

**POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
DECEMBER 3, 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

VACATION OF PORTIONS OF ROADS IN FARRAR, IOWA

5. Resolution approving vacation of portions of roads in Farrar, Iowa (Railroad Avenue, First Avenue, Second Avenue, NE 110th Court, and alley ROW).

PUBLIC HEARING

CERTIFICATION OF WEED ASSESSMENT

6. Resolution approving Certification of Weed Assessment.

PERMITS

7. Renewal Class “C” Retail Alcohol License for The Carney Tap, 7010 NE 14th Street, Ankeny.

RESOLUTIONS

- *8. Resolution approving Cervetti Wetland Project Right of Entry and Temporary Construction Easement Agreement (with Richard Cervetti).
- *9. Resolution approving a sanitary sewer extension agreement with Western Montana Land & Cattle Company, LLC for the extension of Polk County sanitary sewer to serve property in Delaware Township.
- *10. Resolution approving Final Plat of Webb Family Estates Plat 2.
- *11. Resolution authorizing Auditor’s Office to publish notice of Public Hearing on December 17, 2024 for proposed transfer of a portion of East Southside Drive (NW 110th Avenue in the country).
- *12. Resolution approving Cooperative Public Service Agreement with the City of Grimes for the resurfacing of NW 121st St (between Jester Park and N. James Street).
- *13. Resolution approving Certification of Curb-It Assessments.
- *14. Resolution approving the release of a lien on 7053 NW Fisher Lane, Ankeny (Van Roekel).

- *15. Resolution approving release of restrictive covenant.
- *16. Resolution approving contract with FexSteve Limited for lead hazard repairs at 314 56th Street (Carmenatte).
- *17. Resolution approving contract with FAB Rehab for lead hazard repairs at 809 Guthrie Avenue (Olsen).
- *18. Resolution approving Release of Mortgage for 3809 Adams Avenue (Svensson/Bednar).
- *19. Resolution approving quote from Police Legal Sciences for annual sworn police officer online training.
- *20. Resolution approving Midwest HIDTA Sub Award Recipient Agreement.
- 21. Resolution approving position modification in the Behavioral Health and Disability Services Department.
- 22. Resolution approving position modification in the Public Health Department.
- *23. Resolution approving Weather Emergency for Non-Essential Employees Policy update.
- *24. Resolution approving December 2024 manufactured home abatement.
- 25. Resolution approving the purchase of tax sale certificates (District/Parcel 010/02104-000-000, District/Parcel 110/06196-001-000, District/Parcel 040/02241-000-000).
- *26. Resolution approving agreement for services between Polk County on behalf of the Central Iowa Workforce Development Area and Iowa Workforce Development (IWD) on behalf of the Central Iowa Core Partners Consortium (CICPC).
- 27. Resolution appointing individuals to serve as Polk County's representative on various Boards and Commissions.
- *28. Resolution approving funding to the City of Urbandale for the demolition of the structure located at 10841 Douglas Avenue (to support future redevelopment for affordable housing).
- *29. Resolution approving Community Development Grant for the Community Foundation of Greater Des Moines, fiscal agent for Des Moines Area Regional Transit Authority (DART).
- *30. Resolution approving a Community Development Grant for Des Moines Park & Recreation Foundation (d/b/a Friends of Des Moines Parks), fiscal agent for the City of Des Moines.
- 31. Resolution approving Community Sponsorship Awards.

COMMUNICATIONS

- *32. Notice of Appraisal of Damages and Time for Appeal in the matter of condemnation of certain rights in land for the 2026 Neighborhood Sidewalk Project (2510 25th St).
- *33. Notice of Appraisal of Damages and Time for Appeal in the matter of the condemnation of certain rights in land for the E. University Avenue Improvement Project (1249 E. 14th St).
- *34. City Development Board notice of City of Ankeny voluntary annexation including non-consenting owners within the urbanized area of the City of Alleman.
- *35. Notice of consultation between the City of Johnson, State of Iowa and all affected taxes entities concerning proposed amendment to the Johnston East Central TIF Urban Renewal Plan.

BUDGET ACTIONS

- 36. Memorandum of Budget Actions.

APPOINTMENTS

- 37. 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.polkcountyiowa.gov/county-auditor/administration/>*

Live stream the Board of Supervisors meeting at:
<https://www.youtube.com/live/OcZjus-Nyg>

RESOLUTION

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

WHEREAS, Polk County Public Works Department has received a request from the adjacent property owner to vacate un-used road right-of-way easement on portions of Railroad Avenue, First Avenue, Second Avenue, NE 110th Court, and alley ROW located in the town of Farrar, Polk County, Iowa; and

WHEREAS, said right-of-way vacation must comply with Section 306.10 of the Code of Iowa; and

WHEREAS, the legal description of the road right-of-way easement within the unincorporated area of Polk County proposed to be vacated as shown on the attached exhibits and legal descriptions; and

WHEREAS, said vacation will be made with reservations of right-of-way easements for existing public utilities, including electric, gas, communication, cable TV, water and sanitary sewer, and storm sewer within the above-described parcel for the right to service said utilities; and

WHEREAS, notice was published and a public hearing was set on November 19, 2024 regarding the proposed vacation of Polk County interest in the road right-of-way easement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the vacation of the above-described road right-of-way easement; and

BE IT FURTHER RESOLVED that Polk County, Iowa authorizes the Polk County Public Works Department to have said plats filed for record with the Polk County Recorder.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

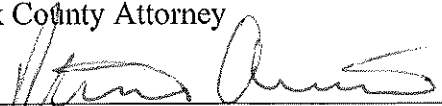
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL IMPACT: None.

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 214-24 to vacate portions of Railroad Avenue, First Avenue, Second Avenue, NE 110th Court, and alley ROW located in the town of Farrar, Polk County, Iowa.

Agenda Date: December 3, 2024

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

Previous Action taken by the Board: Notice was published and a public hearing was set on November 19, 2024 by Resolution 205-24 regarding the proposed vacation of Polk County interest in the road right-of-way easement as described above.

Board/Commission Actions: None.

Comply with Policy: Yes, authorized by Chapter 306.10 of the Iowa Code.

Background: Polk County Public Works Department has received a request from the adjacent property owners to vacate portions of Railroad Avenue, First Avenue, Second Avenue, NE 110th Court, and alley ROW located in the town of Farrar, Polk County, Iowa. Public Works recommends approval of this road vacation which will be made with reservations of right-of-way easements for existing public utilities, including electric, gas, communication, cable TV, water and sanitary sewer and storm sewer, within the described parcels for the right to service existing utilities. Notice was published and a public hearing was set on November 19, 2024 regarding the proposed vacation of Polk County interest in the road right-of-way as described above.

Action Impact: Hold Public Hearing, approve vacation, and authorizes the Polk County Public Works Department to have said plats filed for record with the Polk County Recorder.

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, pursuant to Iowa Code §§317.16, .17 and .21, the date and time established for hearing objections to proposed assessments against tracts of land or parcels of ground within this County for the costs of destroying weeds during 2024 after the failure of the landowner responsible therefore to destroy such weeds pursuant to the order of this Board, has now come and passed; and

WHEREAS, proof of publication of notice of the public hearing and the availability of the schedule of proposed assessments has been received; and

WHEREAS, all persons appearing to object to the assessments, if any, have been heard and the schedule of proposed assessments has been modified, if appropriate, as directed by this Board.

NOW, THEREFORE BE IT RESOLVED that the amounts shown on the schedule of proposed 2024 weed destruction assessments, modified as set forth above, is hereby approved and assessed as a special tax pursuant to Iowa Code §317.21 and the Clerk of this Board is hereby authorized and directed to certify the same to the County Auditor and County Treasurer to be placed upon the tax books and collected in the manner prescribed by statute.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

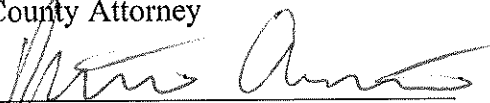
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: Approximately \$7,496 will be collected in weed assessments and go to the General Fund.

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. WC-6-24 approving Certification of Weed Assessment.

Agenda Date: December 3, 2024

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

Previous Action taken by the Board: Res. No. WC-4-24, dated October 22, 2024 to set hearing.

Board/Commission Actions: None.

Comply with Policy: Yes.

Background: On October 22, 2024 the Polk County Board of Supervisors set the public hearing date and notice of public hearing for publication to assess properties for the destruction of weeds pursuant of section 317.21 of the Code of Iowa. Assessments are based on actual labor, equipment, and administrative costs.

