the Bodies Racing Company use of County owned parking lot, located River Place, 2309 Euclid Avenue, Des Moines, Iowa 50310, for “Summer Sizzler” on May 25, 2025.

Agenda Date: December 17th, 2024

Contact Individual: Scott Ourth, Director of General Services
286-3129

Previous Action taken by the Board:

Board/Commission Actions:

Action Requested (Recommended): Approval

Comply with Policy:

Background: Bodies Racing Company desires to provide parking for the “Summer Sizzler” in the River Place parking lot, 2309 Euclid Avenue, Des Moines, Iowa 50310.

Action Impact:

Fiscal Note: No fiscal impact to the County.

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25		NA	NA			

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, Iowa Code Section 229.19 obligates a county board of supervisors to appoint an individual to act as a Judicial Mental Health Advocate representing the interests of patients involuntarily hospitalized by the court; and

WHEREAS, Kelly Yeggy has been appointed Judicial Mental Health Advocate for Polk, Jasper, and Marion Counties; and

WHEREAS, Kelly Yeggy has provided written notice to terminate the agreement effective January 2, 2025; and

WHEREAS, Polk County, Iowa appoints Brett Michael to be the Temporary Full-Time Judicial Mental Health Advocate; and

WHEREAS, Jasper and Marion Counties have agreed to Polk County serving as the single administrative source of management of Mr. Michael in his role as Judicial Mental Health Advocate for each county; and

WHEREAS, Jasper and Marion Counties have prescribed their own compensation for Mr. Michael, and their respective Mental Health and Disability Services Regions have agreed to reimburse Polk County for payment of a portion of Mr. Michael's salary; and

WHEREAS, Polk County, Iowa desires to enter-into a Memorandum of Understanding with Jasper County, Iowa to set forth the terms of payments, administration, and oversight of the appointed shared Judicial Mental Health Advocate.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Memorandum of Understanding with Jasper County and authorizes the Chair of the Polk County Board of Supervisors to sign said Memorandum of Understanding on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

#19

DocuSigned by:
By: Annie Uetz
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Annie Uetz, Director
Polk County Behavioral Health and Disability Services Dept.

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

Signed by:
By: Andrea Petronich
A52A784F8E024C3...
Assistant County Attorney

FISCAL NOTE: Revenue of \$9,542.00

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Memorandum of Understanding with Jasper County, Iowa for shared Judicial Mental Health Advocate compensation.

Agenda Date: December 17, 2024

Contact Individual: Annie Uetz, Director – Behavioral Health and Disability Services Dept.
515-286-3580

Previous Action taken by the Board: A similar MOU was approved in June, 2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Iowa Code Section 229.19 obligates a county board of supervisors to appoint an individual to act as a Judicial Mental Health Advocate representing the interests of patients involuntarily hospitalized by the court. Kelly Yeggy has been appointed Judicial Mental Health Advocate for Polk, Jasper, and Marion Counties. Jasper and Marion Counties have agreed to Polk County serving as the single administrative source of management of Ms. Yeggy in her role as Judicial Mental Health Advocate for each county. To that end, Jasper and Marion Counties have prescribed their own compensation for Ms. Yeggy, and their respective Mental Health and Disability Services Regions have agreed to reimburse Polk County for payment of a portion of Ms. Yeggy's salary. Ms. Yeggy is retiring and Mr. Brett Michael is appointed as temporary full-time Judicial Mental Health Advocate for Polk, Jasper, and Marion Counties.

Action Impact: Approval of this MOU sets for the terms of payments, administration, and oversight of the appointed shared Judicial Mental Health Advocate.

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
24/25	N	0	\$0	\$9,542.00	N	n/a	100444070. 52790

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, Iowa Code Section 229.19 obligates a county board of supervisors to appoint an individual to act as a Judicial Mental Health Advocate representing the interests of patients involuntarily hospitalized by the court; and

WHEREAS, Kelly Yeggy has been appointed Judicial Mental Health Advocate for Polk, Jasper, and Marion Counties; and

WHEREAS, Kelly Yeggy has provided written notice to terminate the agreement effective January 2, 2025; and

WHEREAS, Polk County, Iowa appoints Brett Michael to be the Temporary Full-Time Judicial Mental Health Advocate; and

WHEREAS, Jasper and Marion Counties have agreed to Polk County serving as the single administrative source of management of Mr. Michael in his role as Judicial Mental Health Advocate for each county; and

WHEREAS, Jasper and Marion Counties have prescribed their own compensation for Mr. Michael, and their respective Mental Health and Disability Services Regions have agreed to reimburse Polk County for payment of a portion of Mr. Michael's salary; and

WHEREAS, Polk County, Iowa desires to enter-into a Memorandum of Understanding with Marion County, Iowa to set forth the terms of payments, administration, and oversight of the appointed shared Judicial Mental Health Advocate.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Memorandum of Understanding with Marion County and authorizes the Chair of the Polk County Board of Supervisors to sign said Memorandum of Understanding on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

#20

DocuSigned by:
By: Annie Uetz
99AF034521C4420...
Annie Uetz, Director
Polk County Behavioral Health and Disability Services Dept.

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

Signed by:
By: Andrea Petrovich
A52A759F9E024C3
Assistant County Attorney

FISCAL NOTE: Revenue of \$8,462.00

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Memorandum of Understanding with Marion County, Iowa for shared Judicial Mental Health Advocate compensation.

Agenda Date: December 17, 2024

Contact Individual: Annie Uetz, Director – Behavioral Health and Disability Services Dept.
515-286-3580

Previous Action taken by the Board: A previous MOU was approved in June, 2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Iowa Code Section 229.19 obligates a county board of supervisors to appoint an individual to act as a Judicial Mental Health Advocate representing the interests of patients involuntarily hospitalized by the court. Kelly Yeggy has been appointed Judicial Mental Health Advocate for Polk, Jasper, and Marion Counties. Jasper and Marion Counties have agreed to Polk County serving as the single administrative source of management of Ms. Yeggy in her role as Judicial Mental Health Advocate for each county. To that end, Jasper and Marion Counties have prescribed their own compensation for Ms. Yeggy, and their respective Mental Health and Disability Services Regions have agreed to reimburse Polk County for payment of a portion of Ms. Yeggy's salary. Ms. Yeggy is retiring and Mr. Brett Michael is appointed as temporary full-time Judicial Mental Health Advocate for Polk, Jasper, and Marion Counties.

Action Impact: Approval of this MOU sets for the terms of payments, administration, and oversight of the appointed shared Judicial Mental Health Advocate.

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
24/25	N	0	\$0	\$8,462.00	N	n/a	100444070. 52790

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, Iowa Code Section 229.19 obligates a county board of supervisors to appoint an individual to act as a Judicial Mental Health Advocate representing the interests of patients involuntarily hospitalized by the court; and

WHEREAS, historically, Kelly Yeggy ("Advocate") and Brett Michael ("On-Call Advocate") have served as the Judicial Mental Health Advocates for Polk County, Iowa; and

WHEREAS, Kelly Yeggy has an active Agreement with Polk County with a term ending on June 30, 2025; and

WHEREAS, Kelly Yeggy has provided written notice to terminate the agreement effective January 2, 2025; and

WHEREAS, Polk County, Iowa, and Brett Michael desire to enter-into a Second Amended Agreement to appoint Brett Michael as the Temporary Full-Time Judicial Mental Health Advocate with the total amount of compensation not to exceed \$85,000 through June 30, 2025; and

WHEREAS, Polk County, Iowa, and Richey Thongvanh desire to enter-into an Agreement to appoint Richey Thongvanh as the Temporary Part-Time On-Call Judicial Mental Health Advocate with the total amount of compensation not to exceed \$25,000 through June 30, 2025; and

WHEREAS, the Polk County Department of Behavioral Health and Disability Services, in its function as the Polk County Mental Health and Disability Services Region Administrator, shall administrate the Agreements for Judicial Mental Health Advocates; and

WHEREAS, Polk County, Iowa and the Polk County Mental Health and Disability Services Region Administrator desire to appoint Polk County employees Kevin Lone and Sara Lupkes as Judicial Mental Health Advocate Designees to provide administrative support the Judicial Mental Health Advocates; and

WHEREAS, funds are available in the FY24/25 Polk County Mental Health and Disabilities Services Region Budget to provide for these services.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the attached the Second Amended Agreement with Brett Michael and Agreement with Richey Thongvanh for Judicial Mental Health Advocate services.

