

**POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
NOVEMBER 28, 2023 9:30 A.M.**

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

PUBLIC HEARING

VACATE WATER MAIN EASEMENT

5. Resolution vacating existing platted water main easement (Brookfield Enterprises LLC, GP 802520476001).

PUBLIC HEARING

VACATE STORM SEWER EASEMENT

6. Resolution vacating existing platted storm sewer easement (Kimberly Development Corp., GP 802520400010).

PUBLIC HEARING

VACATE ROAD RIGHT-OF-WAY

7. Resolution vacating part of the road right-of-way parcel for NW Cedar Valley Drive.

8.

PUBLIC COMMENTS

PETITIONS

- *9. Petitions to suspend taxes and special assessments for the following:

M. Alsarraf	6750 School St, Windsor Heights
J. Heman	3101 E. 36 th Ct
K. Newquist	628 4 th St, West Des Moines

RESOLUTIONS

- *10. Resolution approving amendments to Professional Services Agreement with ISG, Inc. (for design of water quality wetlands and approval of completion of phases 3-6 for three of the original wetland projects).
- *11. Resolution approving Cooperative Public Service Agreement with City of Bondurant (for maintenance of joint jurisdictional roadways).
- *12. Resolution approving Cooperative Public Service Agreement with City of Pleasant Hill (for maintenance of joint jurisdictional roadways).

- *13. Resolution approving Memorandum of Understanding with Great Plains Institute for climate planning assistance.
- *14. Resolution approving release of lien on 5706 SE 66th Place, Carlisle, Iowa (Rench Services LLC).
- *15. Resolution approving agreement with FexSteve Limited to address lead hazard repairs at 1113 Garden Avenue (Parker).
- *16. Resolution approving agreement with Richmond Construction to address lead hazard repairs at 1922 E. 14th Street (Anaya).
- *17. Resolution approving agreement with FAB Rehab to address lead hazard repairs at 1533 Thompson Avenue (Faas).
- 18. Resolution creating position in the General Services Department.
- *19. Resolution approving agreement with Iowa Department of Justice for the Victim Witness Coordinator program.
- 20. Resolution approving recommendation of the Polk County Assessor for cancellation and allowance of the Disabled Veteran Tax Credit.
- 21. Resolution approving recommendation of the Polk County Assessor for allowances of the Homestead Tax Credit.
- 22. Resolution approving recommendation of the Polk County Assessor for allowances of the Military Service Tax Exemption.
- *23. Resolution approving TIF Indebtedness Certification for Norwoodville Urban Renewal Area.
- *24. Resolution approving TIF Indebtedness De-Certification for Polk City North Urban Renewal Area.
- *25. Resolution approving Polk County Annual Urban Renewal Report.
- 26. Resolution abating taxes for property at 720 E. 30th Street (Holy Spirit Unity Church in America).
- 27. Resolution abating taxes for property at 1561 NE 53rd Street (Minority Communications).
- *28. Resolution approving amendment to Professional Services Agreement with Dr. Larry Weber.
- *29. Resolution approving 28E Agreement for Analysis of Impediments to Fair Housing.

- *30. Resolution waiving and consenting to conflict of interest with Ahlers & Cooney, P.C. Representation of the Des Moines Airport Authority.
- *31. Resolution approving amendment to license agreement between the Iowa Events Center (Oakview Group) and the Iowa Wolves.
- *32. Resolution authorizing expenditures for purchase of security equipment at the Iowa Events Center.
- 33. Resolution approving funding to Oakview Group for new courtside basketball seating at Wells Fargo Arena.
- *34. Resolution approving Community Development Grant for Ballet Des Moines.
- *35. Resolution approving Community Development Grant for Des Moines Area Community College Foundation.
- 36. Resolution approving Community Betterment Grant awards.

COMMUNICATIONS

- 37. Notice that the Board of Supervisors will convene as a Canvassing Board December 12, 2023 to canvass votes cast for the City Runoff Election for offices of Alleman Mayor and Altoona City Council held on December 5, 2023.
- *38. Communication from FEMA (Federal Emergency Management Agency) concerning flood hazard area in unincorporated Polk County, Iowa.

BUDGET ACTIONS

- *39. Memorandum of Budget Actions.

APPOINTMENTS

- *40. 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/auditor/administration/>

Live stream the Board of Supervisors meeting at:
<https://www.polkcountyiowa.gov/board-of-supervisors/meeting-agendas-and-minutes/>

RESOLUTION

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

WHEREAS, Brookfield Enterprises LLC, owners of Outlot 'Y' as recorded in Book 17548, Pages 228, 251, and 260, in the Office of the Polk County Recorder, Polk County, Iowa, have filed a petition in accordance with Section 354.23, Code of Iowa, to vacate an existing platted public utility easement; and

WHEREAS, the description of the easement to be vacated is as follows:

BEGINNING AT THE NORTHWEST CORNER OF OUTLOT 'Y'; THENCE S89°23'31"E, 0.51 FEET ALONG THE NORTH LINE OF SAID OUTLOT TO THE POINT OF BEGINNING; THENCE CONTINUING S89°23'31"E, 9.49 FEET ALONG SAID NORTH LINE TO A POINT; THENCE S00°38'21"W, 15.10 FEET TO A POINT ON THE SOUTH LINE OF SAID OUTLOT 'Y'; THENCE NORTHWESTERLY ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 25.00 FEET, AN ARC LENGTH OF 18.23 FEET, A CHORD BEARING N31°31'37"W, ALONG SAID SOUTH LINE TO THE POINT OF BEGINNING.

AND

ALL OF THE 30.00 FOOT WIDE WATER MAIN EASEMENT IN OUTLOT 'Y', TIMBERBROOKE PLAT 2, AN OFFICIAL PLAT RECORDED IN BOOK 8028, PAGE 6 AT THE POLK COUNTY RECORDER'S OFFICE AND OUTLOT 'Y', BROOKE FIELD ESTATES NORTHWEST PLAT 1, AN OFFICIAL PLAT RECORDED IN BOOK 17548, PAGE 228 AT THE POLK COUNTY RECORDER'S OFFICE, LYING ADJACENT TO THE NORTH RIGHT-OF-WAY LINE OF NW TIMBERRIDGE LANE AS IT IS PRESENTLY ESTABLISHED.

WHEREAS, a public hearing was held on November 28, 2023 as required by Section 354.23 of the Code of Iowa to vacate the platted public utility easement; and

WHEREAS, the platted public utility easement contains no known or planned future utilities, and no longer serves a public purpose.

NOW, THEREFORE BE IT RESOLVED that the public utility easement described above and shown on attached plat is hereby vacated, and this Resolution and attached plat, including the vacation exhibit, shall be recorded by the Polk County Auditor's Office as the vacating instruments in accordance with Section 354.23, Code of Iowa.

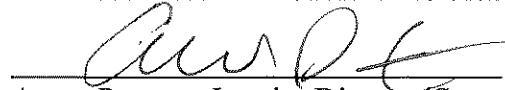
Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

#5

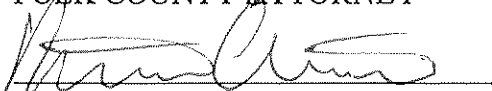
RECOMMENDED FOR APPROVAL:



Aaron Putnam, Interim Director/County Engineer
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL NOTE: No cost to the County

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 200-23 to vacate an existing platted water main easement and authorizing the Auditor to record the Resolution and vacating instruments. The subject property is located at GP 802520476001.

Agenda Date: November 28, 2023.

Contact Individual: Aaron Putnam, PE, Interim Director/County Engineer, Polk County Public Works Department, 286-2290

Previous Action taken by the Board: On November 14, 2023 the Board set the public hearing on this easement vacation for November 28, 2023.

Board/Commission Actions: None

Action Requested (Recommended): Approval of the Resolution to vacate the requested platted water main easement.

Comply with Policy: Yes. Public Works staff has received written approval of the vacation request from all relevant utility companies.

Background: This public utility easement was platted as part of the subdivision plat of Brooke Field Northwest Plat 1. The easement is ten (10) feet in width. In the subsequent plat the intersection was redesigned. This utility easement is now an impediment to the property owners' ability to construct future accessory structures. The easement contains no existing utilities, and is not needed for any future utility services.

Action Impact: Approval of the Resolution will vacate the requested easement and direct the Auditor's Office to record the approved Resolution and vacation instruments.

