

**POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE – ROOM 120
OCTOBER 5, 2021 9:30 A.M.**

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

PUBLIC HEARING
DISPOSAL OF INTEREST IN REAL ESTATE

- *5. Resolution approving Quit Claim Deed for property located between 401 and 410 W. Broadway Street, Polk City (First Choice Renovations LLC).

PUBLIC HEARING
DISPOSAL OF INTEREST IN REAL ESTATE

- *6. Resolution approving Quit Claim Deed for property located between 401 and 413 W. Broadway Street, Polk City (First Choice Renovations LLC).

7. **PUBLIC COMMENTS**

RESOLUTIONS

- *8. Resolution approving a Subdivision Inspection Agreement for Grant Acres.
- *9. Resolution approving a Subdivision Inspection Agreement for Woodland Hills East.
- *10. Resolution approving sanitary sewer Right of Entry and Temporary Construction Easement Agreement (Norwoodville Urban Renewal Plan).
- *11. Resolution awarding Polk County Election Office MEPT Repairs to CPMI, LLC (Bid 490-2122).
- *12. Resolution approving Memorandum of Understanding with Dallas and Jasper Counties and Heartland Senior Services of Story County for Supplemental Food Program Services.
- *13. Resolution approving Training Agreement with DMACC for the facilitation of Real Colors workshops for Juvenile Detention Staff.
14. Resolution approving Termination of Subscriber Agreement with the City of Windsor Heights (for radio communications).
15. Resolution appointing individuals to various Boards and Commissions.
16. Resolution approving Community Betterment Grant Awards.

COMMUNICATIONS

17. Notice of Appraisement of Damages and Time for Appeal in the Matter of Condemnation of Certain Rights in Land (Closes Creek Watershed Improvements Project).

BUDGET ACTIONS

18. Memorandum of Budget Actions.

APPOINTMENTS

19. Memorandum of Appointments.

ADJOURNMENT

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

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

107-564

RESOLUTION

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

WHEREAS, Polk County received a proposal from First Choice Renovations, LLC to obtain this vacant parcel located between 401 and 410 W. Broadway Street, Polk City, Iowa, legally described as:

N 1/2 W 1/2 VAC NE/SW ALLEY THRU BLK 5 TOWN OF POLK CITY

WHEREAS, the Polk County Board of Supervisors desires to accept said offer and convey said property to First Choice Renovations, LLC; and

WHEREAS, there has been proper notice and public hearing pursuant to Iowa Code §331.361.

NOW, THEREFORE, BE IT RESOLVED by Polk County, Iowa, that the above described proposal is accepted; and

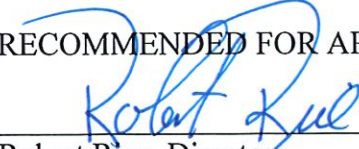
BE IT FURTHER RESOLVED Polk County, Iowa approves the attached Quit Claim Deed and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Quit Claim Deed.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela, Connolly, Chairperson

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

FISCAL NOTE: \$250.00 to Real Estate Fund

#5

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 145-21 approving a Quit Claim Deed to First Choice Renovations, LLC, File #107-564 (Dist. 261 Parcel 00083-002-000) vacant parcel located between 401 and 410 W. Broadway Street, Polk City, IA.

Agenda Date: October 5, 2021

Contact Individual: Bret VandeLune, Planning and Development Manager, Real Estate Division, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: On September 21, 2021 the Board approved a resolution for a public hearing to convey this parcel to First Choice Renovations, LLC.