NOW, THEREFORE BE IT FURTHER RESOLVED Polk County, Iowa appoints Brett Michael as the Temporary Full Time Judicial Mental Health Advocate, Richey Thongvanh as the Temporary Part-Time On-Call Judicial Mental Health Advocate, and Kevin Lone and Sara Lupkes as Judicial Mental Health Advocate Designees and authorizes the Chair of the Polk County Board of Supervisors to sign said Second Amended Agreement with Brett Michael and Agreement with Richey Thongvanh on behalf of Polk County, Iowa.

#21

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

DocuSigned by:
By: Annie Uetz
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Annie Uetz, Director
Behavioral Health and Disability Services Dept.

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney
By: Andrea Petrich
A52A753F9E024C3
Assistant County Attorney

FISCAL NOTE: FY24/25 – total expenses for Advocate and On-Call Advocate \$201,078 and total revenues for Advocate and On-Call Advocate \$18,004

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Second Amended Agreement for On-Call Judicial Mental Health Advocate Services and Agreement for On-Call Judicial Mental Health Advocate Services.

Agenda Date: December 17, 2024

Contact Individual: Annie Uetz, Director
Behavioral Health and Disability Services Dept.
286-3580

Previous Action taken by the Board: On June 18, 2024, the Board approved Agreements for Judicial Mental Health Advocates Kelly Yeggy and Brett Michael. Kelly Yeggy's and Brett Michael's Agreements expire June 30, 2025. These Agreements are administered by the Polk County MHDS Region Administrator.

Board/Commission Actions: None

Comply with Policy: Yes.

Background: Polk County entered into Agreements for Judicial Mental Health Advocate Services with Kelly Yeggy and On-Call Judicial Mental Health Advocate Services with Brett Michael effective July 1, 2023 through June 30, 2025. Kelly has submitted written notice to terminate her Agreement for Judicial Mental Health Advocate Services effective January 2, 2025. Polk County desires to enter into a Second Amended Agreement for On-Call Judicial Mental Health Advocate Services with Brett Michael and an Agreement for On-Call Judicial Mental Health Advocate Services with Richey Thongvanh and to appoint Brett Michael and Richey Thongvanh as Judicial Mental Health Advocates. Funds are available in the Polk County Mental Health and Disability Services Region FY24/25 budget. Jasper County, Iowa and Marion County, Iowa desire to enter-into a separate MOU with Polk County as to the services of Brett Michael. Both Jasper County and Marion County have appointed Brett Michael to serve as the Judicial Mental Health Advocate for those counties, and each county has agreed to reimburse Polk County, Iowa a percentage of the total cost for Judicial Mental Health Advocate Services. Polk County employees Kevin Lone and Sara Lupkes, from the Behavioral Health and Disability Services Department, are appointed as Judicial Mental Health Advocate Designees to provide administrative support. These arrangements support filling the Judicial Mental Health Advocate job opening and transitioning duties.

Action Impact: The Agreements for the On-Call Judicial Mental Health Advocates will provide hourly compensation at \$30.87, not to exceed \$85,000 to Brett Michael and \$25,000 to Richey Thongvanh during FY24/25.

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
24/25	Y	\$201,078	\$18,004	Y	100444070.840 75.395	

Additional Fiscal Note Information (optional): NA

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, the persons on the attached Memorandum of Mental Health/Intellectual Disability/Developmental Disability (MH/ID/DD) Service Approval are clients of the Polk County Mental Health and Disability Services (MHDS) Region who have legal residence in Polk County, Iowa; and

WHEREAS, these clients are in need of the services as described in the attached Memorandum of MH/ID/DD Service Approval; and

WHEREAS, no Polk County MHDS Region network providers of such services are able to meet the needs of these clients at this time; and

WHEREAS, the Boards of Supervisors in the counties where the out-of-county providers are located have approved the proposed rates; and

WHEREAS, the rates for out-of-network providers in Polk County have been established by the Iowa Department of Health and Human Services; and

WHEREAS, these services were reviewed and approved for submission by the staff of the Polk County Mental Health and Disability Services Region Administrator.

NOW THEREFORE BE IT RESOLVED, Polk County, Iowa hereby approves the attached Memorandum of MH/ID/DD Service Approval and authorizes the necessary expenditures from the Polk County MHDS Region Fund for these clients.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

Log# 450

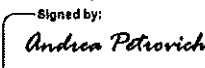
By: Annie Uetz
Annie Uetz, Director/CEO

Polk County Behavioral and Disability Services Department –
Polk County MHDS Region Administrator

#22

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: \$99,998.52 from the Polk County MHDS Region Fund

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Mental Health/Intellectual Disability/Developmental Disability (MH/ID/DD) service approvals and authorizing expenditures from the Mental Health and Disability Services (MHDS) Region Fund.

Agenda Date: 12/17/2024

Contact Individual: Annie Uetz, Director/CEO
Polk County Behavioral Health and Disability Services Dept. –
Polk County MHDS Region Administrator
(515) 286-3581

Previous Action taken by the Board: None

Board/Commission Actions: The recommendations contained within have been approved for submission by the staff of the Polk County MHDS Region Administrator and the Polk County MHDS Region Governing Board.

Comply with Policy: Yes

Background: Polk County contracts with selected providers within the Polk County MHDS Region to provide services to persons with mental illness, intellectual disability, or a developmental disability. If those providers are unable to meet the needs of a client, the Region seeks to use the services of an out-of-county provider or a local provider with whom the County does not have a contract but who meets the criteria adopted by the Region Governing Board as set forth in the Polk County MHDS Region Management plan. The Polk County Board of Supervisors has appointed the staff of the Polk County MHDS Region Administrator to review each request for services outside of Polk County or for services by local providers with whom the County does not have a contract to determine whether the service request is in the best interest of the client and the County. The staff of the Polk County MHDS Region Administrator complete the review that in the past was put before the Service Appeal Board.

Action Impact: The staff of the Polk County MHDS Region Administrator has determined that the services requested in the attached resolution are in the best interests of the client and the County. The Board of Supervisors in the counties where the providers are located have approved the proposed reimbursement rates. The attached cost summary outlines the services and the proposed costs that were reviewed and approved by the staff of the Polk County MHDS Region Administrator and the Polk County MHDS Region Governing Board.

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
24/25	Y	0	\$ 99,998.52	0	N	Various Fund 10 account codes	

Additional Fiscal Note Information (optional): Refer to log 450 below

Memorandum of MH/DD Non Network Provider Request												
Log 450												
Request Type	Proposal #	Provider	Service	Start Date	End Date	Units	Unit Type	Unit Rate	Region Portion	Maximum Monthly Cost	Maximum Cost of Approval	FY25 Expenses
Renewal	1	On With Life	Supported Community Living - Hourly	7/1/2024	7/31/2024	140	month	\$ 8.85	100%	\$ 1,222.70	\$ 1,222.70	\$ 1,222.70
Proposal	2	Comfort Keepers	Consumer Directed Attendant Care	11/4/2024	6/30/2025	196	month	\$ 23.12	100%	\$ 4,531.52	\$ 36,252.16	\$ 36,252.16
Proposal	3	Comfort Keepers	Consumer Directed Attendant Care	11/1/2024	6/30/2025	25	month	\$ 23.12	100%	\$ 578.00	\$ 4,624.00	\$ 4,624.00
Renewal	4	Robin Benell	Supported Community Living Hourly	12/1/2024	6/30/2025	20	month	\$ 13.00	100%	\$ 260.00	\$ 1,820.00	\$ 1,820.00
Proposal	5	Choice Employment Services	Supported Employment	12/1/2024	6/30/2025	35	month	\$ 50.75	100%	\$ 1,776.25	\$ 1,776.25	\$ 12,433.75
Proposal	6	Golden Heart	Supported Community Living - Daily	12/1/2024	2/28/2025	31	month	\$ 421.87	100%	\$ 13,077.97	\$ 39,233.91	\$ 39,233.91
Renewal	7	University of Iowa	Supported Education - REACH	1/1/2025	5/31/2025	1	Approved period	\$ 4,412.00	100%	\$ 4,412.00	\$ 4,412.00	\$ 4,412.00
FY25= \$99,998.52												
Submitted By: Stephanie Schmidt, Program Planner												

