

POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
NOVEMBER 5, 2024 9:30 A.M.

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

5. **PUBLIC COMMENTS**

PETITIONS

- *6. Petitions to suspend taxes and special assessments for 4200 SE 12th Street (D. Cart).

RESOLUTIONS

- *7. Resolution awarding contract for Corteva Wetland Project (Project No. 707-2425) to Aaron Crane Constructions, LLC.
- *8. Resolution approving Final Plat of Brazelton Estates.
- *9. Resolution approving Final Plat of DB Estates.
- *10. Resolution approving Final Plat of Ihle Place Plat 1.
- *11. Resolution approving Final Plat of Howdle Subdivision.
- *12. Resolution approving 2024 Batch and Build Project Right of Entry and Temporary Construction Easement Agreement with DSS Farms, LLC.
- *13. Resolution approving a sanitary sewer extension agreement with DMACC and SAIA Motor Freight Line, LLC to serve properties in Saylor Township.
- *14. Resolution approving Lease Agreement with St. Vincent de Paul Substance Abuse Services, LLC.
- *15. Resolution approving Lease Agreement with Broadlawns Medical Center.
- *16. Resolution approving Mental Health/Intellectual Disability/Developmental Disability (MH/ID/DD) service approvals and authorizing expenditures from the Mental Health and Disability Services Region Fund.

- *17. Resolution approving agreement with Richmond Construction to address lead hazard repairs at 1620 8th Street (S. Shabiby).
- *18. Resolution approving agreement with Richmond Construction to address lead hazard repairs at 918 E. Ovid Avenue (A. Jewett).
- *19. Resolution approving agreement with FexSteve Limited to address lead hazard repairs at 3016 E. 8th Street (A. Goodman).
- *20. Resolution approving PSAP Agreement with the State of Iowa Department of Homeland Security and Emergency Management (HSEMD) and Zetron, Inc. (Next Generation 911 Shared Services).
- *21. Resolution approving a Beta Customer Evaluation Agreement with Cellebrite DI Ltd. and Corellium, Inc.
- *22. Resolution approving agreement with Metals Treatment Technologies, LLC (cleaning services at the Polk County Firing Range).
- *23. Resolution approving agreement with Rising Medical Solution, LLC for medical services cost review and cost containment services (workers compensation obligations).
- 24. Resolution abating property taxes for 2502 NW Parkridge Drive, Ankeny (The Church of the Pentacost USA).
- 25. Resolution abating property taxes for 105 E 1st Street, Ankeny (Ankeny Klothung Exchange).
- 26. Resolution abating property taxes for 545 42nd Street (St. Augustin Church).
- 27. Resolution establishing the Polk County Compensation Board and appointing members.
- *28. Resolution approving Community Development Grant for the Community Foundation of Greater Des Moines.
- *29. Resolution approving Community Development Grant for Caring Hands Outreach Center.
- 30. Resolution approving Community Sponsorship Awards.

COMMUNICATIONS

- 31. Notice that the Polk County Board of Supervisors will convene as a Canvassing Board on November 13, 2024 to canvass the votes cast for the Polk County General Election.

*32. Manure Management Plan Update from Brian Ritland, 3K Ag.

*33. City of Altoona public hearing notice regarding Urban Renewal Plan Amendment.

BUDGET ACTIONS

34. Memorandum of Budget Actions.

APPOINTMENTS

35. Memorandum of Appointments.

ADJOURNMENT

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

Live stream the Board of Supervisors meeting at:
https://www.youtube.com/live/_N9UA1e2no

RESOLUTION

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

WHEREAS, by Resolution 50-24, dated March 26, 2024, Polk County, Iowa approved a grant funding agreement for \$389,000 to construct the Corteva Wetland Project ("the Project"); and

WHEREAS, the Project will construct three water quality wetlands on property owned by Corteva which will improve water quality and reduce flooding in Polk County ("the Construction"); and

WHEREAS, on September 24, 2024, Polk County held a public hearing and approved the proposed plans, specifications, form of contract and estimated costs of the Construction pursuant to Iowa Code Chapter 26; and

WHEREAS, the Polk County Procurement Division issued an invitation for bids to complete the Construction; and

WHEREAS, the Construction was publicly let for bids on September 25, 2024, with the following results:

Aaron Crane Construction, LLC	\$473,437.50
Elder Corporations	\$488,733.60
Correll Contractor Inc.	\$510,966.80
Des Moines Dirt Worx	\$530,000.01
RW Excavating Solutions	\$587,150.00
Iowa Earthworks	\$618,141.20
Concrete Professionals	\$698,995.31
Reilly Construction Co. Inc.	\$733,426.75; and

WHEREAS, the Polk County Procurement Department and the Polk County Public Works Department determined that Aaron Crane Construction, LLC submitted the lowest responsive, responsible bid to complete the Construction; and

WHEREAS, the Polk County Public Works Department recommends that Polk County, Iowa accept the bid and award the Construction of the Project to Aaron Crane Construction, LLC.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement for Construction of the Corteva Wetland Project with Aaron Crane Construction, LLC, authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa, and authorizes the Polk County Public Works Department to administer the Agreement on Polk County's behalf.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 195-24 to award contract for Project No. 707-2425, Corteva Wetland Project to Aaron Crane Construction, LLC.

Agenda Date: November 5, 2024

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

Previous Action taken by the Board: Resolution 50-24 on March 26, 2024 approving Grant Agreement and Resolution 178-24 on September 24, 2024 approving Fiscal Sponsorship Agreement.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: Polk County is constructing the Corteva Wetland to improve water quality in the Beaver Creek watershed. This project was publicly let for bids on September 25, 2024 with Aaron Crane Construction, LLC submitting the most responsive and responsible bid of \$473,437.50. It is the recommendation of the Public Works Department to accept the bid from Aaron Crane Construction, LLC.

Action Impact: Action approves the Chair to sign the agreement and allows Public Works to proceed with construction and administration of the project.

Fiscal Note: Funding will be tracked and managed in the Public Works Economic Development Fund.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	Y	0	\$436,718.75	\$436,718.75	N	50266320.77440	50266320.52290
24/25	Y	0	\$36,718.75		N	10266004.77440WQ107	

Additional Fiscal Note Information (optional): \$236,718.75 revenue provided by Iowa Department of Agriculture and Land Stewardship Grant. Additional \$200,000 revenue from Great Outdoors Foundation through Fiscal Sponsorship Agreement. \$36,718.75 expense funded through previously allocated ARPA lost revenue for water quality projects.

RESOLUTION

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

WHEREAS, the owners of land located in Section 19, Township 80 North, Range 23 West of the 5th P.M. (Douglas Township), Polk County, Iowa wish to subdivide and plat their land into a minor subdivision final plat known as Brazelton Estates; and

WHEREAS, the minor subdivision final plat proposes two (2) single-family residential lots, three (3) outlots and one (1) street lot on approximately 79.69 acres of land; and

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

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the minor subdivision final plat of Brazelton Estates and authorizes the Chair of the Polk County Board of Supervisors to sign the Resolution on behalf of Polk County, Iowa.

Sewer Service:	Existing Individual Septic Systems
Water Service:	Existing Private Water System
Zoning:	"AT" Agricultural Transition District
Platted by:	Gary & Patsy Brazelton (owner)
Surveyor/Engineer:	McClure Engineering
Location:	Approximately 590 feet south west of the intersection of NE 94 th Avenue and NE 29 th Street
Township:	Douglas

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

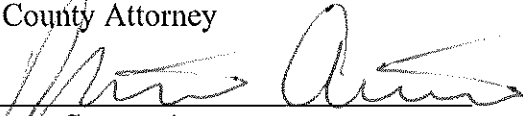
RECOMMENDED FOR APPROVAL:



Bret Vandellune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: No cost to the County

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 190-24 approving the Final Plat of Brazelton Estates.