Action Impact: This resolution approves and assess the weed assessment as per section 317.21 and directs the assessment to be placed upon the tax books.

Fiscal Note: Approximately \$7,496 will be collected in weed assessments and go to the General 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				\$7,496.00			10266010.58020

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County approved Fiscal Agent Funding Agreement with the Iowa Department of Agriculture and Land Stewardship to identify, construct and fund water quality wetlands by Res. No. 48-23 dated April 4, 2023; and

WHEREAS, Polk County has utilized funding for the wetland wave program to target wetlands across priority watersheds; and

WHEREAS, Polk County Public Works has identified a wetland on land owned by Richard Cervetti which would provide water quality benefits to Polk County citizens; and

WHEREAS, to provide water quality improvements through the installation of a wetland on the land owned by Richard Cervetti, Polk County is required to enter into a Right of Entry and Temporary Construction Easement with Richard Cervetti.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the Cervetti Wetland Project Right of Entry and Temporary Construction Easement Agreement Between Polk County and Richard Cervetti, 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

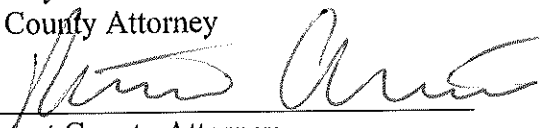
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 212-24 to approve Cervetti Wetland Project Right of Entry and Temporary Construction Easement Agreement with Richard Cervetti.

Agenda Date: December 3, 2024

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

Previous Action taken by the Board: Res. No. 48-23 dated April 4, 2023 approving 28E Funding Agreement with the Iowa Department of Agriculture and Land Stewardship.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: Polk County is constructing the Cervetti Wetland to improve water quality to Beaver Creek and Polk County residents. Easement will allow access onto property for construction.

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

Fiscal Note: No payments provided for easement.

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	\$0	N	N/A	N/A

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, Western Montana Land & Cattle Company, LLC, hereinafter referred to as "DEVELOPER", desires extension of the Polk County Sanitary Sewer System to provide public sanitary sewer service to their property, legally described as:

LOT 2 SANDRA K RASMUSSEN SUBDIVISION

in accordance with the attached Sanitary Sewer Extension Agreement between Polk County and DEVELOPER; and

WHEREAS, DEVELOPER shall be responsible for extending the Polk County public sanitary sewer system to adequately serve proposed development of their property, including required connection permits and fees, in accordance with the terms of the attached Agreement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Sanitary Sewer Extension Agreement between Polk County and DEVELOPER and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED that the County Auditor is hereby directed to record the agreement and the Polk County Public Works Department shall administer the terms of the agreement.

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 NOTE: No cost to the County

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 207-24 approving a sanitary sewer extension agreement between Western Montana Land & Cattle Company, LLC (Developer) and Polk County for the extension of Polk County sanitary sewer to serve property in Delaware Township.

Agenda Date: December 3, 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: None.

Comply with Policy: Yes.

Background: Proposed agreement allows developers to extend offsite public sanitary sewer to serve their property. In exchange for the public main extension and payment of connection fees for extension, Polk County agrees to waive developers typical parcel area and frontage fees at the time of extension. Additionally, agreement requires developers to comply with all design and construction standards, bonds, inspections, etc.

Action Impact: Approval of the agreement facilitates completion of this public sewer extension project.

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 35, Township 80 North, Range 22 West of the 5th P.M. (Franklin Township), Polk County, Iowa wish to subdivide and plat their land into a minor subdivision final plat known as Webb Family Estates Plat 2; and

WHEREAS, the minor subdivision final plat proposes one (1) single-family residential lot and one (1) outlot on approximately 102.62 acres of land; and

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

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the minor subdivision final plat of Webb Family Estates Plat 2 and authorizes the Chair of the Polk County Board of Supervisors to sign the Resolution 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 VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 208-24 approving the Final Plat of Webb Family Estates Plat 2.

Agenda Date: December 3, 2024

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

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

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

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

Background: The plat proposes one (1) single-family residential lot and one (1) outlot on approximately 102.62 acres zoned "AG" Agricultural District. Lot 1 is 2.0 acres in size with Lot X being 100.62 acres. Lots will be served by Des Moines water works. Public Water is available via the existing water main located on the west side of NE 112th Street. Sewage disposal will be available through individual Septic Systems.

Action Impact: Approval of the Final Plat allows for its recording and creation and transfer of the lots.

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		

Additional Fiscal Note Information (optional): None.

RESOLUTION

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

WHEREAS, the 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; 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

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WHEREAS, Polk County Public Works recommends all of Polk County's rights in the road right-of-way easement be transferred to the City of Polk City, Iowa; and

WHEREAS, Section 331.361 of the Code of Iowa requires a public hearing be held prior to a county disposing of an interest in property.

NOW, THEREFORE BE IT RESOLVED that a public hearing on the proposed transfer of said road right-of-way easement will be held at 9:30 A.M. on December 17, 2024, at the regularly scheduled meeting of the Polk County Board of Supervisors, Polk County Administrative Office Building, 111 Court Avenue, Room 120, Des Moines, Iowa; and

BE IT FURTHER RESOLVED that the Polk County Auditor is directed to publish the attached notice of hearing, and to furnish the Polk County Engineer with an affidavit of publication.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

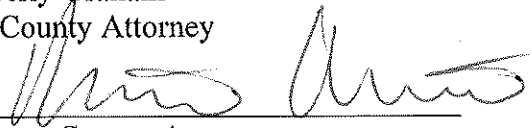
RECOMMENDED FOR APPROVAL:



Bret Vandelune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL IMPACT: None.

Notice of Public Hearing

A public hearing will be held on December 17, 2024 at 9:30 A.M. at the regularly scheduled meeting of the Polk County Board of Supervisors, Polk County Administrative Office Building, Room 120, 111 Court Avenue, Des Moines, Iowa. The hearing will be regarding the proposed transfer of road right-of-way easement on East Southside Drive in Polk City, Iowa to the City of Polk City, Iowa. The legal description of the proposed transfer of road right-of-way easement is as follows:

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

For additional information, contact Polk County Public Works Department at (515) 286-3705.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 209-24 to establish public hearing and publish notice to transfer a portion of East Southside Drive (NW 110th Avenue in the county) located in the City of Polk City, Polk County, Iowa.

Agenda Date: December 3, 2024

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

Previous Action taken by the Board: None.

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: Sets date and time of Public Hearing and directs Auditor to publish the attached notice of hearing, and to furnish the Public Works Department with an affidavit of publication.

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, 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, a portion of NW 121st St is joint jurisdictional roadway between Polk County and the City of Grimes and is in need of paving. Polk County developed a Cooperative Service Agreement for the 2024-25 Local HMA Resurfacing Project which details the funding and project development responsibilities of each party.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Cooperative Public Service Agreement with the City of Grimes and authorizes the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County, Iowa; and

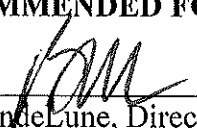
BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to the City of Grimes and administer the agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

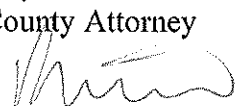
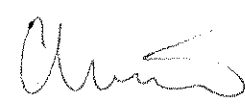
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By:  

Assistant County Attorney

FISCAL NOTE: The City of Grimes will pay the contractor for their share of the project costs, estimated at \$77,740. The remaining costs to be paid by Polk County, \$ 1,167,400, and Johnston, \$43,420.

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 210-24 approving the Cooperative Public Service Agreement with the City of Grimes for the resurfacing of NW 121st St between Jester Park and N James St.

Agenda Date: December 3, 2024

Contact Individual: Aaron Putnam P.E., County Engineer, Polk County Public Works Department, 286-3705.

Previous Action taken by the Board: None.

Board/Commission Actions: Approve the terms of the Cooperative Public Service Agreement, adopt the agreement, and authorize the Chair to execute the agreement on behalf of Polk County.

Comply with Policy: Yes.

Background: A portion of NW 121st St is joint jurisdictional roadway between Polk County and the City of Grimes and is in need of paving. Polk County developed a Cooperative Service Agreement for the 2024-25 Local HMA Resurfacing Project which details the funding and project development responsibilities of each party.

Action Impact: Allows the project to proceed.