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, Polk County, through its Board of Health and Health Department (PCHD), performs a number of activities including the provision of both personal and population-based public health services; and

WHEREAS, County funds are provided through the Polk County Board of Supervisors for heart health screenings and healthy behavior support services for women through the Ribbons of Hope Program within the PCHD;

WHEREAS, Bras for the Cause awarded grant funding to provide Human Papillomavirus (HPV) vaccinations for eligible participants through the Ribbons of Hope Program within the PCHD; and

WHEREAS, Polk County Board of Health and Primary Health Care, Inc. desire to enter into this Memorandum of Agreement to set forth the terms under which Primary Health Care, Inc. will assist with enrollment and conduct heart health screenings and administer HPV vaccinations in accordance with this agreement; and

WHEREAS, this Memorandum of Agreement shall commence upon signing and shall remain in effect for three years, subject to available funding; and

WHEREAS, the Ribbons of Hope Program at the PCHD will provide patient navigation, healthy behavior support services, and screening and HPV coverage.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the terms of the Memorandum of Agreement with Primary Health Care, Inc. to perform services for the Polk County Health Department, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement 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 Agreement.

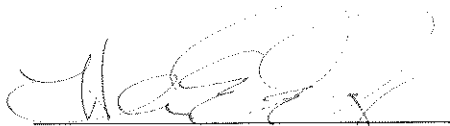
Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

#23



Helen Eddy, Public Health Director
Polk County Health Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: Anticipated annual expense of \$24,000; Anticipated annual revenue of \$4,000 from Bras for the Cause (Polk and Madison); and remaining expense to be paid through approved cardiovascular screening appropriation.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Memorandum of Agreement with Primary Health Care, Inc for Screening and Support Services.

Agenda Date: December 17, 2024

Contact Individual: Helen Eddy, Public Health Director, 286-3767

Previous Action taken by the Board: none

Board/Commission Actions: None.

Comply with Policy: Yes

Background: The Polk County, Iowa Health Department offers health services, including both personal and population-based public health services to citizens in Polk County. To perform such services, County funds are provided through the Polk County Board of Supervisors for heart health screenings and healthy behavior support services for women through the Ribbons of Hope Program within the PCHD. Primary Health Care, Inc. will assist with enrollment of participants in the PCHD Ribbons of Hope Program and conduct heart health screenings and administer HPV vaccinations in accordance with this agreement

The PCHD will establish eligibility criteria and provide reimbursement for services offered by the Ribbons of Hope Program. Polk County will serve as the payer of last resort for uninsured and underinsured program eligible participants enrolled in the program prior to or at the time of the provision of services. The term of this MOA is three years.

Action Impact: This agreement will allow Polk County, Iowa to provide cardiovascular screening and HPV vaccinations to eligible participants in partnership with Primary Health Care, Inc.

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
24/25	N	0	\$24,000	\$4,000	N	10223019.77490 10223019.77491.01	10223019.58190
25/26	N	0	\$24,000	\$4,000	N	10223019.77490 10223019.77491.01	10223019.58190
26/27	N	0	\$24,000	\$4,000	N	10223019.77490 10223019.77491.01	10223019.58190

Additional Fiscal Note Information (optional):

Anticipated annual expense of \$24,000; anticipated annual revenue of \$4,000 from Bras for the Cause (Polk and Madison); remaining expense to be paid through approved cardiovascular screening appropriation.

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, Polk County, through its Board of Health and Health Department (PCHD), performs a number of activities including the provision of both personal and population-based public health services; and

WHEREAS, County funds are provided through the Polk County Board of Supervisors for heart health screenings and healthy behavior support services for women through the Ribbons of Hope Program within the PCHD;

WHEREAS, Bras for the Cause awarded grant funding to provide Human Papillomavirus (HPV) vaccinations for eligible participants through the Ribbons of Hope Program within the PCHD; and

WHEREAS, Polk County Board of Health and Planned Parenthood of the Heartland desire to enter-into this Memorandum of Agreement to set forth the terms under which Planned Parenthood of the Heartland will assist with enrollment and conduct heart health screenings and administer HPV vaccinations in accordance with this agreement; and

WHEREAS, this Memorandum of Agreement shall commence upon signing and shall remain in effect for three years, subject to available funding; and

WHEREAS, the Ribbons of Hope Program at the PCHD will provide patient navigation, healthy behavior support services, and screening and HPV coverage.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the terms of the Memorandum of Agreement with Planned Parenthood of the Heartland to perform services for the Polk County Health Department, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement 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 Agreement.

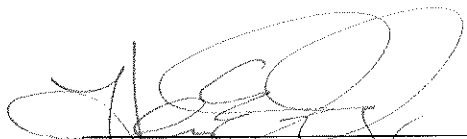
Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

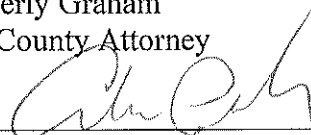
24



Helen Eddy, Public Health Director
Polk County Health Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: Anticipated annual expense of \$12,000; funded by Bras for the Cause (Polk and Madison) FY 24/25 \$4,000 and Cardiovascular Funding FY 24/25 \$8,000

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Memorandum of Agreement with Planned Parenthood of the Heartland for Screening and Support Services.

Agenda Date: December 17, 2024

Contact Individual: Helen Eddy, Public Health Director, 286-3767

Previous Action taken by the Board: none

Board/Commission Actions: None.

Comply with Policy: Yes

Background: The Polk County, Iowa Health Department offers health services, including both personal and population-based public health services to citizens in Polk County. To perform such services, County funds are provided through the Polk County Board of Supervisors for heart health screenings and healthy behavior support services for women through the Ribbons of Hope Program within the PCHD. Planned Parenthood of the Heartland will assist with enrollment of participants in the PCHD Ribbons of Hope Program and conduct heart health screenings and administer HPV vaccinations in accordance with this agreement

The PCHD will establish eligibility criteria and provide reimbursement for services offered by the Ribbons of Hope Program. Polk County will serve as the payer of last resort for uninsured and underinsured program eligible participants enrolled in the program prior to or at the time of the provision of services. The term of this MOA is three years.

Action Impact: This agreement will allow Polk County, Iowa to provide cardiovascular screening and HPV vaccinations to eligible participants in partnership with Planned Parenthood of the Heartland.

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
24/25	N	0	\$12,000	\$4,000	N	10223019.77490 10223019.77491.01	10223019.58190
25/26	N	0	\$12,000	\$4,000	N	10223019.77490 10223019.77491.01	10223019.58190
26/27	N	0	\$12,000	\$4,000	N	10223019.77490 10223019.77491.01	10223019.58190

Additional Fiscal Note Information (optional): Anticipated annual expense of \$12,000; anticipated annual revenue of \$4,000 from Bras for the Cause (Polk and Madison); remaining expense to be paid through approved cardiovascular screening appropriation.

RESOLUTION

Moved by _____ Seconded by _____
that the following Resolution be adopted.

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office applied to the Iowa Governor's Office of Drug Control Policy (ODCP) for grant funding and was awarded a Byrne Justice Assistance Grant (#21-JAG SCIP-535977) in the amount of \$76,500 from February 12, 2024 through March 31, 2025; and

WHEREAS, on 06/04/2024 Polk County approved the receipt of these grant funds and Polk County's corresponding obligations as a condition to receive the grant funds; and

WHEREAS, these funds are intended to support activities to strengthen community efforts to prevent, respond to, and reduce gun and violent crime in Iowa; and

WHEREAS, the Polk County Sheriff's Office assigned a program coordinator tasked with developing and operating a WARN (Welcome and Resource Notification) Program that assists individuals who are transitioning out of incarceration and back into society and also provides a platform for individuals to learn about various resources available in the community that can help them with their transition; and

WHEREAS, an extension of the grant period through June 30, 2025 has been awarded to the Polk County Sheriff's Office.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Byrne Justice Assistance Grant (#21-JAG SCIP-535977) and authorizes the Chair of the Polk County Board of Supervisors to sign said grant award on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

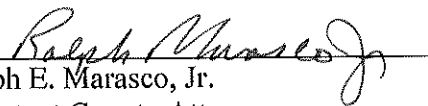
RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO
10/09 a.m., Dec 10, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Ralph E. Marasco, Jr.
Assistant County Attorney

FISCAL NOTE: Revenue \$76,500 Expense \$119,933

25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Governor's Office of Drug Control Policy Byrne Justice Assistance Grant Extension (#21-JAG SCIP-535977) for a WARN (Welcome and Resource Notification) Program Coordinator.