Agenda Date: November 5, 2024

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

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

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

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

Background: The plat proposes two (2) single-family residential lots, three (3) outlots, and one (1) street lot on approximately 79.69 acres zoned "AT" Agricultural Transition District. Lot 1 is 2.15 acres in size with lot 2 being 5.53 acres. Both contain existing single-family residences. Outlot X, Y and Z combine for 65.61 acres in size. Lots are served by a private water well and private wastewater treatment systems.

Action Impact: Approval of the Final Plat allows for its recording and creation and transfer of the lots, including dedication of existing road easement along NE 94th Street to Polk County.

Fiscal Note: None.

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

RESOLUTION

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

WHEREAS, the owners of land located in Section 27, Township 78 North, Range 22 West of the 5th P.M. (Camp Township), Polk County, Iowa wish to subdivide and plat their land into a minor subdivision final plat known as DB Estates; and

WHEREAS, the minor subdivision final plat proposes two (2) single-family residential lots and one (1) street lot on approximately 10.35 acres of land; and

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

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

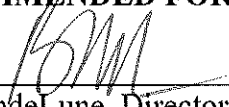
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the minor subdivision final plat of DB Estates and authorizes the Chair of the Polk County Board of Supervisors to sign the Resolution on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

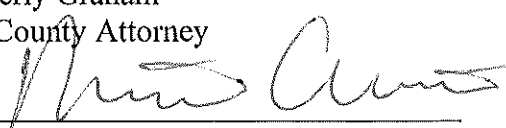
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 193-24 approving the Final Plat of DB Estates.

Agenda Date: November 5, 2024

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

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

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

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

Background: The plat proposes two (2) single-family residential lots and one (1) street lot on approximately 10.35 acres zoned "RR" Rural Residential District. Lot 1 is 3.72 acres in size with Lot 2 being 6.27 acres. Lots will be served by Des Moines Water Works. Public water is available via the existing water main located on the west side of SE 104th Street. Sewage disposal will be available through individual Septic Systems.

Action Impact: Approval of the Final Plat allows for its recording and creation and transfer of the lots, including dedication of existing road easement along SE 104th Street to Polk County.

Fiscal Note: None.

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

Additional Fiscal Note Information (optional): None.

RESOLUTION

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

WHEREAS, the owners of land located in Section 6, Township 81 North, Range 24 West of the 5th P.M. (Lincoln Township), Polk County, Iowa wish to subdivide and plat their land into a minor subdivision final plat known as Ihle Place Plat 1; and

WHEREAS, the minor subdivision final plat proposes one (1) single-family residential lot, one (1) outlot and two (2) street lots on approximately 77.70 acres of land; and

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

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the minor subdivision final plat of Ihle Place Plat 1 and authorizes the Chair of the Polk County Board of Supervisors to sign the Resolution on behalf of Polk County, Iowa.

Sewer Service:	Individual Septic Systems
Water Service:	Des Moines Water Works
Zoning:	"AG" Agricultural District
Platted by:	James and & Margaret Enterprises, Inc. (owner)
Surveyor/Engineer:	Civil Design Advantage
Location:	Approximately one-half (½) mile east of the intersection of NW 58 th Street and NW 158 th Avenue
Township:	Lincoln

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

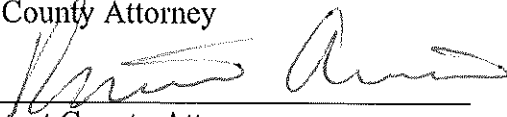
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: No cost to the County

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 194-24 approving the Final Plat of Ihle Place Plat 1.

Agenda Date: November 5, 2024

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

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

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

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

Background: The plat proposes one (1) single-family residential lot, one (1) outlot, and two (2) street lots on approximately 77.70 acres zoned "AG" Agricultural District. Lot 1 is 2.04 acres in size and creates a development right for one (1) single-family dwelling. Outlot Z contains the remaining farm ground and is deed restricted for no further development. Lot 1 will be served by public water and a private wastewater treatment system.

Action Impact: Approval of the Final Plat allows for its recording and creation and transfer of Lot 1.

Fiscal Note: None.

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

RESOLUTION

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

WHEREAS, the owners of land located in Section 20, Township 79 North, Range 22 West of the 5th P.M. (Clay Township), Polk County, Iowa wish to subdivide and plat their land into a minor subdivision final plat known as Howdle Subdivision; and

WHEREAS, the minor subdivision final plat proposes one (1) single-family residential lot, one (1) outlot, and one (1) street lot on approximately 16.77 acres of land; and

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

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the minor subdivision final plat of Howdle Subdivision and authorizes the Chair of the Polk County Board of Supervisors to sign the Resolution on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 198-24 approving the Final Plat of Howdle Subdivision.

Agenda Date: November 5, 2024

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

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

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

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

Background: The plat proposes one (1) single-family residential lot, one (1) outlot, and one (1) street lot on approximately 16.77 acres zoned “AT” Agricultural Transition District. Lot 1 is 1.07 acres in size. Lots will be served by Des Moines Water Works. Public water is available via the existing water main located within the property. Sewage disposal will be available through individual Septic Systems.

Action Impact: Approval of the Final Plat allows for its recording and creation and transfer of the lots, including dedication of the street lot along NE 88th Street to Polk County.

Fiscal Note: None.

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

Additional Fiscal Note Information (optional): None.

RESOLUTION

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

WHEREAS, Polk County, Iowa previously approved a 28E Agreement for Fiscal Agent Assistance between the Iowa Department of Agriculture and Land Stewardship- Division of Soil Conservation and Water Quality, Polk County, Iowa, Polk County Soil and Water Conservation District, Dallas County Soil and Water Conservation District, and Boone County Soil and Water Conservation District; and

WHEREAS, the 2024 Batch and Build Project will utilize the funds from that 28E Agreement to improve water quality in priority watersheds across Polk County; and

WHEREAS, Polk County Public Works has identified land owned by DSS Farms, LLC, that would provide water quality benefits to Polk County citizens if bioreactors and saturated buffers were to be installed on agricultural tile outlets located thereon; and

WHEREAS, to provide water quality improvements through the installation of saturated buffers and bioreactors on the land owned by DSS Farms, LLC, Polk County is required to enter into a Right of Entry and Temporary Construction Easement with DSS Farms, LLC.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the 2024 Batch and Build Project Right of Entry and Temporary Construction Easement Agreement Between Polk County and DSS Farms, LLC, authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa, and authorizes the Polk County Public Works Department to administer the Agreement on Polk County's behalf.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____
Assistant County Attorney

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 196-24 to approve 2024 Batch and Build Project Right of Entry and Temporary Construction Easement Agreement with DSS Farms, LLC.

Agenda Date: November 5, 2024

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

Previous Action taken by the Board: Resolution 104-21 on August 3, 2021 approving funding agreement for Polk County Batch and Build Project.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: The Polk County 2024 Batch and Build Project will install practices to reducing nitrate runoff from agricultural tile drainage. Polk County will operate as fiscal agent that will be group installations on private land using a combination of county, state, and federal funds. Easements will allow access onto one additional property for construction.

Action Impact: Action approves the Chair to sign the agreement and allows Public Works to proceed with construction and administration of the project.