Board/Commission Actions: NA

Action Requested (Recommended): Approve a Quit Claim Deed

Comply with Policy: Yes, Proposal

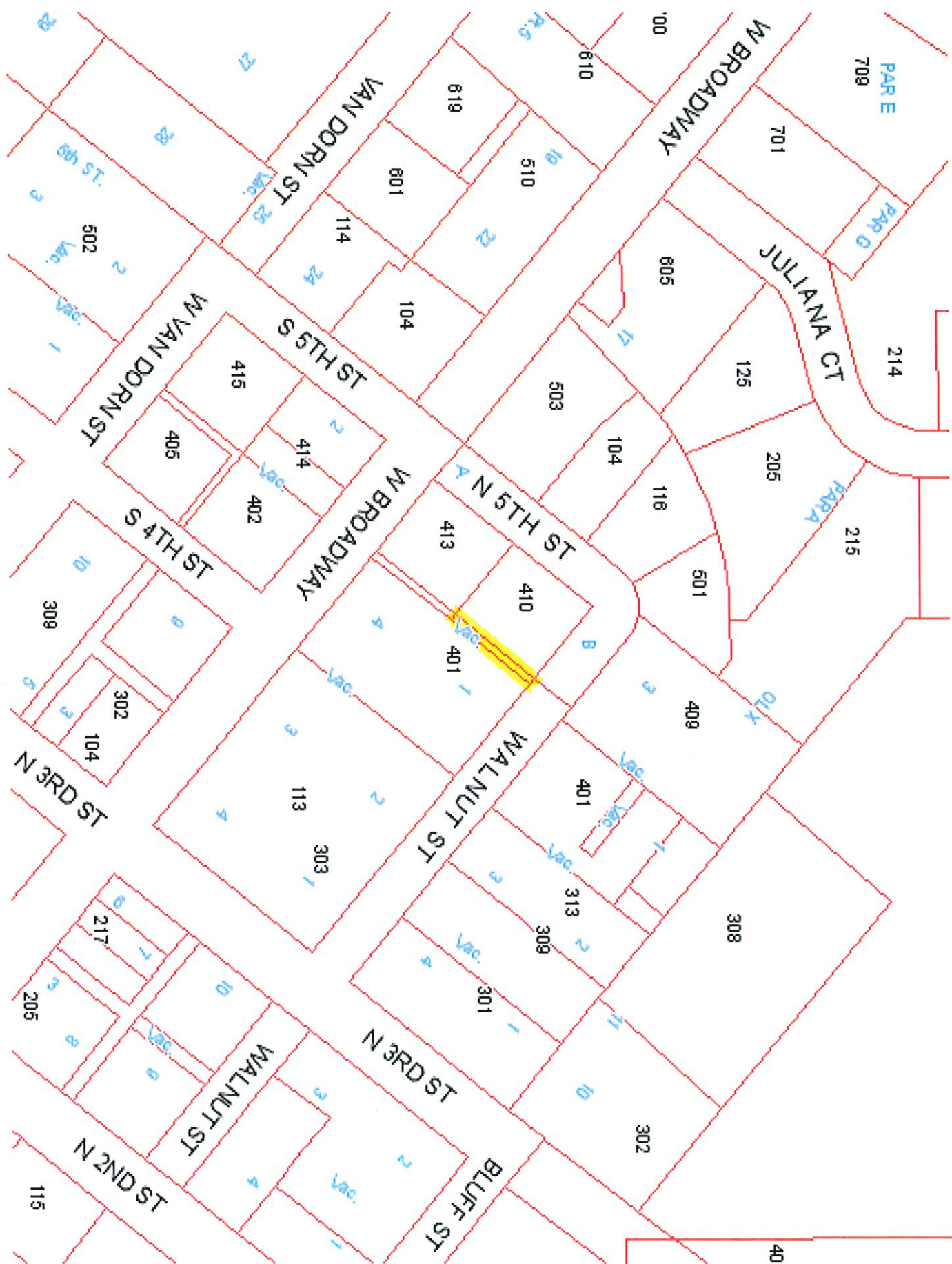
Background: Polk County received a proposal from First Choice Renovations, LLC for a total of \$250.00 to purchase this parcel. Polk County received this parcel by Tax Deed in August of 1993. Property size is 8.3' x 107.4'. Parcel is not buildable.

Action Impact: Approval of the resolution will authorize the Real Estate Office to issue the Quit Claim Deed to First Choice Renovations, LLC.

Fiscal Note: \$250.00 to Real Estate Fund

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22			\$250.00			

Additional Fiscal Note Information (optional):



107-565

RESOLUTION

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

WHEREAS, Polk County received a proposal from First Choice Renovations, LLC to obtain this vacant parcel located between 401 and 413 W. Broadway Street, Polk City, Iowa, legally described as:

S 1/2 W 1/2 VAC NE/SW ALLEY THRU BLK 5 TOWN OF POLK CITY

WHEREAS, the Polk County Board of Supervisors desires to accept said offer and convey said property to First Choice Renovations, LLC; and

WHEREAS, there has been proper notice and public hearing pursuant to Iowa Code §331.361.

NOW, THEREFORE, BE IT RESOLVED by Polk County, Iowa, that the above described proposal is accepted; and

BE IT FURTHER RESOLVED Polk County, Iowa approves the attached Quit Claim Deed and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Quit Claim Deed.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela, Connolly, Chairperson

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

FISCAL NOTE: \$250.00 to Real Estate Fund

#6

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 144-21 approving a Quit Claim Deed to First Choice Renovations, LLC, File #107-565 (Dist. 261 Parcel 00083-003-000) vacant parcel located between 401 and 413 W. Broadway Street, Polk City, IA.