Fiscal Note: None

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

Additional Fiscal Note Information (optional): None

RESOLUTION

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

WHEREAS, Kimberly Development Corp., owners of the parcel containing the storm sewer easement as recorded in Book 17023, Pages 380-383, in the Office of the Polk County Recorder, Polk County, Iowa, have filed a petition in accordance with Section 354.23, Code of Iowa, to vacate an existing platted storm sewer easement; and

WHEREAS, the description of the easement to be vacated is as follows:

COMMENCING AS A POINT OF REFERENCE AT THE EAST CORNER OF PARCEL 2018-60 OF SAID SE1/4 SE1/4, AN OFFICIAL PARCEL RECORDED IN BOOK 16895, PAGE 239 AT THE POLK COUNTY RECORDER'S OFFICE, SAID EAST CORNER ALSO BEING THE EAST CORNER OF LOT 'B', TIMBERBROOKE PLAT 2, AN OFFICIAL PLAT RECORDED IN BOOK 8028, PAGE 6 AT THE POLK COUNTY RECORDER'S OFFICE, THENCE N27°43'17"W, 35.22 FEET ALONG THE NORTH LINE OF SAID PARCEL 2018-60 TO A POINT; THENCE N89°23'31"W, 58.40 FEET ALONG SAID NORTH LINE TO A POINT; THENCE N56°44'01"W, 71.51 FEET ALONG SAID NORTH LINE TO THE POINT OF BEGINNING; THENCE CONTINUING N56°44'01"W, 30.00 FEET ALONG SAID NORTH LINE TO A POINT; THENCE N33°15'59"E, 32.00 FEET TO A POINT; THENCE S56°44'01"E, 30.00 FEET TO A POINT; THENCE S33°15'59"W, 32.00 FEET TO THE POINT OF BEGINNING.

WHEREAS, a public hearing was held on November 28, 2023 as required by Section 354.23 of the Code of Iowa to vacate the platted storm sewer easement; and

WHEREAS, the platted storm sewer easement contains no known or planned future utilities, and no longer serves a public purpose.

NOW, THEREFORE BE IT RESOLVED that the storm sewer easement described above and shown on attached plat is hereby vacated, and this Resolution and attached plat, including the vacation exhibit, shall be recorded by the Polk County Auditor's Office as the vacating instruments in accordance with Section 354.23, Code of Iowa.

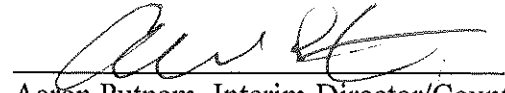
Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

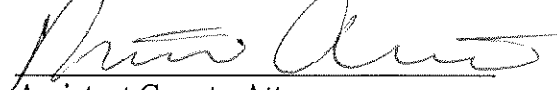
#6

RECOMMENDED FOR APPROVAL:


Aaron Putnam, Interim Director/County Engineer
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY


Assistant County Attorney

FISCAL NOTE: No cost to the County

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 201-23 to vacate an existing platted storm sewer easement and authorizing the Auditor to record the Resolution and vacating instruments. The subject property is located at GP 802520400010.

Agenda Date: November 28, 2023

Contact Individual: Aaron Putnam, PE, Interim Director/County Engineer, Polk County Public Works Department, 286-2290

Previous Action taken by the Board: On November 14, 2023 the Board set the public hearing on this easement vacation for November 28, 2023.

Board/Commission Actions: None

Action Requested (Recommended): Approval of the Resolution to vacate the requested platted storm sewer easement.

Comply with Policy: Yes. Public Works staff has received written approval of the vacation request from all relevant utility companies.

Background: This public utility easement was platted as part of the subdivision plat of Brooke Field Northwest Plat 1. The easement is thirty (30) feet in width. In the subsequent plat the storm sewer was redesigned. This utility easement is now an impediment to the property owners' ability to construct future accessory structures. The easement contains no existing utilities, and is not needed for any future utility services.

Action Impact: Approval of the Resolution will vacate the requested easement and direct the Auditor's Office to record the approved Resolution and vacation instruments.

Fiscal Note: None

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

Additional Fiscal Note Information (optional): None

RESOLUTION

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

WHEREAS, Polk County, Iowa possesses a road right of way parcel for the road currently known as NW Cedar Valley Dr located in unincorporated Polk County, Iowa and further described on the Plat of Survey hereto (hereinafter "the Road"); and

WHEREAS, the description of the Road to be vacated is as follows:

PARCEL 2022-63

A PARCEL OF LAND IN LOT 'A' AND LOT 'B', BROOKE FIELD ESTATES NORTHWEST PLAT 1, AN OFFICIAL PLAT RECORDED IN BOOK 17548, PAGE 228-245 AT THE POLK COUNTY RECORDER'S OFFICE, POLK COUNTY, IOWA THAT IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NW CORNER OF SAID LOT 'A'; THENCE S84°23'31"E, 60.51 FEET ALONG THE NORTH LINE OF SAID LOT 'A'; SAID NORTH LINE COINCIDES WITH THE NORTH LINE OF SAID LOT 'B', TO THE NW CORNER OF OUTLOT 'Y' OF SAID BROOKE FIELD ESTATES NORTHWEST PLAT 1; THENCE SOUTHEASTERLY ALONG A NON-TANGENT CURVE TO THE LEFT HAVING A RADIUS OF 25.00 FEET AND A CHORD BEARING S50°00'38"E, AN ARC LENGTH OF 34.36 FEET ALONG SAID NORTH LINE OF LOT 'B'; SAID NORTH LINE ALSO BEING THE SOUTH LINE OF SAID OUTLOT 'Y', TO A POINT; THENCE N84°23'31"W, 85.04 FEET TO A POINT ON THE WEST LINE OF SAID LOT 'A'; SAID WEST LINE ALSO BEING THE WEST RIGHT-OF-WAY LINE BROOKFIELD COURT AS IT IS PRESENTLY ESTABLISHED; THENCE N00°38'21"E, 20.12 FEET ALONG SAID WEST LINE OF LOT 'A' AND SAID WEST RIGHT-OF-WAY LINE TO THE POINT OF BEGINNING AND CONTAINING 1,341 SQUARE FEET MORE OR LESS.

WHEREAS, the Polk County Engineer and the Polk County Public Works Department have received a request to vacate part of the road right-of-way parcel; and

WHEREAS, the Polk County Engineer and the Polk County Public Works Department have determined that the part of the road right-of-way parcel for the Road is no longer needed for the residents of Polk County or the public at large; and

WHEREAS, a public hearing on vacation and closure of a secondary road is required, pursuant to Iowa Code Section 306.10.

WHEREAS, after proper notice of the hearing pursuant to Iowa Code Section 306.12, a hearing was held on November 28, 2023; and

WHEREAS, no written claims for damages by any property owner abutting the Road were received by Polk County, Iowa; and

WHEREAS, no person or entity objected to the closure of the Road at the public hearing.

NOW, THEREFORE BE IT RESOLVED AND ORDERED by Polk County, Iowa that part of the road right-of-way parcel for the road currently known as NW Cedar Valley Dr located in unincorporated Polk County, Iowa and further described on attached plat hereto is hereby vacated and the road closed; and

BE IT FURTHER RESOLVED AND ORDERED by Polk County, Iowa that no damages as a result of the Road closure are granted to any abutting property owner; and

BE IT FURTHER RESOLVED AND ORDERED that this document shall be filed with the Polk County Auditor and that the Polk County Auditor shall record this document with the Polk County Recorder's Office as evidence of Polk County, Iowa closing the Road and vacating its road right-of-way parcel for the Road.

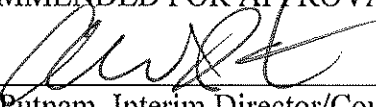
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Approved this ____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Aaron Putnam, Interim Director/County Engineer
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 202-23 vacating part of the road ROW parcel for NW Cedar Valley Dr.

Agenda Date: November 28, 2023

Contact Individual: Aaron Putnam, Interim Director/County Engineer, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: November 14, 2023 Resolution vacating part of the road ROW parcel for NW Cedar Valley Dr.

Board/Commission Actions: None

Comply with Policy: Yes

Background: Polk County possesses a road right of way parcel for the road currently known as NW Cedar Valley Dr located in unincorporated Polk County, Iowa (the Road). The Polk County Engineer and the Polk County Public Works Department have received a request to vacate part of the road right-of-way parcel. The Polk County Engineer and the Polk County Public Works Department have determined that the part of the road right-of-way parcel for the Road is no longer needed for the residents of Polk County or the public at large. Iowa Code Sections 306.10-306.16 govern the vacation of road right-of-way and closure of roads. Polk County Public Works provided notice to the required persons by certified mail pursuant to Iowa Code Chapter 306.12. The Polk County Auditor published notice of a public hearing pursuant to Iowa Code Sections 306.11 through 306.13.

Action Impact: This action vacates Polk County's part of the road right-of-way parcel for NW Cedar Valley Dr. This action directs the Auditor's office to record the resolution as evidence of the parcel vacation and road closure.