Fiscal Note: No payments provided for easement.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	0	\$0	\$0	N	N/A	N/A

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, Des Moines Area Community College (DMACC) and SAIA Motor Freight Line, LLC (SAIA), hereinafter referred to as "DEVELOPERS", desire extension of the Polk County Sanitary Sewer System to provide public sanitary sewer service to their properties, legally described as:

PARCEL 'E' OF A PLAT OF SURVEY FILED ON NOVEMBER 19, 1997 IN BOOK 7772, PAGE 721 IN THE OFFICE OF THE POLK COUNTY RECORDER, POLK COUNTY, IOWA. (DMACC)

AND

LOTS 1 AND 2 OF BERWICK HEIGHTS PLAT 2, AN OFFICIAL PLAT, IN POLK COUNTY, IOWA; (SAIA)

AND

-EX BEG NW COR LT 2 THN S 349.79F ON W LN TO SW COR LT 2 THN E 25F THN NW 139.50F THN N 210.76F TO PT ON N LN LT 2 THN W 15F TO POB- LOT 2 OF BERWICK HEIGHTS, AN OFFICIAL PLAT, IN POLK COUNTY, IOWA. (SAIA)

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

WHEREAS, DEVELOPERS shall be responsible for making connection to the sanitary sewer system for their properties, as well as adjacent properties, including required connection permits, fees and abandonment of private wastewater treatment systems, in accordance with the terms of the attached Agreement.

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

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 199-24 approving a sanitary sewer extension agreement between DMACC and SAIA Motor Freight Line, LLC (Developers) and Polk County for the extension of Polk County sanitary sewer to serve properties in Saylor Township.

Agenda Date: November 5, 2024

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

Previous Action taken by the Board: None.

Board/Commission Actions: None.

Comply with Policy: Yes.

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

Action Impact: Approval of the agreement facilitates completion of this public sewer extension project, and future connections for adjacent properties at time of development / redevelopment.

Fiscal Note: None.

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

Additional Fiscal Note Information (optional): None.

RESOLUTION

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

WHEREAS, Polk County, Iowa owns certain real property at 1914 Carpenter Avenue, Des Moines, Iowa; and

WHEREAS, Polk County, Iowa seeks to support the provision and expansion of behavioral health services to persons in Polk County; and

WHEREAS, Polk County, Iowa committed to the renovation of the property at 1914 Carpenter Avenue which created an environment in which the public can access such health services in a safe and effective way, now known as the Polk County Life Services Center; and

WHEREAS, St. Vincent de Paul Substance Abuse Services, LLC (SVdP) desires to lease space within the Polk County Life Services Center to offer sobering center services to the public; and

WHEREAS, Polk County and SVdP desire to enter into a Lease Agreement defining their rights, duties, and liabilities relating to the leased space in the Polk County Life Services Center.

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

DocuSigned by:
By: Annie Uetz
99AF934524C4429...
Annie Uetz, Director
Polk County Behavioral Health and Disability Services Dept.

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Lease Agreement with St. Vincent de Paul Substance Abuse Services, LLC.

Agenda Date: November 5, 2024

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

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: On October 23, 2024, Polk County officially opened the Polk County Life Services Center at 1914 Carpenter Ave., Des Moines, Iowa. The Polk County Life Services Center was created to offer and expand behavioral health services to persons in Polk County. Polk County extensively renovated the property at 1914 Carpenter to create an innovative and safe location to divert from jail and emergency departments persons in mental or behavioral health crisis and persons suffering from substance use disorders. The Polk County Life Services Center is a one-stop location for sobering services, crisis observation, behavioral health urgent care, and community navigation to resources for recovery.

Action Impact: SVdP Substance Abuse Services, LLC (SVdP) seeks to lease space within the Polk County Life Services Center for the provision of sobering center services. SVdP staff shall provide site management for the entire Polk County Life Services Center in consideration for the leasing of space within the building. SVdP shall also employ community navigators at the Polk County Life Services Center to assist individuals with identifying and connecting to community resources in support of mental health and substance use disorder recovery.

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

RESOLUTION

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

WHEREAS, Polk County, Iowa owns certain real property at 1914 Carpenter Avenue, Des Moines, Iowa; and

WHEREAS, Polk County, Iowa seeks to support the provision and expansion of behavioral health services to persons in Polk County; and

WHEREAS, Polk County, Iowa committed to the renovation of the property at 1914 Carpenter Avenue which created an environment in which the public can access such health services in a safe and effective way, now known as the Polk County Life Services Center; and

WHEREAS, Broadlawns Medical Center desires to lease space within the Polk County Life Services Center to offer behavioral health urgent care, crisis observation, and other behavioral health services to the public; and

WHEREAS, Polk County and Broadlawns desire to enter into a Lease Agreement defining their rights, duties, and liabilities relating to the leased space in the Polk County Life Services Center.

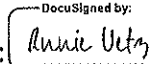
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Lease Agreement with Broadlawns Medical Center and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

15

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Lease Agreement with Broadlawns Medical Center.

Agenda Date: November 5, 2024

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

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: On October 23, 2024, Polk County officially opened the Polk County Life Services Center at 1914 Carpenter Ave., Des Moines, Iowa. The Polk County Life Services Center was created to offer and expand behavioral health services to persons in Polk County. Polk County extensively renovated the property at 1914 Carpenter to create an innovative and safe location to divert from jail and emergency departments persons in mental or behavioral health crisis and persons suffering from substance use disorders. The Polk County Life Services Center is a one-stop location for sobering services, crisis observation, behavioral health urgent care, and community navigation to resources for recovery.

Action Impact: Broadlawns Medical Center seeks to lease space within the Polk County Life Services Center for the provision of behavioral health urgent care, crisis observation, and other behavioral health services. Broadlawns Medical Center security staff shall provide security for the entire Polk County Life Services Center in consideration for the leasing of space within the building.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	0	\$0	\$1.00	N		
25/26	N	0	\$0	\$1.00	N		

Fiscal	New	# of New	Anticipated	Anticipated	Budget	If Amendment is Required,	
26/27	N	0	\$0	\$1.00	N		

Additional Fiscal Note Information (optional): The revenue earned from the Broadlawns Medical Center Lease is nominal in consideration of provision of security services.

RESOLUTION

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

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

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

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

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

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

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

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

Log# 449 DocuSigned by:

By: Annie Uetz
99AF834524C0428

Annie Uetz, Director/CEO

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

#16

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: 11/05/2024

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

Previous Action taken by the Board: None

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

Comply with Policy: Yes

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

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

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	Y	0	\$ 335,094.88	0	N	Various Fund 10 account codes	