Agenda Date: October 5, 2021

Contact Individual: Bret VandeLune, Planning and Development Manager, Real Estate Division, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: On September 21, 2021 the Board approved a resolution for a public hearing to convey this parcel to First Choice Renovations, LLC.

Board/Commission Actions: NA

Action Requested (Recommended): Approve a Quit Claim Deed

Comply with Policy: Yes, Proposal

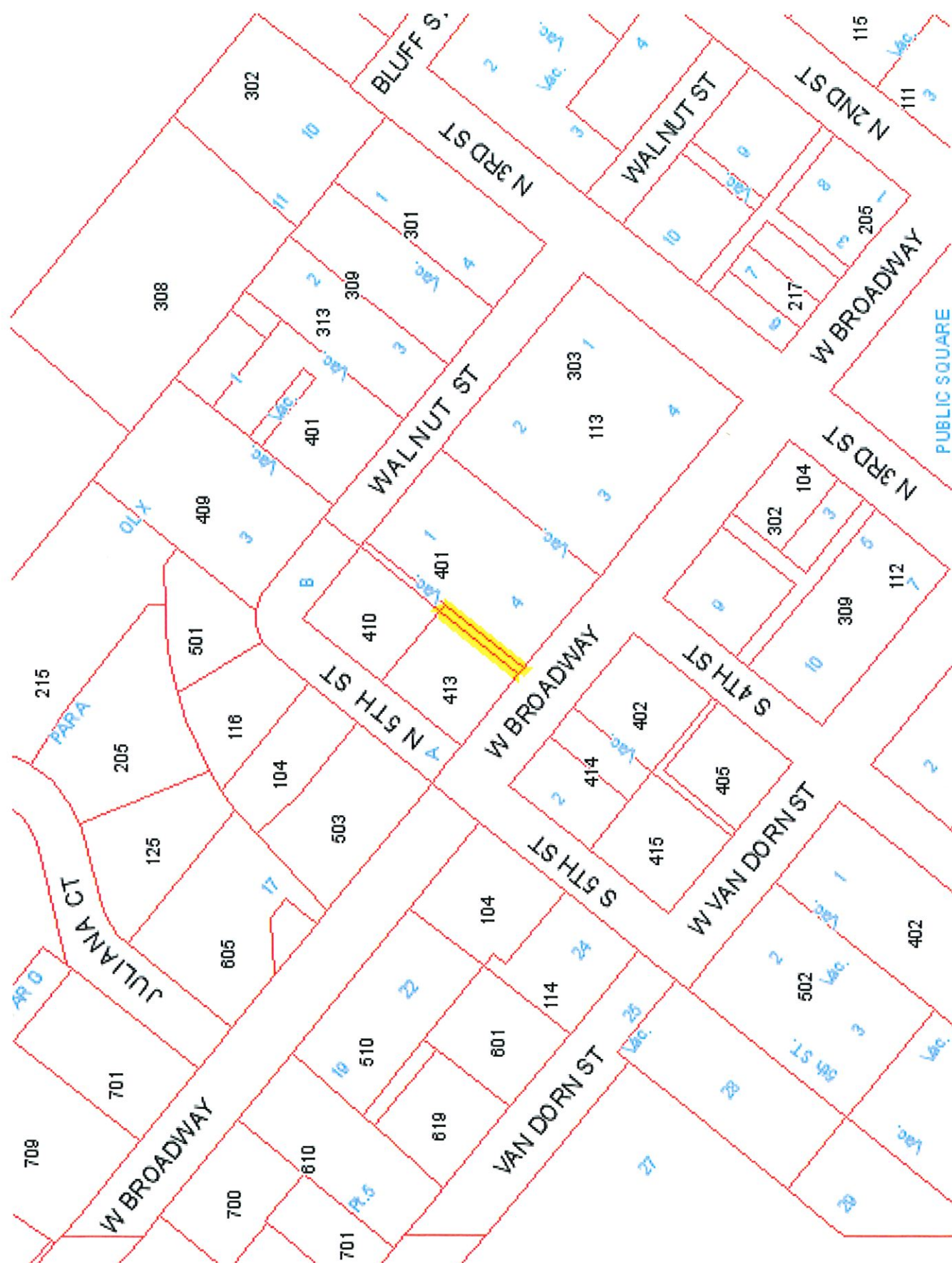
Background: Polk County received a proposal from First Choice Renovations, LLC for a total of \$250.00 to purchase this parcel. Polk County received this parcel by Tax Deed in August of 1993. Property size is 8.3' x 107.4'. Parcel is not buildable.