Fiscal Note: The City of Grimes will pay the contractor for their share of the project costs, estimated at \$77,740. (The remaining costs to be paid by Polk County, \$ 1,167,400, and Johnston, \$43,420.)

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, by the Residential Recycling Ordinance adopted April 16, 2002, and amended July 1, 2009, the Polk County Board of Supervisors directed that an annual service fee be collected from all eligible households in unincorporated Polk County by either Des Moines Water Works or Polk County; and

WHEREAS, Eligible households were notified by mail of original fees dated, July 1, 2024 as well as notice of impending assessment dated, August 20, 2024; and

WHEREAS, Polk County has determined 185 eligible households for FY 24/25 are delinquent pursuant to the Residential Recycling Ordinance; and

WHEREAS, after expiration of the designated collection period which expired on November 8, 2024, Polk County may proceed with assessment of each property for the delinquent amount(s) and administrative expenses in accordance with Iowa Code §331.465.

NOW, THEREFORE BE IT RESOLVED that the amounts shown on the schedule of proposed Curb-It Recycling Assessments, are hereby approved and assessed and the Clerk of this Board is hereby authorized and directed to certify the same to the County Auditor and County Treasurer to be placed upon the tax books and collected in the manner prescribed by statute.

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 NOTE: Approximately \$11,462.60 in Curb-It assessments to Rural Fund.

#13

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 211-24 approving Certification of Curb-It Assessments.

Agenda Date: December 3, 2024

Contact Individual: Bret VandeLune, Director, Polk County Public Works Department, 515-286-2290.

Previous Action taken by the Board: Res. No 98-24, dated May 7, 2024 to set Curb-It Fees.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: The Board of Supervisors adopted the service fee and service area for Curb-It for the 2024-2025 program year on May 7, 2024. Invoices were sent to eligible households on July 1, 2024, and notice of impending assessment on August 20, 2024. The Residential Recycling (Curb-It) Ordinance provides that after expiration of the designated collection period, which expired on November 8, 2024, Polk County may proceed with the collection of delinquent amounts of the unpaid bills and administrative expenses in accordance with Iowa Code §331.465.

Action Impact: This resolution approves the Curb-It assessments and directs the assessment list to be placed upon the tax books.

Fiscal Note: Approximately \$11,462.60 in Curb-It assessments to Rural 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	N			\$11,462.60	N		110266020.58090

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County entered into a Sanitary Sewer Extension Agreement with Edgar & Kathleen Van Roekel for property described as: Lot 3 Dee Perry's View Estates, an Official Plat in Polk County, Iowa, locally known as 7053 NW Fisher Lane, Ankeny; and

WHEREAS, the Sanitary Sewer Extension Agreement provided for repayment of the acreage fees, frontage fees and connection fees by installment over a nine-year period of time; and

WHEREAS, in accordance with the Polk County Water and Sewer Policy, a lien was placed on the property in the amount of \$9,800.00; and

WHEREAS, Edgar & Kathleen Van Roekel have satisfied the requirements of the lien recorded December 23, 2015, in book 15850 page 111-117 against the property located at 7053 NW Fisher Lane, Ankeny, Iowa.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa releases the lien on 7053 NW Fisher Lane, Ankeny, Iowa, authorizes the Chair of the Polk County Board of Supervisors to sign the attached release, and requests the Polk County Auditor's Office to record this release.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

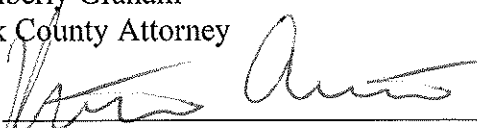
RECOMMENDED FOR APPROVAL:



Bret Vandellune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: None.

#14

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 213-24 approving the release of a lien on 7053 NW Fisher Lane, Ankeny, IA 50023.

Agenda Date: December 3, 2024

Contact Individual: Brian McDonough, Planning & Development Manager, Polk County Public Works Department, 515-286-2291.

Previous Action taken by the Board: Approved Sanitary Sewer Extension Agreement on December 22, 2015.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: Polk County entered into a Sanitary Sewer Extension Agreement with Edgar & Kathleen Van Roekel for property located at 7053 NW Fisher Ln, Ankeny, IA, on December 23, 2015. The Sanitary Sewer Extension Agreement provided for repayment of the acreage fees, frontage fees and connection fees by installment over a nine-year period of time. In accordance with the Polk County Water and Sewer Policy, a lien was placed on the property in the amount of \$9,800.00. The property owner has satisfied the requirements of the Sanitary Sewer Extension Agreement.

Action Impact: Approving this Resolution authorizes the release of the lien on the property at 7053 NW Fisher Lane, Ankeny, IA 50023.

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/A			

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, on May 16th, 1984, a restrictive covenant was recorded at Book 5365 and Page 800 in the Office of the Polk County Recorder with respect to certain real property now locally know as 12625 NE 14th Street, Alleman, Iowa, legally described as:

One acre in the Southwest corner of the Southwest Quarter of Section 25;
Township 81 North, Range 24, being 11 rods North and South and 14 and 6/11ths rods East and West, West of the 5th P.M., Polk County, Iowa ("the Property"); and

WHEREAS, the restrictive covenant was put into place to prevent structures from being built on the Property which would obstruct sight at the intersection of U.S. Highway 69 and NE 126th Avenue; and

WHEREAS, the restrictive covenant on the Property may only be modified with the assent of Polk County, Iowa; and

WHEREAS, the current owners of the Property have requested Polk County, Iowa release the restrictive covenant with respect to the Property; and

WHEREAS, the Property was recently annexed into the City of Ankeny; and

WHEREAS, the Polk County Public Works Department, including the County Engineer, does not object to releasing the restrictive covenant with respect to the Property; and

WHEREAS, the Polk County Public Works Department has corresponded with representatives from the City of Ankeny who have advised that the City of Ankeny does not object to releasing the restrictive covenant with respect to the Property (the City of Ankeny has its own setback and visibility standards in its municipal code).

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the release of the restrictive covenant recorded at Book 5365 and Page 800 in the Office of the Polk County Recorder as it relates to the Property and authorizes the Chair of the Polk County Board of Supervisors to sign the attach release of restrictive covenant.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

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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: None.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 215-24 approving release of restrictive covenant.

Agenda Date: December 3, 2024

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

Previous Action taken by the Board: NA

Board/Commission Actions: NA

Comply with Policy: Yes.

Background: On May 16th, 1984, a restrictive covenant was recorded at Book 5365 and Page 800 in the Office of the Polk County Recorder with respect to certain real property now locally know as 12625 NE 14th Street, Alleman, Iowa, legally described as:

One acre in the Southwest corner of the Southwest Quarter of Section 25; Township 81 North, Range 24, being 11 rods North and South and 14 and 6/11ths rods East and West, West of the 5th P.M., Polk County, Iowa ("the Property"). The restrictive covenant was put into place to prevent structures from being built on the Property which would obstruct sight at the intersection of U.S. Highway 69 and NE 126th Avenue. The current owners of the Property have requested Polk County, Iowa release the restrictive covenant with respect to the Property. The City of Ankeny, where the land now lies, and the Polk County Public Works Department, do not object to the release of the restrictive covenant.

Action Impact: Releases the restrictive covenant and allows the Chair of the Polk County Board of Supervisors to sign a prepared release document.

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, Polk County, Iowa is committed to the reduction of elevated blood lead levels in children and lead paint hazards found in homes located in Polk County; and

WHEREAS, Polk County, Iowa operates a Lead Remediation Program with funding received from the U.S. Department of Housing and Urban Development ("HUD") to assist in providing lead-safe homes for children in Polk County; and

WHEREAS, through Polk County's Lead Remediation Program, qualified homeowners in Polk County are eligible for lead remediation grants to assist with costs of remediating lead hazards in their homes; and

WHEREAS, lead paint hazards and the necessary corrective actions have been identified at 314 56th Street, Des Moines, Iowa 50312; and

WHEREAS, bids were received by 2:00 PM on 11/13/2024; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

FexSteve Limited Company	\$45,800.00
Richmond Construction	\$49,000.00
FAB Rehab	\$49,820.00

WHEREAS, the bids were reviewed and approved by Polk County, Iowa through its Polk County Health Department; and

WHEREAS, the lowest responsive bid was submitted by FexSteve Limited Company; and

WHEREAS, the Polk County Health Department has reviewed the FexSteve Limited Company bid proposal and recommends acceptance for **\$45,800.00**; and

WHEREAS, FexSteve Limited Company, Ryan Fry, Leah Fry, Josh Carmenatte, Mack Carmenatte and Polk County, Iowa desire to enter into a Lead Remediation Contract to provide a lead-safe home.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the bid for **\$45,800.00** from FexSteve Limited Company, 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.