Additional Fiscal Note Information (optional): Refer to log 449 below

Memorandum of MH/ID/DD Non Network Provider Request

Log 449

Request Type	Proposal #	Provider	Service	Start Date	End Date	Units	Unit Type	Unit Rate	Region Portion	Maximum Monthly Cost	Maximum Cost of Approval	FY25 Expenses	FY26 expenses
Renewal	1	Southeast Iowa Behavioral Healthcare	Community Based Nursing Facility Daily	7/1/2024	6/30/2025	31	month	\$ 375.00	100%	\$11,625.00	\$ 139,500.00	\$ 139,500.00	0
Renewal	2	Comfort Keepers	Consumer Directed Attendant Care	10/1/2024	6/30/2025	31	month	\$ 23.12	100%	\$ 716.72	\$ 6,450.48	\$ 6,450.48	0
Renewal	3	Connect America	Personal Emergency Response System	10/1/2024	6/30/2025	1	month	\$ 45.61	100%	\$ 45.61	\$ 410.49	\$ 410.49	0
Proposal	4	Pride Group-Plymouth	Community Based Setting 6+beds RCF	9/1/2024	6/30/2025	31	month	\$ 137.43	100%	\$ 4,260.33	\$ 42,603.30	\$ 42,603.30	0
Proposal	5	Pride Group-Plymouth	RCF Maintenance Fee	9/1/2024	6/30/2025	31	month	\$ 36.82	100%	\$ 1,141.42	\$ 11,414.20	\$ 11,414.20	0
Renewal	6	Community Care Center Corp	RCF Daily	7/1/2024	6/30/2025	31	month	\$ 72.00	100%	\$ 2,232.00	\$ 26,784.00	\$ 26,784.00	0
Renewal	7	Woodward Community Based Services	Supported Community Living Daily	9/16/2024	6/30/2025	31	month	\$ 421.87	100%	\$13,077.97	\$ 19,406.02	\$ 19,406.02	0
Renewal	8	Woodward Community Based Services	Supported Community Living Daily	10/1/2024	6/30/2025	31	month	\$ 421.87	100%	\$13,077.97	\$ 13,077.97	\$ 13,077.97	0
Proposal	9	Woodward Community Based Services	Supported Community Living Daily	5/1/2024	7/31/2024	31	month	\$ 405.25	100%	\$12,562.75	\$ 37,688.25	\$ 37,688.25	0
Proposal	10	Next Step Counseling Services	Supported Community Living Daily	8/1/2024	8/31/2024	31	month	\$ 126.67	100%	\$ 3,926.77	\$ 3,926.77	\$ 3,926.77	0
Proposal	11	43 North Iowa	Maintenance for RCF	10/1/2024	6/30/2025	31	month	\$ 36.82	100%	\$ 1,141.42	\$ 10,272.78	\$ 10,272.78	0
Proposal	12	Next Step Counseling Services	Supported Community Living-Daily	11/1/2024	6/30/2025	31	month	\$ 126.67	100%	\$ 3,926.77	\$ 23,560.62	\$ 23,560.62	0

FY25= \$ 335,094.88

Submitted By: Stephanie Schmidt, Program Planner

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 1620 8th Street, Des Moines, Iowa 50314; and

WHEREAS, bids were received by 2:00 PM on 10/15/2024; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

Richmond Construction	\$27,400.00
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FexSteve Limited Company	\$30,150.00
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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 **\$27,400.00**; and

WHEREAS, Richmond Construction, Salum Seif Nassor Shabiby, Najma Mohamed Salah and Polk County, Iowa desire to enter into a Lead Remediation Contract to provide a lead-safe home.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the bid for **\$27,400.00** from Richmond Construction, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 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 24/25 revenue	\$22,400.00
FY 24/25 expenses	\$27,400.00

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 1620 8th Street, Des Moines, Iowa 50314.

Agenda Date: November 5, 2024

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

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

Board/Commission Actions: N/A

Comply with Policy: Yes.

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

Salum Seif Nassor Shabiby and Najma Mohamed Salah owns a property at **1620 8th Street, Des Moines, Iowa 50314**. They have one child under the age of six. A lead inspection conducted by Polk County, Iowa through its Polk County Health Department identified lead hazards on the interior and exterior of the home. Bids were publicly opened on **October 15, 2024**. The following bids were received:

Richmond Construction	\$27,400.00
FexSteve Limited Company	\$30,150.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **Richmond Construction** in the amount of \$27,400.00.

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
24/25	N	0	\$16,500	\$16,500	N	10223018.77440.01	10223018.52440
24/25	N	0	\$5,900	\$5,900	N	10223018.77440.05	10223018.52440
24/25	N	0	\$5,000	\$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 918 E. Ovid Avenue, Des Moines, Iowa 50316; and

WHEREAS, bids were received by 2:00 PM on 10/15/2024; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

Demcole, LLC	\$14,025.00 (Withdrawn)
Richmond Construction	\$17,000.00
FexSteve Limited Company	\$19,250.00

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 Richmond Construction; and

WHEREAS, the Polk County Health Department has reviewed the Richmond Construction bid proposal and recommends acceptance for **\$17,000.00**; and

WHEREAS, Richmond Construction, Ashley Jewett, and Polk County, Iowa desire to enter into a Lead Remediation Contract to provide a lead-safe home.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the bid for **\$17,000.00** from Richmond Construction, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

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POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Kimberly Graham
Assistant County Attorney

FISCAL NOTE: FY 24/25 revenue	\$17,000
FY 24/25 expenses	\$17,000

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 918 E. Ovid Avenue, Des Moines, Iowa 50316.

Agenda Date: November 5, 2024

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

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

Board/Commission Actions: N/A

Comply with Policy: Yes.

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

Ashley Jewett owns a property at **918 E. Ovid Avenue, Des Moines, Iowa 50316**. She has 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 interior and exterior of the home. Bids were publicly opened on **October 15, 2024**. The following bids were received:

Demcole, LLC	\$14,025.00 (Withdrawn)
Richmond Construction	\$17,000.00
FexSteve Limited Company	\$19,250.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **Richmond Construction** in the amount of \$17,000.

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
24/25	N	0	\$10,000	\$10,000	N	10223018.77440.01	10223018.52440
24/25	N	0	\$7,000	\$7,000	N	10223018.77440.05	10223018.52440

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County, Iowa is committed to the reduction of elevated blood lead levels in children 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 3016 E. 8th Street, Des Moines, Iowa 50316; and

WHEREAS, bids were received by 2:00 PM on 10/15/2024; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

FexSteve Limited Company	\$41,350.00
Richmond Construction	\$44,500.00

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 FexSteve Limited Company; and

WHEREAS, the Polk County Health Department has reviewed the FexSteve Limited Company bid proposal and recommends acceptance for **\$41,350.00**; and

WHEREAS, FexSteve Limited Company, Andrew Goodman and Polk County, Iowa desire to enter into a Lead Remediation Contract to provide a lead-safe home.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the bid for **\$41,350.00** from FexSteve Limited Company, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Kim Graham
Assistant County Attorney

FISCAL NOTE: FY 24/25 revenue	\$33,350
FY 24/25 expenses	\$41,350

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 3016 E. 8th Street, Des Moines, Iowa 50316.

Agenda Date: November 5, 2024

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

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

Board/Commission Actions: N/A

Comply with Policy: Yes.

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

Andrew Goodman owns a property at **3016 E. 8th Street, Des Moines, Iowa 50316**. Mr. Goodman has 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 interior and exterior of the home. Bids were publicly opened on **October 15, 2024**. The following bids were received:

FexSteve Limited Company	\$41,350.00
Richmond Construction	\$44,500.00

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 \$41,350.00. **FexSteve Limited Company** is a Certified Lead Abatement Contractor in the State of Iowa.

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

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	0	\$25,950	\$25,950	N	10223018.77440.01	10223018.52440
24/25	N	0	\$7,400	\$7,400	N	10223018.77440.05	10223018.52440
24/25	N	0	\$8,000	\$0	N	10223017.77490.04	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, a 911 telephone system provides one common Public Safety Answering Point (PSAP) number for the public to call to receive public safety assistance and is intended to assure the caller that their request for assistance will be answered and that the appropriate emergency response agency will be notified as a result of dialing 911; and

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office operates the Sheriff Bob E. Rice Communications Center PSAP; and

WHEREAS, the State of Iowa Department of Homeland Security and Emergency Management (HSEMD) and Zetron, Inc., entered into a Service Contract for the purpose of continuing the implementation and maintenance of PSAP Shared Services, effective 07/01/2022; and

WHEREAS, Polk County is eligible to utilize the services Zetron provides through this Service Contract for PSAP Shared Services through the Attached PSAP Agreement; and

WHEREAS, Zetron, Inc., will provide Next Generation 911 Shared Services MAX Call Taking implementation and maintenance of equipment at the Sheriff Bob E. Rice Communications Center PSAP for five (5) years after the date of acceptance for a total of \$100,951 for year one (1) and \$9,301.54 for years two (2) through five (5) of the Agreement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached PSAP Agreement with the State of Iowa Department of Homeland Security and Emergency Management (HSEMD) and Zetron, Inc., for Next Generation 911 Shared Services and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

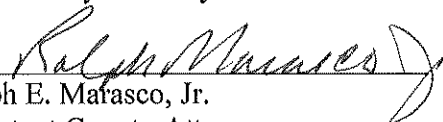
Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Frank Marasco, Chief Financial Officer, PCSO
8:59 am, Oct 24, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: Expense \$138,156.90, Revenue \$0

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving PSAP Agreement with the State of Iowa Department of Homeland Security and Emergency Management (HSEMD) and Zetron, Inc., for Next Generation 911 Shared Services.