Agenda Date: 12/17/2024

Contact Individual: Frank Marasco, 515-286-3943, frank.marasco@polkcountyiowa.gov

Previous Action taken by the Board: The Board approved the Governor's Office of Drug Control Policy Byrne Justice Assistance Grant (#21-JAG SCIP-535977) on 06/04/2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Many violent gun crimes are committed by felons that have already been in the criminal justice system. Released back into the community, many lack the knowledge or resources to successfully integrate into society and end up committing additional and sometimes violent crimes.

WARN is a program that assists individuals who are transitioning out of incarceration and back into society and provides a platform for individuals to learn about various resources available in the community that can help them with their transition.

Action Impact: The Polk County Sheriff's Office applied for and was awarded a Byrne Justice Assistance Grant in which these funds will provide for a program coordinator tasked with developing a WARN Program in Polk County. The Grant award of \$76,500 is effective from February 12, 2024 through March 31, 2025. An extension of the grant period through June 30, 2025 has been awarded to the Polk County Sheriff's Office. No additional funds have been awarded at this time; it is an extension of the grant period.

Status Note: Addendum

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
24/25	Y	\$119,933	\$76,500	Y	20041420	20041420

Additional Fiscal Note Information (optional): Expense and Revenue was previously approved by Board resolution on 6/4/2024. No additional funding changes are requested at this time.

RESOLUTION

Moved by _____ Seconded by _____
that the following Resolution be adopted.

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office has been asked by the Iowa Department of Revenue for specialized enforcement measures as it relates to compliance with the I-PLEDGE Tobacco, Alternative Nicotine, and Vapor Product Enforcement Program; and

WHEREAS, the 28E Agreement provides for participation of the Polk County Sheriff's Office for Fiscal Year 2025 (07/01/2024 – 06/30/2025); and

WHEREAS, such agreements are authorized and provided for by provisions of the Iowa Code, Chapter 28E; and

WHEREAS, the Iowa Department of Revenue requires a new signed agreement annually; and

WHEREAS, participating Polk County Sheriff's Office Deputies will work in an off-duty capacity; and

WHEREAS, payments made by the Iowa Department of Revenue will be passed through the Sheriff's Office to the Deputies performing the work.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached 28E Agreement with the Iowa Department of Revenue for compliance check enforcement of retail establishments that sell tobacco, alternative nicotine, and vapor products and authorizes the Polk County Sheriff to sign said 28E Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

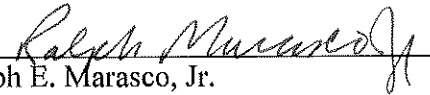
RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO
11:12 am, Dec 15, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Ralph E. Marasco, Jr.
Assistant County Attorney

FISCAL NOTE: Revenue: \$5,000 Expense: \$5,000

26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving 28E Agreement with the Iowa Department of Revenue to participate in the I-pledge Tobacco, Alternative Nicotine, and Vapor Product Enforcement Program.

Agenda Date: 12/17/2024

Contact Individual: Frank Marasco, 515-286-3943, frank.marasco@polkcountyiowa.gov

Previous Action taken by the Board: The Board approved the previous 28E Agreement with the Iowa Department of Revenue on 12/12/2023.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: This is a 28E Agreement with the Iowa Department of Revenue for compliance check enforcement of retail establishments that sell tobacco, alternative nicotine, and vapor products. This program was formerly with the Iowa Alcoholic Beverages Division Tobacco Enforcement.

Action Impact: Polk County Sheriff's Office Deputies will work in an off-duty capacity and the corresponding payment for this program will be paid by the Iowa Department of Revenue to the Sheriff's Office and passed through to the Deputies performing the compliance checks.

Status Note: Renewal

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
24/25	N	\$5,000	\$5,000	Y	10041001.71000	10041001.58510

Additional Fiscal Note: Revenue/Expense is 100% pass through. No additional expenses will be incurred.

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, the public entities shown in Exhibit 'A' own parcels of real estate in Polk County that have past due taxes, and

WHEREAS, the County Treasurer has submitted statements to the appropriate agency for payment as required by 445.63, Code of Iowa, and

WHEREAS, the appropriate agency, the state or a political subdivision of the state, has failed to immediately remit payment, and

WHEREAS, under the provisions of Iowa Code 445.63, upon the failure of the governing body to immediately remit payment, the Board of Supervisors shall abate all of the taxes.

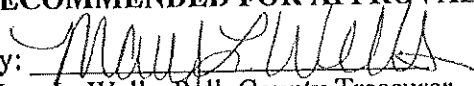
NOW, THEREFORE BE IT RESOLVED by the Polk County Board of Supervisors that in compliance with 445.63, Code of Iowa, in reference to all parcels listed in the attached exhibit, the Polk County Auditor and Treasurer are directed to abate the total amount due as defined in 445.1(9) and strike them from the county system.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

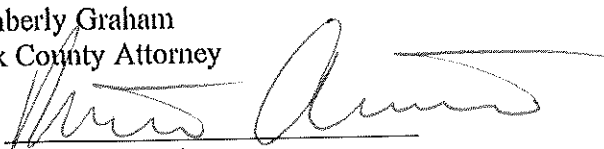
Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Mary L. Wells, Polk County Treasurer
Polk County Treasurer's Office

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE:

#27

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Governmental Agency Abatement.

Agenda Date: 12/17/2024

Contact Individual: Rachelle Hunt
Assistant Treasurer
Polk County Treasurer

Previous Action taken by the Board: None

Board/Commission Actions Requested: Approval to abate delinquent taxes and accrued late interest and fees against properties held by political subdivisions of the State of Iowa.

Comply with Policy: Compliance with Iowa Code Section 445.63.

Background: The County Treasurer has submitted statements to the appropriate agency for payment as required by 445.63, Code of Iowa, and the appropriate agency, the state or a political subdivision of the state, has failed to immediately remit payment, and under the provisions of Iowa Code 445.63, upon the failure to immediately remit payment the Board of Supervisors shall abate all of the taxes.

Action Impact:

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							
23/24							
24/25							

Additional Fiscal Note Information (optional): Abate Taxes - \$2,060,451.75

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, the Property Coordinator in General Services intends to retire in February of 2025; and

WHEREAS, the Director of General Services considers this position critical as it provides property management services for properties in Polk County utilized for local mental health and disability service providers; and

WHEREAS, the Director is requesting a temporary position to train a new incumbent, and;

WHEREAS, the temporary position will continue until such time the Property Coordinator position becomes vacant, for a period not to exceed five (5) weeks; and

WHEREAS, the Director of General Services is requesting the following position modification:

- Create one (1) Temporary Property Coordinator position, AFSCME grade 9, range \$60,475-\$81,641.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the above position modification and directs Human Resources and the County Auditor to take action to implement this resolution.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: *Josie Lewis*
Josie Lewis, Director
Department of Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: *Ralph E. Marasco, Jr.*
Ralph E. Marasco, Jr.
Assistant County Attorney

FISCAL NOTE: Estimated cost is \$7,513 for FY24/25. The cost will be covered by the Group Homes Enterprise Fund.

#28

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the General Services Department

Agenda Date: December 17, 2024

Contact Individual: Josie Lewis, Director of Human Resources

Previous Action taken by the Board: None.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Property Coordinator in the General Services Department intends to retire in February of 2025. The Director of General Services considers this position critical as it provides property management services for properties in Polk County utilized for local mental health and disability service providers. The Director is requesting a temporary Property Coordinator position, AFSCME grade 9, range \$60,475-\$81,641, to train a new incumbent. The temporary position will not exceed five (5) weeks.