Action Impact: Approval of the resolution will authorize the Real Estate Office to issue the Quit Claim Deed to First Choice Renovations, LLC.

Fiscal Note: \$250.00 to Real Estate Fund

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22			\$250.00			

Additional Fiscal Note Information (optional):



RESOLUTION

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

WHEREAS, the Preliminary Plat for Grant Acres was approved by Polk County on September 7, 2021; and

WHEREAS, the Developer has submitted Construction Drawings for Grant Acres that have been reviewed and concurred that they represent the intent of improvements needed for the plat by Polk County Public Works; and

WHEREAS, a Subdivision Inspection Agreement has been executed by the Developer for review and approval by Polk County.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa hereby approves the Subdivision Inspection Agreement for Grant Acres and authorizes the Chairperson of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County; and

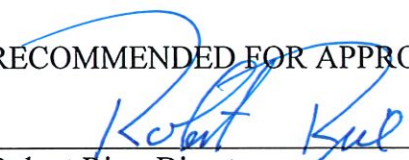
BE IT FUTHER RESOLVED that the Public Works Department return a copy of the signed agreement to Mike Siedsma and administer the agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL IMPACT: Time that is charged in accordance with the Agreement will be invoiced for reimbursement from the Developer to Polk County.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 142-21 approving a Subdivision Inspection Agreement for Grant Acres.

Agenda Date: October 5, 2021

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

Previous Action taken by the Board: Resolution No. 13, September 7, 2021 approving Preliminary Plat for Grant Acres.

Board/Commission Actions: N/A

Action Requested (Recommended): Approval of Subdivision Inspection Agreement.

Comply with Policy: Yes

Background: To protect the interest of the public, Polk County ensures the Developer and their representatives are completing tasks needed for plat improvements, including any and all future public infrastructure. The first step in that process is having a Subdivision Inspection Agreement executed by both parties. Once executed, a preconstruction meeting is held, work begins on the plat improvements, and Polk County monitors progress.

Action Impact: Allows work to begin on the plat improvements for Grant Acres and authorizes Public Works staff to administer said agreement.

Fiscal Note: Time that is charged in accordance with the Agreement will be invoiced for reimbursement from the Developer to Polk County.

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Preliminary Plat for Woodland Hills East was approved by Polk County on August 17, 2021; and

WHEREAS, the Developer has submitted Construction Drawings for Woodland Hills East that have been reviewed and concurred that they represent the intent of improvements needed for the plat by Polk County Public Works; and

WHEREAS, a Subdivision Inspection Agreement has been executed by the Developer for review and approval by Polk County.

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa hereby approves the Subdivision Inspection Agreement for Woodland Hills East and authorizes the Chairperson of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County; and

BE IT FUTHER RESOLVED that the Public Works Department return a copy of the signed agreement to Stephen Moseley of Hubbell Realty Company and administer the agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

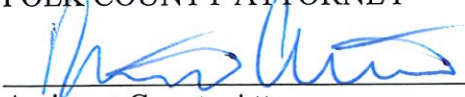
RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL IMPACT: Time that is charged in accordance with the Agreement will be invoiced for reimbursement from the Developer to Polk County.

#9

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 143-21 approving a Subdivision Inspection Agreement for Woodland Hills East.

Agenda Date: October 5, 2021

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

Previous Action taken by the Board: Resolution No. 10, August 17, 2021 approving Preliminary Plat for ~~Forest Ridge Estates~~ *Woodland Hills East*

Board/Commission Actions: N/A

Action Requested (Recommended): Approval of Subdivision Inspection Agreement.

Comply with Policy: Yes

Background: To protect the interest of the public, Polk County ensures the Developer and their representatives are completing tasks needed for plat improvements, including any and all future public infrastructure. The first step in that process is having a Subdivision Inspection Agreement executed by both parties. Once executed, a preconstruction meeting is held, work begins on the plat improvements, and Polk County monitors progress.

Action Impact: Allows work to begin on the plat improvements for Woodland Hills East and authorizes Public Works staff to administer said agreement.

Fiscal Note: Time that is charged in accordance with the Agreement will be invoiced for reimbursement from the Developer to Polk County.