Agenda Date: 11/05/2024

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

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The 911 telephone system provides one common number to call to receive public safety assistance and is intended to assure the caller that his/her request for assistance will be answered and that the appropriate emergency response agency will be notified as a result of dialing 911.

The 911 Public Safety Answering Point (PSAP), as defined in Iowa Code Section 34A.2(23), is operated in Polk County by the Polk County Sheriff's Office.

The Iowa Department of Homeland Security and Emergency Management (HSEMD) and Zetron, Inc., entered into an Agreement for the purpose of continuing the implementation and maintenance of PSAP Shared Services, effective 07/01/2022. Polk County is eligible to utilize the services provided through this contract.

Action Impact: The Agreement with the Iowa HSEMD and Zetron, Inc., will provide Next Generation 911 Shared Services MAX Call Taking implementation and maintenance of equipment at the Polk County, Iowa PSAP by Zetron, Inc. The Agreement expires five (5) years after the PSAP date of acceptance for a total of \$100,951 for Year One (1) and \$9,301.54 for Years Two (2) through Five (5) of the Agreement.

Status Note: New

Fiscal Note: FY 24/25 expense is a non-recurring service charge total of \$100,950.72, the remaining expense is an annual recurring service fee of \$9,301.54. These expenses are eligible for E911 funding use. The expense will occur in 10041043 and be submitted for reimbursement through the Polk County 911 Service Board, for use of the Polk County Sheriff's Office E911 funds in 3461204.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	N	\$100,950.72	\$0	Y	10041043	NA
25/26	N	\$9,301.54	\$0	Y	10041043	NA
26/27	N	\$9,301.54	\$0	Y	10041043	NA
27/28	N	\$9,301.54	\$0	Y	10041043	NA
28/29	N	\$9,301.54	\$0	Y	10041043	NA

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office investigates crimes committed in Polk County and our contract cities that are reported to the Patrol Division and directly from victims; and

WHEREAS, Cellebrite DI Ltd. (Cellebrite) and Corellium, Inc. (Corellium) are intelligence and digital forensics providers collaborating on a Beta Product to assist in the investigation of such crimes as child exploitation, homicides, sexual assault, mass violence, drug and human trafficking, fraud, and financial crimes and wish to provide the Beta Product for evaluation; and

WHEREAS, the Polk County Sheriff's Office wishes to use and evaluate the Beta Product in the course of any and all criminal investigations it already handles and enhance the ability to access and review data and evidence stored electronically for its operational value, solely for non-production, internal testing, and evaluation purposes; and

WHEREAS, the Polk County Sheriff's Office recommends approving the terms of the Beta Customer Evaluation Agreement with Cellebrite and Corellium for the purchase of a limited evaluation license to access and use the offered services for 60 days, free of charge.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the Beta Customer Evaluation Agreement with Cellebrite and Corellium for the purchase of a limited evaluation license and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: _____
Frank Marasco, Chief Financial Officer
Polk County Sheriff's Office

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

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

21

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Beta Customer Evaluation Agreement with Cellebrite DI Ltd. and Corellium, Inc.

Agenda Date: 11/05/2024

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

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Sheriff's Office investigates crimes committed in Polk County and our contract cities that are reported to the Patrol Division and directly from victims.

Cellebrite DI Ltd. (Cellebrite) is a company that deals in digital investigations of victims of crimes, including child exploitation, homicides, sexual assault, mass violence, drug and human trafficking, fraud, and financial crimes. Corellium, Inc. (Corellium) is a company that provides a platform for advanced work on Arm-based smart devices. Cellebrite and Corellium are intelligence and digital forensics providers collaborating on a Beta Product. The PCSO is one of 15 agencies in the world that was selected to participate in this evaluation due to the PCSO's infrastructure and abilities.

Action Impact: The Polk County Sheriff's Office will use and evaluate the Beta Product for its operational value, solely for non-production, internal testing, and evaluation purposes. The limited evaluation license to access and use the offered services is for 60 days, at no cost.

Fiscal Note: There is no cost or revenue to Polk County associated with the agreement.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment ? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	N	\$0	\$0	N		

RESOLUTION

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

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office operates and maintains the Polk County Firearms Range for firearms training for its sworn personnel; and

WHEREAS, the Polk County Firearms Range has a Meggitt Training Systems Model LE7500 Reclining Gran Trap at its facility and seeks a firm to provide cleaning services to the bullet trap, including the removal of all content within the trap, sorting to remove lead from the rubber pellets, and successfully recycling the lead; and

WHEREAS, Polk County, Iowa approved a Resolution on 04/09/2024 approving GB Lead Services for cleaning services at the Polk County Firing Range and GB Lead Services has since cancelled the Agreement and the Agreement been rescinded; and

WHEREAS, Polk County, Iowa acting by and through the Polk County Procurement Office received a proposal from Metals Treatment Technologies, LLC for cleaning of the Meggitt Training Systems Model LE7500 Reclining Gran Trap in the amount of \$43,000; and

WHEREAS, the Polk County Sheriff's Office recommends selecting Metals Treatment Technologies, LLC.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with Metals Treatment Technologies, LLC for cleaning services at the Polk County Firearms Range and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

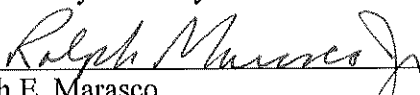
RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO
10:58 am, Oct 24, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Ralph E. Marasco
Assistant County Attorney

FISCAL NOTE: \$43,000 Expense \$0 Revenue

#22

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement with Metals Treatment Technologies, LLC for cleaning services at the Polk County Firing Range.

Agenda Date: 11/05/2024

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

Previous Action taken by the Board: The Board of Supervisors approved a Resolution on 04/09/2024 approving GB Lead Services for cleaning services at the Polk County Firing Range. GB Lead Services has since cancelled the Agreement.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Sheriff's Office operates and maintains the Polk County Firearms Range for firearms training for its sworn personnel. The Polk County Firearms Range has a Meggitt Training Systems Model LE7500 Reclining Gran Trap at its facility and seeks a firm to provide cleaning services to the bullet trap, including the removal of all content within the trap, sorting to remove lead from the rubber pellets, and successfully recycling the lead.

The Polk County Procurement Office received a proposal from Metals Treatment Technologies, LLC from Arvada, Colorado for cleaning of the Meggitt Training Systems Model LE7500 Reclining Gran Trap in the amount of \$43,000.

Action Impact: The Polk County Sheriff's Office recommends selecting Metals Treatment Technologies, LLC for cleaning services at the Polk County Firing Range, which includes mobilization, lead disposal and labor to include the work as listed in the Agreement. All work will comply with OSHA 29 CFR 1926.62 Lead Exposure in Construction Standard.

Status Note: New – previous vendor, GB Lead Services, cancelled the Agreement approved by the Board of Supervisors on 04/09/2024.