Action Impact: Authorizes the County Auditor and Human Resources Department to take the necessary steps to implement this resolution.

Fiscal Note: Estimated cost is \$7,513 for FY24/25. The cost will be covered by the Group Homes Enterprise Fund.

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
24/25	Y	1	\$7,513	\$7,513	Y	2800803420	2800803420
25/26	N						
26/27	N						

Additional Fiscal Note Information (optional): N/A

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, in accordance with Section 331.801 of the Code of Iowa, a County Medical Examiner shall be appointed by the Polk County Board of Supervisors; and

WHEREAS, the Polk County Board of Supervisors desires to appoint Rory Deol, D. O., as the Polk County Medical Examiner in accordance with the terms of the attached agreement; and

WHEREAS, it is the desire of the Polk County Board of Supervisors to approve the attached Employment Agreement between Polk County and Rory Deol, D. O.;

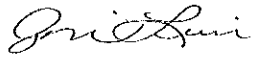
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Employment Agreement and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

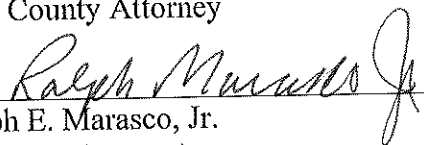
Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Josie Lewis, Director
Department of Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Ralph E. Marasco, Jr.
Assistant County Attorney

FISCAL NOTE: Estimated cost is \$158,333
for FY24/25.

#29

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving employment agreement between Polk County and Rory Deol, D.O.

Agenda Date: December 17, 2024

Contact Individual: Josie Lewis, Director of Human Resources

Previous Action taken by the Board: None.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: In accordance with Section 331.801 of the Code of Iowa, a County Medical Examiner shall be appointed by the Polk County Board of Supervisors. Polk County desires to appoint Rory Deol, D. O., to the position of Polk County Medical Examiner in accordance with the terms of the employment agreement attached to the resolution accompanying this memorandum.

Action Impact: Approval of this resolution appoints Rory Deol, D. O. as the Polk County Medical Examiner, approves the employment agreement regarding the same and authorizes the chairperson to sign the agreement on behalf of Polk County, Iowa.

Fiscal Note: Estimated cost is \$158,333 for FY24/25.

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
24/25	Y		\$158,333		Y	10471110	
25/26	N						
26/27	N						

Additional Fiscal Note Information (optional): N/A

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors authorized the use of American Rescue Plan Act funds to conduct a scientific review of pollutants in the Des Moines and Raccoon Rivers called the Central Iowa Source Water Research Assessment; and,

WHEREAS, the study will review existing research, identify research gaps, and create water quality improvement recommendations; and,

WHEREAS, a team of water quality experts is being assembled to conduct this work and contribute to the final reports; and,

WHEREAS, PolicyWorks will be completing the graphic design of the final report.

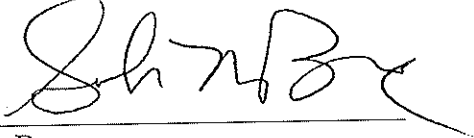
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with PolicyWorks to complete the Central Iowa Source Water Research Assessment report, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

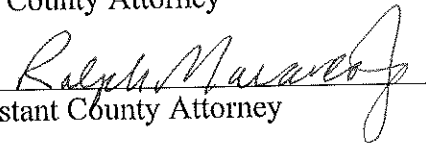
Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY24/25 - \$17,500

#30

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving professional services agreement with PolicyWorks.

Agenda Date: December 17, 2024

Contact Individual: Sarah Boese
515-286-3895

Previous Action taken by the Board: None

Board/Commission Actions: None

Comply with Policy: Yes

Background: The Polk County Board of Supervisors authorized the use of American Rescue Plan Act funds to conduct a scientific review of pollutants in the Des Moines and Raccoon Rivers. The study will review existing research, identify research gaps, and create water quality improvement recommendations. A team of water quality experts is being assembled to conduct this work and contribute to the final reports. PolicyWorks is being hired to complete the design of the final report.

Action Impact: Approve professional services agreement.

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
24/25			\$17,500			10109037.87553.02	

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors is dedicated to supporting immigrants and refugees in Polk County; and,

WHEREAS, the Global Neighbors initiative has been in a planning phase for several years and Polk County, Iowa has identified a Polk County owned location at 1900 Carpenter Ave that will provide adequate space for services and access to public transportation and additional community services; and,

WHEREAS, Polk County General Services will complete the renovation of the building at 1900 Carpenter Ave; and,

WHEREAS, it is the desire of the Polk County Board of Supervisors to provide funding in the amount of up to \$3,700,000 to complete the renovation of 1900 Carpenter Ave to support the Global Neighbors initiative.

NOW, THEREFORE BE IT RESOLVED that Polk County hereby approves funding in the amount of \$3,700,000 for General Services to complete the renovation at 1900 Carpenter Ave.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

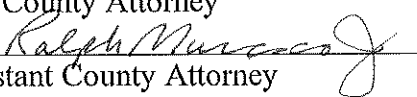
RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese, Deputy County Administrator

APPROVED AS TO FORM:

Kimberly Graham

Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: up to \$3,700,000

#31

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving funding for the renovation of 1900 Carpenter Avenue for the Global Neighbors initiative.

Agenda Date: December 17, 2024

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: NA

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County

Action Impact: The passage of this resolution approves funding be directed to an account within General Services dedicated to completing the renovation of 1900 Carpenter Ave for the Global Neighbors initiative. This initiative is being led by Polk County to establish a physical location where basic services, such as translation, job readiness, transportation, childcare, health, and more, will be available to immigrants and refugees who are seeking assistance beyond what is available through the federal government. General Services will be completing an interior renovation to house the various partners affiliated with the initiative.

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
24/25	Y		\$3,700,000			550100256.78100	

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____ SECONDED by _____
that the following Resolution be adopted:

WHEREAS, in June 2020 the counties of Boone, Dallas, Jasper, Madison, Marion, Polk, Story and Warren entered into a "Local Workforce Development Area 11 Chief Elected Officials Shared Liability Agreement", pursuant to Chapter 28E of the Code of Iowa, for the purpose to received and implement federal grant funds from the Workforce Innovation and Opportunity Act of 2014 ("WIOA") for what was originally known as the Local Workforce Development Area 11 ("LWDA 11"); and

WHEREAS, due to programmatic and administrative changes, the Parties desires to amend this Shared Liability Agreement for the purposes of changing the name of the LWDA 11 to the Central Iowa Local Workforce Development Area ("CILWDA") and changing the identification of the "fiscal agent" to the "Local Grant Subrecipient" along with additional minor procedural amendments; and

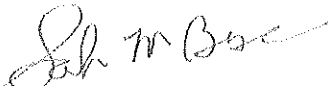
WHEREAS, the majority of Agreement's terms and responsibilities of the Parties and distribution of grant funds from Iowa Workforce Development remain unchanged.

NOW, THEREFORE BE IT RESOLVED that Polk County hereby approves and authorized the Chair to sign the Amendment to Central Iowa Chief Elected Officials Shared Liability Agreement.

POLK COUNTY, IOWA

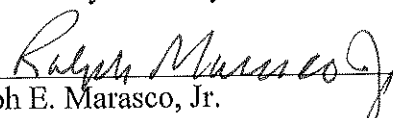
Angela Connolly,
Chair, Polk County Board of Supervisors

SUBMITTED BY:

By: 
Sarah Boese, Deputy County Administrator
Board of Supervisors

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Ralph E. Marasco, Jr.
Assistant County Attorney

FISCAL NOTE: Pass-through of federal funds, no net fiscal impact to Polk County.

#32

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Amendment to the Central Iowa Chief Elected Officials Shared Liability Agreement.

Agenda Date: December 17, 2024

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: June 2, 2020

Board/Commission Actions: N/A

Action Requested (Recommended): Approval of the agreement.

Comply with Policy: Yes

Background: In June 2020 the counties of Boone, Dallas, Jasper, Madison, Marion, Polk, Story and Warren entered into a "Local Workforce Development Area 11 Chief Elected Officials Shared Liability Agreement", pursuant to Chapter 28E of the Code of Iowa, for the purpose to receive and implement federal grant funds from the Workforce Innovation and Opportunity Act of 2014 ("WIOA") for what was originally known as the Local Workforce Development Area 11 ("LWDA 11"). Due to programmatic and administrative changes, the Parties desires to amend this Shared Liability Agreement.