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	Y			N		

Additional Fiscal Note Information (optional):

Res. No. 196-23
November 28, 2023

RESOLUTION

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

WHEREAS, Polk County is leading a targeted wetland project to construct wetlands to improve water quality and reduce flooding, dubbed the Polk County Wetland Wave Project; and

WHEREAS, Polk County has dedicated \$1,000,000 in ARPA funding towards the Polk County Wetland Wave Project; and

WHEREAS, Polk County approved a Polk County Wetland Wave Agreement with ISG, Inc. on June 27, 2023 for phase 1-3 designs on four wetland projects; and

WHEREAS, three of the original wetland project landowners, Lehman, Helland, and Wise, have approved moving forward with projects and are prepared to complete phase 3-6 of the designs; and

WHEREAS, Polk County Public Works believes that proceeding with phase 3-6 on the Lehman, Helland, and Wise Wetland designs is in the best interest of the residents of Polk County; and

WHEREAS, ISG, Inc. has provided a First Amendment to the Polk County Wetland Wave Agreement with ISG, Inc. to complete designs and design administration on two additional wetlands; and

WHEREAS, Polk County and IDALS have agreed upon a 50/50 funding split for completing phase 3-6 on the Lehman, Helland, and Wise Wetland designs and the two additional wetlands contained in the First Amendment to the Polk County Wetland Wave Agreement With ISG, INC.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves: (1) the First Amendment to the Polk County Wetland Wave Agreement with ISG, Inc; and (2) completion of phases 3-6 on the Lehman, Helland, and Wise Wetland designs.

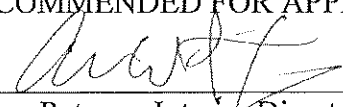
NE TI FURTHER RESOLVED that Polk County, Iowa, authorizes the Chair of the Polk County Board of Supervisors to execute the First Amendment to the Polk County Wetland Wave Agreement with ISG, Inc on Polk County's behalf and authorizes the Public Works Department to administer said amendment.

Approve this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Aaron Putnam, Interim Director/County Engineer
Polk County Public Works Department

#10

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY


Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 196-23 to approve amendments to the Professional Services Agreement between Polk County and ISG, Inc for the design of water quality wetlands and approves the completion of phases 3-6 for three of the original wetland projects.

Agenda Date: November 28, 2023

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

Previous Action taken by the Board: Resolution No. 111-23, dated June 27, 2023 approving Professional Services Agreement.

Board/Commission Actions: N/A

Action Requested (Recommended): Approve the terms of the amendments, authorize the Chair to execute the amendments on behalf of Polk County, direct the Public Works Department to return a copy of the signed amendments to the cooperating partners.

Comply with Policy: Yes

Background: Polk County has started a targeted effort to construct water quality wetlands across targeted watersheds. This "Wetland Wave Project" is utilizing ARPA funding and a funding partnership with the Iowa Department of Agriculture and Land Stewardship. This amendment adds two additional wetlands to the ISG contract and approves the completion of phases 3-6 for three of the original wetland projects.

Action Impact: Action approves the Chair to sign the amendment and Public Works to oversee the professional design services.

Fiscal Note: This project is funded through the Special Projects-Wetlands Fund.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$282,606.27	\$141,303.14	N		

Additional Fiscal Note Information (optional):

Res. No. 199-23
November 28, 2023

RESOLUTION

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

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

WHEREAS, due to recent and pending annexations, the Public Works Department has developed an "Agreement for Cooperate Services" with the City of Bondurant for routine and major maintenance of roadways to reflect those changes in roadway jurisdiction.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the terms of the attached agreement, adopts the agreement, and authorizes the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County; and

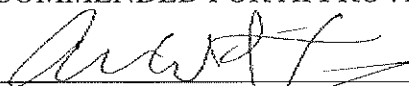
BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to the City of Bondurant and administer the agreement on behalf of Polk County.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

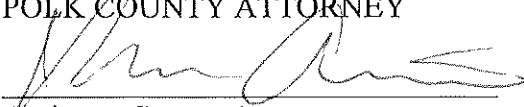
RECOMMENDED FOR APPROVAL:



Aaron Putnam, Interim Director/County Engineer
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL NOTE: None

#11

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 199-23 to approve a Cooperative Public Service Agreement with the City of Bondurant for the maintenance of joint jurisdictional roadways.

Agenda Date: November 28, 2023

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Approves the terms of the attached agreement, adopts the agreement, and authorizes the Chair to execute the agreement on behalf of Polk County. Directs the Public Works Department return a copy of the signed agreement to the City of Bondurant and administer the agreement on behalf of Polk County.

Comply with Policy: Yes

Background: It has been the ongoing practice of this department to enter into Cooperative Service Agreements with local governments or agencies for the routine and major maintenance of Joint jurisdictional roadways in an effort to provide more efficient services for the general public. Due to recent and pending annexations, the Public Works Department has developed an "Agreement for Cooperate Services" with the City of Bondurant for routine and major maintenance of roadways to reflect those changes in roadway jurisdiction.

Action Impact: The resolution establishes the responsibilities of each jurisdiction for the maintenance of certain roadways as per the terms of the Cooperative Services Agreement.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	NA	N	N	N		
24/25						

Additional Fiscal Note Information (optional):

Res. No. 198-23
November 28, 2023

R E S O L U T I O N

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

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

WHEREAS, due to recent and pending annexations, the Public Works Department has developed an "Agreement for Cooperate Services" with the City of Pleasant Hill for routine and major maintenance of roadways to reflect those changes in roadway jurisdiction.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the terms of the attached agreement, adopts the agreement, and authorizes the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County, Iowa; and

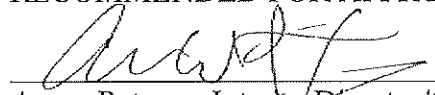
BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to the City of Pleasant Hill and administer the agreement on behalf of Polk County.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Aaron Putnam, Interim Director/County Engineer
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL NOTE: None

#12

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 198-23 to approve a Cooperative Public Service Agreement with the City of Pleasant Hill for the maintenance of joint jurisdictional roadways.

Agenda Date: November 28, 2023

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Approves the terms of the attached agreement, adopts the agreement, and authorizes the Chair to execute the agreement on behalf of Polk County. Directs the Public Works Department return a copy of the signed agreement to the City of Pleasant Hill and administer the agreement on behalf of Polk County.

Comply with Policy: Yes

Background: It has been the ongoing practice of this department to enter into Cooperative Service Agreements with local governments or agencies for the routine and major maintenance of Joint jurisdictional roadways in an effort to provide more efficient services for the general public. Due to recent and pending annexations, the Public Works Department has developed an "Agreement for Cooperate Services" with the City of Pleasant Hill for routine and major maintenance of roadways to reflect those changes in roadway jurisdiction.

Action Impact: The resolution establishes the responsibilities of each jurisdiction for the maintenance of certain roadways as per the terms of the Cooperative Services Agreement.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	NA	N	N	N		
24/25						

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County has received a grant pursuant to the United States Environmental Protection Agency's Climate Pollution Reduction Grant (CPRG) program to develop and implement plans for reducing greenhouse gas emissions and other harmful air pollution; and

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

WHEREAS, Polk County's approved CPRG workplan and budget allow for sub-agreements with non-profit, governmental, and educational institutions; and

WHEREAS, Great Plains Institute is a Midwest non-profit entity with vast expertise and experience in climate planning and project development at the community and regional level; and

WHEREAS, the Polk County Public Works Department seeks supplementary assistance from Great Plains Institute in fulfilling the requirements of the CPRG in an amount not to exceed \$100,000.

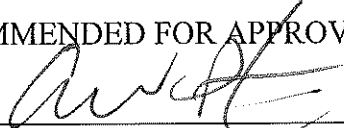
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the subaward agreement for climate planning assistance between Polk County and Great Plains Institute, authorizes the expenditure not to exceed \$100,000 out of the CPRG for the services, authorizes the Chair of the Polk County Board Supervisors to sign said Agreement on behalf of Polk County, Iowa, and authorizes the Public Works Department to execute the terms of the Agreement.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Aaron Putnam, Interim Director/County Engineer
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 197-23 to approve the Memorandum of Understanding between Polk County and Great Plains Institute for climate planning assistance.

Agenda Date: November 28, 2023

Contact Individual: Allison van Pelt, Sustainability Planner, Polk County Public Works Department, 515-286-3705

Previous Action taken by the Board: September 5, 2023; Res. No. 139-23

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution approves the EPA award sub-agreement between Polk County and Great Plains Institute and authorizes the Polk County Public Works Department to administer the terms of the agreement.

Comply with Policy: Yes

Background: Polk County has elected to be the lead agency for the US EPA Climate Pollution Reduction Grant for the Des Moines, IA metropolitan statistical area. By entering into the agreement with Great Plains Institute, Polk County staff will receive planning and project development support.