Fiscal Note:

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment ? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	Y	\$43,000	\$0	N	10041062.77190	

RESOLUTION

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

WHEREAS, Polk County, Iowa is self-insured and self-administered for workers compensation obligations; and

WHEREAS, the Polk County Risk Management Committee selected Rising Medical Solution, LLC, to provide medical services cost review and cost containment services from January 11, 2022, through December 31, 2024; and

WHEREAS, Polk County Risk Management is requesting a one-year contract extension with Rising Medical Solution, LLC, to continue the relationship per the Agreement; and

WHEREAS, Polk County and Rising Medical Solution, LLC, have negotiated the attached Agreement reflecting the terms and conditions agreed to by the parties.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with Rising Medical Solutions, LLC, for medical services cost review and cost containment services, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Josie Lewis

Josie Lewis, Director of Human Resources
Department of Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Munsco
Assistant County Attorney

FISCAL NOTE: N/A

23

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Agreement with Rising Medical Solution, LLC

Agenda Date: November 5, 2024

Contact Individual: Josie Lewis, Director of Human Resources

Previous Action taken by the Board: 1/11/2022

Board/Commission Actions: Approval of the attached agreement for medical services cost review and cost containment services for workers compensation obligations.

Comply with Policy: NA

Background: Polk County is self-insured and self-administered for workers compensation obligations. The Polk County Risk Management Committee selected Rising Medical Solution, LLC, to provide medical services cost review and cost containment services from January 11, 2022 through December 31, 2024. Polk County Risk Management is requesting a one-year contract extension with Rising Medical Solution, LLC, to continue the relationship per the terms and conditions reflected in the attached Agreement.

Action Impact: Approval of the attached contract extension agreement for medical services cost review and cost containment services with Rising Medical Solution, LLC.

Fiscal Note: Costs are determined by cost savings captured per submission of authorized medical provided services. The average cost in FY22/23 and FY23/24 was approximately \$42,000.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	N/A	TBD		Y	30129210.76470	
25/26	N	N/A	TBD		Y	30129210.76470	

Additional Fiscal Note Information (optional): Estimated savings for 2024 is \$325,000.

RESOLUTION

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

WHEREAS, on September 10, 2024, The Church of the Pentecost, USA INC Des Moines Assembly, requested the Polk County Board of Supervisors abate property taxes at 2502 NW Parkridge Drive, Ankeny, Iowa for the 2024 assessment year pursuant to Iowa Code sections 427.1(8)(a) and 427.3 ("the Request"); and,

WHEREAS, the Polk County Assessor and the Polk County Attorney's Office have reviewed the Request and concur that the Polk County Board of Supervisors possess the authority to abate the property taxes at 2502 NW Parkridge Drive, Ankeny, Iowa for the 2024 assessment year pursuant to Iowa Code sections 427.1(8)(a) and 427.3.

NOW, THEREFORE BE IT RESOLVED that the Polk County Board of Supervisors abates the property taxes at 2502 NW Parkridge Drive, Ankeny, Iowa for the 2024 assessment year, payable in September 2025 and March 2026, pursuant to Iowa Code sections 427.1(8)(a) and 427.3; and

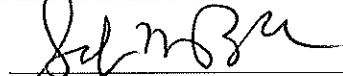
BE IT FURTHER RESOLVED that the Polk County Treasurer and the Polk County Auditor are directed to effectuate said abatement and correct their records accordingly.

Approved this _____ day of _____, 2024

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: FY24/25 – minimal reduction in property tax revenue

24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution abating property taxes for 2502 NW Parkridge Drive, Ankeny, Iowa for the 2024 assessment year, payable in September 2025 and March 2026.

Agenda Date: November 5, 2024

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 from The Church of Pentecost USA Inc Des Moines Assembly for 2502 NW Parkridge Drive, Ankeny, Iowa.

Comply with Policy: Yes

Background: The Church of Pentecost USA Inc Des Moines Assembly is the owner of 2502 NW Parkridge, Ankeny, Iowa. The Church of Pentecost USA Inc Des Moines Assembly is requesting an abatement of the property taxes for assessment year 2024, payable in September 2025 and March 2026 pursuant to Iowa Code sections 427.1(8)(a) and 427.3.

Action Impact: Abate assessed year 2024 taxes.

Fiscal Note:

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

Additional Fiscal Note Information (optional): minimal reduction in property tax revenues

RESOLUTION

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

WHEREAS, on June 18, 2024, The Ankeny Klothing Exchange, requested the Polk County Board of Supervisors abate property taxes at 105 E. 1st Street, Ankeny, Iowa for the 2024 assessment year pursuant to Iowa Code sections 427.1(8)(a) and 427.3 ("the Request"); and,

WHEREAS, the Polk County Assessor has reviewed the Request and advises that the Polk County Board of Supervisors possess the authority to abate the property taxes at 105 E. 1st Street, Ankeny, Iowa for the 2024 assessment year pursuant to Iowa Code sections 427.1(8)(a) and 427.3.

NOW, THEREFORE BE IT RESOLVED that the Polk County Board of Supervisors abates the property taxes at 105 E. 1st Street, Ankeny, Iowa for the 2024 assessment year, payable in September 2025 and March 2026, pursuant to Iowa Code sections 427.1(8)(a) and 427.3; and

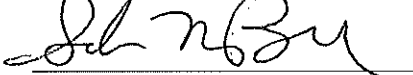
BE IT FURTHER RESOLVED that the Polk County Treasurer and the Polk County Auditor are directed to effectuate said abatement and correct their records accordingly.

Approved this _____ day of _____, 2024

POLK COUNTY, IOWA

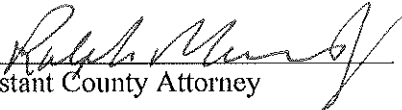
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

FISCAL NOTE: FY24/25 – minimal reduction in property tax revenues

#25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution abating property taxes for 105 E. 1st Street, Ankeny, Iowa for the 2024 assessment year, payable in September 2025 and March 2026.

Agenda Date: November 5, 2024

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 from The Ankeny Klothung Exchange for 105 E. 1st Street, Ankeny, Iowa.

Comply with Policy: Yes

Background: The Ankeny Klothung Exchange is the owner of 105 E. 1st Street, Ankeny, Iowa. The Ankeny Klothung Exchange is requesting an abatement of the property taxes for assessment year 2024, payable in September 2025 and March 2026 pursuant to Iowa Code sections 427.1(8)(a) and 427.3.

Action Impact: Abate assessed year 2024 taxes.

Fiscal Note:

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

Additional Fiscal Note Information (optional): minimal reduction in property tax revenues

RESOLUTION

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

WHEREAS, on August 27, 2024, St. Augustin Church, requested the Polk County Board of Supervisors abate property taxes at 545 42nd Street, Des Moines, Iowa for the 2023 assessment year pursuant to Iowa Code sections 427.1(8)(a) and 427.3 ("the Request"); and,

WHEREAS, the Polk County Assessor and the Polk County Attorney's Office have reviewed the Request and concur that the Polk County Board of Supervisors possess the authority to abate the property taxes at 545 42nd Street, Des Moines, Iowa for the 2023 assessment year pursuant to Iowa Code sections 427.1(8)(a) and 427.3.

NOW, THEREFORE BE IT RESOLVED that the Polk County Board of Supervisors abates the property taxes at 545 42nd Street, Des Moines, Iowa for the 2023 assessment year, payable in September 2024 and March 2025, pursuant to Iowa Code sections 427.1(8)(a) and 427.3; and

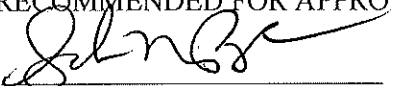
BE IT FURTHER RESOLVED that the Polk County Treasurer and the Polk County Auditor are directed to effectuate said abatement and correct their records accordingly.