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County approved an Urban Renewal Plan for the Norwoodville community; and

WHEREAS, the plan was developed to promote economic development and alleviate blighting conditions and influences within the Norwoodville community; and

WHEREAS, the plan outlines public improvements related to providing public sanitary sewer to replace aging, deteriorating, and sometimes failing onsite septic systems; and

WHEREAS, to provide public sanitary sewer, abandon onsite septic systems, and provide private service connections Polk County is required to enter into a Right of Entry and Temporary Construction Easement agreement with each parcel within a given project area; and

WHEREAS, each agreement allows Polk County to provide public sanitary sewer, abandon onsite septic systems, provide private service connections, and pay for all permitting and connection fees for the areas where sewer main exists; and

WHEREAS, the Budget Officer will certify the debt incurred due to paying the individual connection fees as outlined in each agreement by December 1, 2021 to be reimbursed by the Norwoodville Urban Renewal Area; and

WHEREAS, each agreement will be Recorded and shall be binding to all transferees, purchasers, assigns, heirs, and successors.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves the terms of the attached Right of Entry and Temporary Construction Easement agreement and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the Budget Officer to certify debt incurred based on connection fees to be paid by Polk County in accordance with each individual agreement presented by December 1, 2021; and

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the County Auditor to record all necessary documents.

Approved this ____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

FISCAL NOTE: None

#10

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 141-21 to approve sanitary sewer Right of Entry and Temporary Construction Easement agreement.

Agenda Date: October 5, 2021

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

Previous Action taken by the Board: Resolution No. 12 on May 15, 2018 approving the Norwoodville Urban Renewal Plan.

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution approves an agreement to enter a property for the construction of sanitary sewer main, private service connection, and septic abandonment. It directs the Budget Officer to certify the debt to the Polk County Auditor by December 1, 2021, and authorizes the Polk County Auditor to record all necessary documents.

Comply with Policy: Yes

Background: Polk County approved an Urban Renewal Plan for the Norwoodville community, initially and specifically to provide sanitary sewer. This project will construct service lines and abandon septic systems where sanitary sewer main already exists.

Action Impact: Approval of resolution allows Polk County to construct private sanitary service connections, directs the Budget Officer to certify debt, and authorizes the Polk County Auditor to record the agreement documents.

Fiscal Note: None

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, On September 9, 2021, Polk County received one (1) bid for Bid 490-2122, Polk County Election Office MEPT Repairs; and

WHEREAS, Architect, Alvine Engineering, recommends accepting the base bid of \$315,800 and Alternate No. 1, \$8,300 of CPMI, LLC of Minneapolis, Minnesota; and

WHEREAS, General Services concurs with the Architect's recommendation.

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa herein awards Bid 490-2122, Polk County Election Office MEPT Repairs, to CPMI, LLC and directs the Chairperson of the Polk County Board of Supervisors to sign the contract.

BE IT FURTHER RESOLVED, the Polk County Board of Supervisors authorizes the Polk County Administrator to approve all necessary change orders.

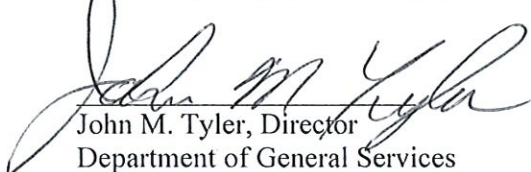
Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

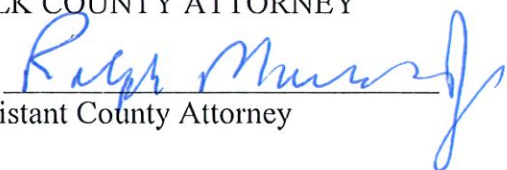
21/22-003

RECOMMENDED FOR APPROVAL:


John M. Tyler, Director
Department of General Services

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

Fiscal Note: Project cost, \$324,100

#11

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution awarding Bid 490-2122, Polk County Election Office MEPT Repairs, to CPMI, LLC.

Agenda Date: October 5th, 2021

Contact Individual: John M. Tyler, Director of General Services
286-3129

Previous Action taken by the Board:

Board/Commission Actions:

Action Requested (Recommended): Approval
Comply with Policy:

Background: On September 9, 2021, Polk County received one (1) bid for Bid 490-2122, Polk County Election Office MEPT Repairs. CPMI, LLC submitted a total of \$324,100 which includes the base bid of \$315,800 and Alternate No. 1, \$8,300. General Services agrees with architect, Alvine Engineering, to award this bid to CPMI, LLC.