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POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Mandy Penning
Mandy Penning, Deputy Director
Polk County Health Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Munroe Jr.
Assistant County Attorney

FISCAL NOTE: FY 24/25 revenue	\$30,800
FY 24/25 expenses	\$45,800

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 314 56th Street, Des Moines, Iowa 50312.

Agenda Date: December 3, 2024

Contact Individual: Mandy Penning, Deputy Director – Polk County Health Dept. 286-2005

Previous Action taken by the Board: Board of Supervisors signed the U.S. Department of Housing and Urban Development (HUD) Assistance Award Lead-Based Paint Hazard Control Grant for lead hazard control on October 26, 2021.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: In November 2021, Polk County, Iowa was awarded a \$3,455,000 Lead-Based Paint Hazard Control Grant from the U.S. Department of Housing and Urban Development (HUD) for remediation of housing units in Polk County over a 42-month period.

Ryan Fry, Leah Fry, Josh Carmenatte and Mack Carmenatte own a property at **314 56th Street, Des Moines, Iowa 50312**. They have one child under the age of six. A lead inspection conducted by Polk County, Iowa through its Polk County Health Department identified lead hazards on the exterior and interior of the home. Bids were publicly opened on **November 13, 2024**. The following bids were received:

FexSteve Limited Company	\$45,800.00
Richmond Construction	\$49,000.00
FAB Rehab	\$49,820.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **FexSteve Limited Company** in the amount of \$45,800.00. **FexSteve Limited Company** is a Certified Lead Abatement Contractor in the State of Iowa.

Action Impact: With this assistance, a unit of lead-safe housing will be created.

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	\$29,550	\$29,550	N	10223018.77440.01	10223018.52440
24/25	N	0	\$1,250	\$1,250	N	10223018.77440.05	10223018.52440
24/25	N	0	\$15,000	\$0	N	10223017.77490.04	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County, Iowa is committed to the reduction of elevated blood lead levels in children and lead paint hazards found in homes located in Polk County; and

WHEREAS, Polk County, Iowa operates a Lead Remediation Program with funding received from the U.S. Department of Housing and Urban Development ("HUD") to assist in providing lead-safe homes for children in Polk County; and

WHEREAS, through Polk County's Lead Remediation Program, qualified homeowners in Polk County are eligible for lead remediation grants to assist with costs of remediating lead hazards in their homes; and

WHEREAS, lead paint hazards and the necessary corrective actions have been identified at 809 Guthrie Avenue, Des Moines, Iowa 50316; and

WHEREAS, bids were received by 2:00 PM on 11/13/2024; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

FAB Rehab	\$16,960.00
FexSteve Limited Company	\$24,950.00
Richmond Construction	\$44,100.00

WHEREAS, the bids were reviewed and approved by Polk County, Iowa through its Polk County Health Department; and

WHEREAS, the lowest responsive bid was submitted by FAB Rehab; and

WHEREAS, the Polk County Health Department has reviewed the FAB Rehab bid proposal and recommends acceptance for **\$16,960.00**; and

WHEREAS, FAB Rehab, Sarah Olsen and Polk County, Iowa desire to enter into a Lead Remediation Contract to provide a lead-safe home.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the bid for **\$16,960.00** from FAB Rehab, 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

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Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Mandy Penning
Mandy Penning, Deputy Director
Polk County Health Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: John Paul
Assistant County Attorney

FISCAL NOTE: FY 24/25 revenue	\$16,960
FY 24/25 expenses	\$16,960

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 809 Guthrie Avenue, Des Moines, Iowa 50316.

Agenda Date: December 3, 2024

Contact Individual: Mandy Penning, Deputy Director – Polk County Health Dept. 286-2005

Previous Action taken by the Board: Board of Supervisors signed the U.S. Department of Housing and Urban Development (HUD) Assistance Award Lead-Based Paint Hazard Control Grant for lead hazard control on October 26, 2021.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: In November 2021, Polk County, Iowa was awarded a \$3,455,000 Lead-Based Paint Hazard Control Grant from the U.S. Department of Housing and Urban Development (HUD) for remediation of housing units in Polk County over a 42-month period.

Sarah Olsen owns a property at **809 Guthrie Avenue, Des Moines, Iowa 50316**. Ms. Olsen has one visiting child under the age of six. A lead inspection conducted by Polk County, Iowa through its Polk County Health Department identified lead hazards on the exterior and interior of the home. Bids were publicly opened on **November 13, 2024**. The following bids were received:

FAB Rehab	\$16,960.00
FexSteve Limited Company	\$24,950.00
Richmond Construction	\$44,100.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **FAB Rehab** in the amount of \$16,960.00. **FAB Rehab** is a Certified Lead Abatement Contractor in the State of Iowa.

Action Impact: With this assistance, a unit of lead-safe housing will be created.

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	\$15,360	\$15,360	N	10223018.77440.01	10223018.52440
24/25	N	0	\$1,600	\$1,600	N	10223018.77440.05	10223018.52440

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County, Iowa is committed to the reduction of elevated blood lead levels in children through its operation of the Polk County Lead Remediation Program. The Polk County Lead Remediation Program aids in providing lead-safe homes for children in Polk County, Iowa; and

WHEREAS, through the Polk County Lead Remediation Program, qualified homeowners in Polk County, Iowa are eligible for lead remediation grants to assist with costs of remediating lead paint hazards found in their homes; and

WHEREAS, once a property's lead issues have been remediated, a three-year declining mortgage in the amount of the lead remediation costs is placed against the property by Polk County, Iowa, with the understanding that if the homeowner remains in the home for a term of three years, the amount of the mortgage is forgiven; and

WHEREAS, a mortgage in the amount of \$19,900.00 was entered into on November 23, 2021, by homeowners Paer Martin Svensson and Emily Bednar; and

WHEREAS, the homeowners have paid in full the three-year mortgage recording in Book 18998 pages 149-158 against property located at 3809 Adams Avenue, Des Moines, Iowa, 50310 and have met all requirements of the forgivable loan and grant.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves and releases the mortgage on 3809 Adams Avenue, Des Moines, Iowa, 50310, and authorizes the Chair of the Polk County Board of Supervisors to sign the attached release and requests the Polk County Auditor to record this release on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

By _____
Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:


Mandy Penning, Deputy Director
Polk County Health Department

APPROVED AS TO FORM:

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Release of Mortgage for 3809 Adams Avenue, Des Moines, Iowa, 50310.

Agenda Date: December 3, 2024

Contact Individual: Laurie Gust, 286-2276

Previous Action taken by the Board: The Board of Supervisors approved Contract for Lead Remediation on this property on November 23, 2021.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Through Polk County's Lead Remediation Program, qualified homeowners in Polk County, Iowa are eligible for lead remediation grants to assist with costs of remediating lead hazards in their homes. Any property remediated after August, 2013 costing less than \$20,000 will have a three-year declining mortgage in the amount of the lead remediation costs. This amount is placed against the property by Polk County, Iowa in the form of a three-year forgivable lien. For every year that the homeowner stays in the house 33.3% of the cost of the mortgage is forgiven. A mortgage in the amount of \$19,900.00 was entered into on November 23, 2021, by Paer Martin Svensson and Emily Bednar, recorded in Book 18998 pages 149-158. The homeowner has met all requirements of the forgivable loan and grant.

Action Impact: Approving this Resolution authorizes the release of the mortgage on the property at **3809 Adams Avenue, Des Moines, Iowa, 50310.**

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
2024-25	N	N/A	N/A		N		

Additional Fiscal Note Information (optional):

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 is seeking in-service training for up to 160 full time sworn staff in accordance with Iowa Code §80B.11G and 501 IAC 8.1; and

WHEREAS, the Polk County Procurement Office issued a competitive quote process for annual sworn peace officer on-line legal update training based on recent Iowa Courts cases and newly enacted Iowa legislation, mental health training, and bias prevention/de-escalation training; and

WHEREAS, the Polk County Procurement Office received a response from Police Legal Sciences of Washington, Iowa for one (1) year at a cost of \$16,485; and

WHEREAS, the Polk County Sheriff's Office found Police Legal Sciences to be responsive to Polk County Sheriff's Office's needs and recommends selecting Police Legal Sciences.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the Agreement with Police Legal Sciences for annual sworn peace officer on-line training 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

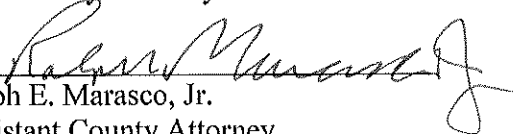
RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO
10:39 am, Nov 14, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: Expense \$16,485, Revenue \$0

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Police Legal Sciences quote for annual sworn police officer online training.