Action Impact: Name Change: the LWDA 11 will be amended to the Central Iowa Local Workforce Development Area ("CILWDA") and the fiscal agent will be amended to "Local Grant Subrecipient", along with additional minor procedural amendments.

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25				Y	80103419.77440	80103419.52490
25/26						
26/27						

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, Polk County, Iowa is the recipient of Emergency Rental Assistance 2 funds from the U.S. Treasury and is investing in community projects that will increase the number of affordable housing units available countywide; and,

WHEREAS, the Board of Supervisors have been presented with a range of projects that would be and eligible and impactful use of ERA2 funds; and,

WHEREAS, the Board of Supervisors wish to pursue the purchase of multi-family complexes that will support at risk of homelessness families in Polk County and the construction of single family homes on vacant tax sale lots that are owned by Polk County, Iowa; and,

WHEREAS, to support these projects the Board of Supervisors authorizes the following:

- Polk County Public Works will issue an RFP to local builders for the construction of 2-3 bedroom single family homes on 7 vacant Polk County, Iowa owned lots and Polk County, Iowa authorizes the expenditure of ERA2 funds to complete the construction of these homes.
- Polk County Auditor staff will engage in negotiations to purchase multi-family rental complexes with minimal deferred maintenance, a purchase price not to exceed \$1.5 million, and in alignment with the process outlined by the Polk County Attorney.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa authorizes Polk County, Iowa staff to take the necessary steps to begin the process of building single family homes on Polk County, Iowa owned vacant lots and in purchasing vacant or market rate multi-family complexes using ERA2 funding.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

#33

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving projects for consideration of Emergency Rental Assistance 2 expenditures.

Agenda Date: December 17, 2024

Contact Individual: Sarah Boese, Deputy County Administrator
286-3895

Previous Action taken by the Board: None

Board/Commission Actions: None

Status: New

Background: Polk County is the recipient of Emergency Rental Assistance 2 funds from the U.S. Treasury. The initial 75% of the \$62 million received was administered by Impact Community Action Partnership to support direct rental assistance. The remaining 25% will be used to support the creation of additional affordable units within Polk County.

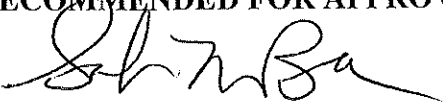
Action Impact: Approve projects

Fiscal Note: To be determined

Fiscal Year	Current Expense Budget	Requested Expense Increase/-Decrease	Current Revenue Budget	Requested Revenue Increase/-Decrease	# of New Position(s) Requested	Expense Account Code	Revenue Account Code
24/25	\$	\$	\$	\$	0		
25/26							
26/27							

Additional Fiscal Note Information (optional): Final cost to be determined

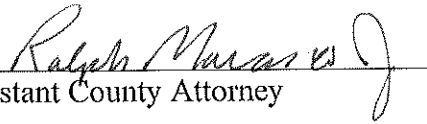
RECOMMENDED FOR APPROVAL:



By: Sarah Boese
Deputy County Administrator
Board of Supervisors

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE:

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, Polk County, Iowa is the recipient of Emergency Rental Assistance 2 funds from the U.S. Treasury and is investing in community projects that will increase the number of affordable housing units available countywide; and,

WHEREAS, Greater Des Moines Supportive Housing is a non-profit that was created to develop a new 100-150 unit housing campus to support extremely low income or homeless individuals in Polk County; and,

WHEREAS, Greater Des Moines Supportive Housing is negotiating the purchase of the downtown Holiday Inn located at 1050 6th Avenue, Des Moines and has site control through January 31, 2025; and,

WHEREAS, Polk County, Iowa is supportive of initiatives to increase affordable housing throughout Polk County; and,

WHEREAS, Polk County, Iowa desires to commit \$3,000,000 of Emergency Rental Assistance 2 funds to Greater Des Moines Supportive Housing to support the purchase of the Holiday Inn at 1050 6th Ave in Des Moines; and,

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves funding in the amount of \$3,000,000 from Emergency Rental Assistance 2 funds to Greater Des Moines Supportive Housing for the purchase of the Holiday Inn at 1050 6th Ave in Des Moines to support redevelopment for affordable housing.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Sarah Boese, Deputy County Administrator
Board of Supervisors

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____
Assistant County Attorney

FISCAL NOTE: \$3,000,000 from ERA2 funds

#34

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving ERA2 funding to Greater Des Moines Supportive Housing to assist with the purchase of the Holiday Inn Downtown for the development of affordable housing.

Agenda Date: December 17, 2024

Contact Individual: Sarah Boese, Deputy County Administrator
286-3895

Previous Action taken by the Board: None

Board/Commission Actions: None

Status: New

Background: Greater Des Moines Supportive Housing is a non-profit that was created to develop a new 100-150 unit housing campus to support extremely low income or homeless individuals in Polk County. The development will include community spaces and wrap around services to assist individuals in reducing barriers to housing. A recent study of Polk County's inventory of permanent supportive housing found that an additional 400+ units are needed to meet the needs of our community.

Action Impact: Approve funding

Fiscal Note: ERA2 funds

Fiscal Year	Current Expense Budget	Requested Expense Increase/- Decrease	Current Revenue Budget	Requested Revenue Increase/- Decrease	# of New Position(s) Requested	Expense Account Code	Revenue Account Code
24/25	\$0	\$3,000,000	\$0	\$0	0	40263415.76280	
25/26							
26/27							

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, Polk County, Iowa is the recipient of Emergency Rental Assistance 2 funds from the U.S. Treasury and is investing in community projects that will increase the number of affordable housing units available countywide; and,

WHEREAS, Anawim is a non-profit that owns and operates a 30 unit project consisting of scatter site single family homes for permanent supportive housing for extremely low income or homeless individuals in Polk County; and,

WHEREAS, Anawim has requested \$1,000,000 of funds to address maintenance and repair issues at the 30 homes; and,

WHEREAS, ERA2 funds are designated for the preservation of affordable housing; and,

WHEREAS, Polk County, Iowa desires to commit \$1,100,000 of Emergency Rental Assistance 2 funds to Anawim to support the repair and maintenance of their 30 scattered site units as outlined in the attached proposal.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves funding in the amount of \$1,100,000 from Emergency Rental Assistance 2 funds to Anawim to support the repair and maintenance of their 30 scattered site units as outlined in the attached proposal and to preserve affordability of these units for 20 years.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Sarah Boese, Deputy County Administrator
Board of Supervisors

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____
Assistant County Attorney

FISCAL NOTE: \$1,100,000 from ERA2 funds

#35

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution to approve ERA2 funding to Anawim for repairs and maintenance on their 30 unit scattered site project.

Agenda Date: December 17, 2023

Contact Individual: Sarah Boese
286-3895

Previous Action taken by the Board:

Board/Commission Actions: N/A

Action Requested (Recommended): Approving funding.

Comply with Policy: Yes

Background: Polk County support numerous affordable housing programs throughout Polk County. Funds will be used to assist with the repair and maintenance on 30 of their single family scattered site homes to support permanent supportive housing services offered by Anawim Housing.

Action Impact: Approving funding.

Fiscal Note: ERA2 funding

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipate d Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	N	\$1,100,000		N	40263415.77140	

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, Polk County Conservation intends to purchase 735 acres, known as the Brenton Slough Phase One, from the Iowa Natural Heritage Foundation; and

WHEREAS, the purchase price for Phase One is \$5.2 million dollars; and

WHEREAS, Polk County Conservation would like to use the dedicated American Rescue Plan Act funding, in the amount of two million dollars, for the Phase One acquisition; and

WHEREAS, the Polk County Conservation Board, at its December 18, 2024 meeting, will officially approve a motion to move forward with this purchase; and

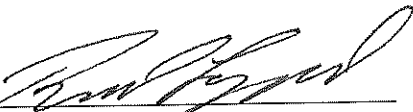
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa hereby approves the use of two million dollars of ARPA funds for Polk County Conservation to purchase Phase One of the Brenton Slough acquisition.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Richard Leopold, Director
Polk County Conservation Board
APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

#36

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the use of American Rescue Plan Act funds for the purchase of Brenton Slough Phase One

Agenda Date: December 17, 2024.