Action Impact: This Resolution awards the project to CPMI, LLC in the amount of \$324,100.00.

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	Y	\$324,100.00	NA			

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County, Iowa Supplemental Foods Program distributes commodity food items to low-income senior citizens in Polk and neighboring counties; and

WHEREAS, Memorandums of Understanding have been developed with Dallas and Jasper counties, and Heartland Senior Services of Story County, to continue the distribution of commodity foods for the term of October 1, 2021 through September 30, 2024; and

WHEREAS, the Memorandums of Understanding establish a distribution handling fee of \$5.00 per package with a minimum payment to Polk County, Iowa of \$6,000 per calendar year per county; and

WHEREAS, the maximum amount of commodity foods distributed shall not exceed 200 per county, with a maximum payment per county of \$12,000 per year.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Memorandums of Understanding with Dallas and Jasper counties and Heartland Services of Story County for the distribution of commodity foods, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Memorandums of Understanding on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Eric N. Kool, Director
Community, Family and Youth Services

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

FISCAL NOTE:

#12

POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Memorandums of Understanding between Polk County, Iowa and Dallas and Jasper Counties and Heartland Senior Services of Story County for Supplemental Food Program Services.

Agenda Date: October 5, 2021

Contact Individual: Doug Stodgel, Program Administrator
Polk County Supplemental Foods
515-286-3407

Previous Action taken by the Board: A similar resolution was approved by the Board on October 23, 2018.

Board/Commission Actions:

Action Requested (Recommended): Approval of is recommended.

Comply with Policy: Yes

Background: Polk County, Iowa administers the Commodity Supplemental Food Program for Iowa. Participants in the program are income eligible seniors. This program provides a monthly allotment of commodities that include protein, vegetables, cheese, milk products, rice, cereal, fruit and fruit juices. Commodities are delivered by Supplemental Foods staff to outlying counties that include Dallas, Jasper, and Story counties. The counties pay an administration fee of \$5.00 per package delivered with a minimum payment to Polk County of \$500 per month, regardless of the number of packages distributed.

The term of these Memorandums of Understanding is October 1, 2021 through September 30, 2024.

Action Impact: Approval of this resolution will allow the Polk County Supplemental Foods Program to provide monthly commodities to a maximum of 200 eligible seniors in each of the counties listed above.

Fiscal Note:

Federal Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
FY 21/22	Y		\$18,000	N		10233113.52790
FY 22/23	Y		\$18,000	N		10233113.52790
FY 23/24	Y		\$18,000	N		10233113.52790

Additional Fiscal Note Information (optional): Minimum revenue of \$18,000/Maximum revenue of \$36,000 per contract year based on the federal fiscal year (October 1-September 30).

- Minimum revenue= \$500 per month X 3 Counties= \$1,500 X 12 months= \$18,000
- Maximum revenue= \$1,000 per month X 3 counties= \$3,000 X 12 months= \$36,000

RESOLUTION

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

WHEREAS, Polk County, Iowa through its Juvenile Detention Center (Detention), desires to provide continuing education and training to Detention employees on an on-going basis; and

WHEREAS, Des Moines Area Community College (DMACC) has educators qualified to provide Real Colors training through workshops; and

WHEREAS, DMACC will provide four three-hour workshops for a cost of \$1,600 plus a \$10.25 per participant material fee; and

WHEREAS, funds are available in the Community, Family, Youth Services Juvenile Detention budget to cover the cost of the workshops.

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa approves the terms of the attached Co-Sponsored Training Agreement with Des Moines Area Community College for Real Colors workshops, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:



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

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

FISCAL NOTE:

#13

POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Co-Sponsored Training Agreement ("Agreement") between Polk County, Iowa and Des Moines Area Community College for the facilitation of Real Colors workshops for Juvenile Detention staff.

Agenda Date: October 5, 2021

Contact Individual: Dan Larson, Program Administrator
Community, Family and Youth Services
515-286-2100

Previous Action taken by the Board: None.

Board/Commission Actions

Action Requested (Recommended): Approval is recommended.

Comply with Policy: Yes

Background: The Polk County Juvenile Detention Center ("Detention") provides education and training to its employees on an on-going basis. Des Moines Area Community College has staff trained to provide Real Colors Workshops. The training will be provided to Detention staff as part of staff retreats being held at Jester Park. Workshops will be held on October 13 and 27th and November 5 and 24th, 2021 from 8:00 a.m. to 11:00 a.m. The cost for the four workshops is \$1,600 plus \$10.25 per staff for training materials.