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

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

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$100,000	\$100,000	N		

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

R E S O L U T I O N

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

WHEREAS, Polk County entered into a Water Main Connection Agreement with Rench Services LLC for property described as: LOTS 3 AND 4 IN BLOCK "C" IN LAKE AVON, AN OFFICIAL PLAT, in Polk County, Iowa, locally known as 5706 SE 66th Pl., Carlisle, Iowa; and

WHEREAS, the Water Main Connection Agreement provided for repayment of the 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 \$4,500; and

WHEREAS, Rench Services LLC has satisfied the requirements of the lien recorded February 22, 2023, in book 19400 page 455-458 against the property located at 5706 SE 66th Pl., Carlisle, Iowa.

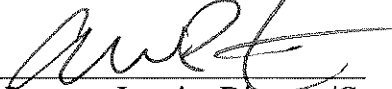
NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa releases the lien on 5706 SE 66th Pl., Carlisle, Iowa authorizes the Chair of the Polk County Board of Supervisors to sign the attached release, and requests the Polk County Auditor's Office to record this release.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

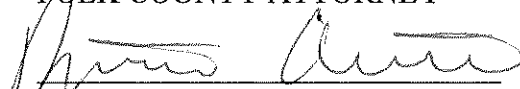
RECOMMENDED FOR ACTION:



Aaron Putnam, Interim Director/County Engineer
Polk County Public Works Department

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY



Assistant County Attorney

Fiscal Impact: None

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 195-23 to approve the release of a lien on 5706 SE 66th Pl., Carlisle, IA

Agenda Date: November 28, 2023

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

Previous Action taken by the Board: Yes

Board/Commission Actions: Board approved Water Main Connection Agreement on February 21, 2023

Action Requested (Recommended): Approve the release of lien on property located 5706 SE 66th Pl. Carlisle, IA

Comply with Policy: Yes

Background: Polk County entered into a Water Main Connection Agreement with Rench Services LLC for property located at 5706 SE 66th Pl., Carlisle, IA, on February 21, 2023. The Water Main Connection Agreement provided for repayment of the 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 \$4,500.00. 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 5706 SE 66th Pl., Carlisle, IA.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24		N/A	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 1113 Garden Avenue, Des Moines, Iowa 50313; and

WHEREAS, bids were received by 2:00PM on 11/2/2023; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

FexSteve Limited Company	\$25,150.00
FAB Rehab	\$27,300.00
Richmond Construction	\$32,100.00

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 FexSteve Limited Company; and

WHEREAS, the Polk County Health Department has reviewed the FexSteve Limited Company bid proposal and recommends acceptance for **\$25,150.00**; and

WHEREAS, FexSteve Limited Company, Cameo Parker 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 bid for **\$25,150.00** from FexSteve Limited Company, and authorizes the Chair of the Polk County Board of Supervisors to sign Home Lead Remediation Contract on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

#15

Tom Hockensmith, 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: Kimberly Graham
Assistant County Attorney

FISCAL NOTE: FY 23/24 revenue	\$15,150.00
FY 23/24 expenses	\$25,150.00

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 1113 Garden Avenue, Des Moines, Iowa 50313.

Agenda Date: November 28, 2023

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.

Cameo Parker owns a property at **1113 Garden Avenue, Des Moines, Iowa 50313**. Mr. Parker has two children 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 2, 2023**. The following bids were received:

FexSteve Limited Company	\$25,150.00
FAB Rehab	\$27,300.00
Richmond Construction	\$32,100.00

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 \$25,150.00. **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
23/24	N	0	\$15,150.00	\$15,150.00	N	10223018.77440.01	10223018.52440
23/24	N	0	\$10,000.00	\$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 1922 E 14th Street, Des Moines, Iowa 50316; and

WHEREAS, bids were received by 2:00PM on 10/10/2023; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

Richmond Construction	\$48,000.00
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FexSteve Limited Company	\$52,100.00
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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 Richmond Construction; and

WHEREAS, the Polk County Health Department has reviewed the Richmond Construction bid proposal and recommends acceptance for **\$48,000.00**; and

WHEREAS, Richmond Construction, William Moyer, Jose Anaya, Cristal Anaya 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 bid for **\$48,000.00** from Richmond Construction, and authorizes the Chair of the Polk County Board of Supervisors to sign Home Lead Remediation Contract on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair

#16

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: Kim Graham
Assistant County Attorney

FISCAL NOTE: FY 23/24 revenue	\$30,000
FY 23/24 expenses	\$48,000

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 1922 E 14th Street, Des Moines, Iowa 50316.

Agenda Date: November 28, 2023

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.

William Moyer, Jose Anaya and Cristal Anaya own a property at **1922 E 14th Street, Des Moines, Iowa 50316**. Mr. & Mrs. Anaya 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 **October 10, 2023**. The following bids were received:

Richmond Construction	\$48,000.00
FexSteve Limited Company	\$52,100.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **Richmond Construction** in the amount of \$48,000.00. **Richmond Construction** 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
23/24	N	0	\$30,000	\$30,000	N	10223018.77440.01	10223018.52440
23/24	N	0	\$18,000	\$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 1533 Thompson Avenue, Des Moines, Iowa 50316; and

WHEREAS, bids were received by 2:00PM on 10/18/2023; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

FAB Rehab	\$36,849.00
FexSteve Limited Company	\$39,700.00
Richmond Construction	\$43,500.00

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 **\$36,849.00**; and

WHEREAS, FAB Rehab, Levi Faas, Kate Faas 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 bid for **\$36,849.00** from FAB Rehab, and authorizes the Chair of the Polk County Board of Supervisors to sign Home Lead Remediation Contract on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

#17

Tom Hockensmith, 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: Kim Graham
Assistant County Attorney

FISCAL NOTE: FY 23/24 revenue	\$18,424.50
FY 23/24 expenses	\$36,849.00

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 1533 Thompson Avenue, Des Moines, Iowa 50316.

Agenda Date: November 28, 2023

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.

Levi & Kate Faas own a property at **1533 Thompson Avenue, Des Moines, Iowa 50316**. Mr. & Mrs. Faas 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 **October 18, 2023**. The following bids were received:

FAB Rehab	\$36,849.00
FexSteve Limited Company	\$39,700.00
Richmond Construction	\$43,500.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **FAB Rehab** in the amount of \$36,849.00. **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
23/24	N	0	\$18,424.50	\$18,424.50	N	10223018.77440.01	10223018.52440
23/24	N	0	\$18,424.50	\$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 and Al Rodruck are parties to an Employment Agreement for the provision of property management services, and

WHEREAS, Polk County desires to create a permanent full-time position and employ Mr. Rodruck, and

WHEREAS, Mr. Rodruck will continue to perform property management duties as outlined in the proposed classification of Property Coordinator, and

WHEREAS, the permanent position will be placed in the General Services Department, and

WHEREAS, the Human Resources Department is recommending the following position modification:

- Create one (1) Property Coordinator position, AFSCME grade 17, range \$61,379-\$80,343.
- Red-circle incumbent at current salary.

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

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Jeffrey Edgar
Jeffrey Edgar, Director
Polk County Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Marascio
Assistant County Attorney

FISCAL NOTE: The estimated cost is \$69,936 for FY23/24, \$128,930 for FY24/25, and \$130,094 for FY25/26.

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: November 28, 2023

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: 6/27/2023, 9/19/2023

Action Requested (Recommended): Create one (1) Property Coordinator position, AFSCME grade 17, range \$6,379-\$80,343. Red-circle incumbent at current salary.

Comply with Policy: Yes

Background: Polk County and Al Rodruck entered into an employment agreement to provide property management services for homes now owned by Polk County. Polk County wishes to create a permanent full time position for Mr. Rodruck.

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

Fiscal Note: The estimated cost is \$69,936 for FY23/24, \$128,930 for FY2/25, and \$130,094 for FY25/26.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	N	1	\$69,936		N		
24/25	N	1	\$128,930		N		
25/26	N	1	\$130,094		N		

Additional Fiscal Note Information (optional): The position will continue to be funded through revenues from lease fees for management properties.

RESOLUTION

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

WHEREAS, in 2016 the Office of the Polk County Attorney entered into an Agreement with the Iowa Department of Justice to provide personnel to perform work for the program or project entitled "Polk County Victim Witness Coordinator"; and

WHEREAS, the Office of the Polk County Attorney has provided personnel to perform the work and wishes to continue to provide personnel to perform the work for the program; and

WHEREAS, the parties agree to continue the Agreement with the budget period and period of performance being October 1, 2023 through September 30, 2024; and

WHEREAS, the parties have negotiated the terms of the new Agreement to include and continue the provision of these services whereby the Iowa Department of Justice provides a grant of \$55,469.00 for actual costs incurred and the Program will provide a minimum match of \$0.00.