Contact Individual: Richard Leopold, Director 515-323-5300

Previous Action taken by the Board: N/A

Board/Commission Actions: That the Polk County Board of Supervisors approve the use of dedicated American Rescue Plan Act funds for the purchase of Brenton Slough Phase One

Comply with Policy: N/A

Background: Brenton Slough is a matrix of wetlands, woodlands, and oak savanna that has been stewarded by the Brenton family for generations. It has been a magnet for birders and photographers for years, and is one of only 15 identified sloughs found in Iowa. The Brenton Family approached the Iowa Natural Heritage Foundation about selling the land, and the Foundation made a deal with the Brentons to purchase 1,114 acres, with the goal of transferring ownership to Polk County Conservation.

PCC will be purchasing the totality of Brenton Slough in three phases over three years, and is now ready to purchase Phase One. The 735 acres of Phase One is located completely within Polk County, and consists of the Slough itself, deciduous woodland, sprawling wetland acreage, a portion of Beaver Creek, some rolling upland hills, and land currently in crop production that will be retired and restored to native prairie. Once under PCC ownership, the plan will be to maintain and improve wildlife habitat, as well as to facilitate light recreation within the new public area. Mowed hiking paths, wildlife viewing infrastructure, water access, and occasional volunteer or educational events will be a part of the planning effort. PCC would like to use the dedicated \$2 million dollars of ARPA funds for this project to purchase Phase One. The total cost for purchasing Phase One is \$5.2 million, and will be supported by Polk County Water and Land Legacy Bond funds, other grants, and private donations in addition to the ARPA funds.

Action Impact: Approves the use of \$2M of ARPA funds for Polk County Conservation to purchase Phase One of the Brenton Slough acquisition

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
23/24							
24/25	N	0	\$2,000,000	0	Y	10109037.87549.02	
25/26							

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, BRAVO Greater Des Moines Inc., is a 501(c)(3) non-profit that leverages community resources to maximize impact of culture and heritage to advance regional priorities; and

WHEREAS, BRAVO Greater Des Moines Inc. is requesting a Community Development Grant to assist with their Passport to Culture program. The program focuses on a response to limited access to high-quality arts and culture programming for elementary students attending school in Polk County. Funds are allocated at a higher rate for school districts with a greater percentage of students on free and reduced lunch; and

WHEREAS, Polk County, Iowa desires to enter into an Agreement with BRAVO Greater Des Moines Inc. to award grant funds for programming expenses to benefit students with access to educational art and cultural experiences; and

WHEREAS, the grant award will serve the public purpose by providing access to educational opportunities for arts and culture to elementary students attending school in Polk County, Iowa; and

WHEREAS, pursuant to the Grant Agreement for a Community Development Grant Award, the grant funds shall only be used for the costs related to the Passport to Culture program which includes admission fees, classroom experiences, field trip and transportation expenses; and

WHEREAS, the grant funds shall be sourced only from available gaming revenue funds and not from tax revenues.

NOW THEREFORE BE IT RESOLVED, Polk County, Iowa approved the terms of the attached Agreement for a Community Development Grant Award in the amount of \$50,000.00 to BRAVO Greater Des Moines Inc. 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 _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

#37

RECOMMENDED FOR APPROVAL:

By: _____

Lisa Moody-Tunks
Grant Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____

Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund \$50,000.00 FY24/25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant for BRAVO Greater Des Moines Inc., a 501(c)(3) non-profit organization.

Agenda Date: December 17, 2024

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

Previous Action taken by the Board: Community Sponsorship award approved November 15, 2022 for \$5,000.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: BRAVO Greater Des Moines Inc. applied for a Polk County Community Development Grant to assist with their Passport to Culture program. The program focuses on a response to limited access to high-quality arts and culture programming for elementary students attending school in Polk County.

The Community Development Grant award will serve the public purpose by providing access to educational opportunities for arts and culture to elementary students in Polk County, Iowa.

Action Impact: The adoption of this resolution will award \$50,000.00 of gaming revenue to BRAVO Greater Des Moines Inc., and authorizes the Chair to sign the attached Agreement.

Fiscal Note: Community Development Grant Awards are paid exclusively with gaming revenue.

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
24/25	Y	0	\$50,000.00	\$0	N	40109032.79410	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, Sherman Hill Association Inc., is a 501(c)(3) non-profit and is dedicated to, improving the quality of life and historic character of Sherman Hill through education, preservation and community action; and

WHEREAS, Sherman Hill Association Inc., is requesting a Community Development Grant to assist with the development of a new playground located at the Mickle Center, 1620 Pleasant St., Des Moines, Polk County, Iowa; and

WHEREAS, Sherman Hill Association Inc., is focused on enhancing the neighborhood with dedicated recreational space that will benefit children and families residing in Polk County; and

WHEREAS, Polk County, Iowa desires to enter into an Agreement with Sherman Hill Association Inc. to award grant funds for a new playground project; and

WHEREAS, the grant award will serve the public purpose by providing a safe and accessible outdoor space for recreational activities within the Sherman Hill neighborhood; and

WHEREAS, pursuant to the Grant Agreement for a Community Development Grant Award, the grant funds shall only be used for the approved project which includes the materials and labor cost for the new playground; and

WHEREAS, the grant funds shall be sourced only from available gaming revenue funds and not from tax revenues.

NOW THEREFORE BE IT RESOLVED, Polk County, Iowa approved the terms of the attached Agreement for a Community Development Grant Award in the amount of \$51,916.00 to Sherman Hill Association Inc. 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 _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

39

RECOMMENDED FOR APPROVAL:

By: Lisa Moody-Tunks
Lisa Moody-Tunks
Grant Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Kimberly Graham
Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund \$51,916.00 FY24/25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant for Sherman Hill Association Inc., a 501(c)(3) non-profit organization.

Agenda Date: December 17, 2024

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

Previous Action taken by the Board:

Board/Commission Actions: N/A

Comply with Policy:

Background: Sherman Hill Association Inc. applied for a Polk County Community Development Grant to assist with the development of a new playground located at the Mickle Center, 1620 Pleasant St., Des Moines, Polk County, Iowa. Sherman Hill Association is focused on enhancing the neighborhood with dedicated recreational space that will benefit children and families residing in Polk County.

The Community Development Grant award will serve the public purpose by providing a safe and accessible outdoor space for recreational activities.

Action Impact: The adoption of this resolution will award \$51,916.00 of gaming revenue to Sherman Hill Association Inc., and authorizes the Chair to sign the attached Agreement.

Fiscal Note: Community Development Grant Awards are paid exclusively with gaming revenue.

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
24/25	Y	0	\$51,916.00	\$0	N	40109032.79410	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____ SECONDED by _____ that
the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors has identified funding for Community Betterment projects in the FY 24-25 Prairie Meadows Revenue Gaming Plan; and,

WHEREAS, community agencies/organizations throughout the metropolitan area submit requests for Community Betterment funding; and,

WHEREAS, requests for support of community agencies/organizations throughout the metropolitan area have been received from all the agencies listed on the attached Community Betterment Grant Award List. All organizations listed serve a unique public purpose to Polk County residents; and,

WHEREAS, the grant funds shall only be used for the stated public purpose within the organization's Community Betterment Grant application. The nature of these agencies/organizations and their projects are an appropriate use of the Community Betterment funds.

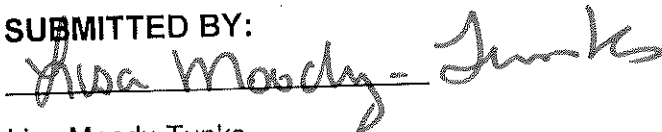
WHEREAS, the grant funds shall be sources only from available gaming revenue funds and not from tax revenues; and,

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa hereby approves awarding \$15,000.00 in Community Betterment Grants, in the individual amounts as identified, to the agencies/organizations on the attached Community Betterment Grant Award List from the Community Betterment fund.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:



Lisa Moody-Tunks
Grant Administrator

Fiscal Impact: \$15,000.00 from the Community Betterment fund, FY 24-25

39

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Community Betterment Grant Awards.