Approved this _____ day of _____, 2024

POLK COUNTY, IOWA

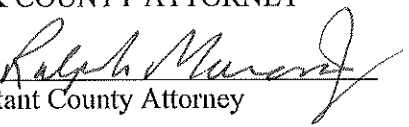
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

FISCAL NOTE: FY24/25 – minimal reduction in property tax revenues

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution abating property taxes for 545 42nd Street, Des Moines, Iowa for the 2023 assessment year, payable in September 2024 and March 2025.

Agenda Date: November 5, 2024

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 from St. Augustin Church for 545 42nd Street, Des Moines, Iowa.

Comply with Policy: Yes

Background: St. Augustin Church is the owner of 545 42nd Street, Des Moines, Iowa. St. Augustin Church is requesting an abatement of the property taxes for assessment year 2023, payable in September 2024 and March 2025 pursuant to Iowa Code sections 427.1(8)(a) and 427.3.

Action Impact: Abate assessed year 2023 taxes.

Fiscal Note:

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

Additional Fiscal Note Information (optional): minimal reduction in property tax revenues

RESOLUTION

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

WHEREAS, pursuant to Iowa Code Section 331.905, as amended in 2024 by Senate File 2442, a board of supervisors may vote to establish a county compensation board; and

WHEREAS, pursuant to this same Code Section, the county compensation board shall be comprised of seven members who are residents of the county. Two members shall be appointed by the board of supervisors, one member shall be appointed by each of the county officers: the county auditor, county attorney, county recorder, county treasurer, and county sheriff. The members of the county compensation board shall not be officers or employees of the state or a political subdivision of the state and shall serve staggered terms; and

WHEREAS, prior to SF2442, the Polk County Compensation existed by operation of law and the Board of Supervisors and county officers previously appointed seven member to staggered terms which Polk County desires to maintain; and

NOW, THEREFORE, BE IT RESOLVED, Polk County, Iowa hereby establishes the Polk County Compensation Board.

BE IT FURTHER RESOLVED, each of the elected officials previous and respective representatives shall continue their current terms as follows: Scott Brennan, Joseph Quin and Lonnie Dafney shall serve an initial term expiring on June 30, 2025; and the representative Candy Morgan shall serve an initial term expiring on June 30, 2026; and the representatives Brad Skinner, Jennifer Galloway and Ned Chiodo shall serve an initial term expiring on June 30, 2027.

BE IT FURTHER RESOLVED, this resolution shall apply retroactively to July 1, 2024.

HEREBY RESOLVED by the Board of Supervisors for Polk County, Iowa on this ____ day of _____, 2024.

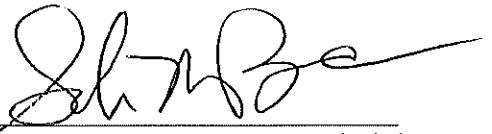
Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

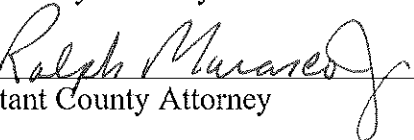
27

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: No fiscal impact

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution to establish the Polk County Compensation Board and appoint members.

Agenda Date: November 5, 2024

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: None

Board/Commission Actions: Polk County, Iowa had previously established the Polk County Compensation Board by operation of law.

Action Requested (Recommended): Approve appointments

Comply with Policy: Yes

Background: Pursuant to Iowa Code Section 331.905, as amended in 2024 by Senate File 2442, Sec. 52, a board of supervisors may vote to establish a county compensation board. Pursuant to this same Code Section, the county compensation board shall be composed of seven members who are residents of the county. Two members shall be appointed by the board of supervisors, one member shall be appointed by each of the county officers: the county auditor, county attorney, county recorder, county treasurer, and county sheriff. The members of the county compensation board shall not be officers or employees of the state or a political subdivision of the state and shall serve staggered terms

Action Impact: Approve establishment of the Polk County Compensation Board as of July 1, 2024.

Fiscal Note:

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

Additional Fiscal Note Information (optional): No fiscal impact

RESOLUTION

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

WHEREAS, Community Foundation of Greater Des Moines a 501(c)(3) non-profit and fiscal agent for the City of Johnston. The City of Johnston is dedicated to providing exceptional services to their community and enhancing the quality of life for their residents; and

WHEREAS, Community Foundation of Greater Des Moines, fiscal agent for the City of Johnston, applied for a Polk County Community Development Grant to assist with the renovation and expansion of the Crown Point Community Center located at 6300 Pioneer Pkwy, Johnston, Polk County, Iowa; and

WHEREAS, Polk County, Iowa desires to enter into an Agreement with the Community Foundation of Greater Des Moines, fiscal agent for the City of Johnston, to award grant funds to assist with the renovation and expansion of the Crown Point Community Center. The project will include expanding their senior meal site and having dedicated space for senior activities, a quilt room and an exercise area; and

WHEREAS, the grant award will serve a public purpose by expanding their congregate meal site and programming activities which will enhance the quality of live for the residents of the City of Johnston; and

WHEREAS, pursuant to the Agreement for a Community Development Grant Award, the grant funds shall only be used for costs related to the construction and materials for the renovation and expansion of the Crown Point Community Center; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of a Community Development Grant in the amount of \$100,000.00 to the Community Foundation of Greater Des Moines, fiscal agent for the City of Johnston, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant for the Community Foundation of Greater Des Moines, a 501(c)(3) non-profit organization and fiscal agent for the City of Johnston.

Agenda Date: November 5, 2024

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

Previous Action taken by the Board: Community Betterment Grant award approved on January 30, 2024 for \$8,000.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Community Foundation of Greater Des Moines, fiscal agent for the City of Johnston, applied for a Polk County Community Development Grant to assist with the renovation and expansion of the Crown Point Community Center located at 6300 Pioneer Pkwy, Johnston, Polk County, Iowa. The project will include expanding their senior meal site and having dedicated space for senior activities, a quilt room and an exercise area.

The Community Development Grant award will serve a public purpose by expanding their congregate meal site and programming activities which will enhance the quality of life for the residents of the City of Johnston.

Action Impact: The adoption of this resolution will award \$100,000.00 of gaming revenue to the Community foundation of Greater Des Moines, fiscal agent for the City of Johnston, and authorizes the Chair to sign the attached Agreement.

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

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	Y	0	\$100,000.00	\$0	N	40109032.79410	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Caring Outreach Center is a 501(c)(3) non-profit that is dedicated to help mobilize eastern Polk County with compassionate essential services; and

WHEREAS, Caring Hands Outreach Center has a capital improvement project that focuses on a water catchment plan that will include an ADA Art Sculpture Park, rebuilding a loading dock and installing a rock driveway located on the property located at 602 3rd St. SW, Altoona, Polk County, Iowa. Caring Hands Outreach Center applied for a Polk County Community Development Grant to assist with the rebuilding of a loading dock; and

WHEREAS, Polk County, Iowa desires to enter into an Agreement with Caring Hands Outreach to award grant funds to assist with the rebuilding of a loading dock which will make their services safer and more efficient; and

WHEREAS, the grant award will serve a public purpose by providing a safe loading dock to better serve individuals and families struggling with basic needs in eastern Polk County; and

WHEREAS, pursuant to the Agreement for a Community Development Grant Award, the grant funds shall only be used for costs related to the labor and materials for the construction of a loading dock; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of a Community Development Grant in the amount of \$50,000.00 to Caring Hands Outreach Center and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant for Caring Hands Outreach Center, a 501(c)(3) non-profit organization.

Agenda Date: November 5, 2024

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

Previous Action taken by the Board: Sponsorship award approved on August 27, 2024.