Action Impact: Approval of this Agreement will allow the Polk County Juvenile Detention Center to provide quality training and education to its employees.

Fiscal Note:

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21-22	Y	\$1,600*			10233302.77170	

Additional Fiscal Note Information (optional): *There is a \$10.25 per person fee for materials. The total cost of this expense is unknown until the training roster has been created.

RESOLUTION

MOVED By _____ **SECONDED** By _____
that the following Resolution be adopted.

WHEREAS, the Polk County Sheriff's Office provides communication dispatch services for law enforcement, fire, medical, and other emergency services responders; and

WHEREAS, Polk County and RACOM entered into a Master Contract on 3/13/2012 for the purpose of establishing a public/private network for public safety radio service in central Iowa and the terms state that Polk County bears no responsibility for payment of access fees to RACOM for other Subscriber agencies; and

WHEREAS, Polk County approved Amendment 1 to the Master Contract on 12/17/2013 and approved Amendment 2 to the Master Contract on 9/17/2019; and

WHEREAS, a Subscriber Agreement between Polk County and the City of Windsor Heights was executed by the City of Windsor Heights on 4/23/2012 and Polk County on 4/26/2012. The Subscriber Agreement allows for Termination for Convenience which includes a financial payment to be made to Polk County for the early termination of the agreement; and

WHEREAS, the City of Windsor Heights did not execute a new Subscriber Agreement in 2019 when Polk County and RACOM executed Amendment 2 and the City of Windsor Heights has indicated to Polk County its desire to use the Termination for Convenience clause. The City of Windsor Heights has transitioned its communication services to Westcom, and the Polk County Sheriff's Office no longer provides these services to the City of Windsor Heights; and

WHEREAS, RACOM and the City of Windsor Heights currently have a lease agreement for RACOM to have a radio communications tower behind the City Police and Fire Station and the lease agreement is being extended beyond 2030; and

WHEREAS, the Polk County Sheriff's Office recommends that Polk County agree to the Termination for Convenience and the waiver of financial payment included in the terms of the Subscriber Agreement.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the termination of the City of Windsor Heights Subscriber Agreement and the waiver of a financial payout.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:

Frank Marasco
Polk County Sheriff's Office

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: _____
Assistant County Attorney

#14

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Termination of Subscriber Agreement with the City of Windsor Heights

Agenda Date: 10/5/2021

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

Action Requested (Recommended): The Resolution approves the termination of the Subscriber Agreement with the City of Windsor Heights.

Background: Polk County and RACOM entered into a Master Contract on 3/13/2012 for the purpose of establishing a public/private network for public safety radio service in central Iowa and the terms state that Polk County bears no responsibility for payment of access fees to RACOM for other Subscriber agencies. The Subscriber Agreement between Polk County and Windsor Heights was executed by Windsor Heights on 4/23/2012 and Polk County on 4/26/2012, respectively, and allows for Termination for Convenience, which includes a financial payment to be made to Polk County for the early termination of the Agreement.

Windsor Heights has indicated to Polk County its desire to use the Termination for Convenience clause and has transitioned its communication services to Westcom. The Polk County Sheriff's Office no longer provides these services and recommends that Polk County agree to the Termination for Convenience and the waiver of financial payment included in the terms of the Subscriber Agreement.

RACOM and Windsor Heights currently have a lease agreement for RACOM to have a radio communications tower behind the City Police and Fire Station and the lease agreement is being extended beyond 2030.

Action Impact: The Polk County Sheriff's Office will continue to provide communication dispatch services for law enforcement, fire, medical, and other emergency services responders through its subscriber agreements and Windsor Heights will continue its communication services with Westcom.

Fiscal Note: N/A

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

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____ SECONDED by _____

that the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors has the responsibility to appoint representatives to certain boards, committees and commissions, and

WHEREAS, appointments are necessary to fill the following positions.