Agenda Date: 12/03/2024

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

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Iowa Code §80B.11G and 501 IAC 8.1 mandates in-service training for Iowa law enforcement officers, including at least four (4) hours of bias prevention/de-escalation training and one (1) hour of mental health training.

The Polk County Procurement Office issued a competitive quote process for annual sworn peace officer online training for at least four (4) hours of legal update training based on recent cases from the Iowa Courts, one (1) hour of legal update training based on recent Iowa legislation, one (1) hour of mental health training, and four (4) hours of bias prevention/de-escalation training.

The Polk County Procurement Office received a response from Police Legal Sciences of Washington, Iowa to provide the requested training for one (1) year at a cost of \$16,485 and the Polk County Sheriff's Office found Police Legal Sciences to be responsive to the Polk County Sheriff's Office's needs and recommends selecting Police Legal Sciences.

Action Impact: The Polk County Sheriff's Office will be compliant with the Iowa Code and the Iowa Administrative Code regarding in-service training for its sworn law enforcement personnel and continue to develop the knowledge, skills, and abilities of each Deputy to meet the challenges of contemporary policing.

Status Note: New

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	\$16,485	\$0	N	10041062.77170	

Additional Fiscal Note Information (optional): It is anticipated that online training for sworn staff will be able to be completed during regular shifts to offset the expense by reducing overtime associated with in-person training.

RESOLUTION

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

WHEREAS, the Office of National Drug Control Policy (ONDCP) awarded High Intensity Drug Trafficking Area (HIDTA) funding to the Midwest HIDTA program within Iowa for the purpose of combating the manufacture, importation, and distribution of methamphetamine and illegal drugs; and

WHEREAS, the Iowa Department of Public Safety is the designated fiscal agent for the HIDTA program within Iowa and provides funding to the Des Moines DEA Task Force Initiative; and

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office, has been invited to participate in the vacant HIDTA-funded position on the Des Moines DEA Task Force Initiative; and

WHEREAS, the Polk County Sheriff's Office will assign a Deputy to work with the Des Moines DEA Task Force Initiative; and

WHEREAS, this will be an ongoing commitment with an annual renewal for funds; and

WHEREAS, the Iowa Department of Public Safety will partially reimburse Polk County, Iowa for personnel and other various costs of the Deputy; and

WHEREAS, to provide these services, one (1) new Deputy FTE will be created and maintained, contingent upon continued grant funding. Funding for outfitting a Deputy Sheriff with Axon Taser and Body Camera, is requested. One (1) vehicle will be leased or purchased and outfitted for service with the Task Force Deputy with new equipment to include a mobile radio; and

WHEREAS, It is the responsibility of the Sheriff's Office to notify the Board if grant funding is not extended.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Midwest HIDTA Sub Award Recipient Agreement 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:

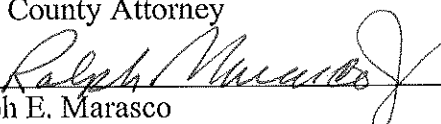
By:


Frank Marasco, Chief Financial Officer, PCSO
8.55 am, Nov 27, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By:


Ralph E. Marasco
Assistant County Attorney

FISCAL NOTE: Revenue \$136,477 Expense \$151,050

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Midwest HIDTA Sub Award Recipient Agreement

Agenda Date: 12/03/2024

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

Previous Action taken by the Board: The Board approved the Midwest HIDTA Memorandum of Understanding on 04/08/2014.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Office of National Drug Control Policy (ONDCP) awarded High Intensity Drug Trafficking Area (HIDTA) funding to the Midwest HIDTA program within Iowa for the purpose of combating the manufacture, importation, and distribution of methamphetamine and illegal drugs. The Iowa Department of Public Safety (DPS) is the designated fiscal agent and provides funding to the Des Moines DEA Task Force Initiative.

The Polk County Sheriff's Office, which has participated in HIDTA funding in prior years, has been invited to fill the vacant HIDTA-funded position on the Des Moines DEA Task Force Initiative.

Action Impact: The Polk County Sheriff's Office will assign a Deputy to work with the Des Moines DEA Task Force Initiative. The Iowa Department of Public Safety will partially reimburse Polk County, Iowa for personnel and other various costs of the Deputy. A new Deputy FTE will be created. Funding requests includes cost of an Axon Taser and Body Camera. Funding is also requested to purchase and outfit a car for the Deputy to use, to include a mobile radio. The commitment to the task force will be on-going with annual agreements between Polk County and Iowa Department of Public Safety.

Status Note: New, a previous agreement existed and expired in 2015

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment?	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	N	\$89,278 \$41,294 \$10,000 \$10,478	\$136,477	Y	10041011.71000, 20041011.71100, 550270220.78320, 30049210.72520	10041011.52710
25/26	N			Y		

Fiscal Note: \$136,477 (1-Year Revenue) and \$151,050 (1-Year Expense). Multiple account codes in personal services will be affected by the assigned positions in CID 10041011. FY 24/25 expenses for adding a new Deputy include Capital Expenditure Vehicle costs in fund 550270220 for vehicle lease or purchase and upfitting, and safety in the workplace body camera, Fleet Camera, and taser costs in Fund 30049210. Grant funding will be used for the salary, benefits, and vehicle purchase for one full-time Deputy assigned to the Des Moines DEA Task Force Initiative. Expense for FY 24/25 for the initial equipment cost for the Deputy is not reimbursable by grant funds. Approval of this resolution would create one full-time position subject to continued grant funding.

RESOLUTION

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

WHEREAS, the Mental Health Advocate in Behavioral Health and Disability Services (BHDS) Department is retiring in January 2025; and

WHEREAS, changes to Iowa Code Chapter 229, Section 19, allow for the Mental Health Advocate to be a county employee; and

WHEREAS, the Director of BHDS is requesting the creation of a Mental Health Advocate position to fulfill duties as required by Iowa Code Chapter 229; and

WHEREAS, the Human Resources Department conducted a thorough job analysis of the proposed position and is recommending the following:

- Create one (1) Mental Health Advocate position, AFSCME grade 11, range \$70,537-\$95,226.

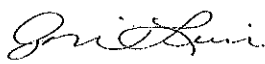
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the position modification and directs the Director of Human Resources and the County Auditor to take action to implement this resolution.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

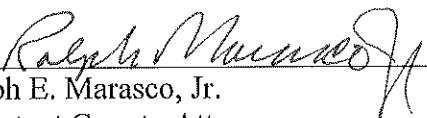
Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Josie Lewis, 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 costs are \$43,203 for FY24/25, \$112,655 for FY25/26, and \$119,185 for FY26/27. Estimated costs will be covered by state funding. There is an estimated cost savings of \$19,378 for FY24/25, \$21,810 for FY25/26, and \$18,616 for FY26/27 compared to previous contract costs.

#21

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification in the Behavioral Health and Disability Services Department

Agenda Date: December 3, 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 Polk County Mental Health Advocate is a contract employee retiring in January 2025. Due to changes to Iowa Code Chapter 229, Section 19, the Mental Health Advocate can be a county employee. The Director of Behavioral Health and Disability Services (BHDS) Department is requesting to create a Mental Health Advocate position to continue to fulfil duties as required by Iowa Code Chapter 229. Following a comprehensive job analysis, the Human Resources Department recommends to create one (1) Mental Health Advocate position, AFSCME grade 11, range \$70,537- \$95,226.

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

Fiscal Note: Estimated costs are \$43,203 for FY24/25, \$112,655 for FY25/26, and \$119,185 for FY26/27. Estimated costs will be covered by state funding.

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		\$43,203	\$43,203	N	100444410	100444410
25/26	Y		\$112,655	\$112,655	N	100444410	100444410
26/27	Y		\$119,185	\$119,185	N	100444410	100444410

Additional Fiscal Note Information (optional): There is an estimated cost savings of \$19,378 for FY24/25, \$21,810 for FY25/26, and \$18,616 for FY26/27 compared to previous contract costs.