NOW THEREFORE BE IT RESOLVED that Polk County approves the terms of said Agreement, with the Iowa Department of Justice to provide personnel to perform work for the program or project entitled "Polk County Victim Witness Coordinator", and authorizes the Polk County Attorney, or her designee to execute and sign the Agreement and any other document in furtherance of the Agreement, on behalf of Polk County.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL
AND APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: Anticipated Revenue: \$55,469.00

#19

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Agreement between the Iowa Department of Justice and Polk County, Iowa for the Polk County Attorney's Office Victim Witness Coordinator program

Agenda Date: November 28, 2023

Contact Individual: Ralph E. Marasco, Jr.
Assistant County Attorney
286-3331

Previous Action taken by the Board: Approval extension for the 2023/2024 Fiscal year

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: In 2016 the Polk County Attorney's Office entered into an Agreement with the Iowa Department of Justice to provide personnel for the program entitled "*Polk County Victim Witness Coordinator*" with the Iowa Department of Justice providing funding from a prime grant awarded to the Department and the Program providing a minimum in matching funds. The parties desire to continue the Agreement, with the Iowa Department of Justice providing \$55,469.00.00 in funds and the Program providing a minimum of \$0.00 for the fiscal year 2023/2024.

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				\$55,469.00			
24/25							

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____ Seconded by _____

that the following Resolution be adopted:

WHEREAS, the General Assembly of Iowa enacted legislation, now codified in Iowa Code Chapter 425, providing for the Disabled Veteran Tax Credit ("the Credit"); and,

WHEREAS, the Credit is available for certain disabled veterans or their surviving spouse or child that satisfy specific statutory criteria; and

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

WHEREAS, once allowed by the Board of Supervisors, the property owner must continue to satisfy the statutory criteria. If the property owner no longer satisfies the statutory criteria, the Credit should be cancelled. The Assessor recommends the Credit on one such parcel for the taxable years noted on the attached sheet be cancelled; and

WHEREAS, from time to time the Assessor discovers property owners that should have been allowed the Credit but for various reasons the Credit was disallowed. The Assessor recommends the Credit on one such parcel for the taxable years noted on the attached sheet be allowed.

NOW, THEREFORE BE IT RESOLVED by Polk County, Iowa, that the recommendations of the Polk County Assessor regarding cancellation and allowance for the Disabled Veteran Tax Credit are accepted and adopted.

BE IT FURTHER RESOLVED that the Polk County Assessor is directed to send written notice, by mail, to all claimants that were denied the reason for denial.

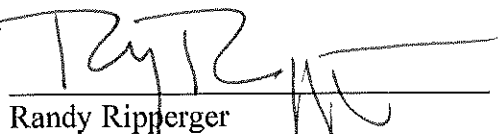
BE IT FURTHER RESOLVED that this information be conveyed to the Polk County Auditor as required by statute.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Randy Ripberger
Polk County Assessor

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the recommendation of the Polk County Assessor for cancellation and allowance of the Disabled Veteran Tax Credit.

Agenda Date: November 28, 2023

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

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: There is a Disabled Veteran Tax Credit under Iowa Code 425.15 that provides a property tax credit on the homestead of an eligible veteran. The Credit is available for certain disabled veterans or their surviving spouse or child that satisfy specific statutory criteria. To receive this Credit, property owners must file a claim with the County Assessor, who then recommends allowance or disallowance of the claim to the County Auditor and County Board of Supervisors based upon the statutory criteria. Once allowed by the Board of Supervisors, the property owner must continue to satisfy the statutory criteria. If the property owner no longer satisfies the statutory criteria, the Credit should be cancelled. The Assessor recommends the Credit on one such parcel for the taxable years noted on the attached sheet be cancelled. In addition, from time to time the Assessor discovers property owners that should have been allowed the Credit but for various reasons the Credit was disallowed. The Assessor recommends the Credit on one such parcel for the taxable years noted on the attached sheet be allowed

Action Impact: The passage of this resolution approves the recommendation of the Polk County Assessor for cancellation and allowance of the Disabled Veterans Tax Credit.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	N				N		

RESOLUTION

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

WHEREAS, the General Assembly of Iowa enacted legislation, now codified in Iowa Code Section 425, providing for the Homestead Tax Credit ("Credit"); and,

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

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

WHEREAS, from time to time the Assessor discovers property owners that should have been allowed the Credit but for various reasons the Credit was disallowed. The Polk County Assessor recommends the Credit be allowed for five such property owners on the parcels for the taxable years noted on the attached sheet; and,

NOW, THEREFORE BE IT RESOLVED by Polk County, Iowa, that the recommendation of the Polk County Assessor regarding allowances for the Homestead Tax Credit are accepted and adopted.

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

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

Randy Ripperger
Polk County Assessor

#21

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the recommendation of the Polk County Assessor for allowances of the Homestead Tax Credit.

Agenda Date: November 28, 2023

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

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: There is a Homestead Tax Credit under Iowa Code 425.1 that provides a property tax credit on the homestead of an eligible property owner. The Credit is available for certain property owners that satisfy specific statutory criteria. To receive this Credit, property owners must file a claim with the County Assessor, who then recommends allowance or disallowance of the claim to the County Auditor and County Board of Supervisors based upon the statutory criteria. From time to time the Assessor discovers property owners that should have been allowed the Credit but for various reasons the Credit was disallowed. The Polk County Assessor recommends the Credit be allowed for five such property owners on the parcels for the taxable years noted on the attached sheet.

Action Impact: The passage of this resolution approves the recommendation of the Polk County Assessor for allowances of the Homestead Tax Credit.

Fiscal Note:

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

RESOLUTION

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

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

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

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

WHEREAS, from time to time the Assessor discovers property owners that should have been allowed the Exemption but for various reasons the Exemption was disallowed. The Polk County Assessor recommends the Exemption be allowed for two such property owners on the parcels for the taxable years noted on the attached sheet.

NOW, THEREFORE BE IT RESOLVED by Polk County, Iowa, that the recommendation of the Polk County Assessor regarding allowances for the Military Service Tax Exemption are accepted and adopted.

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

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

Randy Ripperger
Polk County Assessor

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the recommendations of the Polk County Assessor for allowances of the Military Service Tax Exemption.

Agenda Date: November 28, 2023

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

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: There is a Military Service Tax Exemption under Iowa Code Section 426A that provides a property tax exemption on the property of an eligible military veteran. The Exemption is available for certain military veterans that satisfy specific statutory criteria. To receive this Exemption, military veterans must file a claim with the County Assessor, who then recommends allowance or disallowance of the claim to the County Auditor and County Board of Supervisors based upon the statutory criteria. From time to time the Assessor discovers property owners that should have been allowed the Exemption but for various reasons the Exemption was disallowed. The Polk County Assessor recommends the Exemption be allowed for two such property owners on the parcels for the taxable years noted on the attached sheet.

Action Impact: The passage of this resolution approves the recommendations of the Polk County Assessor for allowances, disallowances, and cancellations of the Military Service Tax Exemption.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	N				N		

RESOLUTION

Moved by _____ Seconded by _____
that the following resolution be adopted:

WHEREAS, Polk County adopted the Norwoodville Urban Renewal Plan ("Plan") on May 15, 2018 to stimulate economic development and remediate blighting influences, and

WHEREAS, Polk County incurred costs for engineering fees, sewer, and construction costs, and

WHEREAS, the Plan authorizes Polk County to certify Tax Increment Financing (TIF) indebtedness to reimburse costs incurred for the Urban Renewal project, and

WHEREAS, Iowa Code §403.19(6)(a)(2) requires that TIF debt certifications be approved by the governing body of the municipality,

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors approves the TIF Indebtedness Certification for Polk County Norwoodville Urban Renewal Area and directs the Budget Manager to submit documentation to the County Auditor's Office.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

Submitted By:

Deborah A. Anderson

Deb Anderson, Budget Manager

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving TIF Indebtedness Certification for Norwoodville Urban Renewal Area

Agenda Date: November 28, 2023

Contact Individual: Deb Anderson, Budget Manager
Board of Supervisors
286-3016

Background: In May 2018, Polk County adopted the Norwoodville Urban Renewal Plan (“Plan”). The primary goals of the Plan are to stimulate, through public involvement and commitment, private investment in new economic development and to remediate blighting influences in the designated area.

During the past 12 months, Polk County incurred \$14,777.11 in expense for engineering, sewer, and construction.