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

Organization

Term Expires

Condemnation Compensation Commission

Sara Hopkins (licensed realtor/broker)

1/2/2022

Clarke Stuart (licensed realtor/broker)

1/2/2022

Leilah Cox (owner of city property)

1/2/2022

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Polk County Board of Supervisors

FY20/21 #
Fiscal Impact: None

#15

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: October 5, 2021

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

Previous Action taken by the Board: Ongoing

Board/Commission Actions: N/A

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

Comply with Policy: Yes

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

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

Fiscal Note: None

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
20/21						

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors has identified funding for Community Betterment projects in the FY 21-22 Prairie Meadows Revenue Gaming Plan; and,

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

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

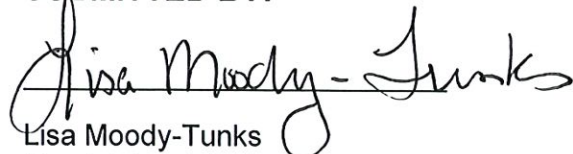
WHEREAS, the nature of these agencies/organizations and their projects are an appropriate use of the Community Betterment funds.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors hereby approves awarding \$10,400.00 in Community Betterment Grants, in the individual amounts as identified, to the agencies/organizations on the attached Community Betterment Grant Award List from the Community Betterment fund.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:


Lisa Moody-Tunks
Grant Administrator

Fiscal Impact: \$10,400.00 from the Community Betterment fund, FY 21-22

#16

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: October 5, 2021

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

Previous Action taken by the Board: Community Betterment Grant Award-September 28, 2021 for \$8,000.00.

Board/Commission Actions: N/A

Action Requested (Recommended): Approval of the attached October 5, 2021-Community Betterment Grant Award List.

Comply with Policy: Yes

Background: Polk County has funding for Community Betterment projects in the FY21-22 Prairie Meadows Revenue Gaming Plan. Request for support of community agencies/organizations have been received and their projects are an appropriate use of the Community Betterment funds.

Action Impact: Passing of this resolution approves awarding \$10,400.00 in Community Betterment Grants in the individual amounts as identified on the attached Community Betterment Grant Award List.

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22		\$10,400.00		N		40109033.79410

Additional Fiscal Note Information (optional):

Community Betterment Grant Awards
October 5, 2021

Forest Avenue Outreach (D/B/A Good Vibes Movement)	\$10,400.00
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TOTAL	\$10,400.00
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IN THE SHERIFF'S OFFICE OF POLK COUNTY, IOWA

IN THE MATTER OF THE CONDEMNATION
OF CERTAIN RIGHTS IN LAND FOR THE
CLOSES CREEK WATERSHED
IMPROVEMENTS PROJECT – Stuart, 3425
Clark Street, Des Moines, Iowa),

by the

CITY OF DES MOINES, IOWA,
IA077011A

Applicant.

NOTICE OF APPRAISEMENT OF
DAMAGES AND TIME FOR APPEAL

TO:

Titleholders:

Jack A. Stuart, 4009 Muskogee Ave., Des Moines, IA 50312

Mary Jo Stuart, 4009 Muskogee Ave., Des Moines, IA 50312

Bank of America, National Association f/k/a Security Pacific National Bank, c/o Registered Agent:
C T Corporation System, 400 E. Court Ave, Des Moines, IA 50309

Lienholders, Encumbrancers and Leaseholders:

None.

Taxing Authority:

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

LEGAL DESCRIPTION:

THE LOT 9 (EXCEPT THE EAST 120.2 FEET MEASURED ON THE
SOUTHEASTERLY LINE THEREOF) AND THE EAST 8.00 FEET OF LOT 10,
SAWTELL PLACE, BEING AN OFFICIAL PLAT NOW INCLUDED IN AND FORMING
A PART OF THE CITY OF DES MOINES, POLK COUNTY, IOWA.

#17

CONTAINING APPROXIMATELY 0.09 ACRES (4,008 S.F.).

PROPERTY ADDRESS: 3425 Clark Street, Des Moines, IA 50311

(If broken down by property type (partial fee, permanent easement or temporary easement), or by property interest (owner, tenant/lessee, other), please so state:)

Fee Simple Interest	\$	<u>—</u>
_____	\$	_____
_____	\$	_____
_____	\$	_____
TOTAL AWARD		\$ <u>4,500⁰⁰</u>

YOU AND EACH OF YOU ARE HEREBY NOTIFIED that the duly appointed and qualified commissioners assessed and appraised the damages sustained by reason of the condemnation as set out above, and that pursuant to Section 6B.18 of the Code of Iowa, any interested party may, within thirty days from the date of mailing the notice of the appraisal of damages, appeal to the district court by filing notice of appeal with the district court of the county in which the real estate is located and by giving written notice to the sheriff that the appeal has been taken.

Dated this 23RD day of September, 2021.

SHERIFF OF POLK COUNTY, IOWA

By: _____

Deputy

 KB