RESOLUTION

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

WHEREAS, the Director of Public Health intends to retire in January of 2025, and

WHEREAS, the County Administrator considers this position critical to operations and is requesting a temporary position to train a new incumbent, and

WHEREAS, the temporary position will continue until such time the Director of Public Health position becomes vacant, for a period not to exceed six (6) weeks, and

WHEREAS, the County Administrator is requesting the following position modification:

- Create one (1) Temporary Director of Public Health position, Management grade 19, range \$143,105-\$193,192.

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.
Assistant County Attorney

FISCAL NOTE: Estimated cost is \$6,767 for FY24/25. The cost will be covered by departmental vacancies.

22

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Public Health Department

Agenda Date: December 3, 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 Director of Public Health intends to retire in January of 2025. The County Administrator considers this position critical to operations and is requesting a temporary position to train a new incumbent. The temporary Director of Public Health position, Management grade 19, range \$143,105-\$193,192, will not exceed eight (8) 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 \$6,767 for FY24/25. The cost will be covered by departmental vacancies.

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	\$6,767	\$0	N		
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 Board of Supervisors approved, by resolution dated June 12, 2012, a Weather Emergencies for Non-Essential Employees Policy; and

WHEREAS, the County Administrator, in coordination with the Director of Human Resources, has updated the policy to include Telework Agreement language; and

WHEREAS, Polk County desires to adopt the attached Weather Emergencies for Non-Essential Employees Policy effective December 3, 2024; and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the revised Weather Emergencies for Non-Essential Employees Policy reflected in the attached document and directs the County Administrator 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.
Assistant County Attorney

FISCAL NOTE: There are no costs associated with this action.

#23

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Weather Emergency for Non-Essential Employees Policy Update

Agenda Date: December 3, 2024

Contact Individual: Josie Lewis, Director of Human Resources

Previous Action taken by the Board: 3/23/1993; 6/12/2012

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The County Administrator, in coordination with the Director of Human Resources, has updated the Weather Emergency for Non-Essential Employees Policy to include Telework Agreement language.

Action Impact: Approval of this policy allows the County Administrator, or designee, to take necessary action to safeguard employees and the public from unreasonable weather risks.

Fiscal Note: There are no costs associated with this action.

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						
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 mobile homes on the attached list have been destroyed, dismantled, or removed from their mobile home park or from Polk County; and

WHEREAS, Polk County, Iowa or private buyers may be holding tax sale certificates to some of the mobile homes on the attached list; and

WHEREAS, Iowa Code Section 435.25(3) requires the abatement of taxes when mobile homes have been removed from the County where the taxes are owing or where the treasurer determines that it is administratively impractical to pursue collection of the total amount due.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa, having been informed by the Polk County Treasurer that it is administratively impractical to pursue collection of certain taxes, interest, and costs related to the mobile homes referenced in the attached parcel list, hereby abates all taxes, together with all late interest, costs and fees on those mobile homes referenced in the attached parcel list; and

BE IT FURTHER RESOLVED that the Polk County Treasurer is directed to strike from the tax books the reference to the mobile homes referenced in the attached parcel list; and

BE IT FURTHER RESOLVED that with reference to all mobile homes on the attached list, any private tax sale buyers and the Polk County Public Works Real Estate Division are directed to return the tax sale certificates to the Polk County Treasurer to be cancelled.

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

24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving December 2024 manufactured home abatement

Agenda Date: December 3, 2024

Contact Individual: Rachelle Hunt
Chief Executive Officer
Polk County Treasurer

Previous Action taken by the Board: None

Board/Commission Actions: Approval to abate delinquent taxes and cancel Polk County tax sales against manufactured homes no longer in existence or residing in the State of Iowa.

Comply with Policy: Yes - Iowa Code Section 435.25

Background: In compliance with 435.25, Code of Iowa and in reference to all parcels listed, the Board of Supervisors shall direct the Polk County real estate department and any private buyers to return the tax sale certificates to the Treasurer to be cancelled. Furthermore, they shall direct the Treasurer to abate subsequent taxes, together with all late interest, costs and fees.

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 - \$3,030.00, Cancel Tax Sales - \$0.00

RESOLUTION

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

WHEREAS, Polk County is working to promote affordable housing throughout the County; and

WHEREAS, Polk County has identified three abandoned, residential properties with outstanding tax sale certificates identified as:

District/Parcel 010/02104-000-000

District/Parcel 110/06196-001-000

District/Parcel 040/02241-000-000

; and

WHEREAS, the Auditor's Office recommends the acquisition of the tax sale certificates via assignment pursuant to Iowa Code §446.19A and Polk County Code of Ordinances Chapter 27; and

WHEREAS, Polk County intends to rehabilitate or reconstruct low-income housing on the property.

NOW THEREFORE BE IT RESOLVED that Polk County, Iowa approves the purchase and assignment of the tax sale certificates for the above referenced properties pursuant to Iowa Code §446.19A and Polk County Code of Ordinances Chapter 27; and

BE IT FURTHER RESOLVED that Polk County Treasurer provide Polk County, Iowa with duplicate tax sale certificates if the current certificate holders refuse to assign the tax sale certificate to Polk County.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Sarah Boese, Deputy County Administrator
Board of Supervisors

#25

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: \$1,796.15 for 010/02104-000-000, \$10,053.24 for 110/06196-001-000, and 040/02241-000-000 for \$17,584.15 and \$2,007.09 from Fund 10109037.87540.04.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution to approve the purchase of three tax sale certificates on
 District/Parcel: 010/02104-000-000
 District/Parcel: 110/06196-001-000
 District/Parcel: 040/002241-000-000

Agenda Date: December 3, 2024

Contact Individual: Carl Wiederaenders, Assistant County Auditor.

Previous Action taken by the Board: Ordinance # 235 amending Chapter 27 Polk County Code of Ordinances An Ordinance Relating to the Purchase of Tax Sale Certificate on a Parcel with Delinquent Taxes. June 6, 2005.

Board/Commission Actions: N/A

Action Requested (Recommended): Approve the purchase and required assignment of the tax sale certificates.

Comply with Policy: Yes

Background: Polk County is working to promote affordable housing throughout the County. Polk County has identified three parcels with tax sale certificates that can be used to provide affordable housing. The purchase of this tax sale certificate is provided for by Iowa Code Section 446.19A and Chapter 27. To comply with the requirements of the State Code provisions, Polk County needs to reimburse the current tax sale buyer the amount they have paid including interest accrued. Once the property is obtained, this allows the property to be rehabilitated or redeveloped for residential use.

Action Impact: Approving this Resolution authorizes the purchase of the tax sale certificates.

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	\$ 31,440.63		N	10109037.87540.04	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Iowa Workforce Development ("IWD") is the recipient of Workforce Innovation and Opportunity Act ("WIOA") funding from the United States Department of Labor; and is authorized to administer program funding; and

WHEREAS, IWD has designated eight (8) Iowa counties of Boone, Dallas, Jasper, Madison, Marion, Polk County, Story and Warren as the Central Iowa Workforce Development Area (CIWDA); and

WHEREAS, Polk County, Iowa has been designated as the legal entity to contract on behalf of the CIWDA; and

WHEREAS, IWD has been designated as the legal entity to contract on behalf of the Central Iowa Core Partners Consortium (CICPC); and

WHEREAS, the CIWDA is in need of a service provider to administer and coordinate the delivery of services made available through the WIOA funding; and

WHEREAS, THE CICPC is able to provide the administration and coordination of WIOA funded services; and

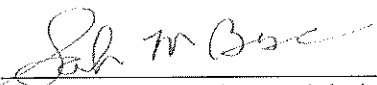
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement For Service and authorizes the CIWDA' Chief Lead Elected Official ("CLEO") Supervisor Steve Van Oort to sign said Agreement on behalf of Polk County, Iowa.

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
Board of Supervisors

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

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

#26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement for Services between Polk County, on behalf of the Central Iowa Workforce Development Area and Iowa Workforce Development (IWD), on behalf of the Central Iowa Core Partners Consortium (CICPC).

Agenda Date: December 3, 2024

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: Resolution August 28, 2023

Board/Commission Actions: N/A

Status: New

Comply with Policy: Yes

Background: Central Iowa Workforce Development (CIWDA) Fiscal agent expenses not to exceed \$44,678 will be paid through Iowa Workforce Development Area's Agreement For Services with Central Iowa Core Partners Consortium (CICPC).