Per the Urban Renewal Plan, Polk County is eligible for reimbursement of these costs from incremental taxes collected in the Urban Renewal Area. To effectuate the tax collections, Polk County needs to certify this debt with the County Auditor by December 1st. Per Iowa Code, the governing body is required to approve such certification.

Action Impact: Approves the TIF Indebtedness Certification for Norwoodville Urban Renewal Area

Fiscal Note: \$14,777.11 of debt will be certified and eligible for reimbursement from incremental taxes

RESOLUTION

Moved by _____ Seconded by _____
that the following resolution be adopted:

WHEREAS, on November 6, 2001, Polk County entered into a development agreement with Big Creek Development for the Tournament Club of Iowa residential and commercial development project, and

WHEREAS, Polk County established the Polk City North urban renewal area to rebate incremental property tax collections to the developer for a period not to exceed twenty years, and

WHEREAS, the urban renewal area will sunset 06/30/24, and

WHEREAS, since the inception of the urban renewal area, \$17.5M of development costs and low-to-moderate income set-aside have been certified as debt and \$10.3M of incremental property taxes have been distributed in satisfaction of this debt, and

WHEREAS, the remaining \$7.2M of certified debt needs to be de-certified due to sunseting of this urban renewal area, and

WHEREAS, Iowa Code §403.19(6)(a)(2) requires TIF indebtedness certifications to be approved by the governing body of the municipality,

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors approves the TIF Indebtedness Reduction Certification for the Polk City North urban renewal area.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

Submitted By:

Deborah A. Anderson

Deb Anderson, Budget Manager

#24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving TIF Indebtedness De-Certification for Polk City North Urban Renewal Area

Agenda Date: November 28, 2023

Contact Individual: Deb Anderson, Budget Manager
Board of Supervisors
286-3016

Background: In November 2001, Polk County entered into a development agreement with Big Creek Development and Polk City, Iowa to develop the Tournament Club of Iowa golf course and residences and to rebate incremental property taxes.

The urban renewal area established pursuant to this development agreement will sunset at the end of FY 23/24. As such, incremental tax collections for the Polk City North urban renewal area will cease as of 06/30/24, and any remaining certified indebtedness needs to be de-certified with the County Auditor.

During the course of this project, \$17.5M of development costs and low-to-moderate income set aside was certified as debt. Incremental tax collections of \$10.3M were distributed. The remaining debt to be de-certified is \$7.2M.

Per Iowa Code, the governing body is required to approve TIF debt certifications.

Action Impact: Approves TIF Indebtedness De-Certification for Polk City North Urban Renewal Area

Fiscal Note: \$7,209,971.57 of TIF indebtedness will be de-certified.

RESOLUTION

Moved by _____ Seconded by _____
that the following resolution be adopted:

WHEREAS, legislation adopted during the 2012 Legislative Session implemented urban renewal reporting requirements for municipalities, and

WHEREAS, each levy authority with an urban renewal plan and urban renewal area in effect at any point during the preceding fiscal year is required to file a report within the state Urban Renewal Reporting System by December 1st of each year, and

WHEREAS, Polk County has five urban renewal areas subject to this reporting requirement, and

WHEREAS, state legislation requires that the report and supporting documents be approved by an affirmative majority vote of the governing body of the levy authority,

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors approves the Annual Urban Renewal Report. The Board authorizes staff to submit this report in the manner prescribed by the State.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

Submitted By:

Deborah A. Anderson

Deb Anderson, Budget Manager

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Polk County Annual Urban Renewal Report

Agenda Date: November 28, 2023

Contact Individual: Deb Anderson, Budget Manager

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Action Requested (Recommended): Approval of Report

Comply with Policy: Yes

Background: House File 2460, enacted during the 2012 legislative session, increased urban renewal reporting requirements for municipalities. To implement the legislation, the state Department of Management developed an online reporting system wherein each levy authority with active urban renewal areas is required to enter urban renewal information by December 1 of each year. Required information includes urban renewal area effective dates, outstanding TIF debt obligations, TIF fund balances, and job creation associated with urban renewal projects.

Polk County had five active urban renewal areas during FY 22/23:

- (1) Polk City North (Tournament Club)
- (2) Saylorville Business Park
- (3) NE 46th Avenue Industrial Urban Renewal (EFCO)
- (4) Whitetail Ridge Urban Renewal, and
- (5) Norwoodville

Action Impact: Approves content and filing of Annual Urban Renewal Report

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense & Transfers In	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24						

RESOLUTION

MOVED by _____
that the following Resolution be adopted:

SECONDED by _____

WHEREAS, the property identified in the County System as Geoparcel Number 7824.01.233.035 is owned by Holy Spirit Unity Church in America; and,

WHEREAS, the deadline to file for a tax exemption with the Polk County Assessor is February 1 of each year; and,

WHEREAS, had Holy Spirit Unity Church in America filed for the exemption before February 1 the property would have been exempt for the 2022 assessed year; and,

WHEREAS, Iowa Code §427.3 grants the authority of the Board of Supervisors to abate the taxes levied against property acquired after the deadline for filing for property tax exemption in the year in which the property was transferred; and,

WHEREAS, it is the desire of the Polk County Board of Supervisors to abate the assessed year 2022 taxes payable September 2023 and March 2024 for Holy Spirit Unity Church in America.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa authorizes the abatement of the Holy Spirit Unity Church in America assessed year 2022 taxes payable September 2023 and March 2024; and waive all associated late fees or penalties; and the Treasurer, Auditor and Assessor are directed to take all steps necessary to implement this resolution and correct their records accordingly.

Approved this _____ day of _____, 2023

POLK COUNTY, IOWA

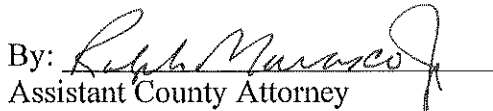
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

FISCAL NOTE: FY23/24

#26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution abating property taxes for Holy Spirit Unity Church in America for property at 720 E 30th St, District 050 Parcel 01408-003-000/Geoparcel 7824-01-233-035.

Agenda Date: November 28, 2023

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Action Requested (Recommended): Approve property tax abatement request for Holy Spirit Unity Church in America.

Comply with Policy: Yes

Background: Holy Spirit Unity Church in America is the owner of geoparcel 7824.01.233.035 located at 720 e 30th St. Holy Spirit Unity Church in America is requesting an abatement for the taxes assessed year 2022.

Action Impact: Abate assessed year 2022 taxes in the amount of \$16,266

Fiscal Note:

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

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____
that the following Resolution be adopted:

SECONDED by _____

WHEREAS, the property identified in the County System as Geoparcel Number 7924.13.103.901 is owned by Minority Communications; and,

WHEREAS, the deadline to file for a tax exemption with the Polk County Assessor is February 1 of each year; and,

WHEREAS, had Minority Communications filed for the exemption before February 1 of 2018 the property would have been exempt for the 2018 assessed year; and,

WHEREAS, Iowa Code §427.3 grants the authority of the Board of Supervisors to abate the taxes levied against property acquired after the deadline for filing for property tax exemption in the year in which the property was transferred; and,

WHEREAS, it is the desire of the Polk County Board of Supervisors to abate the assessed prorated year 2018 taxes payable September 2019 and March 2020 for Minority Communications.

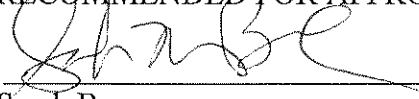
NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa authorizes the abatement of the Minority Communications assessed year 2018 taxes payable September 2019 and March 2020; and waive all associated late fees or penalties; and the Treasurer, Auditor and Assessor are directed to take all steps necessary to implement this resolution and correct their records accordingly.

Approved this _____ day of _____, 2023

POLK COUNTY, IOWA

Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

FISCAL NOTE: FY23/24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution abating property taxes for Minority Communications for property at 1561 NE 53rd St in Saylor Township, District 270 Parcel 01666-006-007/Geoparcels 7924-13-103-901.

Agenda Date: November 28, 2023

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Action Requested (Recommended): Approve property tax abatement request for Minority Communications.

Comply with Policy: Yes

Background: Minority Communications is the owner of geoparcels 7924.13.103.901 located at 1561 NE 53rd in Saylor Township. Minority Communications is requesting an abatement for the taxes assessed year 2018.

Action Impact: Abate assessed year 2018 taxes in the amount of \$2,968

Fiscal Note:

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

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

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

WHEREAS, Dr. Larry Weber has been identified as a contributor to this project and Polk County entered into a professional services agreement with him in May of 2023; and,

WHEREAS, Dr. Larry Weber has agreed to serve as a Team Lead through the duration of the project.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Amended Agreement, with Dr. Larry Weber for his participation in the Central Iowa Source Water Research Assessment, 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 _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith , Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: 23/24 - \$4,800

#28

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving amendment to professional services agreement with Dr. Larry Weber.