Agenda Date: December 17, 2024

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

Previous Action taken by the Board: Community Betterment Grant Award-October 8, 2024 for \$5,000.00.

Board/Commission Actions: N/A

Action Requested (Recommended): Approval of the attached-Community Betterment Grant Award List.

Comply with Policy:

Background: Polk County has funding for Community Betterment projects in the FY24-25 Prairie Meadows Revenue Gaming Plan. Community Betterment Grant applications have been submitted by agencies/organizations and their projects are an appropriate use of the Community Betterment funds.

Action Impact: Passing of this resolution will award \$15,000.00 in Community Betterment Grants in the individual amounts as identified on the attached Community Betterment Grant Award List.

Fiscal Note: Community Betterment Grant Awards are paid exclusively with gaming revenue.

Fiscal Year	Budget- ed? (Y/N)	Anticipated	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25		\$15,000.00		N	40109033.79410	

Additional Fiscal Note Information (optional):

Community Betterment Grant Awards
December 17, 2024

Altoona Economic Development Corporation
(Destination Altoona)

\$15,000.00

TOTAL

\$15,000.00

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors desires to review applications from local agencies and organizations to provide funding for various community initiatives and events through the Polk County Community Sponsorship program; and

WHEREAS, Polk County, Iowa has identified funds for the Community Sponsorship program in the FY24/25 Prairie Meadows Gaming Revenue plan; and

WHEREAS, requests for support of community initiatives and events that promote economic development, health, education, and culture have been received from all of the agencies listed on the attached Community Sponsorship Award List; and

WHEREAS, all of the selected community initiatives and events on the attached Community Sponsorship Award List serve a unique public purpose to Polk County, Iowa and by accepting this award the organization receiving the sponsorship agrees to comply with all Polk County reporting requirements; and

WHEREAS, the awarded funds shall only be used for the stated public purpose within the organization's Community Sponsorship Award Application; and

WHEREAS, the awarded funds shall be sourced only from available gaming revenue funds and shall not be sourced from tax revenues.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa hereby approves the allocation of \$5,000.00 in gaming revenue to the listed organizations and for the individual amounts as set forth in the attached Community Sponsorship Award List.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Lisa Moody-Tunks
Lisa Moody-Tunks
Grant Administrator

FISCAL NOTE: \$5,000.00 total in funds allocated for the attached Community Sponsorship Award List.

#40

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Community Sponsorship Awards.

Agenda Date: December 17, 2024

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

Previous Action taken by the Board: Sponsorship Awards approved December 3, 2024 for \$3,000.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Polk County, Iowa has a long-standing commitment to funding economic development, health, education, and cultural initiatives and events that benefit the residents and businesses of the Polk County, Iowa community. To support the commitment for funding initiatives and events, Polk County, Iowa operates the Polk County Community Sponsorship program. Local organizations may apply for Polk County sponsorship to assist in the funding of events and initiatives that serve a public purpose for the residents of Polk County. Approval of this resolution shall authorize the expenditure of \$5,000.00 of gaming revenue to sponsor various non-profit events or initiatives in 2024.

Action Impact: Passing of this resolution will award \$5,000.00 in Community Sponsorships in the individual amounts as identified on the attached Community Sponsorship Award List.

Fiscal Note: Community Sponsorship Awards are paid exclusively with gaming revenue.

Fiscal Year	Budget- ed? (Y/N)	Anticipated	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25		\$5,000.00		N	40109035.77455	

Additional Fiscal Note Information (optional):

**Sponsorship Awards
December 17, 2024**

SCKIC Inc. - d/b/a Dorothy's House	\$5,000.00
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TOTAL	\$5,000.00
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November 11, 2024

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 2025. 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
Des Moines Register

#41

IN THE SHERIFF'S OFFICE OF POLK COUNTY, IOWA

IN THE MATTER OF THE CONDEMNATION
OF CERTAIN RIGHTS IN LAND FOR THE
WRA TREATMENT FACILITY PLAN
IMPROVEMENTS PROJECT (Pinegar, 1414
Southeast 30th Street, Des Moines 50317),

by the

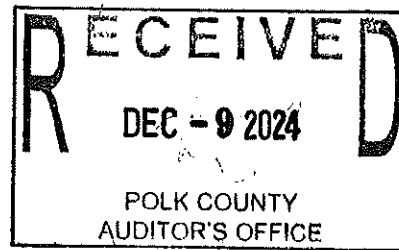
DES MOINES METROPOLITAN
WASTEWATER RECLAMATION
AUTHORITY,

acting by and through its Operating Contractor,

CITY OF DES MOINES, IOWA,
IA077011A

Applicant.

NOTICE OF APPRAISEMENT OF
DAMAGES AND TIME FOR APPEAL



TO:

Titleholders:

Lawrence Pinegar II
1030 SE 55th Street, Des Moines, Iowa 50327

Shan Pinegar
1030 SE 55th Street, Des Moines, Iowa 50327

Lienholders, Encumbrancers, Secured Parties, Leaseholders, and other Interested Parties:

Brady Truck Equipment & Metal Fab, Inc. (Tenant)
1414 SE 30th Street, Des Moines, Iowa 50317

c/o R. Brad Skinner (registered agent)
160 Adventureland Drive, NW Suite B, Altoona, Iowa 50009

PO Box 367, Altoona, Iowa 50009

Brady Truck Equipment & Metal Fabricating, LLC (interested party)

#42

REQUEST FOR TAX ABATEMENT PURSUANT TO IOWA CODE SECTION 427.3

To the Honorable Board of Supervisors of Polk County, Iowa:

The board of supervisors may abate the taxes levied against property acquired by gift or purchase by a person or entity if the property acquired by gift or purchase was transferred to the person or entity after the deadline for filing for property tax exemption in the year in which the property was transferred and the property acquired by gift or purchase would have been exempt under section 427.1, subsection 7, 8, or 9, if the person or entity had been able to file for exemption in a timely manner.

Pursuant to Iowa Code Section 427.3, we are requesting the Polk County Board of Supervisors abate taxes levied against the property described below for the 2023 assessment year in the amount of \$ 24,435.

Property information – please print

Geoparcels number: 7824-08-127-017

Individual, Institution or society:

BIG BROTHERS BIG SISTERS OF CENTRAL IOWA INC

Title holder: BIG BROTHERS BIG SISTERS OF CENTRAL IOWA INC

Property location address:

2130 Grand Ave

City: Des Moines State: Iowa ZIP: 50312

Property owner mailing address:

2130 Grand Ave

City: Des Moines State: Iowa ZIP: 50312

County: Polk Number of acres: .0525

Phone: 515-288-9025 Email: info@bbbsia.org (alternate: bdcneely@bbbsia.org)

Property was acquired by deed or contract on: 7/21/23

Recorder's book: 19545 Page: 601 Instrument number:

REQUEST FOR TAX ABATEMENT PURSUANT TO IOWA CODE SECTION 427.3

To the Honorable Board of Supervisors of Polk County, Iowa:

The board of supervisors may abate the taxes levied against property acquired by gift or purchase by a person or entity if the property acquired by gift or purchase was transferred to the person or entity after the deadline for filing for property tax exemption in the year in which the property was transferred and the property acquired by gift or purchase would have been exempt under section 427.1, subsection 7, 8, or 9, if the person or entity had been able to file for exemption in a timely manner.

Pursuant to Iowa Code Section 427.3, we are requesting the Polk County Board of Supervisors abate taxes levied against the property described below for the 2023 assessment year in the amount of \$ 54,128.

Property information – please print

Geoparcels number: 7825.03.452.005

Individual, Institution or society:

United Community Services

Title holder: United Community Services

Property location address:

1200 12th Street

City: West Des Moines State: Iowa ZIP: 50265

Property owner mailing address:

1300 Woodland Ave

City: West Des Moines State: Iowa ZIP: 50265

County: Polk Number of acres: _____

Phone: 515-309-2887 Email: daniellemartin@ucsdsm.org

Property was acquired by deed or contract on: November 8, 2023

Recorder's book: 19649 Page: 534 Instrument number: _____

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