Action Impact: Approve agreement

Fiscal Note:

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	Expense Account Code	Revenue Account Code
24/25	N	\$44,678	\$44,678	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, the Polk County Board of Supervisors has the responsibility to appoint representatives to certain boards, committees and commissions, and

WHEREAS, appointments are necessary to fill the following positions.

NOW, THEREFORE, BE IT RESOLVED that Polk County hereby appoints the individual named below, effective upon passage of this Resolution, to the board specified and the indicated term.

Organization

Term Expires

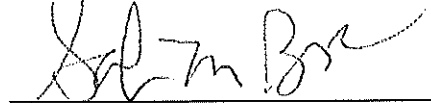
Ankeny Airport Authority
Greg Johnson

12/31/2028

POLK COUNTY

Angela Connolly, Chair

SUBMITTED BY:



Sarah Boese
Deputy County Administrator

FY24/25 #
Fiscal Impact: None

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Appointing individuals to serve as Polk County's representative on various Boards and Commissions.

Agenda Date: December 3, 2024

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: Ongoing

Board/Commission Actions: N/A

Action Requested (Recommended): Appoints individuals to represent Polk County on various boards and commissions.

Comply with Policy: Yes

Background: The Polk County Board of Supervisors is responsible for appointing individuals to represent Polk County on various Boards and Commissions. This resolution appoints the individuals outlined in the attached resolution for the term indicated.

Action Impact: Appoints individuals as Polk County's representative on various boards and commissions.

Fiscal Note: None

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24						

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 City of Urbandale adopted the Forward Urbandale Comprehensive Plan and the City of Urbandale Human Services Strategic Plan with action steps indicated to increase and help maintain the supply of affordable housing; and,

WHEREAS, the City of Urbandale acquired property at 10841 Douglas Avenue for blight remediation purposes with the intent to redevelop the site to support additional affordable housing; and,

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

WHEREAS, Polk County, Iowa desires to commit \$500,000 of Emergency Rental Assistance 2 interest earning funds to support the demolition of the structure on the property at 10841 Douglas Avenue for future redevelopment into affordable housing; and,

WHEREAS, if costs for demolition total less than \$500,000 the remaining funds shall be returned to Polk County, Iowa unless directed to do otherwise by Polk County, Iowa; and,

WHEREAS, if the redevelopment does not include affordable housing the City of Urbandale and Polk County, Iowa will renegotiate the use of the funds to support the goals of the Polk County Board of Supervisors and the Urbandale City Council as it relates to affordable housing and social services.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves funding in the amount of \$500,000 from Emergency Rental Assistance 2 interest earnings to the City of Urbandale for the demolition of the structure at 10841 Douglas Avenue to support redevelopment for affordable housing.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

#28

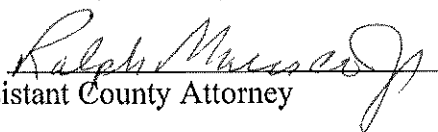
RECOMMENDED FOR APPROVAL:



By: Sarah Boese
Deputy County Administrator
Board of Supervisors

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving funding to the City of Urbandale for the demolition of the structure located at 10841 Douglas Avenue to support future redevelopment for affordable housing.

Agenda Date: December 3, 2024

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Status: New

Background: The City of Urbandale acquired the property at 10841 Douglas Ave for blight remediation. The property may be utilized by the City to accomplish the goals and recommendations indicated in their Forward Urbandale Comprehensive Plan and the Urbandale Human Services Strategic Plan. ERA2 interest funds will be used to support the demolition of the structure on the property to support a future development for affordable housing.

Action Impact: Approve funding

Fiscal Note:

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	\$500,000	\$0	\$0	0	40263415.77140	
25/26							
26/27							

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Community Foundation of Greater Des Moines is a 501(c)(3) non-profit and fiscal agent for the Des Moines Area Regional Transit Authority (DART). DART provides transportation services that connects people every day to jobs, school, medical appointments, entertainment and more; and

WHEREAS, the Community Foundation of Greater Des Moines, fiscal agent for DART, has applied for a Community Development Grant to assist with the Reimagine DART project. The project will focus on a comprehensive analysis to complete a public transit system redesign; and

WHEREAS, Polk County, Iowa desires to enter into an Agreement with the Community Foundation of Greater Des Moines, fiscal agent for DART, to award grant funds to assist with the Reimagine DART project; and

WHEREAS, the grant award will serve a public purpose by analyzing and implementing a redesign that will enhance transportation accessibility, services and sustainability in Polk County, Iowa and the region; and

WHEREAS, pursuant to the Agreement for a Community Development Grant Award, the grant funds shall only be used for costs related to the contracting services for the Reimagine DART project; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of a Community Development Grant in the amount of \$100,000.00 to the Community Foundation of Greater Des Moines, fiscal agent for Des Moines Area Regional Transit Authority (DART), 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

#29

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 \$100,000.00 FY24/25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant for the Community Foundation of Greater Des Moines, a 501(c)(3) non-profit organization and fiscal agent for Des Moines Area Regional Transit Authority (DART),

Agenda Date: December 3, 2024

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

Previous Action taken by the Board: Community Betterment Grant award approved on July 16, 2024 for \$20,000.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Community Foundation of Greater Des Moines, fiscal agent for the Des Moines Area Regional Transit Authority (DART), has applied for a Community Development Grant to assist with the Reimagine Dart project. The project will focus on a comprehensive analysis that will address a public transit system redesign.

The Community Development Grant award will serve a public purpose by analyzing and implementing a redesign that will enhance transportation accessibility, services and sustainability in Polk County, Iowa and the region.

Action Impact: The adoption of this resolution will award \$100,000.00 of gaming revenue to the Community Foundation of Greater Des Moines, fiscal agent for the Des Moines Area Regional Transit Authority (DART), 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	\$100,000.00	\$0	N	40109032.79410	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Des Moines Park & Recreation Foundation d/b/a Friends of Des Moines Parks is a 501(c)(3) non-profit and fiscal agent for the City of Des Moines. The Des Moines Park & Recreation Foundation is dedicated to preserving, improving, and promoting the use of Des Moines parks, greenways, and recreational programs for the benefit of all neighborhoods and residents; and

WHEREAS, Des Moines Park & Recreation Foundation d/b/a Friends of Des Moines Parks, fiscal agent for the City of Des Moines, is requesting a Community Development Grant to assist with an improvement project that will focus on a playground and sprayground at Gray's Lake Park. The Park is located at 2101 Fleur Dr, Des Moines, Polk County, Iowa; and

WHEREAS, the playground project will focus on play areas for children 2-5 years old, 5-12 years old and a dedicated area for children with sensory and respite needs; and

WHEREAS, Polk County, Iowa desires to enter into an Agreement with Des Moines Park & Recreation Foundation d/b/a Friends of Des Moines Parks, fiscal agent for the City of Des Moines, to award grant funds for the new playground project; and

WHEREAS, the grant award will serve the public purpose by providing a safe and accessible outdoor space for recreational activities; 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 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 approves the terms of the attached Agreement for a Community Development Grant Award in the amount of \$100,000.00 to the Des Moines Park & Recreation Foundation d/b/a Friends of Des Moines Parks, fiscal agent for the City of Des Moines, 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

#30

RECOMMENDED FOR APPROVAL:

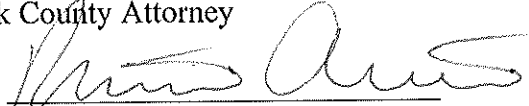
By:


Lisa Moody-Tunks
Grant Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By:


Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund \$100,000.00 FY24/25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant for Des Moines Park & Recreation Foundation d/b/a Friends of Des Moines Parks, a 501(c)(3) non-profit organization and fiscal agent for the City of Des Moines.

Agenda Date: December 3, 2024

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

Previous Action taken by the Board: Community Development Grant award approved on April 21, 2021 for \$100,000.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Des Moines Park & Recreation Foundation d/b/a Friends of Des Moines Parks, fiscal agent for the City of Des Moines, applied for a Polk County Community Development Grant to assist with the development of a combined playground and sprayground at Gray's Lake Park. The Park will be located at 2101 Fleur Dr., Des Moines, Polk County, Iowa. The project will focus on play areas for children 2-5 years old, 5-12 years old and a dedicated area for children with sensory and respite needs.

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 \$100,000.00 of gaming revenue to Des Moines Park & Recreation Foundation d/b/a Friends of Des Moines Parks, fiscal agent for the City of Des Moines, 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	\$100,000.00	\$0	N	40109032.79410	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, 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.