Agenda Date: November 28, 2023

Contact Individual: Sarah Boese
515-286-3895

Previous Action taken by the Board: May 16, 2023

Board/Commission Actions: None

Comply with Policy: Yes

Background: The Polk County Board of Supervisors authorized the use of American Rescue Plan Act funds to conduct a scientific review of pollutants in the Des Moines and Raccoon Rivers. The study will review existing research, identify research gaps, and create water quality improvement recommendations. A team of water quality experts is being assembled to conduct this work and contribute to the final reports. Larry Weber has agreed to serve as a Team Lead through the completion of the project.

Action Impact: Approve amendment to professional services agreement.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
22/23	Y				N		
23/24			\$4,800			10109037.87553.02	
24/25							

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Federal funding is available under the Community Development Block Grant Program, to be administered by Polk County for the purpose of the provision of public improvement activities, housing activities, public services activities, and economic development activities; and,

WHEREAS, Polk County, the City of West Des Moines, the City of Des Moines and the Des Moines Municipal Housing Agency plan to receive federal entitlement funds administered by the U.S. Department of Housing and Urban Development; and,

WHEREAS, HUD requires all of the entities receiving funding to conduct an analysis to identify impediments to fair housing choice; and,

WHEREAS, the entities listed above agree to conduct one regional assessment as a "Regional Collaboration."

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa does hereby approve and authorize the signing of the attached Chapter 28E Agreement for Analysis of Impediments to Fair Housing in accordance with this resolution 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 _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, 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: FY23/24

#29

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving agreement for analysis of impediments to fair housing.

Agenda Date: November 28, 2023

Contact Individual: Sarah Boese, 286-3895

Previous Action taken by the Board: September 5, 2023

Board/Commission Actions: NA

Comply with Policy: Yes

Background: Community Development Block Grant funding is available from the federal government. Polk County has agreed to accept funds on behalf of the eligible municipal jurisdictions within Polk County. A fair housing analysis is required by HUD. The cities of Des Moines and West Des Moines agree to conduct a joint assessment.

Action Impact: Approve agreement for analysis of impediments to fair housing.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24							
24/25							

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Ahlers & Cooney P.C. currently represents Polk County, Iowa as bond counsel; and,

WHEREAS, Ahlers & Cooney P.C. also represents the Des Moines Airport Authority as general counsel and bond counsel; and,

WHEREAS, Polk County residents recently approved a bond referendum to allow Polk County to issue bonds for the purpose of providing a loan to the Des Moines Airport Authority for the construction of a new terminal; and,

WHEREAS, Polk County has consulted internal counsel and waives and consents to any actual, potential or perceived conflict of interest associated with Ahlers & Cooney P.C. associated with Ahlers & Cooney P.C.'s representation of the Des Moines Airport Authority; and,

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Consent & Waiver of Conflict, and authorizes the Chair of the Polk County Board of Supervisors to sign said Consent & Waiver of Conflict on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

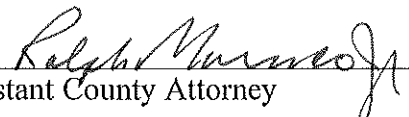
Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: 23/24

#30

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution waiving and consenting to conflict of interest with Ahlers & Cooney, P.C.'s representation of the Des Moines Airport Authority.

Agenda Date: November 28, 2023

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County has consulted with the Polk County Attorney and hereby waives and consents to any actual, potential, or perceived conflict of interest associated with Ahlers & Cooney P.C.'s representation of the Des Moines Airport Authority.

Action Impact: The passage of this resolution approves waiver of conflict of interest

Fiscal Note:

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

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____ **SECONDED by** _____

that the following Resolution be adopted:

WHEREAS, as owner of the Iowa Events Center complex, Polk County is party to a Master Lease Agreement with Oakview Group (OVG) for all aspects of management at Wells Fargo Arena, Hy-Vee Hall and Community Choice Credit Union Convention Center; and,

WHEREAS, pursuant to the Lease Agreement, Polk County is responsible for approving tenant lease and license agreements; and,

WHEREAS, OVG has negotiated an updated license agreement with the Iowa Wolves.

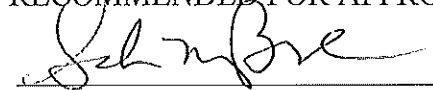
NOW, THEREFORE, BE IT RESOLVED that Polk County hereby approves the attached agreement between OVG and the Iowa Wolves.

Approved this ____ day of _____, 2023.

POLK COUNTY, IOWA

Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: _____
Assistant County Attorney

FISCAL NOTE: FY23/24

#31

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving third amendment to license agreement between the Iowa Events Center (Oakview Group) and the Iowa Wolves.

Agenda Date: November 28, 2023

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: As owner of the Iowa Events Center the Polk County Board of Supervisors has a Master Lease agreement with Oakview Group (OVG) and must approve lease and license agreements with tenant teams.

Action Impact: The passage of this resolution approves agreement.

Fiscal Note:

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, pursuant to Iowa Code §29C.9 there is established in each county an emergency management commission to provide direction for delivery of the emergency management services of planning, administration, coordination, training and support for local governments and their departments; and

WHEREAS, Polk County Emergency Management worked with the Iowa Events Center to apply for and receive a grant from the Iowa Department of Homeland Security and Emergency Management to replace and upgrade security equipment; and,

WHEREAS, Polk County, Iowa has agreed to serve as a fiscal agent and will be responsible for the procurement and initial payment of equipment; and,

WHEREAS, Polk County, Iowa will be reimbursed by the State of Iowa Department of Homeland Security and Emergency Management for all expenses incurred for the implementation of said grant award.

NOW, THEREFORE, BE IT RESOLVED, Polk County hereby approves issuing funding to purchase and install security equipment at the Iowa Events Center and accept reimbursement from the State of Iowa Department of Homeland Security and Emergency Management.

Approved this _____ day of _____, 2023.

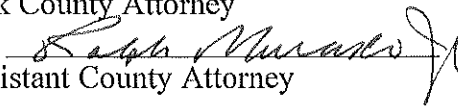
POLK COUNTY, IOWA

Tom Hockensmith , Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney
By: 
Assistant County Attorney

FISCAL NOTE: \$374,095 expense and revenue

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution to authorize expenditures for purchase of security equipment at the Iowa Events Center.

Agenda Date: November 28, 2023

Contact Individual: Sarah Boese, Board
286-3895

Previous Action taken by the Board: None
Board/Commission Actions: none

Action Requested (Recommended): Approval

Comply with Policy: yes

Background: Polk County Emergency Management and the Iowa Events Center applied for grant funding from the Iowa Department of Homeland Security and Emergency Management to purchase and install upgraded and additional security equipment. Polk County is serving as a fiscal agent and has agreed to pay for the cost of equipment, to be reimbursed by the State of Iowa grant funding.

Action Impact: Approval of funding

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24		\$374,095	\$374,095		2950950100.78300	2950950100.52491

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____ SECONDED by _____

that the following Resolution be adopted:

WHEREAS, as owner of the Iowa Events Center complex, Polk County is party to a Master Lease Agreement with Oakview Group for all aspects of management at Wells Fargo Arena, Hy-Vee Hall and Community Choice Credit Union Convention Center; and,

WHEREAS, the Iowa Wolves are tenants of Wells Fargo Arena; and,

WHEREAS, the Iowa Wolves are requesting new courtside seating; and,

WHEREAS, Oakview Group will facilitate the purchase of the seating on behalf the Iowa Wolves and Polk County.

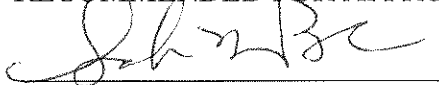
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the expenditure of \$140,000 for new courtside basketball seating at Wells Fargo Arena.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

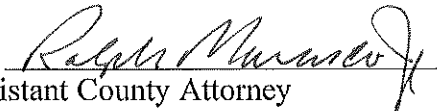
Tom Hockensmith
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

FISCAL NOTE: FY23/24 - \$140,000 expenditure from gaming

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving funding to Oakview Group for new courtside basketball seating at Wells Fargo Arena.

Agenda Date: November 28, 2023

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: As owner of the Iowa Events Center the Polk County Board of Supervisors has a Master Lease agreement with Oakview Group who will be facilitating the purchase of new courtside seating for the Iowa Wolves at an estimated cost of \$140,000.

Action Impact: The passage of this resolution approves the funding of \$140,000 to Oakview Group for the purchase of new courtside basketball seating.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	Y		\$140,000		N	2950950100.78340	

Additional Fiscal Note Information (optional): Funding will come out of gaming revenue.