Board/Commission Actions: N/A

Comply with Policy:

Background: Caring Hands Outreach Center has a capital improvement project that focuses on a water catchment plan that will include an ADA Art Sculpture Park, rebuilding a loading dock and installing a rock driveway located on the property at 602 3rd St. SW, Altoona, Polk County, Iowa. Caring Hands Outreach Center applied for a Polk County Community Development Grant for the rebuilding of a loading dock. This dock is a significant part of their operation and will better serve the community.

This grant award will serve a public purpose by providing a safe loading dock to better serve individuals and families struggling with basic needs in eastern Polk County.

Action Impact: The adoption of this resolution will award \$50,000.00 of gaming revenue to Caring Hands Outreach Center and authorizes the Chair to sign the attached Agreement.

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

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	Y	0	\$50,000.00	\$0	N	40109032.79410	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

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

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

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

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

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa hereby approves the allocation of \$4,000.00 in gaming revenue to the listed organizations and for the individual amounts as set forth in the attached Community Sponsorship Award List.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Lisa Moody-Tunks
Grant Administrator

FISCAL NOTE: \$4,000.00 total in funds allocated for the attached Community Sponsorship Award List.

#30

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Community Sponsorship Awards.

Agenda Date: November 5, 2024

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

Previous Action taken by the Board: Sponsorship Awards approved October 22, 2024 for \$5,000.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Polk County, Iowa has a long-standing commitment to funding economic development, health, education, and cultural initiatives and events that benefit the residents and businesses of the Polk County, Iowa community. To support the commitment for funding initiatives and events, Polk County, Iowa operates the Polk County Community Sponsorship program. Local organizations may apply for Polk County sponsorship to assist in the funding of events and initiatives that serve a public purpose for the residents of Polk County. Approval of this resolution shall authorize the expenditure of \$4,000.00 of gaming revenue to sponsor various non-profit events or initiatives in 2024.

Action Impact: Passing of this resolution will award \$4,000.00 in Community Sponsorships in the individual amounts as identified on the attached Community Sponsorship Award List.

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

Fiscal Year	Budget- ed? (Y/N)	Anticipated	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25		\$4,000.00		N	40109035.77455	

Additional Fiscal Note Information (optional):

Sponsorship Awards
November 5, 2024

Immigrant Entrepreneurs Summit	\$1,500.00
Latinas Latinos Al Exito Inc. (AL Exito)	\$1,500.00
Urbandale Chamber of Commerce	\$1,000.00

TOTAL	\$4,000.00
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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, Election Manager 

Date: Monday, October 28, 2024

Subject: Canvass – Polk County General Election

The Polk County Board of Supervisors will convene as a Canvassing Board on Wednesday, November 13, 2024 at 9:30 AM. The location will be the Supervisor's Board Room, 111 Court Avenue, Room 120, Des Moines, Iowa.

This will be the canvass of the votes cast for the Polk County General Election held on November 5, 2024.

#31



MMP Short Form for Annual Updates

CASHIER'S USE ONLY

0473-542-473B-0431

Facility Name

Facility ID #

Iowa law requires annual updated MMPs and fees to be submitted on or before the 1st of the month due. If the update is not submitted by the due date, DNR issues a Notice of Violation. If a **complete** update and fees are not submitted by the end of the month it is due, the late submittal is referred to DNR legal services for enforcement action, including a \$3,000 penalty. For facilities with IDALS 200A certification, include a copy of the certification and compliance fees with this form to meet annual update requirements.

Instructions:

1. Fill in name, ID number, location, and owner/contact information. Check applicable box(es) below. Sign (facility owner) and date the form.
2. Make copies of this form for yourself, each county and the DNR field office. Submit copy to each county and have each county sign the form.
3. Submit a signed (by each county and facility owner) form to the appropriate DNR Field Office.

Facility Name:	3K Ag	Facility ID #:	59278
Facility Address:	5653 W 140th St South	Mitchellville	IA 50169
	(Address)	(City)	(State) (Zip)
Owner's Name:	3K Ag, LLC	Phone Number:	515-559-3455
Mailing Address:	33674 720th Ave	Collins	IA 50055
	(Address)	(City)	(State) (Zip)
Email Address (optional):			
Contact Name:	Brian Ritland	Phone Number:	641-648-7300
Mailing Address:	620 Country Club Rd	Iowa Falls	IA 50126
	(Address)	(City)	(State) (Zip)
Email Address (optional):	britland@pinnacleiowa.com		

Prior to making changes in manure management practices, update the on-site copy to show actual changes. Please select changes below and include all changes in your current, on-site MMP.

- ☐ I have made no changes to my MMP.
- ☒ I have added acres; ☒ changed crop rotation or optimum yields; ☐ changed application method; ☐ used manure analysis.
- ☐ I am electing to be a small animal feeding operation (SAFO) or facility capacity has changed (**Contact your local DNR Field Office**).
- ☐ I have made other changes to my MMP. Describe: _____

Signature of Facility Owner: _____ Date: 9/25/24

VERIFICATION OF COUNTY RECEIPT: I have received a complete copy of the annual MMP update.

County: Polk	Signature: Jamie Fitzgerald	Date: 10/23/24
County: _____	Signature: _____	Date: _____
County: _____	Signature: _____	Date: _____

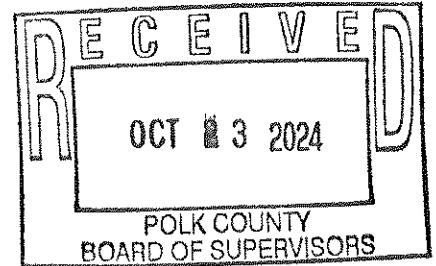
For DNR to approve the update, submit on this form, check at least one box above, have each county and the facility owner sign and date, and pay the correct fees.

Calculate the Animal Unit Capacity (AUC): multiply the maximum number of each species confined at one time by the appropriate factor indicated below, then add all animal units together and multiply by \$0.15:

ANIMAL SPECIES	(Max Capacity)	X (FACTOR)	AUC
Slaughter or feeder cattle		1.0	
Immature dairy cattle		1.0	
Mature dairy cattle		1.4	
Swine over 55 lbs.	3,840	0.4	1,536
Swine 15 lbs. to 55 lbs.; Sheep; Goats		0.1	
Horses		2.0	
Turkeys 7 lbs. or more		0.018	
Turkeys less than 7 lbs.		0.0085	
Broiler or layer chickens 3 lbs. or more		0.01	
Broiler or layer chickens less than 3 lbs.		0.0025	
Fish		0.001	

Fee/AU	Compliance Fee Due
Total AUC 1,536	X \$0.15 \$ 230.40

#32



DATE: October 21, 2024

TO: Board of Supervisors, Polk County

FROM: City Council
City of Altoona, Iowa

RE: Altoona Urban Renewal Area

The City of Altoona is in the process of amending the urban renewal plan for the Altoona Urban Renewal Area, and, pursuant to Section 403.5 of the Code of Iowa, the City is sending you the enclosed copy of its urban renewal plan amendment and scheduling a meeting at which you will have the opportunity to discuss this amendment.

The meeting to discuss our urban renewal plan amendment has been set for November 1, 2024, at 10:30 a.m. at the Altoona City Hall in Altoona. If you are unable to send a representative to the meeting, we invite your written comments. In addition, Section 403.5 gives your designated representative the right to make written recommendations concerning the urban renewal plan amendment no later than seven days following the date of the meeting.

The City will also hold a public hearing on this urban renewal plan amendment at 6:30 p.m. on November 18, 2024, and a copy of the notice of hearing is enclosed for your information.

Please call our City Finance Director at (515) 967-5136 if you have questions.

Enclosure