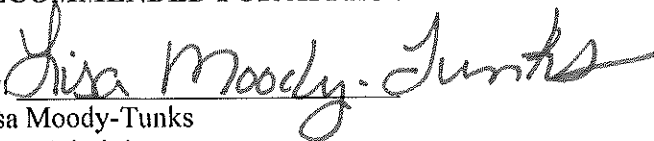
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa hereby approves the allocation of \$3,000.00 in gaming revenue to the listed organizations and for the individual amounts as set forth in the attached Community Sponsorship Award List.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By 
Lisa Moody-Tunks
Grant Administrator

FISCAL NOTE: \$3,000.00 total in funds allocated for the attached Community Sponsorship Award List.

#31

Sponsorship Award
December 3, 2024

Single Parent Provision

\$3,000.00

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Community Sponsorship Awards.

Agenda Date: December 3, 2024

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

Previous Action taken by the Board: Sponsorship Awards approved November 5, 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 \$3,000.00 of gaming revenue to sponsor various non-profit events or initiatives in 2024.

Action Impact: Passing of this resolution will award \$3,000.00 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		\$3,000.00		N	40109035.77455	

Additional Fiscal Note Information (optional):

IN THE SHERIFF'S OFFICE OF POLK COUNTY, IOWA

IN THE MATTER OF THE CONDEMNATION
OF CERTAIN RIGHTS IN LAND FOR THE
2026 NEIGHBORHOOD SIDEWALK
PROGRAM PROJECT (Parnell, 2510 E. 25th
Street, Des Moines, Iowa 50317),

by the

CITY OF DES MOINES, IOWA,
IA077011A

Applicant.

NOTICE OF APPRAISEMENT OF
DAMAGES AND TIME FOR APPEAL

TO:

Titleholders:

Ralph L. Parnell
2510 East 25th Street, Des Moines, Iowa 50317

Shirley A. Parnell a/k/a Shriley Parnell
2510 East 25th Street, Des Moines, Iowa 50317

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

None.

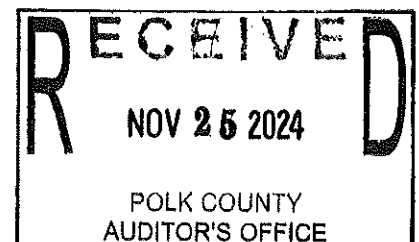
Taxing Authority:

Polk County, Iowa, c/o Polk County Auditor, Polk County Administration Building, 111
Court Avenue, Room 230, Des Moines, IA 50309

And all other persons, companies or corporations having any interest in or owning any of the
following-described real estate:

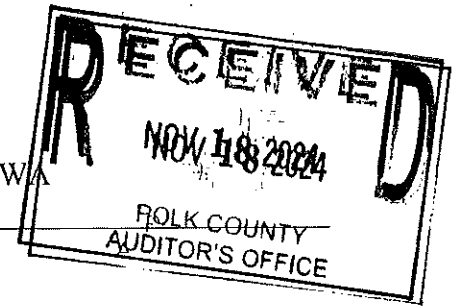
LEGAL DESCRIPTION:

THE EAST 5.00 FEET OF



32

IN THE SHERIFF'S OFFICE OF POLK COUNTY, IOWA



IN THE MATTER OF THE CONDEMNATION
OF CERTAIN RIGHTS IN LAND FOR THE E.
UNIVERSITY AVENUE IMPROVEMENTS
PROJECT (Estate of Vera R. Kemp, 1249 E. 14th
Street),

NOTICE OF APPRAISEMENT OF
DAMAGES AND TIME FOR APPEAL

by the

CITY OF DES MOINES, IOWA,
IA077011A

Applicant.

TO:

Titleholders:

Estate of Vera R. Kemp
Unknown Address

Unknown Heirs and Claimants
Unknown Address

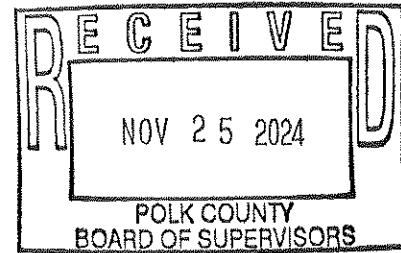
Kimberly Cheeks
1249 E. 14th Street, Des Moines, Iowa 50316

Kandace K. Kemp
1249 E. 14th Street, Des Moines, Iowa 50316

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

Springleaf Mortgage Services, Inc., n/k/a Onemain Mortgage Services, Inc. (Mortgage at
Book 11310, Page 323, Assigned at Book 15834, Page 904)
c/o CT Corporation System (registered agent)
400 East Court Avenue, Des Moines, Iowa 50309

#33



CITY DEVELOPMENT BOARD
STATE OF IOWA

IN THE MATTER OF THE CITY OF ANKENY	)	NO. NC24-25 / ANKENY
VOLUNTARY ANNEXATION INCLUDING	)	
NON-CONSENTING OWNERS WITHIN THE	)	NOTICE OF MEETING TO CONSIDER
URBANIZED AREA OF THE CITY OF ALLEMAN	)	VOLUNTARY ANNEXATION

TO: Cities of Ankeny and Alleman, Polk County Board of Supervisors, Polk County Attorney, Des Moines Area Metropolitan Planning Organization, Iowa Attorney General, Iowa Department of Transportation, Public Utilities and Interested Persons

You and each of you are hereby notified that the City Development Board will, pursuant to Iowa Code Section 368.7, consider the above captioned matter at its regular meeting at 1:00 p.m. on December 11, 2024 at the Iowa Economic Development Authority, 1963 Bell Avenue, Suite 200, Helmick Conference Room, Des Moines, Iowa. A copy of a map and legal description of the annexation territory is enclosed.

To participate in this meeting via Teams, go to <https://akaiaowa.us/cdb>. You will be required to register before receiving the link to join the meeting.

This proposal includes some land without the consent of the owners. The Board will review the proposal for compliance with Iowa Code Section 368.7 and schedule a public hearing for a later date if it is found to be in proper form. You will be notified of the hearing date. Should you have questions regarding this notice, please call 515/348-6196.

CITY DEVELOPMENT BOARD



Matt Rasmussen, Administrator
City Development Board

NOTICE OF A CONSULTATION TO BE HELD BETWEEN THE
CITY OF JOHNSTON, STATE OF IOWA AND ALL AFFECTED
TAXING ENTITIES CONCERNING THE PROPOSED
AMENDMENT NO. 14 TO THE JOHNSTON EAST CENTRAL
TIF URBAN RENEWAL PLAN FOR THE CITY OF JOHNSTON,
STATE OF IOWA

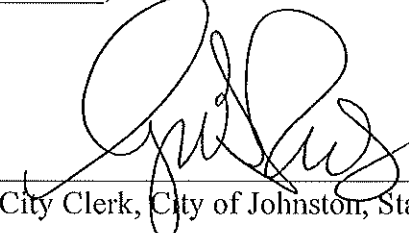
The City of Johnston, State of Iowa will hold a consultation with all affected taxing entities, as defined in Section 403.17(1), Code of Iowa, as amended, commencing at 11:00 A.M. on November 25, 2024, in the Council Chambers, City Hall, 6221 Merle Hay Road, Johnston, Iowa concerning a proposed Amendment No. 14 to the Johnston East Central TIF Urban Renewal Plan for the East Central TIF Urban Renewal Area, a copy of which is attached hereto.

Each affected taxing entity may appoint a representative to attend the consultation. The consultation may include a discussion of the estimated growth in valuation of taxable property included in the Urban Renewal Area, the fiscal impact of the division of revenue on the affected taxing entities, the estimated impact on the provision of services by each of the affected taxing entities in the Urban Renewal Area, and the duration of any bond issuance included in the Amendment.

The designated representative of any affected taxing entity may make written recommendations for modifications to the proposed division of revenue no later than seven days following the date of the consultation. The City Administrator, or his delegate, as the designated representative of the City of Johnston, State of Iowa, shall submit a written response to the affected taxing entity, no later than seven days prior to the public hearing on the proposed Amendment No. 14 to the Johnston East Central TIF Urban Renewal Plan, addressing any recommendations made by that entity for modification to the proposed division of revenue.

This notice is given by order of the City Council of the City of Johnston, State of Iowa, as provided by Section 403.5, Code of Iowa, as amended.

Dated this 18th day of November, 2024



City Clerk, City of Johnston, State of Iowa

(End of Notice)