RESOLUTION

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

WHEREAS, Ballet Des Moines is a 501(c)(3) non-profit that enriches lives through inspiring dance performances, inclusive education, outreach programs, and innovative community partnerships; and

WHEREAS, Ballet Des Moines applied for a Polk County Community Development Grant to assist with a capital improvement project to renovate space within a building located at 655 Walnut, Des Moines, Polk County, Iowa. This project will focus on redeveloping an underused space and transform the property to "The Ballet Des Moines Campus for Arts and Education"; and

WHEREAS, Polk County, Iowa desires to enter into an Agreement with Ballet Des Moines to award grant funds to assist with this project that will create an expansion of services and a space that is accessible and visible while fostering inclusivity and equitability to their arts and cultural educational programming; and

WHEREAS, the grant award will serve a public purpose by providing access to a shared community asset for arts and education programming in Polk County, Iowa; and

WHEREAS, pursuant to the Agreement for a Community Development Grant Award, the grant funds shall only be used for portable items related to the renovation project which include: moveable flooring, lighting, shelving, and technology equipment for "The Ballet Des Moines Campus for Arts and Education"; 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 and the award of a Community Development Grant in the amount of \$100,000.00 to Ballet Des Moines and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

#34

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 FY23/24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: November 28, 2023

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

Previous Action taken by the Board: Prior Community Betterment Grant Award given to Ballet Des Moines on August 16, 2022 for \$5,000.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Ballet Des Moines applied for a Polk County Community Development Grant to assist with a capital improvement project to renovate space within a building located at 655 Walnut, Des Moines, Polk County, Iowa. This project will focus on redeveloping an underused space and transform the property to “The Ballet Des Moines Campus for Arts and Education.” Ballet Des Moines will expand their services and provide a space that is accessible and visible and that will foster inclusivity and equitability to their arts and cultural programming. Polk County funds shall only be used for portable items related to the renovation project which include: moveable flooring, lighting, shelving, and technology equipment for “The Ballet Des Moines Campus for Arts and Education”. The grant award will serve the public purpose by providing access to a shared community asset for arts and education programming in Polk County, Iowa.

Action Impact: The adoption of this resolution will award \$100,000.00 of gaming revenue to the Ballet 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
23/24	Y	0	\$100,000.00	\$0	N	4010932.79410	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Des Moines Area Community College Foundation is a 501(c)(3) non-profit that provides quality, affordable, and student-centered education and training to empower all students in their pursuit of life's opportunities and career goals by providing students with scholarships, equipment for programming, and funding for capital projects; and

WHEREAS, the Des Moines Area Community College Foundation applied for a Polk County Community Development Grant to assist with a capital project that will focus on the construction of a new building and concourse located at 2081 NE 54th Avenue, Des Moines, Polk County, Iowa; and

WHEREAS, Polk County, Iowa desires to enter into an Agreement with the Des Moines Area Community College Foundation to award grant funds to assist with this project that will create additional space for students to access these educational opportunities and better serve the demand for the transportation industry; and

WHEREAS, the grant award will serve the public purpose by offering educational opportunities for students in Polk County and Central Iowa. The project will educate qualified transportation professionals for entry into the workforce; and

WHEREAS, pursuant to the Agreement for a Community Development Grant Award, the grant funds shall only be used for the material and labor costs related to the new "Transportation Institute"; 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 and the award of a Community Development Grant in the amount of \$100,000.00 to the Des Moines Area Community College Foundation and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

#35

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Kim Graham
Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund \$100,000.00 FY23/24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant for the Des Moines Area Community College Foundation, a 501(c)(3) non-profit organization.

Agenda Date: November 28, 2023

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

Previous Action taken by the Board: Prior Community Betterment Grant Award approved given to Des Moines Area Community College Foundation on July 11, 2023 for \$5,000.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: The Des Moines Area Community College Foundation has applied for a Polk County Community Development Grant to assist with a capital project that will focus on the construction of the new "Transportation Institute" building and concourse located at 2081 NE 54th Avenue, Des Moines, Polk County, Iowa. This project will serve the public purpose by offering educational opportunities for students in Polk County and Central Iowa. The project will educate qualified transportation professionals for entry into the workforce.

Action Impact: The adoption of this resolution will award \$100,000.00 of gaming revenue to the Des Moines Area Community College Foundation, 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
23/24	Y	0	\$100,000.00	\$0	N	4010932.79410	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors has identified funding for Community Betterment projects in the FY 23-24 Prairie Meadows Revenue Gaming Plan; and,

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

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

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

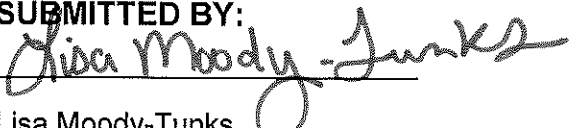
WHEREAS, the grant funds shall be sources only from available gaming revenue funds and not from tax revenues; and,

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa hereby approves awarding \$7,000.00 in Community Betterment Grants, in the individual amounts as identified, to the agencies/organizations on the attached Community Betterment Grant Award List from the Community Betterment fund.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:



Lisa Moody-Tunks
Grant Administrator

Fiscal Impact: \$7,000.00 from the Community Betterment fund, FY 23-24

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: October 28, 2023

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

Previous Action taken by the Board: Community Betterment Grant Award-October 17, 2023 for \$5,000.00.

Board/Commission Actions: N/A

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

Comply with Policy:

Background: Polk County has funding for Community Betterment projects in the FY23-24 Prairie Meadows Revenue Gaming Plan. Community Betterment Grant applications have been submitted by agencies/organizations and their projects are an appropriate use of the Community Betterment funds.

Action Impact: Passing of this resolution will award \$7,000.00 in Community Betterment Grants in the individual amounts as identified on the attached Community Betterment Grant Award List.

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

Fiscal Year	Budget-ed? (Y/N)	Anticipated	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24		\$7,000.00		N		40109033.79410

Additional Fiscal Note Information (optional):

Community Betterment Grant
November 28, 2023

Can Do Cancer	\$4,000.00
Friends of the Polk City Community Library fiscal agent for Polk City Community Library	\$3,000.00

TOTAL	\$7,000.00
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COUNTY OF POLK
OFFICE OF POLK COUNTY AUDITOR
DES MOINES, IOWA 50309

JAMIE FITZGERALD
COUNTY AUDITOR
COMMISSIONER OF ELECTIONS

ADMINISTRATION BUILDING
111 COURT AVENUE
(515) 286-3079

To: Polk County Board of Supervisors
From: John Chiodo, Elections Manager
Date: November 20, 2023
Subject: Canvass –City Run-Off Election – December 12, 2023

The Polk County Board of Supervisors will convene as a Canvassing Board December 12, 2023 at 9:45 AM. The location will be the Supervisor's Board Room located on the first floor of the Polk County Building, 111 Court Avenue, Des Moines, Iowa.

This will be the canvass of the votes cast for the City Runoff Election for the offices of Alleman Mayor & Altoona City Council.

#37



Federal Emergency Management Agency

Washington, D.C. 20472

November 01, 2023

THE HONORABLE TOM HOCKENSMITH
CHAIR, BOARD OF SUPERVISORS
POLK COUNTY
111 COURT AVENUE, ROOM 300
DES MOINES, IA 50309

CASE NO.: 23-07-0882A
COMMUNITY: POLK COUNTY, IOWA
(UNINCORPORATED AREAS)
COMMUNITY NO.: 190901

DEAR MR. HOCKENSMITH:

This is in reference to a request that the Federal Emergency Management Agency (FEMA) determine if the property described in the enclosed document is located within an identified Special Flood Hazard Area, the area that would be inundated by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood), on the effective National Flood Insurance Program (NFIP) map. Using the information submitted and the effective NFIP map, our determination is shown on the attached Letter of Map Revision based on Fill (LOMR-F) Determination Document. This determination document provides additional information regarding the effective NFIP map, the legal description of the property and our determination.

Additional documents are enclosed which provide information regarding the subject property and LOMR-Fs. Please see the List of Enclosures below to determine which documents are enclosed. Other attachments specific to this request may be included as referenced in the Determination/Comment document. If you have any questions about this letter or any of the enclosures, please contact the FEMA Map Insurance eXchange (FMIX) toll free at (877) 336-2627 (877-FEMA MAP) or by letter addressed to the Federal Emergency Management Agency, LOMC Clearinghouse, 3601 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-6426.

Sincerely,

Patrick "Rick" F. Sacbibit, P.E., Branch Chief
Engineering Services Branch
Federal Insurance and Mitigation Administration

LIST OF ENCLOSURES:

LOMR-F DETERMINATION DOCUMENT (REMOVAL)

cc: State/Commonwealth NFIP Coordinator
Community Map Repository
Region
Ms. Lisbet Paz de Gonzalez

#38